

## CITY OF STANWOOD

Stanwood City Council met in regular session on 1/9/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, Knapp, Sawyer and Deppe. Also present: Clerk VonBehren, Sue Hall, PWD Champeau, Richard Meyer, Warren Wethington and Dakota Adams.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Deppe to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Dakota Adams stated a letter was sent to him concerning parking in the Right of way, but the letter took 3 weeks for him to receive, and there is another vehicle in the right of way that has not moved in 48 hours, Clerk will send letter tot that resident.

### Reports

**Mayor:** Nothing to report.

**Clerk/Zoning:** Clerk VonBehren reported the generators bids are due January 18<sup>th</sup>, she has meet with 4 companies interested in bidding and 5 bids have been received. Budget worksheets are to the city departments and due back before January 23<sup>rd</sup>. Budget meeting will be January 17<sup>th</sup> and January 24<sup>th</sup>. The City will be applying for the Community Foundation grant for the welcome signs. Approval was given to put a camera on the fire siren pole to track progress of the Broadway street project. Clerk will be out of the office Thursday afternoons for the next 5 weeks.

**PWD:** PWD Champeau reported the dialers are wired, and dump truck is fixed. Alliant Energy has the solar panels wired and we are waiting on 2 more rows to be installed. The tree contractors should be here next month.

**Sheriff:** Warren reported on the Essential Service and the council appointed Tharp to represent Stanwood on the Board. He is looking for Reserve Deputies and they are not taking on anymore hours in uncontracted cities at this time.

**Park:** None.

**Fire:** Chief Adams reported 4 calls in December. There are 3 members that will be attending the Fire Fighter 1 class.

**Library:** None

**EMS:** Calls report was submitted, Richard Meyer reported 26 calls in December and 242 calls for the year. Training was on Altered mental status with Jake from Lisbon/Mt. Vernon Ambulance. Discussion was held on the issue with Tipton not responding to calls. Tharp will talk to area services and draft a letter to Tipton.

**Council:** Rottman volunteered to be on the Community Foundation Board to represent Stanwood. Complaint was made about the amount of trash around the community. Clerk will consult Republic Service about doing a better job getting all the trash in the trucks.

### New Business

Motion by Tharp, seconded by Knapp to approve Resolution 2023-02, setting the public hearing on the max ley rate for February 13<sup>th</sup>. All ayes. Motion by Tharp, seconded by Sawyer to approve Resolution 2023-01 as amended. Roll call vote- all ayes. Discussion was held on budget proposals; the water tower will need to be painted and still looking at the dog park funding. Motion by Tharp, seconded by Rottman to approve Tobacco license for Buddhas one stop LLC, all ayes. They have not filed the liquor license yet. Discussion was held on compensating Matt Whitfield \$175.00 for his snow plowing over the holiday weekend. That would be about the amount if he was paid time and a half for the holiday. Clerk will make note in employee handbook to change the policy relating to part-time employees working on holidays.

### Old Business

None

**Schedule next meeting:** Next regular meeting was scheduled for Monday February 13th 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 8:07pm., second by Knapp, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in special session on 1/17/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, Sawyer. Also present: Clerk VonBehren, Sue Hall, and Linda Coppess.

Mayor McAtee called the meeting to order at 6:30

Motion by Tharp, seconded by Rottman to approve agenda. All ayes

Motion by Sawyer, seconded by Tharp to approve liquor license for Budda's One Stop LLC.

Linda Coppess explained the EMS budget and her proposals.

Budget workshop was held.

**Adjournment:** Motion by Rottman, to adjourn at 7:48pm., second by Tharp, all ayes.



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Dustin McAtee, Mayor

ATTEST: \_\_\_\_\_



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Stephanie VonBehren, City Clerk

**CITY OF STANWOOD**

Stanwood City Council met in special session on 1/24/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Knapp, Rottman, Sawyer. Also present: Clerk VonBehren, and Sue Hall.

Mayor McAtee called the meeting to order at 6:30

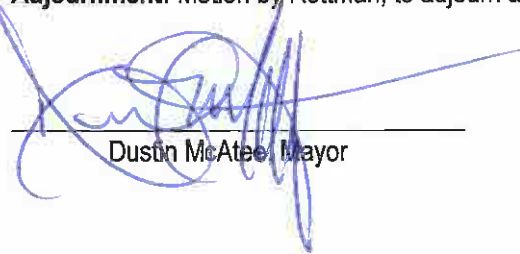
Motion by Sawyer, seconded by Tharp to approve agenda. All ayes

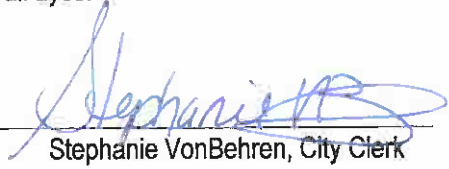
Motion by Sawyer, seconded by Tharp to approve resignation of Brian Champeau as Public Works Director and pay out his accrued vacation hours (63 hours) and comp time (20.62 hours). Clerk has posted position and part time position. Steve Ihns will cover the water and wastewater as an affidavit operator and clerk will deliver samples as needed. Application are due January 30<sup>th</sup>.

Discussion was held on removing the street light at 211 E. Broadway until building is demolished and future plans are determined.

Budget workshop was held.

**Adjournment:** Motion by Rottman, to adjourn at 7:00pm., second by Knapp, all ayes.

  
\_\_\_\_\_  
Dustin McAtee, Mayor

ATTEST:   
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Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 2/13/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, Knapp, Sawyer and Deppe. Also present: Clerk VonBehren, Sue Hal, Richard Meyer, Warren Wethington, Rodney VonMunster and Dakota Adams.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Tharp to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** None

### Reports

**Mayor:** He will be attending the Lower Cedar County Watershed Coalition meeting, and interviewing 3 applicants for the Public Works Director position.

