The Sanborn City Council met in regular session Monday, August 14, 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, Brian Visser, and Aaron Wiekamp. Larry Reitsma arrived at 5:10pm. Others present: Jim Zeutenhorst, Adam Roelfs, Wendy Reed, Chris Cammann, Brian Elgersma, Doug Elgersma, John Farrell, Terry Jaycox, Kari Van Es, and Alan Visser.

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

Chris Cammann, representing the Sanborn Railroad Days Committee, requested Council feedback on this years’ celebration, to take to their upcoming board meeting. He also shared thoughts and ideas on what could come next year. Alan Visser and Terry Jaycox were inquiring further into the City’s proposed Tree Recycling Center located adjacent to Mr. Visser. Golf Board members Brian and Doug Elgersma and Kari Van Es represented the Golf Board at the invitation of the City Council. Discussion was held regarding the finances within the Course and Club House, touching on budgeting, staffing, course improvements, and maintenance.

A motion was made by Devitt and seconded by Back to approve the consent agenda, with the following August claim removed, ECDesign Group. The following consent agenda items were approved: a. Approve minutes of July 10 meeting b. Approve August bills c. Resolution #2023-20 Bank Signer d. Resolution #2023-21 Resolution Setting the Sale of Property. Roll call was taken. Vote results: Ayes 5/ Nays 0

Zeutenhorst provided Council with an update on the proposed expansion of Sanborn’s Highway Commercial Park.

Zeutenhorst provided the City Council with an update on the City of Sanborn’s Natural Gas Border Station. Northern Natural Gas had done further modeling of the system and feels if Sanborn is willing to accept a new agreement that they will receive 47 pounds of pressure versus the 56 pounds we are currently receiving, the City may not have to spend nearly $700,000 in Border Station upgrades. The city of Sanborn has contracted with USDI to model Sanborn system in the past and they were able to put the new pressures into the model and we are confident that we will be able to maintain proper pressure throughout the community without having to upgrade the Border Station. Zeutenhorst informed the Council that we should move forward on purchasing an additional 100 MCF of firm capacity which will cost the city approximately $162,000 and upgrade the meter at the border station for approximately $25,000. There may need to be some work to the regulator station which would be approximately $30,000 but would not need to do the large upgrade to the border station. It was the consensus of the Council to move ahead and get a new agreement from Northern Natural gas to accept 47 pounds of pressure and move forward with the purchase of 100 MCF’s of firm capacity.

Council reiterated the need for a quality tree and branch site for the residents of Sanborn. Realizing the ongoing costs associated with its upkeep and the limited spaces available for such a site, Councilman Back motioned to approve the City’s Tree Recycling Center location of the old cement plant on North Western Avenue. Motion was seconded by Reitsma. Vote Results: Ayes 3/ Nays 2

Zeutenhorst provided the Council with updates on the following:

- Deputy Clerk Melissa Baker has completed her 6-month probationary period. Based on her performance he supports keeping Mrs. Baker as a city office employee. Devitt made a motion to provide a $1.00/hr. increase to Mrs. Baker’s wage. Motion was seconded by Wiekamp. Vote Results: Ayes 5/Nays 0. Councilman Back had other commitments and had to leave the council meeting at 7:00pm.

- There is a storm water drainage issue near the railroad tracks the city is watching. It’s an old drain tile, on private property, and has been failing for years. It is beginning to affect multiple property owners.

- Zeutenhorst and Roelfs shared that 65 trees have been removed from the Right-Of-Ways, south of the railroad tracks and along 3rd Street, with more to come. What was to be a fall project moved up quickly due to the schedule of the tree removal company. Ash, or dead/dying, trees are being removed prior to the resurfacing work on 3rd Street, and with regards to the Ash Borer pandemic under threat.

