

City of Union
Regular Council Meeting
July 12, 2016

Mayor Tom Pieper opened the regular council meeting at 6:32 in City Hall. The pledge of allegiance was cited by those present. Roll call was answered by Alan Donaldson, Nathan Bernard, Steph Carson, Candy Wait, and Cheryl Halverson. Also present were Fire Chief Andy Clemons, Cindy Clemons, 2 residents and City Clerk Kristi Schiebel and clerk Linda Norman.

Motion to approve the agenda was made by Bernard, seconded by Donaldson. Motion carried with 5 ayes.

Resident concerns: Todd Speicher addressed city council about town position that is open. He is interested as it is a part time position that would work into his schedule. Concerns from council included availability of Todd in the winter months for snow removal as a 2" snow is cause for removal. Council will take Todd into consideration after review.

Motion by Donaldson and seconded by Halverson to approve June minutes and proposed bills for June 14 to July 12th 2016. Motion carried with roll call of 5 ayes.

Mayor Report: Law Office of Hogan & Hansen contacted the City of Union about conducting an audit for the months of July 2015 through June 2016. Audit will be this Thursday July 14th – copies of audit letter will be given to council members.

Pool patron was barred from pool after seizure activity until review. After review it was decided with a Dr. release – pool patron allowed to swim under the condition that patron notifies lifeguards of medical alert. Will review matter again in August.

Residents wanting to know about updated ordinance books – availability in City Hall - are they available at Union Library.

John Bradley approached Mayor Pieper about the Baptist Church posting an electronic billboard in church parking lot. It is in parameters of code.

Mayor Pieper took care of some abatement and nuisance issues.

Mayor Pieper related conversation he had with Lawyer Kaplan about the fire dept. association request. Request appears to be in order but there needs to be more of a definition of separation of powers. On his recommendation, monies raised belongs in general fund and then can be transferred to corporation and more clarification on roles of department and corporation as to who is in charge of what activities.

Committee Report: Concerns about Shoppe and when sewer project going to be done – Candy Wait will contact Shoppe.

Pool fundraiser brought in \$4,000 with another fundraiser set on July 22nd – Eldora Courthouse for K9 acquisition.

Fire Dept. will be grilling burgers on Friday, August 5th from 5 – 8 p.m. for Tar Heel Days and will have a pancake breakfast on Saturday, August 6th serving 7 – 10 a.m.

Union fire dept. along with Whitten fire dept. will be having a 1050 (car accident) training along with a bin rescue training at IAS.

It was reported that \$400 is about minimum in testing homes for lead and asbestos before demolition.

Old business: Sewer System Project Funding in packet for council members review. Motion by Bernard and seconded by Donaldson to pursue SRF loan over USDA Rural Development. Sewer rate discussion will put on August Agenda for review. Motion carried with roll call 5 ayes.

2nd reading of Ordinance 132-Change in Mayor compensation was made with a motion by Bernard and seconded by Wait to Waive 3rd reading and adopting Ordinance 132. Motion carried with roll call 5 ayes.

2nd reading of Ordinance 133-Change in Council Member compensation was made with a motion by Donaldson and seconded by Halverson to Waive 3rd reading. Motion by Donaldson and seconded by Wait to adopt ordinance 133. Motion carried with roll call 5 ayes.

3rd reading of Ordinance 134-Change in Water Rates was made with a motion by Donaldson and seconded by Bernard to adopt Ordinance 134. Motion carried with roll call 5 ayes.

Resolution 16-07- Union Fire Fighters Association was discussed. What did it cost to file? Reported that \$20 was used from the \$375 fee. George Oster was contacted by council members and it was from those discussions that it was Oster's recommendation to NOT move money. Oster had also recommended that fire dept. take proposal to council and trustees before filing. Motion by Halverson and seconded by Bernard to approve creation of Union Fire Fighters Association and all funds from this point forward will be held under the name of Union Fire Fighters Association. Motion carried with roll call 5 ayes.

Plans for removal of house 203 Center St. is underway.

New Business: Tree removal at 2nd and Chapin discussed. Halverson reported that she had contacted Bolar and Gill about estimate - \$1,300 – motion by Donaldson and seconded by Bernard to have tree in question removed. Motion carried with roll call 5 ayes. Halverson will ask Bolar and Gill about resident tree trimming issues at the cost of resident. Can a letter go out with water bills next month informing residents with tree trimming needs to contact City of Union so issues can be taken up with Bolar and Gill. Agenda for next month.

Resolution 16-09 – Transfer of Funds - tabled for next month.