**Clerk/Zoning:** Clerk VonBehren reported the Broadway Street demolition should start the week of February 20<sup>th</sup>, pictures have been submitted to the city attorney to file with the courts for the nuisance property at 201 E. Center Street. She will be attending the clerks meeting on March 1st in Lisbon, and Michael Tharp will be taking sewer samples to the lab. The city had a periodic exam on February 7<sup>th</sup> and a few minor things were changed in the billing system. It was agreed to extend the water usage bill at 301 E. Broadway to 1 year.

**PWD:** None

**Sheriff:** Warren reported on the meetings with citizens on the Ambulance issues in the county. The new contract amounts will be \$94.00 per capita and there has been meetings concerning the pipeline coming thru the county.

**Park:** None

**Fire:** Chief Adams reported no calls, and the township agreements have been sent out. They are still trying to plan a breakfast in April but has had low participation in meeting and planning. Clerk will check with other departments on policy for random drug testing. It might be possible to add them to the random pool the city uses for employees.

**Library:** Minutes from last meeting were reviewed.

**EMS:** Report was submitted, Cathy Boesenberg has resigned as a board member.

**Council:** Rottman has been appointed to the Cedar County Foundation grant board.

### New Business

Public hearing was opened at 7:28, Clerk reviewed the Max levy for property tax. No written or oral objection were received. Public hearing was closed at 7:34, Motion by Tharp, second by Deppe to approve Resolution 2023-04, Setting the max levy rate, Roll call vote, all ayes. Public hearing was opened at 7:35 for budget amendment. Clerk explained the amendments with no written or oral objections. Public hearing was closed at 7:37. Motion by Tharp, seconded by Rottman to approve Resolution 2023-07, budget amendment. Roll call vote, all ayes. Motion by Sawyer, seconded by Knapp to approve contract with Acme Electric for the installation according to FEMA of a 20KW generator at the Park shelter building and a 24KW generator at the Fire Station/City Hall. Roll call vote, all ayes. Motion by Rottman, seconded by Tharp to approve liquor license for Dollar General Corp, all ayes. Motion by Tharp, seconded by Knapp to approve Resolution 2023-06, Hiring and setting salaries for affidavit operator, roll call vote, all ayes. Public hearing for Budget was set for Monday March 13<sup>th</sup>, 2023 at 7pm, clerk reviewed the budget. Discussion was held on selling the city owned lot to Cedar Communications, Council would like to renew the lease agreement at this time and not sell the property. Clerk will contact Republic Service for a City clean up day on or around May 8<sup>th</sup>.

### Old Business

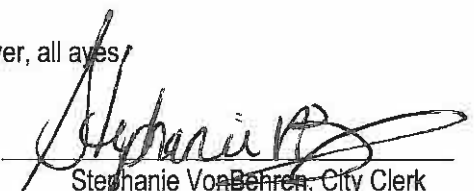
Update was given on nuisance properties.

**Schedule next meeting:** Next regular meeting was scheduled for Monday March 13<sup>th</sup>, 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 8:00pm., second by Sawyer, all ayes.

  
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Dustin McAtee, Mayor

ATTEST:

  
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Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 3/13/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, Knapp, Sawyer and Deppe. Also present: Clerk VonBehren, Sue Hall, Richard Meyer, Warren Wethington, Tim Schultz, Kyle Dennis, Megan Mallie, Kamryn Coppess, Tim & Mandi from North Cedar Recycling.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Tharp to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Tim and Mandi from North Cedar Recycling asked council to waive the WWTF debt fee on some of their meters. Their property has 4 sperate meters that 3 only use under 300 gallons. Council agreed to waive the WWTF debt fee for 2 on the meters.

### Reports

**Mayor:** McAtee held interviews for the Public Work Position.

**Clerk/Zoning:** Clerk VonBehren submitted a written report including the building is demolished, letters were sent to several residents about barking dogs, and the city purchasing a small boat for \$100 for use at the sewer lagoons. She also has covered the Public works duties until new employee starts on March 20<sup>th</sup>.

**PWD:** Tim Schultz introduced himself, He has 13 years of experience and will be starting full time on March 20<sup>th</sup>. He has been working a few hours a week getting familiar with the operating system.

**Sheriff:** Report showed 114 total calls fore service. Warren Wethington reported the radio upgrades are a little ahead of schedule, he is still attending meetings concerning the CO2 pipeline.

**Park:** 4 rentals in March, Clerk reported the generators should be installed within a month.

**Fire:** Kyle Dennis reported 1 mutual aid call with Clarence, and 3 members are taking FF1 class.

**Library:** Megan Mallie reported 260 visitors to the library in February and circulation is up. There are 17 members in the book club and she is planning a lot of events including hosting the Easter Bunny on April 8<sup>th</sup> at 11am with story hour.

**EMS:** Report was submitted, Richard Meyer reported 26 calls to date, 8 in February, 2 members are attending AEMT class and the inspection is completed with no deficiencies.

