

July 20, 2020

The Elgin City Council met in regular session with Mayor Pfister presiding. The meeting was called to order at 7:00pm. Council members Thomas, Hilgerson, Hermen and Frieden were present when the meeting was called to order and Knobloch arrived at 7:04pm. Motion by Hilgerson, second by Hermen to approve the agenda. Carried 4-0. Motion by Hermen, second by Thomas to approve the minutes of the July 6, 2020 meeting. Later in the meeting, Knobloch asked to have a correction to the voting on the variance for his building permit. The error will be changed. Carried 4-0. Motion by Hilgerson, second by Frieden to approve the following bills:

<b>BILLS PAID 07/20/2020</b>		
<b>VENDOR NAME</b>	<b>REFERENCE</b>	<b>TOTAL</b>
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<b>GENERAL</b>		
ALPINE COMMUNICATIONS	PHONES	\$ 171.58
CLERMONT FIREWORK	DONATION	\$ 100.00
EASTON'S WATER CONDITIONING	SALT & FILTER LIBRARY	\$ 82.50
EMERGENCY MANAGEMENT AGENCY	YEARLY CONTRIBUTION	\$ 2,234.78
ERIK JOHNSON	CEMETERY MOWING	\$ 1,250.00
FAYETTE COUNTY FAIR BOARD	DONATION	\$ 750.00
FAYETTE PUBLISHING	PUBLISHING	\$ 49.98
GAGE & GAGE	REPAIR WATER HEATER	\$ 168.23
IOWA LEAGUE OF CITIES	YEARLY DUES	\$ 692.00
RHONDA DALES	CLEANING & MEETING	\$ 125.00
STRAHM HARDWARE	PAINT,TIES	\$ 73.51
THE VISUAL ELEMENT	DESK SHIELD/LIBRARY	\$ 300.00
TORKELSON MOTORS	IOWA FLAG	\$ 20.00
TURKEY RIVER REC CORR	YEARLY CONTRIBUTION	\$ 3,500.00
US CELLULAR	CELLS	\$ 204.60
VALLEY FRESH MARKET	TAPE	\$ 11.58
VIAFIELD	ROUNDUP	\$ 64.88
BODENSTEINER IMPL	MOWER PARTS	\$ 61.68
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	<b>GENERAL TOTAL</b>	<b>\$ 9,860.32</b>
<b>WATER</b>		
FAYETTE PUBLISHING	CCR	\$ 233.27
IA DEPT OF NATURAL RESOURCES	ANNUAL FEE	\$ 78.80
IA DEPT OF REVENUE & FINANCE	SALES TAX	\$ 1,471.00
POSTMASTER	UTILITY BILLS	\$ 40.83

US CELLULAR	CELLS	\$ 60.91
VALLEY FRESH MARKET	ICE	\$ 4.38
KEYSTONE LABS	TESTING	\$ 12.50

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**WATER TOTAL**

\$ 1,901.69

**SEWER**

3E ELECTRICAL	TRANSFER SWITCH	\$ 2,791.33
FRIEDEN WELDING, LTD.	POST	\$ 6.00
IA DEPT OF REVENUE & FINANCE	SALES TAX	\$ 323.00
POSTMASTER	UTILITY BILLS	\$ 40.83
STRAHM HARDWARE	DRILL BIT,BUG SPRAY	\$ 53.29
US CELLULAR	CELLS	\$ 60.91
KEYSTONE LABS	TESTING	\$ 477.50

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**SEWER TOTAL**

\$ 3,752.86

**SOLID WASTE**

FAYETTE COUNTY SOLID WASTE	QUARTERLY	\$ 5,691.10
FAYETTE COUNTY RECYCLING	QUARTERLY	\$ 2,095.10
IA DEPT OF REVENUE & FINANCE	SALES TAX	\$ 312.00
KLUESNER SANITATION, LLC	MONTHLY	\$ 2,772.55
POSTMASTER	UTILITY BILLS	\$ 40.84

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**SOLID WASTE TOTAL**

\$ 10,911.59

**Accounts Payable Total**

**Payroll Checks**

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Rhonda Dales	\$ 1,065.00
Thomas Martin	\$ 1,676.16
Lisa Leuck	\$ 733.68
Justin DeWitte	\$ 582.13
Tamara Katsumes	\$ 86.06

**PAYROLL TOTAL**

\$ 4,143.03

Carried 4-0.

City superintendent, Tom Martin reported to the council that he had to hand out two notices to mow properties. One was taken care of and the other was mowed by Tom and Justin and the owner will be billed per the city code. He went over a road repair that needs to be done. Council agreed that it should be done and revised the street repair proposal. He also gave council a list of days he will be on vacation. Motion by Hilgerson, second by Thomas to approve his report with the road repairs change, billing for the mowing and approval of his vacation days. Carried 5-0.

Motion by Hilgerson, second by Hermen to approve a building permit for Evan Strahm for a patio. Carried 5-0.

Speeding traffic on Franklin Street was discussed. A resident was present to express his concern for safety. After discussion, it was agreed to place stop signs on Franklin Street at the River Street intersection for both directions on Franklin Street. A sign will be placed temporarily in the middle of the road to help accustom people to the change.

Motion by Hilgerson, second by Knobloch to approve funding the Turkey River Water Shed Management Authority with \$250. Carried 5-0.

Motion by Hilgerson, second by Frieden to approve the construction of a glass pass through window in the door of city hall to allow city hall to reopen with no face to face contact. All transactions will be done through this window. Carried 4-1 with Knobloch voting nay as he feels there is not enough traffic to warrant the window.

Motion by Knobloch, second by Hermen to approve Resolution 2020 – 10. This resolution approves year end fund transfers for FY20. Carried 5-0.

Motion by Hilgerson, second by Knobloch to approve Resolution 2020 – 11. This resolution approves the segregation of duties for the City of Elgin. Carried 5-0.

Motion by Knobloch, second by Thomas to approve Resolution 2020 – 12. This resolution sets the City of Elgin's Conflict of Interest Policy. Carried 5-0.

Motion by Knobloch, second by Thomas to approve Resolution 2020 – 13. This resolution approves the City of Elgin's Fraud reporting Policy. Carried 5-0.

Motion by Thomas, second by Knobloch to approve Resolution 2020 – 14. This resolution sets the City of Elgin's Personally Identifiable Information and Protected Personally Identifiable Information policy. Carried 5-0.

Motion by Thomas, second by Knobloch to approve Resolution 2020 – 15. This resolution is the city of Elgin's Procurement Policy. Carried 5-0.

In open discussion, the letters that had been sent on un-plated vehicles was reviewed. A couple of reminders will be sent to follow up, but the Mayor and council was very pleased with the cooperation of property owners in taking care of this matter.

Motion by Thomas, second by Knobloch to adjourn at 8:10pm. Carried 5-0.

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Rhonda Dales – City Clerk

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William Pfister Jr. - Mayor