The Sanborn City Council met in regular session Monday, October 9, 2023, in the Donald Kroese Council Chambers. Mayor Randy Lyman called the meeting to order at 5:00 p.m. with the following Council Members present: Jerry Back, Tim Devitt, Larry Reitsma, Brian Visser, and Aaron Wiekamp. Others present: Jim Zeutenhorst, Adam Roelfs, Wendy Reed, Alan Visser, Chris Cammann, Doug Elgersma, and Keven Koerselman.

Motion Back, seconded by Wiekamp to approve the agenda. Roll call was taken. Vote results: Ayes 5 /Nays 0

Chris Cammann and Alan Visser requested time with Council on behalf of the Sanborn Railroad Days Committee. They are currently a division of the Sanborn Chamber Group but would like Council to consider making the RR Committee a department of the City; stating formalities as a reason for a change. Zeutenhorst did discuss this with the city’s insurance representative noting various cautions the City may face being the primary insured. Cammann mentioned the group is researching the application process for becoming a 501c organization and Council agreed that could be the best option to meet their needs. Doug Elgersma and Kevin Koerselman brought to light an issue found within the irrigation system on the southeast end of the grounds near the walking trail. The loop has a break in it, and they estimate the repairs to cost $11,000; with most-all of the labor being in-house. After a lengthy discussion on the seasons’ finances and projections on if the project is put on hold, Councilman Reitsma made the motion to proceed with these repairs with the wastewater department incurring the costs. Motion was seconded by Visser. The roll was called. Vote results: Ayes 5/Nays 0.

The Mayor of the City of Sanborn announced that this was the time and place for public hearing and meeting on the matter of granting an easement to Associated Milk Producers, Inc. (“AMPI”). At this time, all interested persons could appear and file objections to the proposal. The Mayor then asked the clerk if there were any written objections filed by a resident or property owner of the municipality to the proposal. The Clerk advised the Mayor that no written objections had been filed. The Mayor then called for oral objections to the proposal. None voiced. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

Councilperson Devitt introduced the Resolution entitled "RESOLUTION FOR GRANT OF EASEMENT” and moved that the same be adopted. Councilperson Back seconded the motion to adopt. The roll was called and the vote was: Ayes 5/Nays 0.

A motion was made by Back and seconded by Reitsma to approve the consent agenda. The following consent agenda items were approved: a. Approve minutes of September 11 meeting b. Approve October Bills c. Resolution #2023-24 Setting the Sanborn Electric and Telecommunications Board Members Meeting Pay d. Resolution #2023-26 Setting a Public Hearing regarding the Proposal to Vacate Orange Street and Convey Vacated Roadway to Alan and Briana Visser. Ayes 5/Nays 0.

Zeutenhorst revisited discussions over the proposal with HMS Middle School to collaborate with the Sanborn Police Department offering a School Resource Office. Council consensus was to go ahead with initiating a 28E agreement with them for shared resources and state funding. Other projects council was updated on were: The Hwy.18 commercial district layout for expansion in the northwest quadrant, amendments to Sanborn’s Urban Renewal Plan for rebate incentives and splitting the costs with Sanborn Electric and Telecommunications, the railroad culvert project and financing options, funding the 2nd/3rd Streets mill work and resurfacing, the increasing MCF capacity for the City of Sanborn through Clayton Energy, and succession planning.

Motion made by Devitt, seconded by Back, approving a wage increase for Devon TenKley; from $20.50 to $23.50/hour.

Clerk Reed fielded questions regarding fund balances, software capabilities, and working with the city’s auditing firm.

Adam Roelfs let council know the fall clean-up was smaller than the spring event and ran smoothly. Zeutenhorst followed up with updates to nuisance abatement notices that have gone out.

There being no further business to come before the Council, Motion Wiekamp, seconded by Reitsma to adjourn at 7:20 p.m. The next regularly scheduled meeting will take place on Monday, November 13 at 5:00p.m. in the Council Chambers at City Hall. Roll call was taken. Vote results: Ayes 5 /Nays 0

Attest:

