

May 18, 2020

Due to the COVID-19 crisis, the City of Elgin held this city council meeting electronically via a conference call.

The Elgin City Council met in regular session with Mayor Pfister dialed in and presiding. The meeting was called to order at 7:00pm. Council members dialed in were Thomas, Hilgerson, and Hermen. Knobloch dialed in at 7:02pm and Frieden dialed in at 7:22pm. City superintendent, Tom Martin was dialed in as well as Everett Rowland from the newspaper. Motion by Hermen, second by Thomas to approve the agenda. Carried 3-0. Motion by Thomas, second by Herman to approve the minutes of the regular May 4, 2020 meeting. Carried 3-0. Motion by Hilgerson, second by Knobloch to approve the following bills with the exception of the \$15,625 check to Rays Excavation. This check will be held until some work is completed to a more satisfactory level:

BILLS PAID 05/18/2020		
VENDOR NAME	REFERENCE	TOTAL
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GENERAL		
ALPINE COMMUNICATIONS	PHONES	\$ 167.89
DON'S 66 SERVICE	FUEL	\$ 24.10
EASTON'S WATER CONDITIONING	SALT/FIRE	\$ 10.75
FAYETTE CO ECONOMIC DEV & TRSM	YEARLY	\$ 732.56
FAYETTE PUBLISHING	PUBLISHING	\$ 142.60
FRIEDEN WELDING, LTD.	BUCKET REPAIR	\$ 33.62
JIM KNOBLOCH	SECURITY SYSTEM	\$ 1,030.92
JOHN DEERE FINANCIAL	GRASS SEED	\$ 129.98
QUILL	ENVELP,LABELS,MOUSE PAD	\$ 43.09
SANDRY FIRE SUPPLY LLC	SCBA TESTING	\$ 1,084.25
STRAHM HARDWARE	SHOVEL,SCRDRIVER,RENT	\$ 110.89
TAPT OUT INC.	SANITIZING WIPES	\$ 125.00
VALLEY FRESH MARKET	HAND SANITIZER	\$ 17.00

	GENERAL TOTAL	\$ 3,652.65
ROAD USE TAX		
DON'S 66 SERVICE	FUEL	\$ 46.50
UMB	CENTER ST PAYMENT	\$ 27,000.00

	ROAD USE TAX TOTAL	\$ 27,046.50
DEBT SERVICE		

ELGIN STATE BANK	DIKE REPAIRS	\$ 19,400.00
ELGIN STATE BANK	120K PAYMENT	\$ 2,400.00
ELGIN STATE BANK	FINAL HIDDEN VALLEY	\$ 28,420.00
ELGIN STATE BANK	BRIDGE	\$ 33,625.00
FAYETTE COUNTY HIGHWAY DEPT	MILL AVE PAYMENT	\$ 24,000.00
UMB	CENTER ST PAYMENT	\$ 43,475.00

	DEBT SERVICE TOTAL	\$ 151,320.00

DIKE PROJECT

RAY'S EXCAVATING, LLC.	DIKE WORK	\$ 53,340.00
RAY'S EXCAVATING, LLC.	DIKE WORK	\$ 15,625.00

	MILL STREET TOTAL	\$ 68,965.00

WATER

FAUSER OIL CO, INC.	LP FILL	\$ 55.14
IOWA FINANCE AUTHORITY	LOAN PAYMENT	\$ 32,140.00
KEYSTONE LABORATORIES	TESTING	\$ 12.50
QUILL	ENVELP,LABELS,MOUSE PAD	\$ 43.09
STOREY KENWORTHY	UTILITY BILLS	\$ 293.82

	WATER TOTAL	\$ 32,544.55

SEWER

BODENSTEINER IMPLEMENT	REPAIRS	\$ 172.11
CLERMONT PIN DOCTOR	UPS	\$ 55.04
DON'S 66 SERVICE	FUEL	\$ 18.50
IOWA FINANCE AUTHORITY	LOAN PAYMENT	\$ 35,667.50
KEYSTONE LABORATORIES	TESTING	\$ 293.00
MUNICIPAL PIPE TOOL CO., INC.	LINE CLEANING	\$ 10,731.26
QUILL	ENVELP,LABELS,MOUSE PAD	\$ 43.09
STOREY KENWORTHY	UTILITY BILLS	\$ 293.82
STRAHM HARDWARE	PIPES, TAPE	\$ 32.40
VALLEY FRESH MARKET	CLEANING SUPPLIES	\$ 7.68

VALLEY VET CLINIC	UPS	\$	37.99

	SEWER TOTAL	\$	47,352.39

SOLID WASTE

KLUESNER SANITATION, LLC	MONTHLY	\$	2,762.55
QUILL	ENVELP,LABELS,MOUSE PAD	\$	43.10
STOREY KENWORTHY	UTILITY BILLS	\$	293.83

	SOLID WASTE TOTAL	\$	3,099.48

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	Accounts Payable Total	\$	333,980.57

