The Sanborn City Council met in open session Monday, November 12th, 2022 in the Donald Kroese Council Chambers. Mayor Randy Lyman called the meeting to order at 5:00 p.m. with the following Council present: Brian Visser, Aaron Wiekamp, Tim Devitt, Larry Reitsma, and Jerry Back. Others present: Adam Roelfs, Amber Rogers, and Jim Zeutenhorst.

Motion Devitt, seconded by Back to approve the agenda. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

A motion was made by Back and seconded by Visser to approve the consent agenda. The following consent agenda items were approved: a. Approve Minutes of November 14th meeting b. Approve December 2022 bills c. Resolution #2022-26 "A RESOLUTION APPROVING THE SANBORN ELECTRIC AND TELECOMMUNICATIONS BUDGET FOR CALENDAR YEAR 2023" d. NW IA Solid Waste Agency Appointment e. Approve C Stange Volunteer Ambulance App f. Approve M Howe Volunteer Ambulance App g. Approve J Martini Volunteer Ambulance App h. Approve Rails Liquor License Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Motion Devitt, seconded by Visser to approve the third reading and finally adopt Ordinance #229 entitled "An Ordinance Amending the Code of Ordinances of the City of Sanborn to Establish a Storm Water Drainage Utility" Roll Call was taken. Motion carried.

**Vote results:**

Ayes: 5 / Nays: 0

Motion Back, seconded by Reitsma to approve the hiring of Officer Keaton Heemskerk at a salary of $48,000/year. Salary will increase $2,500 upon completion of the academy, and $2,500 upon one year of employment. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Motion Visser, seconded by Back to approve the Sanborn Ambulance Bylaws and Standard Operating Guidelines. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Zeutenhorst led a discussion regarding ongoing projects in Sanborn.

* The 4th Blower at the Wastewater Treatment Plant has been installed but is not operational yet.
* The Northern Gas Rate Case is still ongoing.
* A 28E Agreement is being drafted with the City of Hartley regarding Police Coverage for Sanborn. A special meeting will need to be held to approve.
* New officer, Keaton Heemskerk, will go to the Police Academy in March 2023. Two reserve officers have expressed interest in working part-time for the City of Sanborn.
* There are several Capital Projects that need to be discussed. A list will be provided to the Council at the next regular meeting.

Rogers provided updates to the Council.

* Receptionist Kaitlin Kribell had her baby and gave notice that she does not intend to return from maternity leave. A Deputy Clerk job ad has been listed. We have received several applications this far, and intend to start scheduling interviews.
* Regarding the demolition incentive resolution that was discussed during the November meeting, Rogers reported that the current resolution already states that a demolition incentive may be offered for trailers or mobile homes. Incentive amounts may be decided on a case by case basis by the City Council. It was the consensus of the Council to leave the current resolution in place.
* Rogers and Zeutenhorst inquired about increasing the sign-on bonus for the vacant Chief of Police position. It was the consensus of the Council to offer a $10,000 sign-on bonus for a qualified new hire.
* Rogers updated the Council on the status of the Food Bank in the Presbyterian Church that had previously been discussed. Upper Des Moines Opportunity is currently experiencing a transition in staff and is unable to facilitate a food bank in Sanborn at this time. UDMO hopes to still be able to offer this in the future. Rogers and resident, Bob Anema, collected food donations from the Sanborn Savings Bank food drive, and turkeys that were donated to residents to create 12 food boxes and distribute them to families in Sanborn.

Further discussion was held regarding the Golf Board's inquiry about updating the irrigation at the Golf Course. Zeutenhorst recommended reaching out to the Golf Board and discussing alternative options that would be more cost effective.