 Randy Lyman Mayor

Wendy Reed

City Clerk

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| --- | --- | --- |
| A&M Laundry, Inc. | SGCC/Shop Towel service | $326.72 |
| Access Systems | Monthly Copier Lease | $495.98 |
| Alert-All Corp | FIRE-children's safety kit | $327.00 |
| Alpha Wireless | FIRE-Radio/pager programming | $30.00 |
| \*Associated Computer Systems | CISCO Umbrella Insights/CISCO Duo Security | $1,188.42 |
| Atlantic Coca-Cola | SGCC-Beverage Order | $466.42 |
| \*Baker & Taylor Books | Adult/Childrens Books | $740.41 |
| Bob & Scott's | SGCC Food Purchase | $1,887.42 |
| \*Bohnet, Denise | Reimb: Mileage | $161.13 |
| \*Brommer Sanitation | Monthly Garbage/REC  | $34.33 |
| Brommer Sanitation | Monthly Garbage/REC  | $33.01 |
| Casey's Bakery | Clubhouse Bakery | $545.52 |
| \*Cengage Learning, Inc | Library Supplies | $104.21 |
| City of Sheldon | Ambulance Coverage | $350.00 |
| \*Clayton Energy Corp | Gas Commodity | $29,187.39 |
| Core & Main | Hydrant repairs/Sunrise WT Main Proj | $3,327.21 |
| \*Core-Mark | SGCC Food Purchase | $1,741.62 |
| Dave's Sand & Gravel | Course: Sand | $286.17 |
| Dekoter, Thole, & Dawson | Legal:Admin/Prairie View/PD | $3,704.00 |
| Del's Garden Center | SGCC-Trees | $166.00 |
| DGR Engineering | Engineering | $4,764.25 |
| \*Doll Distributing | SGCC Beverage Order | $441.75 |
| Don's Auto | PD/Fire/AMB/WT/SGCC | $2,332.86 |
| Electric Pump | Pool-Hydromatic pump | $5,977.22 |
| \*Equitable Life Insurance | Insurance Premiums | $355.38 |
| Excelsior Blower Systems | WWTP Filter Element | $329.81 |
| Foundation Analytical Lab | Testing | $10,621.45 |
| Fuller & Sons Paving | Mill & Pave E. 2nd/3rd St.,School Block,Misc. | $160,000.00 |
| Harn R/O Systems | WT-VITEC drum | $7,608.00 |
| \*Hegenbarth, Rob | Reimb: PD Supplies | $364.37 |
| Howe, Mikayla | Reimb: CPR Instructor training | $120.00 |
| \*ImageTrend | Ambulance Billing Service-Past Due | $9,738.91 |
| Iowa Information | Publications/Advertising | $107.00 |
| Iowa Law Enforcement Academy | Testing | $50.00 |
| Iowa One Call | Locates | $70.20 |
| Iowa DNR | Annual Water Use Fee Permit#6415 | $115.00 |
| \*IPERS | IPERS | $10,856.25 |
| Jack's Uniforms & Equip | PD-Uniform | $1,591.47 |
| \*JCL Solutions | Library supplies | $58.67 |
| \*Johnson Bro's | SGCC Beverage Order | $1,140.09 |
| LaCoe, Samantha | Reimb: Lodging expense for academy testing | $129.92 |
| \*Lyman, Tanya | GAS Rebate | $100.00 |
| Lyman, Tanya | Reimb-Amazon SGCC | $277.79 |
| Marcus News | Publications/Advertising | $622.78 |
| \*Mastercard | Library Charge: Program Supplies | $148.22 |
| MidAmerican Energy | Border Station Utilities  | $11.36 |
| Miwest Turf & Irrigation | SGCC-Mower/Irrigation supplies | $3,364.99 |
| Municipal Supply | WT Supplies | $1,592.16 |
| 610 Depot (Ryden/Napa) | SGCC/WT/WW/GAS/Park/CEM/Shop/CityHall | $4,965.73 |
| \*Northern Lights | SGCC Food Purchase | $3,552.43 |
| Office Elements | Office Supplies | $613.77 |
| P&K Pest Control | Monthly Maintenance (SGCC/WTP/EMS) | $285.00 |
| Pete Howe Sanitation | Storm Drain televise (RR Tracks) | $1,050.00 |
| \*Pearce, Emily | Reimb: Library Supplies | $76.92 |
| \*Pitney Bowes | Postage Meter Rental 10/1-12/31/23 | $180.00 |
| Plumbing & Heating Wholesale | WT line supplies/curb box | $739.53 |
| \*Postma, Wilbert | GAS Rebate | $350.00 |
| \*Postmaster | Postage - Utility Billing | $190.38 |
| Postmaster | SGCC Box rent/First Class Permit#9 | $382.00 |
| PowerManager | Annual software subsciption | $7,758.06 |
| Premier Communications | Gas Border Station | $35.41 |
| Postma, Wilbert | GAS Rebate | $350.00 |
| Sanborn Building Center | sand mix | $5.56 |
| Sanborn Foods | SGCC/Office | $184.21 |
| \*Sanborn Municipal Util. | Library utilities | $218.63 |
| Sanborn Municipal Util. | Utilities  | $34,286.45 |
| Sanborn Propane | City/SGCC Fuel/diesel | $4,995.81 |
| \*Sanborn Savings Bank | Bank fees | $32.10 |
| Sanford Health  | WWTP G.Schmidt | $481.00 |
| SuperHiTech | Managed IT Service | $1,500.00 |
| Sybemsa Graphics | SGCC hats/Tree dump signage | $1,021.25 |
| TCA | Phone/Int | $1,417.76 |
| \*TCA | Library Phone/Internet | $77.75 |
| The Toro Co | Course Mower Mnthly Maint. Agmt | $242.00 |
| Vector | Annual Dues FY24 | $6,511.70 |
| \*Verizon Wireless | GIS Line/PD Jetpacks | $159.16 |
| Verizon Wireless | PD 2 lines/ MikeD.Cell | $104.49 |
| VISA | Public Works Charge | $1,196.68 |
| VISA | City Charge:SGCC/Admin/Office/PD/Fire | $4,153.54 |
| VISA | Admin Charge | $178.64 |
| Visser Gravel | 1" Rock (Sunrise WT Main Proj ARPA Funding) | $208.08 |
| Visual Edge IT | Finance Charge | $4.29 |
| \*Wellmark | Insurance Premiums | $14,685.72 |
| Zimco Supply | SGCC - Chemicals | $2,112.60 |
| **Totals:** |  | **$362,299.51** |