- Zeutenhorst reminded the Council that he has met his rule of 88 through IPERS and is not looking at retirement at this time but has been working with the Iowa association of Municipal Utilities to potentially be a contract employee with the City of Sanborn at some point, which will help with succession planning for the City of Sanborn and provide some savings to the City of Sanborn

Reed provided Council with May and June financial statements; July is still pending. End of Fiscal Year 2023 is also being reviewed for final closure and has begun working with the auditors.

Roelfs asked if Council was still interested in offering a fall city-wide clean-up event, suggesting dates of September 27th and 30th. Consensus was to go ahead with planning.

There being no further business to come before the Council, Motion Wiekamp, seconded by Reitsma to adjourn at 8:03 p.m. The next regularly scheduled meeting will take place on Monday, September 11 at 5:00p.m. in the Council Chambers at City Hall. Roll call was taken. Vote results: Ayes 4 /Nays 0

Attest:

Wendy Reed Randy Lyman
City Clerk Mayor

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| --- | --- | --- |
| **Council Bill List August 14, 2023** |  | **Total:** |
| 605 Companies | Pay Request #5 Final:Maris Estates Pond | $10,595.50 |
| A&M Laundry, Inc. | SGCC/Shop Towel service | $325.17 |
| A.H.Hermel Co | Breakroom Supplies | $42.48 |
| Access Systems | Monthly Copier Lease | $495.98 |
| ACCO | WT/Pool Chemicals | $4,851.80 |
| ACE Refrigeration | SGCC-kitchen utensils | $150.00 |
| AgriVision Equip. | Parks-oil/filter/valve | $129.82 |
| \*Airgas | Carbon Dioxide/Cylinder rental | $608.03 |
| Airgas | EMS/Pool Cylinder Rental | $690.25 |
| \*Andringa, Halle | Reimb-Dollar General (SGCC) | $28.36 |
| \*Associated Computer Systems | Serenity/AMP July | $545.75 |
| Associated Computer Systems | Serenity/AMP Aug | $545.75 |
| \*AT&T Mobility | Fire/Amb Tablets | $155.89 |
| Atlantic Coca-Cola | SGCC-Beverage Order | $1,054.75 |
| \*Baker & Taylor Books | Books (July/Aug) | $1,064.53 |
| \*Bankcard | CC Processing Fees | $405.69 |
| \*Bavier, Benjamin | Gas Rebate | $300.00 |
| Bob & Scott's | SGCC Meat | $1,582.99 |
| \*Boll, Jean | Contract work | $465.50 |
| \*Brommer Sanitation | LIB Garbage Service (June/July) | $67.96 |
| Brommer Sanitation | Monthly Garbage/REC  | $9,146.92 |
| Casey's Bakery | Clubhouse Bakery | $678.47 |
| \*Cengage Learning Inc | LIB Books | $104.96 |
| \*CHA Consulting, Inc | RR Crossing-Geotechnical Review | $3,250.00 |
| City of Sanborn | Petty Cash Replenish-Postage dues | $62.60 |
| City of Sheldon | Ambulance Coverage | $700.00 |
| \*Clayton Energy Corp | June Commodity | $29,963.73 |
| Continental Research Corp | WT/WW Tefla Pent | $568.64 |
| Coop Oil & Gas | PD Battery Replacement | $222.11 |
| \*Core-Mark | Pool concession supplies | $1,753.78 |
| \*Core-Mark | SGCC Food Purchase | $2,869.08 |
| Dave's Sand & Gravel | Course Sand | $285.23 |