**Council:** Rottman will start planning an appreciation cookout, Knapp stated she would donate hamburger.

### New Business

Motion by Sawyer, seconded by Deppe to approve Resolution 2023-09, Hiring and setting salary for Public Works Director, roll call vote, all ayes. Motion by Rottman, seconded by Tharp to approve fire Department contracts for Red Oak and Fairfield Townships, roll call vote, all ayes. Motion by Sawyer, seconded by Tharp to approve Resolution 2022-05, Setting salaries for FY 2024, Roll call vote, all ayes. Approval of contract for serviced from berganKDV for the city examination was approved with motion by Deppe, seconded by Rottman, all ayes. Public hearing for FY 2024 budget was set for April 10<sup>th</sup> at 7pm. Discussion was held on heating the old shop for the 1944 fire truck. It was determined all water is rained so there is no reason to heat all winter.

### Old Business

Update was given on nuisance properties; they cannot locate property owner from 201 E. Center Street to serve papers. If anyone sees his they are directed to get a license plate number.

**Schedule next meeting:** Next regular meeting was scheduled for Monday April 10th, 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 7:59pm., second by Knapp, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 4/10/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, Knapp, Sawyer and Deppe. Also present: Clerk VonBehren, Sue Hall, Richard Meyer, Warren Wethington, PWD Tim Schultz, Megan Mallie, Kamryn Coppess, and Saige VonBehren.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Rottman, seconded by Sawyer to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** None

### Reports

**Mayor:** McAtee will be attending the EMA/911 meeting on Thursday.

**Clerk/Zoning:** Clerk VonBehren reported the court hearing for the nuisance property at 201 E. Center street will be April 27<sup>th</sup>. Letter was sent to 305 Center street about cleaning up the property, Owner stated the mobile home would be removed on Sunday. A request was submitted to Union Pacific Railroad to cover the abundant service track on Maple Street. Clean up day was set for May 20<sup>th</sup>, and clerk will be on vacation Friday thru Thursday.

**PWD:** Schultz has been working on getting the generators repaired, the mower is ready to go, and doing E-coli testing. He will be switching chemical companies to a local company and a better rate. There is scrap iron and metal he will be cleaning up and taking to scrap yard. He reviewed the LLPelling proposal, and they would like to start this month depending on weather.

**Sheriff:** Wethington reported being busy with storms, 911 and EMA.

**Park:** 5 rentals in April, Schultz will work at getting restrooms opened this week.

**Fire:** None

**Library:** Megan Mallie reported the library received a grant for hiring a space needs consultant and that report should be completed in June. It will help determine adding space and getting segregation between the adult section and kids' section. 54 people attended the Easter Program and she is working on the Summer reading program. They Board has implemented some new policies for safety and emergency situations.

**EMS:** Report was submitted, Richard Meyer reported training on field triage and peds CPR.

**Council:** The appreciation luncheon for Fire and EMS and Board Members will be May 7<sup>th</sup> at the park starting at noon.

### New Business

Public hearing was opened at 7:34, No written or oral objections were received for the FY 24 Budget. Public hearing was closed at 7:42. Motion by Sawyer, seconded by Knapp to approve. Roll call vote, Ayes:5. Clerk reviewed the periodic exam findings and recommendations. Motion by Deppe, seconded by Tharp to approve proposal for street seal coating from LL Pelling, Roll call vote, Ayes:5. Motion by Knapp, seconded by Rottman to approve the request for the RLF disbursement from ECIA and Iowa DNR for the grant funding for the 211 & 213 Broadway Street project. Ayes:5.

### Old Business

None

**Schedule next meeting:** Next regular meeting was scheduled for Monday May 8th, 2023 at 7:00PM

**Adjournment:** Motion by Tharp, to adjourn at 7:48pm., second by Rottman, all ayes.

  
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Dustin McAtee, Mayor

ATTEST:

  
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Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 5/8/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, Knapp, Sawyer and Deppe. Also present: Clerk VonBehren, Sue Hall, Richard Meyer, Dakota Adams, Warren Wethington, PWD Tim Schultz, Megan Mallie, Jim Seago and Linda Coppess.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Rottman to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Jim Seago requested the utility bill due date be changed. He is not paid until the end of the month and the door postings go out on the last business day of the month. The council stated changing the day might work for some but not others and offered other suggestions to him to avoid the door postings.

### Reports

**Mayor:** McAtee attended the EMQ/911 and crime stoppers meeting

**Clerk/Zoning:** Clerk VonBehren reported the solar panels are operating, the generators are installed and working great. The lead line inventory surveys were sent out, there will be a EMC insurance payroll audit on May 24<sup>th</sup>. The city is eligible for \$3864.23 in administrative costs from the Derecho disaster and she is working on completing that for repayment.

**PWD:** Schultz has switched companies for chlorine, both restrooms are open for the summer at the park and a tree got removed from the city right of way due to it partially falling during the last windstorm. He will be purchasing a new sprayer and a diesel transfer tank for the back of the truck using equipment funds that are still available.

**Sheriff:** Report from April showed 138 calls for service and 98 calls for service in May. Wethington reported helping covering West Branch and contract cities and being at the schools.

**Park:** 7 rentals in May

**Fire:** Dakota Adams reported storm watch and mutual aid with Mechanicsville. They hosted the egg hunt last month and 1 member has resigned.

**Library:** Megan Mallie reported the library has 332 visitors in April. They hosted the Easter Bunny and received a grant for a study on expanding or remodeling. They have the summer reading program coming up and several programs and activities for the summer.

**EMS:** Linda Coppess thanked the Council for the appreciation luncheon. 2 members are completing their AEMT program, and discussion was held on what the council is looking for in the Handbook. They would like to see segregation of duties pertaining to coordinator, inventory, maintenance, secretary and treasurer, and the standard operating procedure of who is responsible for what. There are still 2 members on the board that need to be filled, and a request to rent a room from the Stanwood Union church for \$50 a month was approved. The request for mileage reimbursement needs to be completed on the correct form.