Payroll Checks

	Rhonda Dales	\$	1,065.00
	Thomas Martin	\$	1,676.16
	Lisa Leuck	\$	812.17
	Justin De Witte	\$	436.33
	Tammara Katsumes	\$	86.06
	Total Payroll	\$	4,075.72

	Report Total	\$	338,056.29
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APRIL REVENUE

		PTD	YTD
GENERAL	\$	45,361.19	\$ 178,739.98
ROAD USE TAX	\$	7,954.30	\$ 77,256.94
LOCAL OPTION TAX	\$	3,682.52	\$ 41,957.69
DEBT SERVICE	\$	40,841.65	\$ 133,851.18
DIKE PROJECT			\$ 120,000.00
PERPETUAL CARE			\$ 200.00
WATER	\$	5,953.90	\$ 82,220.72
SEWER	\$	6,915.19	\$ 98,052.69
SOLID WASTE	\$	3,320.18	\$ 54,655.10

TOTAL \$ 114,028.93 \$ 786,934.30

Carried 5-0.

City superintendent, Tom Martin reported to the council that an aerator at the lagoon was malfunctioning. He pulled the motor and found it had been chewed on. He will need to take the motors to Postville for repairs. The flowers and flags will go up this week and he had a proposal for this seasons road repairs that he went over with council. Motion by Thomas, second by Hermen to approve his report. Carried 5-0.

Motion by Knobloch, second by Frieden to approve a building permit for Schuler for a fence. Carried 5-0.

Motion by Hilgerson, second by Hermen to approve a building permit for Martin for a fence. Carried 5-0.

Motion by Thomas, second by Knobloch for Lembke for a concrete patio. Carried 5-0.

Junk and un-plated vehicles around the city were discussed. Council and mayor will be making a list of addresses that need attention and a letter will be sent.

Motion by Hilgerson, second by Frieden to approve the Mayor's appointment of Kami McCreedy to the Elgin City Library Board. Carried 4-0 with Knobloch abstaining.

Lisa Leuck was present from the Elgin Public Library to discuss the soft opening of the library since the release of some of the governor's restrictions:

We are pleased to be able to now offer our patrons our version of the "curbside" service so many businesses have been adopting in order to meet the needs of customers. Our service will be a Pick-Up Service through our foyer/entryway area located on the PARK SIDE of the library. All RETURNS can now be accepted also, and they should all be placed in the book drop by the City Hall door. The rest of the building will remain closed at this time. We again apologize for any inconvenience this causes our patrons.

During this phase of "reopening," the building will remain closed except for the outside main library door on the park side. The inside foyer door will remain closed so that library staff does not have direct contact with patrons during this phase of opening.

Patrons will be able to "order" materials through any of these means:

- Reserving in the online catalog available on our website at www.elgin.lib.ia.us or through the Librista app available in the APP Store or the Google Playstore.
- Emailing the library at librarylisa@elgin.lib.ia.us
- Facebook message to the library through the Elgin Public Library Facebook page
- Texting Lisa on her cell at 563-880-1803 and identifying yourself first and then giving her your list
- Calling the library at 563-426-5313 from 1:00-5:00 each weekday. On Saturday, please use the other means listed.

In requesting materials other than through the app or online catalog, patrons should:

- Please be specific about what books and materials you need/want. Include authors and other identifying information.
- If requesting books for any age and with no specific titles, patrons may ask for a number of books on certain topic and have library staff make specific choices. Such as "I would like 5 books about bugs to read to my kindergartner and 3 books on WWII for my 5th grader." General requests such as "10 picture books" are also acceptable if patrons don't mind which the topics are chosen.

Patrons should let library staff know when they can/will be picking books up during open hours. They should pick up their bag of books in the foyer of the library which will be marked with their name, making sure that only ONE person goes into the foyer at a time. Parents or caregivers should not bring young children into the foyer with them for book pick-up. Patrons should not try to open the door between the foyer and the library, and signs will be posted and the door blocked. Patrons can ask any questions of staff through the glass or by calling the library at 426-5313. Library Staff will be sanitizing door handles as much as possible between patrons. **Returns will be made through the outside drop box only, to eliminate the mixing of "clean" and "unclean" materials.**

To help keep everyone safe, procedures for cleaning books will be that each item will be sanitized and also quarantined for 72 hours. Library staff has a system for doing this that will allow materials to be separated and not be reshelfed or reissued to patrons before that 72 hours.

No fines will be charged during this time. A donation jar to help alleviate this portion of the budget will be placed in the foyer to help reduce contact with money and patrons with staff. Donations of cleaning supplies could also be given in this way. As is common during this time, we are having difficulty purchasing enough of these supplies. Donations will be greatly appreciated!

Utility rates were discussed and council agreed a rate increase would need to be done. A resolution will be prepared and passed at a future council meeting.

Motion by Knobloch, second by Frieden to adjourn at 8:53pm. Carried 5-0.

Rhonda Dales – City Clerk

William Pfister Jr. - Mayor