| Dekoter, Thole & Dawson | Legal:PD/Admin/St | $4,280.00 |
| Del's Garden Center | SGCC Grass/flowers/fertilizer | $231.19 |
| DGR Engineering | Engineering | $5,154.30 |
| \*Dodd, Connor | Cemetery Work | $112.00 |
| \*Doll Distributin | SGCC Beverage Order | $3,174.75 |
| Don's Auto | PD/SW/Parks repairs | $133.45 |
| \*Donkersloot, Ashley | Demolition Incentive | $2,100.00 |
| \*Dummett, Pam | Contract work | $640.00 |
| EC Design Group | Course Irrigation Design Project | $9,750.00 |
| \*Equitable Life Insurance | Insurance Premiums | $330.21 |
| Farmers Coop Soc. | Parks chemicals/seed | $689.61 |
| Faulkner, Raoul | Demolition Incentive | $500.00 |
| Feld Fire | Fire Bunker Gear (6) | $16,269.00 |
| Ferguson Waterworks | 2023 Meter Software | $1,850.00 |
| Fintech | Doll Distr. ACH Fees | $23.13 |
| Foundation Analytical Lab | Testing | $4,794.00 |
| Goodland Pump & Supply | WT Well service/repair | $10,929.68 |
| \*Gordon Flesch | LIB copier dues | $251.62 |
| GPM Enviro. Sol. | WWTP service calls | $1,120.00 |
| Grainger | Measuring Wheel | $184.08 |
| Groebner & Assoc | Coupling/SIM Card | $640.61 |
| Holtrop Excavating | Miller Park Sand (Volleyball Court) | $1,239.06 |
| \*IA Dept of Revenue | Sales/Excise Taxes/WITHHOLD Pen. | $13,020.10 |
| \*IA Dept of Revenue | Payroll Taxes | $2,795.06 |
| IMFOA | Benefitted Membership (Wendy) | $50.00 |
| Industrial Process Tech | WWTP DUP for Sludge Pipe | $27,946.00 |
| Iowa DNR | NPDES & Operation Permit | $210.00 |
| Iowa Dept of Public Safety | PD Terminal Billing FY23 | $1,200.00 |
| Iowa Information | Publications/Advertising | $298.00 |
| Iowa One Call | Locates | $48.60 |
| \*IPERS | IPERS | $10,333.06 |
| IRS | Payroll Taxes | $23,007.97 |
| \*Istate Truck Center | ST Truck repair | $752.67 |
| Jack's Uniforms & Equip | PD Uniforms | $1,352.03 |
| Janitor's Closet | Supplies | $220.12 |
| Jennings Buildings & Services | PD Card reload | $80.00 |
| Jess Food Service | SGCC: kitchen utensils | $22.50 |
| JElectric Inc | WT/WW equipment repair | $2,706.03 |
| Jim's Sewer Service | WW Lift Station rehab | $1,875.00 |
| \*Johnson Bro's | SGCC Beverage Order | $1,714.59 |
| Koons Gas Measurement | Gas: meter | $5,033.20 |
| \*Kreykes, Andres | Refund: Pool lessons unredeemed | $40.00 |
| Kurita America | WWTP: Defoam/Kurifloc | $18,564.31 |
| Larson Truck Repair | Street Sweeper service | $362.89 |
| Lexipol | EMS Platform/Mobile Solution | $254.60 |
| \*Lyman, Tanya | Reimb:Brew51 Beverage Order | $156.46 |
| \*Lyman, Tanya | Reimb-Amazon SGCC | $145.48 |
| \*Magazine Subscription | LIB Fall Magazine Renewals | $476.00 |
| Marcus News | Publications/Advertising | $670.34 |
| \*Mastercard | Lib-Offc Suppl/Puzzles/Books (June/July) | $886.51 |
| MidAmerican Energy | Utilities  | $11.26 |
| Midwest Fire Equip. | FD Hose | $1,119.44 |
| Midwest Turf & Irrigation | SGCC parts/Recon/Shield/supplies | $5,517.70 |
| Miller & Sons Golf Cars | SGCC starter/generator | $557.55 |