**Council:** Rottman attended the Cedar County Foundation Grant board meeting.

### New Business

The Fire agreement with Fremont township has not been returned, Linda Coppess stated it was the same as last year, City requested it still be signed and returned. Motion made by Knapp, seconded by Deppe to not approve the proposal from Acme Electric to install ethernet cabling to the new generators, Ayes:5. Motion by Tharp, seconded by Deppe to approve proposal from Acme Electric for a yearly service agreement for 5 generators the city owns.

### Old Business

Clerk attended the court hearing on the nuisance property at 201 E. Center Street. The property owner will have 120 days to replace windows and the roof will need to be replaced by October 2024 and the siding by October 2025, the lawn also will stay under 8 inches for the duration of the year. A progress hearing will be scheduled. Clerk was directed to start sending noticed for junk vehicles and doors will be posted for weed control.

**Schedule next meeting:** Next regular meeting was scheduled for Monday June 12th, 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 8:35pm., second by Tharp, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 6/12/2023, at 7:00 pm in Council Chambers. Council present: Tharp, Rottman, and Sawyer. Also present: Clerk VonBehren, Sue Hall, Richard Meyer, Warren Wethington, PWD Tim Schultz, Wes Wagner, Kyle Dennis, Rodney VonMounster and Jamie Dawson

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Discussion was held on an expense form turned in for Mileage. There is not a current policy for mileage reimbursement for the EMS department, nor is it in the budget and there are not exact dates. Motion by Sawyer, seconded by Rottman to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** 2 letters were reviewed concerning changing the payment due date and nuisance property with vehicles that have not moved in over 30 days. Clerk will notify them that the vehicles must move at least every 30 days.

### Reports

**Mayor:** McAtee will be re-keying all the locks for the city buildings. He commended Rottman for her planning on the Stanwood Fun Fest and the Clerk and Public Works Director for the work in making the city look and run great.

**Clerk/Zoning:** Clerk VonBehren a parade permit was issued for the North Cedar Homecoming Parade on September 20<sup>th</sup>, working on the close out for the RACM grant for the Broadway Street properties, Elections are coming up with the mayor and 3 council seats up for election and she will be on vacation June 14<sup>th</sup> thru 16<sup>th</sup>.

**PWD:** Schultz has been mowing and spraying, the street seal coating is completed and street sweeping done. A proposal from Acme electric to complete the service on 2 generators for this year was submitted and approved.

**Sheriff:** Report from May showed 171 total calls for service. Wethington reported the radios should be operational by the end of July or beginning of August.

**Park:** 7 rentals in June, A tree will need to be replaced and the cameras were moved to show more of the playground area.

**Fire:** Wes Wagner reposted potential of 2 new members and waiting on 1 background check to be completed. He got 2 truckloads of PPE and a new county map was printed. Kyle Dennis reported 1 small barn fire and discussion was held on when to blow the siren in high winds.

**Library:** Megan Mallie submitted a written report.

**EMS:** Linda Coppess submitted written report, Richard reported training on mental health issues. Mayor McAtee appointed Caroline Carstenson and Kendal Tredwell to the EMS board.

**Council:** Rottman reviewed the Fun Fest activities on September 16<sup>th</sup> at the park. There will be several kids' activities that are all free, bingo and raffles.

### New Business

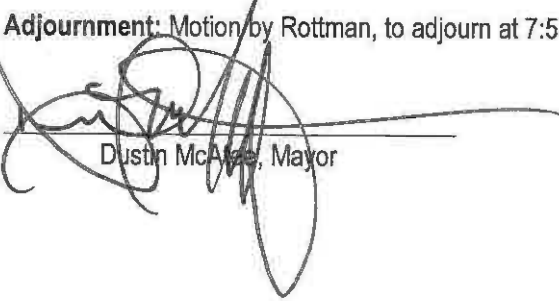
The Fire agreement with Fremont township has not been returned, Linda Coppess emailed stating the Trustees will not meet until August or September. Motion by Tharp, seconded by Rottman to approve the Lease agreement with Cedar Communications Ayes:3. Motion by Tharp, Seconded by Rottman to approve Liquor license for Thirsty on 30, Ayes:2, Abstain:1. Motion by Tharp, seconded by Sawyer to approve Cigarette/Tobacco permit for Dollar General and Buddas One Stop. Ayes:3. Motion by Tharp, seconded by Sawyer to approve Resolution 2023-11, Hiring part-time employee, Ayes:3.

### Old Business

Several letters were sent about junk and junk vehicles.

**Schedule next meeting:** Next regular meeting was scheduled for Monday July 10<sup>th</sup>, 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 7:55 pm., second by Sawyer, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk



## CITY OF STANWOOD

Stanwood City Council met in regular session on 7/10/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Knapp, Tharp, Rottman, and Sawyer. Also present: Clerk VonBehren, Sue Hall, Richard Meyer, Warren Wethington, PWD Tim Schultz, Wes Wagner, Kyle Dennis, Dakota Adams, Jamie Dawson, and Megan Mallie.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Claim for mileage was approved upon submitting dates of meetings, but Council request that a policy for EMS department mileage reimbursement be provided, approved and properly budgeted in the future. An invoice from State of Office of the State Public Defender for the state appointed attorney for defending a resident against the city municipal infraction was discussed. Motion by Sawyer, seconded by Tharp to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** None.