There being no further business to come before the board, Motion Devitt, seconded by Back to adjourn at 6:15 p.m. The next regularly scheduled Council meeting will take place on Monday, January 9th at 5:00 p.m. in the Council Chambers at City Hall. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

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| A&M Services, Inc. | Operating Supplies | $82.65 |
| Access Systems  | Monthly Dues - 2 mo | $907.59 |
| \*ACCO | Chemicals | $3,842.20 |
| \*Aflac | Insurance Premiums | $254.52 |
| Arnold Motor Supply | Equipment Maintenance | $18.50 |
| Associated Computer System | Monthly Dues | $350.00 |
| AT&T | Phone Service | $211.49 |
| \*Beck Excavating, Inc. | Pay Request #4 - Final | $9,844.65 |
| Bomgaars | Clothing Allowance | $176.97 |
| Brommer Sanitation | Garbage Charges - Nov | $8,806.13 |
| CINTAS | Safety  | $478.05 |
| City of Hartley | Contract Work - PD | $12,695.00 |
| City of Sheldon | Contract Work - Ambu. | $1,400.00 |
| \*Clayton Energy/PEFA | Gas Purchase | $118,406.14 |
| Counsel | Monthly Dues | $15.89 |
| Dekoter, Thole, & Dawson | Legal | $2,230.00 |
| \*Delta Dental | Insurance Premiums | $450.30 |
| DGR Engineering | Engineering | $6,153.50 |
| Don's Auto | Vehicle Maintenance | $156.25 |
| Electric Pump | Equipment Maintenance | $1,039.89 |
| \*Equitable Life Insurance | Insurance Premiums | $227.81 |
| Excelsior Blower Systems | Operating Supplies | $494.26 |
| Feld Fire | Fire Clothing | $700.98 |
| Foundation Analytical | Testing - Chemicals | $3,442.25 |
| GPM | Equipment Maintenance | $351.00 |
| Harry's Motor Ltd. | Equip Maint/Op Supp | $377.75 |
| \*Iowa Dept of Ag & Land | Dues to Organizations | $15.00 |
| Iowa Information | Advertising | $793.53 |
| Iowa Law Enforcement Academy | Training  | $150.00 |
| Iowa One Call | Monthly Dues | $99.40 |
| \*IPERS | IPERS - Oct Wages | $8,080.21 |
| JElectric | Equipment Maintenance | $15,997.43 |
| KGM | Meters | $2,614.73 |
| Kurita America Inc. | Chemicals | $15,713.86 |
| Marco | Monthly Dues | $481.21 |
| Marcus News | Publications | $419.33 |
| Menards  | Operating Supplies | $23.96 |
| MidAmerican Energy | Utilities  | $11.07 |
| Northwest IA Comm College | Training | $95.00 |
| Office Elements | Office Supplies | $1,444.04 |
| Orkin | Building Maintenance | $112.35 |
| P&K Pest Control | Building Maintenance | $80.00 |
| Plumbing & Heating Wholesale | Equipment Maintenance | $409.62 |
| \*Postmaster | Postage - Dec Bills | $164.16 |
| Premier Communications | Internet | $34.73 |
| \*Rehab System LLC | Equipment Maintenance | $985.00 |
| Rehab System LLC | Equipment Maintenance | $2,755.00 |
| \*RP Constructors, LLC | Pay Request #3 - Final | $24,190.19 |
| \*Sanborn Chamber of Commerce | Turkey Trot | $40.00 |
| \*Sanborn Chamber of Commerce | Annual Dues | $250.00 |
| Sanborn Building Center | Building/Ground Maint | $99.54 |
| Sanborn Foods | Operating Supplies | $70.39 |
| Sanborn Hardware & Rentals | Build Maint/Equip Maint | $1,440.91 |
| Sanborn Hardware & Rentals | Irrigation System | $151.43 |
| Sanford Health | Safety  | $47.00 |
| Sanborn Municipal Utilities | Utilities | $28,199.51 |
| Sanborn Propane & Oil | Fuel Barrel | $2,904.29 |
| Seiler Instrument & Mfg | Ground Maintenance | $6,833.75 |
| Sioux City Journal | Advertising | $308.01 |
| \*State of Iowa | Withholding Tax - Oct | $1,964.25 |
| TCA | Phone/Internet | $858.62 |
| United Healthcare | Insurance Premiums | $234.93 |
| USA Blue Book | Operating Supplies | $508.87 |
| Utility Safety & Design | Operating Supplies | $771.07 |
| \*Verizon Wireless | Phone Service | $12.82 |
| Verizon Wireless | Phone Service | $48.78 |
| Verizon Wireless | Phone Service | $80.02 |
| Visa | Training/Op Supplies | $770.91 |
| \*Wellmark | Insurance Premiums | $13,063.62 |
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| **Totals:** |  | **$306,442.31** |