| 610 Depot (Ryden/Napa) | Course/Pool/WWTP/Parks Supplies | $4,797.40 |
| \*Noah's Ark Animal Wksp | LIB Program supplies | $983.27 |
| \*Northern Lights | SGCC Food Purchase | $8,687.66 |
| Office Elements | Office Supplies | $44.76 |
| O'Brien Co. Implement | WWTP supplies | $170.68 |
| O'Brien Co. Treasurer | Property Taxes FY24 | $1,084.92 |
| \*Overdrive, Inc | Bridges E-Book FY24 renewal | $592.32 |
| P&K Pest Control | Pest Control(Park/Pool/SGCC/WTP) | $603.00 |
| Pepsi-Cola | Pool-Beverages | $287.79 |
| Plumbing & Heating Wholesale | WT parts | $273.40 |
| Power Manager User Group | FY24 Dues | $50.00 |
| Premier Communications | Gas Border Station | $34.76 |
| \*Pry, Barb | Contract work | $576.00 |
| \*Ringheimer, Sharon | Gas Rebate | $350.00 |
| Sanborn Building Center | SGCC Building supplies | $1,315.07 |
| \*Sanborn Hardware & Rentals | SGCC Charge Account | $7,275.89 |
| \*Sanborn Hardware & Rentals | Gas Rebate | $2,800.00 |
| \*Sanborn Foods | Lib-Program Suppl | $95.64 |
| Sanborn Foods | SGCC/Pool/Office/Park/WWTP | $173.86 |
| \*Sanborn Municipal Util. | Lib-Utililities (June/July) | $412.14 |
| Sanborn Municipal Util. | Utilities  | $41,179.81 |
| Sanborn Propane | Fuel | $4,508.36 |
| Sanford Health & Occu.Med | Pre-Employment screenings | $107.00 |
| Sanford Health  | Pre-Employment Testing | $329.00 |
| Schmidt, George | Reimb:WWTP Gloves | $19.24 |
| \*Schnurr, Ray | Cemetery Work | $656.00 |
| Schwebach Tree Service | Ash Borer/ROW Tree Service 8/9-8/11/23 | $15,000.00 |
| Simmering-Corey | Annual Online WebHosting City Code | $450.00 |
| \*Sioux City Journal | LIB Yearly Renewal | $325.99 |
| Siouxland District Health | Pool Inspection | $418.00 |
| \*Stamer Liquor | SGCC Beverage Order | $1,816.04 |
| SuperHiTech | EMS Remote Session/WWTP Printer | $358.25 |
| Sybemsa Graphics | ProShop Uniforms/PD Polo's | $946.00 |
| \*TCA | Lib-Phone/Int/Cable (July/Aug) | $157.59 |
| TCA | Phone/Int/Cable | $1,431.11 |
| Teerink Concrete Sawing | WWPT Building modifications | $740.00 |
| Unity Point Clinic | Random Screenings MRO Service | $84.00 |
| USA BlueBook | WT Chemicals | $655.60 |
| USPS | Postage | $199.54 |
| Vector Group | CPR/1st Aid training (3) | $60.00 |
| \*Verizon Wireless | GIS Line/PD Jetpacks/Cell Phone | $183.51 |
| Verizon Wireless | PD 2 lines | $80.08 |
| Vermeer Sales & Service | 2023 Vacuum Excavator | $91,750.00 |
| VISA | Administration:SGCC | $796.00 |
| VISA | City Charge:SGCC/Park/Pool/PD/WWTP/Offc | $3,292.62 |
| Visser Brothers Plumbing | WWTP replace compressor | $1,808.00 |
| Vogel Paint & Glass | SGCC Door Hardware | $52.14 |
| Vogel Traffic Services | Pavement Marking Paint | $1,283.25 |
| \*Wellmark | Insurance Premiums | $13,998.07 |
| West Branch Construction | Pay Request #2 MCC Replacement | $18,786.64 |
| Zeutenhorst Financial | Monthly Cobra Fee (June/July) | $25.50 |
| Zimco Supply | SGCC Grounds supplies | $753.06 |
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| **Totals:** |  | **$481,799.34** |