### **Reports**

**Mayor:** McAtee will be attending the EMA/911 meeting on July 13<sup>th</sup>.

**Clerk/Zoning:** Clerk VonBehren state the Broadway Street Demolition project is completed and all grant funding received. The total cost to the city was zero, with the generous donated funding from STEDCO. The generators are installed and the grant from FEMA is closed out with the cost of \$2103.00 from city funds for the generators at the City Park shelter and the City Hall. The solar panels are all operational at the Waste Water plant giving the city a \$24.00 credit on the last month electric bill at the plant.

**PWD:** Schultz reported the new part time employee Nick Brammer is doing a great job, and they are getting a lot of projects completed. They will be starting to scrape and repaint the shop and painting the street parking lines on Broadway and at the park. Discussion was held on replacing the "Welcome to Stanwood" signs. An estimate to replace the 3 signs with vinyl over aluminum was \$2230 not including the post. He will continue to get designs and written estimates. An estimate to make some guards for the UV light was approved and the budget will be looked at for purchasing an additional bucket for the tractor.

**Sheriff:** Wethington reported the radios should be tested the first week in August and hoping to go live September 17<sup>th</sup>. MCM Consulting will be starting the second phase of the essential services and the it will be placed on the ballot in November for a public vote.

**Park:** 7 rentals in July.

**Fire:** Chief Adams reported 2 calls, 1 structure fire and 1 auto accident. There is 1 new member, and they will be participating in the Fun fest. Some members will be attending CITA training or State Fire School.

**Library:** Megan Mallie stated the summer reading Program was finished with 45 of the 66 participants completing the program. They are working with the consultant for the Space and needs of the library, and they will be changing some of the program days to fit the new school schedule in the fall.

**EMS:** Submitted report showed 12 calls in June and Ballistic training was held in Clarence.

**Council:** Rottman reviewed the Fun Fest activities on September 16<sup>th</sup> at the park. As of today, there are 15 raffle baskets and she is taking volunteers for the dunk tank.

### **New Business**

Public hearing was opened at 8:16 for the Lease with Cedar Communications for the property on Elm Street. No written or oral objections were received. Hearing was closed at 8:19. Motion by Tharp, seconded by Sawyer to approve Resolution 2023-12, roll call vote, all ayes. Motion by Deppe, seconded by Rottman to approve MOE with the State of Iowa for the Setoff program, roll call vote, all ayes. Motion by Tharp, seconded by Sawyer to approve the electric line easements from Alliant Energy, roll call vote, all ayes.

### **Old Business**

None

**Schedule next meeting:** Next regular meeting was scheduled for Monday August 14<sup>th</sup>, 2023 at 7:00PM

**Adjournment:** Motion by Deppe, to adjourn at 8:25 pm., second by Knapp, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 8/14/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Knapp, Tharp, Rottman, and Sawyer. Also present: Clerk VonBehren, Sue Hall, Richard Meyer, Rodney VonMuenster, Warren Wethington, and PWD Tim Schultz.

Mayor Pro-Tem Deppe called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Tharp to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Discussion was held on a rental property that was vacated and no lien exemption was given with current tenant. Council agreed that property owner is responsible for the past due amount.

### **Reports**

**Mayor:** None

**Clerk/Zoning:** Clerk VonBehren reported the elections are in November, the seats up for reelection are Mayor, Two- 4-year council seat and One- 2-year council seat. She had a meeting with the DNR on the floodplain and will be meeting with PWD and IDOT on the highway 30 project on Wednesday. She will be on vacation August 17<sup>th</sup> thru 21<sup>st</sup>.

**PWD:** Schultz reported he painted the shop, did some electrical and plumbing work in the well house and got the lights at the park restrooms working. Two tree bids were received for the removal of dead ash trees and some split maple trees.

**Sheriff:** Report showed 91 calls in June and 135 calls in July. The sheriff's office will start training on the new radios system.

**Park:** 8 rentals in August.

**Fire:** None.

**Library:** None

**EMS:** Submitted report showed 20 calls for June. Richard Meyer reported on training and protocols.

**Council:** None

### **New Business**

Motion by Rottman, seconded by Tharp to approve the Right of way utility accommodation with the Iowa DOT, ayes:5. Motion by Tharp, seconded by Sawyer to approve Resolution 2023-13, Annual Street Financial Report. Resolution 2013-14, Setting procedures for delinquent utility payments was approved by Rottman, second by Knapp, ayes:5. The policy was revised to include all payments are due by 9:00 am to avoid late fees and shut offs. Clerk will attach resolution to the shut off notices one time for delinquent customers. Resolution 2023-15, Employee mileage and travel reimbursement was approved as amended, adding itemized receipt, motion by Tharp, seconded by Rottman, ayes :5. Motion by Tharp, seconded by Rottman to approve fire township agreement with Dayton township and Ambulance service. Ayes:5. Approval was given to the North Cedar School to have a 5-8-minute fireworks display after the football game on September 22nd and flame throwers during the game. Motion by Tharp, seconded by Rottman, ayes:5. Motion by Tharp, seconded by Knapp to approve street closure for North Maple Street in front of the park for September 16<sup>th</sup> Stanwood Fun Fest. Motion by Rottman, seconded by Sawyer to approve \$150 donation to the Stanwood Lions Club, ayes:5. Discussion was held on placing new led lights at the park basketball courts. They current lights are burnt out and there is an Alliant Energy rebate for new lights. Motion by Rottman, seconded by Sawyer to approve new lights, Ayes:5.

### **Old Business**

Clerk was directed to send letter to 203 E. Preston Street concerning the junk and notice to abate and discussion was held with sheriff about vehicles and trailers that have not moved at 303 S. Maple Street. He will check on the registration and contact owners. Rottman reported on the Fun Fest is coming together, Clothing orders are available until September 1<sup>st</sup>, and she is still looking for volunteers to help.

**Schedule next meeting:** Next regular meeting was scheduled for Monday September 11th, 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 7:58 pm., second by Sawyer, all ayes.

  
Dustin McAtee, Mayor

Ryan Deppe, Mayor Pro Tem

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 9/11/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Knapp, Tharp, Rottman, and Sawyer. Also present: Clerk VonBehren, Sue Hall, Rodney VonMuenster, Warren Wethington, PWD Tim Schultz, Chief Dakota Adams, Jon Bell, Megan Mallie, and Mindy from Cedar County emergency Management.

Mayor Pro-Tem Deppe called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Tharp to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Mindy from Cedar County Emergency Management along with 2 representatives via phone from MCM Consulting presented a slide show about the Cedar County Emergency Medical Services and making medical services an essential service. There will be a vote in November for an additional tax levy to support the new county wide Emergency Services. Jon Bell and Warren Wethington answered question from the council. More information can be found at Cedarcountymems.org.

### Reports

**Mayor:** None

**Clerk/Zoning:** Clerk VonBehren reported election paperwork is due September 21<sup>st</sup> by 5pm. She read a request from QCS Carwash for seal coating Boling Ave between Preston Street and Front Street. She will get an estimate to chip seal the street in the spring. She reported on meeting with the DOT for the planning of the construction project along Hwy 30 in 2024 thru 2027 including adding passing lanes, turning lanes and resurfacing.

**PWD:** Schultz reported the street lines are painted, he's working on fixing things at the park and the third round of E-coli testing is completed. The lights at the basketball court are all new and working, and he will be starting to look at getting a new truck for the spring. A preventive maintenance agreement for servicing the 4 lift pumps was received, he is waiting for another quote.

**Sheriff:** Warren Wethington reported the radio testing is completed and they are starting to schedule the installs in vehicles.

**Park:** None

**Fire:** Chief Adams reported no calls, there will be participating in the FunFest, and getting a short in the truck radio fixed.

**Library:** Megan Mallie reported they have completed the annual survey and are working on the strategic plan. They have an overdrive account to get new audio books sooner and are looking into creating a dry food pantry bag for families in need.

**EMS:** Submitted report showed 17 calls for August. Rodney VonMuenster reported on the update on the new radios, participating in the Funfest and parade, and proving standby for the football games.

**Council:** None

### New Business

Dittos decided to open for seating therefor no street closure is needed. Megan Mallie requested to move forward with contacting an engineer to draw plans for and expansion to the library. The library board would like to add onto the back of the building creating an additional restroom, storage room and an activity room for hosting larger events. Motion by Sawyer, seconded by Tharp to approve, all ayes. Motion by Tharp, seconded by Rottman to approve contract with Iowa Codification with the amendment of only 4 new ordinance books needed and a pdf version needed. All ayes. Clerk reviewed the changes to implement in the code book along with they will be implementing the zoning code into the code book. Discussion was held on the Emergency Shelter Protocol; some changes will be made. Motion by Knapp, seconded by Rottman to apply for the Cedar County Community Foundation grant for the new welcome signs including the larger poles and landscaping, all ayes.

### Old Business

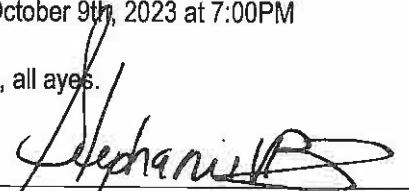
Clerk has sent pictures and previous letters to the attorney for enforcement on nuisance properties. A scheduled cleanup at 203 E. Preston is set for September 20<sup>th</sup>. Stephanie Rottman reported on the Fun Fest event, setup will start at 8am and anyone willing to help, it would be appreciated.

**Schedule next meeting:** Next regular meeting was scheduled for Monday October 9<sup>th</sup>, 2023 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 8:59 pm., second by Knapp, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 10/9/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Knapp, Tharp, Rottman, and Sawyer. Also present: Clerk VonBehren, Sue Hall, PWD Tim Schultz, Megan Mallie, Kyle Dennis, Jamie Dawson, Richard Meyer, Linda Coppess and Rod Jongquist from Viking Industrial Painting.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Tharp, seconded by Knapp to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Rod from Viking Industrial Painting presented pictures of the current condition of the water tower. There are several layers of paint that need sand blasted and removed to be repainted. He presented a maintenance plan including annual inspections, repairs, interior painting and exterior painting over the next 7 years.

### Reports

**Mayor:** None

**Clerk/Zoning:** Clerk VonBehren reported a new home permit was issued; she will be attending the IMFOA Conference October 19-20<sup>th</sup> in Des Moines. She will be the guest speaker at the Lions Club meeting on October 24<sup>th</sup> and the city is hosting a Keep Iowa Beautiful meeting on October 26<sup>th</sup>. The trunk or treat was set for October 29<sup>th</sup> from 3-4 and trick or treating- October 31<sup>st</sup> from 5-8. The Welcome signs grant was not submitted due to not having matching amounts from donations or fundraising, we will submit in the Spring.

**PWD:** Schultz reported he patched the sidewalk next to City Hall, Roto-Rooter cleaned out the wet wells, and he cold patched a few streets. Ryan Deppe helped with replacing a few walk-in doors on city buildings and he will start getting equipment ready for the winter season.

**Sheriff:** Report was reviewed.

**Park:** None

**Fire:** Kyle Dennis reported the new radios are in and will be operational tomorrow. They have 3 new possible members.

**Library:** Megan Mallie reported they had 302 people in the Library in September. They have started a no school Monday program and still having the book club and retirees programs. They will be hosting a Halloween party and story hour. They are planning on expanding the library and will be getting blue prints drawn.

**EMS:** Linda Coppess reported 133 calls to date with 23 in September. Radios will be going online and she submitted a grant for additional radios.

**Council:** Rottman thanked everyone for the help with the Fun Fest. She is potentially planning a soup supper or ice cream social to raise funds for future events.

### New Business

Motion by Tharp, Seconded by Rottman to accept sewer pump maintenance agreement from Electric Pump, All ayes. Motion by Sawyer, seconded by Tharp to accept substitute operator proposal from Eastern Iowa Waterworks for services and testing when PWD Schultz is on vacation. All ayes. Motion by Rottman, seconded by Deppe to approve Resolution 2023-18, Hiring Mike Dauber as part time public works, all ayes. Discussion was held on Onsolve/Code Red subscription. The subscription cost has increased to over \$3000 per year. It was agreed to cancel, but look at other options. The current city website has the capability to text or email residents who sign up but not a phone call. Motion by Tharp, seconded by Sawyer to approve Resolution 2023-16, Certifying delinquent utility at 301 E. Broadway Street, all ayes. Motion by Tharp, seconded by Sawyer to approve Resolution 2023-17, Certifying delinquent utility for 303 S. Maple Street, all ayes. Discussion was held on purchasing or ordering a new city truck. It was recommended to look at state bid trucks and clerk will look at budget. New garage door openers for the city shop will be added to the budget for next year. Discussion was held on CCEDCO membership, Motion by Tharp, seconded by Knapp to not continue membership in CCEDCO, all ayes. Motion by Tharp, seconded by Deppe to approve the Annual Financial Report, all ayes.

### Old Business

The city attorney has sent notice to 303 S. Maple Street and 301 E. Preston Street for removal of trailers, vehicles and junk within 15 days from date of letter. Clerk will file follow-up with the attorney on no progress being made on the 201 E. Center Street property.

**Schedule next meeting:** Next regular meeting was scheduled for Monday November 13th, 2023 at 7:00PM

**Adjournment:** Motion by Sawyer, to adjourn at 9:03 pm., second by Tharp, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in special session on 10/16/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Knapp, Tharp, and Sawyer. Also present: Clerk VonBehren, PWD Schultz and Linda Coppess.

Mayor Pro tem Deppe called the meeting to order at 6:00

**Consent Agenda:** Motion by Tharp, seconded by Sawyer to approve agenda as posted, All ayes.

### **New Business**

Discussion was held on purchasing a new public works pickup truck. The state bid from Karl Ford in Story City was \$49,431 for a 2024 F-350 4x4 SD Super Cab 8-foot box truck. There is \$28,000 in reserved funds, the additional fund will be taken from general road use, water and sewer funds. Clerk will add to the Budget amendment. Schultz stated the truck could take 3-4 months up to a year for delivery. Motion by Tharp, seconded by Knapp to approve the ordering of the truck, all ayes.

**Adjournment:** Motion by Sawyer, to adjourn at 6:14 pm., second by Tharp, all ayes.

  
\_\_\_\_\_  
Dustin McAtee, Mayor

ATTEST:

  
\_\_\_\_\_  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 11/13/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Knapp, and Sawyer. Also present: Clerk VonBehren, Sue Hall, PWD Tim Schultz, Kyle Dennis, Jamie Dawson, Richard Meyer, Dave Siebels and Warren Wethington.

Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Deppe, seconded by Sawyer to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** None

### **Reports**

**Mayor:** None

**Clerk/Zoning:** Clerk VonBehren reported 2 thank you notes were received, for the use of the park shelter by the football team and from a resident for the clerks help. She reviewed House file 718, pertaining to new regulations on property tax levy and notifying property owners. This will require a few additional meetings during budget time. Nuisance letters are being sent from the attorney on 2 properties, and 2 properties will have a court hearing abatement filed. She spoke at the Lions Club meeting, attended the IMFOA conference, and hosted a Keep Iowa Beautiful meeting.

**PWD:** Schultz reported he had removed 2 trees and trimmed several other. He is working on hauling rock and degrading alleyways. He will be getting a few items welded and the dump truck box welded.

**Sheriff:** Report was reviewed. Wethington reported the radio project is going well and the ambulance referendum passed so they will start on phase 2, and hiring a director.

**Park:** 5 rentals in November, 4 in December

**Fire:** Kyle Dennis reported they have 2 new members, and 1 call last month. They will have to continue to use the old base station for the siren until they upgrade the siren to the new system. Santa will be at the station on December 9<sup>th</sup> at 10:30, and going to the library at 11.

**Library:** Minutes were reviewed

**EMS:** Richard Meyer reported 5 calls in November, participated in the Trunk-or-Treat and a grant application was submitted. Todd Sawyer commended the Ambulance crew that assisted a patron at his business.

**Council:** None

### **New Business**

Motion by Sawyer, seconded by Deppe to approve the Onslope contract for another year. Written notice to terminate the contract must be sent 30 days prior to the renewal. All ayes. Motion by Deppe, seconded by Knapp to approve 3 right of way applications from Iowa DOT and Mi-Tec for electrical work. All ayes. Action on the water tower agreement was tabled until December. Motion by Knapp, seconded by Sawyer to amend the Public Works base pay due to being enrolled in the city's insurance was approved with Resolution 2023-19. All ayes. Resolution 2023-20 was approved after amending to list city personnel positions only, not specific names with a motion by Deppe, seconded by Knapp, all ayes. Public Hearing on FY 2024 budget amendment was opened at 7:40, Clerk reviewed amendments with no written or oral objections received. Public Hearing was closed at 7:54. Motion by Deppe, seconded by Knapp to approve Resolution 2023-21, Amending the FY 2024 budget, all ayes. Discussion was held on 3 proposals for lift station upgrades and repairs. Motion by Sawyer, seconded by Deppe to approve 2 of the proposals, all ayes.

### **Old Business**

Clerk reviewed the nuisance properties and their progress. She is working with ECIA and Keep Iowa Beautiful on programs to help clean up properties.

**Schedule next meeting:** Next regular meeting was scheduled for Monday December 11<sup>th</sup>, 2023 at 7:00PM

**Adjournment:** Motion by Knapp, to adjourn at 7:58 pm., second by Deppe, all ayes.

  
Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk

## CITY OF STANWOOD

Stanwood City Council met in regular session on 12/11/2023, at 7:00 pm in Council Chambers. Council present: Deppe, Tharp, Rottman, Knapp, and Sawyer. Also present: Clerk VonBehren, Sue Hall, PWD Tim Schultz, Kyle Dennis, Jamie Dawson, Richard Meyer, Dave Siebels, Rob Jongquist, Warren Wethington, Dakota Adams, Paul & Nicole Murray, and Jeff Freeman. Mayor McAtee called the meeting to order at 7:00

**Consent Agenda:** Motion by Sawyer, seconded by Deppe to approve agenda as posted, prior minutes, claims, finance report. All ayes.

**Visitors-** Paul & Nicole Murray spoke about the upcoming court hearing for junk vehicles on their property. They stated they did not receive the letter from the City attorney in October but the vehicles and trailers were all property registered. The municipal infraction was filed on November 15<sup>th</sup> and December 13<sup>th</sup> was set for an answer on the charges of the citation. Sheriff Wethington explained to them the process of the courts and if they appear and prove their registrations were current the charges could be dismissed, but that is up to the judge.

### **Reports**

**Mayor:** None

**Clerk/Zoning:** Clerk VonBehren reported the final payment for the administrative cost for the grant was received, she will be attending meetings for the Ordinance Code update and W2/1099 filings. There is an opening on the Board of Adjustments and she will be taking some vacation days December 14<sup>th</sup>, 15<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>.

**PWD:** Schultz reported he repaired the truck snow plow and got the dump truck welded. He has pulled the UV lights and got the old welcome sign installed at the park. The trees on North Main will be finished this week and the grant for new safety signs for streets was applied for.

**Sheriff:** Report was reviewed. Wethington updated the council on the CO2 pipeline wanting to come thru the county and the potential catastrophic hazards of it.

**Park:** The new shades are installed and 6 rentals in December

**Fire:** Chief Adams reported 4 calls in December, 35 kids participated in Santas visit and they will be having the Racom engineer look at the siren to be compatible with the current radio system. April 21<sup>st</sup> was scheduled for the pancake breakfast.

**Library:** Librarian Mallie reported 253 people visited the Library in November and the E-books have doubled. They are continuing the Tween take over, Retires program and book club. Employee evaluations have been completed and they are changing hours on Mondays from 1-7 and Fridays from 10-2. They are having an upcoming speaker about Alzheimer's and dementia.

**EMS:** Richard Meyer reported 9 calls in November, Linda Coppess was elected Coordinator and they have 1 possible new member taking the EMT class in Clarence.

**Council:** Rottman has scheduled February 3<sup>rd</sup> for the Fun Fest Soup Supper and pie baking contest.

### **New Business**

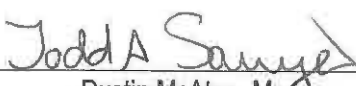
Discussion was held on the water tower maintenance program; it will be discussed further during the budget process to cover the cost over 6-8 years. Motion by Sawyer, seconded by Rottman to approve maintenance agreement with Viking Industrial Painting, Roll call vote- all ayes. Three quotes from Acme electric were reviewed, Motion by Rottman, seconded by Deppe to approve the Lift Station electric repairs and upgrades, all ayes. Schultz felt he could repair the lights at the Tenley Industrial sign and flag lights. The electric outlet for the City Hall can be discussed at budget time. Motion by Tharp, seconded by Knapp to approve Resolution 202322, Authorizing bank signatures, due to change in Mayor. All ayes. Discussion was held on Alliant Energy proposed rate increase, Council directed Clerk to send an email opposing the increase to the Iowa Utility Board. All ayes. Discussion was held on placing Mobile/manufactured homes in R1 Residential districts. The code states the City Council may impose requirements to ensure visual compatibility of the permanent foundation system to the surrounding residential structures. It was recommended to look at alternative codes pertaining to mobile and/or manufactured homes. Schultz would like to get the overhang at the City Shop replaced and add additional 8 feet to the east to cover the walk-in door. He will get quotes and discuss next month. Oath of Office was taken by Todd Sawyer as Mayor, and Council Members Stephanie Rottman, Ryan Deppe and David Siebels.

### **Old Business**

Clerk reviewed the nuisance properties and their progress.

**Schedule next meeting:** Budget workshop was scheduled for 6:00P.M. on Monday January 8<sup>th</sup>, 2024, and next regular meeting was scheduled for Monday January 8<sup>th</sup>, 2024 at 7:00PM

**Adjournment:** Motion by Rottman, to adjourn at 8:56 pm., second by Knapp, all ayes

  
Todd Sawyer

Dustin McAtee, Mayor

ATTEST:

  
Stephanie VonBehren, City Clerk