Resolution 16-10 – Reimburse Union Public Library for Employers portion of taxes & IPERS was discussed with motion by Halverson and seconded by Wait to reimburse \$3,631.81 to Union Library for 2014-2015 (\$3,189.45) and 2015-2016 (\$442.36) Employers Taxes and IPERS Contribution. Motion carried with roll call 5 ayes.

Discussion on peddlers in the city – ordinance copies of templates and City of Conrad handed out to council members. Template ordinance was used for setting up ordinance in the City of Union.

1st reading of Ordinance 135-Regular Meetings set for the second Tuesday of the month at 6:30 pm at City Hall was made with a motion by Bernard and seconded by Carson to Waive 2nd and 3rd reading and to adopt Ordinance 135. Motion carried with roll call 5 ayes.

Discussion of fire dept. personnel – Communication Needs To Be Better! Is 2 fire chiefs working? Andy Clemons stated that it is understood that first person on scene is in charge whether it be Troy or Andy as chain of command is in question by council. Follow up on resident contacts was questioned and responsibility of person in charge to relay information. 1 person needs to be in contact and deal with council. Recommended to Andy that he can flush hydrants at his discretion without council approval. Street cleaning discussed.

Motion to adjourn by Donaldson and Carson, seconded by Halverson – motion carried with 5 ayes.
Meeting adjourned 8:30 p.m.

Tom Pieper, Mayor

Attest: Linda Norman, City Clerk

Bills listing for June 15 to July 12, 2016: \$41,312.26

ACCO, chlorine	345.00	Alliant Energy, utilities	2,122.54
Al Bergman, mowing	180.00	Dennis Carson, daily readings	535.80
Fareway, concessions	93.16	Gerke Quarries, rock	418.60
HCSB, ach fee	5.00	Hardin County Sheriff, fee	785.73
Hardin County Solid Waste, fee	2,978.00	Heart of Iowa, telephone	215.10
Hewett Wholesale, concessions	199.56	IA Dept of Natural Resource, fee	46.11
Innovative Ag, fuel	63.00	Intuit, ach fee	14.00
IA Dept of Revenue, w/h	277.00	Ia Dept of Revenue, sales tax	738.00
IA League of Cities, fee	380.00	IA League of Cities, classes	330.00
Iowa One Call, calls	24.40	IPERS, withholding	741.49
JEO Consulting, sewer project	18,000.00	Keystone Lab, lab	12.00
Knights Sanitation, garbage	1,007.50	Lawler Trucking, rock haul	60.00
Mid-America Publishing, publishing	64.56	Municipal Management Corp, repair	600.00
New Providence Hardware, repair	75.00	NIRGA, dues	198.50
Payroll	5568.87	Rhonda Guy, fee	1,246.00
Union Fire Department, meetings	450.00	Gingersnap, supplies	65.30
Union Library, expenses	1,680.10	United State Treasure, w/h	1,396.94
USIC Locating, locates	370.00	Vaux Welding, repair	25.00

June 2016 Revenues: General 463.63; Capital 1,685.33; Fire Department 2.50; Garbage 845.00; Landfill 1,290.00; Library 1,344.33; Monument 250.00; Playground 1.03; Pool Operating 5,561.60; Road Use Tax 3,520.10; Employee Benefits 64.05; LOST 3,370.66; Emergency Fund 11.55; Water 12,607.30; Sewer 3,994.05

June 2016 Expenses: General 15,528.43; Garbage 1,007.50; Library 1,680.10; Pool Operating 5,058.26; Road Use Tax 887.88; LOST 3,370.66; Water Sinking Fund 17,269.24; Water 9,074.42; Sewer 1,433.41

CITY OF UNION
REGULAR COUNCIL MEETING
AUGUST 9, 2016

Mayor Tom Pieper opened the regular council meeting of the City of Union at 6:30 pm. The Pledge of Allegiance was recited. Roll call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait, and Cheryl Halverson. Also present were 3 residents, Marsha Cory of Simmering & Cory, and Kristi Schiebel, City Clerk. Lucas Billesbach of JEO arrived later.

Motion to approve the agenda was made by Halverson, seconded by Wait. Motion carried with roll call of 5 ayes.

Motion made by Donaldson, seconded by Carson to approve the consent agenda of meeting minutes of July 12, 2016 and proposed bills for July 13 to August 9, 2016. Motion carried with roll call of 5 ayes.

Mayor Report: The audit has happened. He has heard from citizens about the lack of citizen services. Nuisance abatements have been sent. The pool was closed 1 week early due to treatment issues. The lagoon has had its inspection. Tar Heel Days went great.

Pool Committee: The pool inspection went well.

Fire Department: Halverson stated that Mark Sears has been given the paperwork to have a house burned in mid-October.

Hardin County Sheriff Report was given to the members.

OLD BUSINESS:

1. Marsha Cory of Simmering & Cory gave an update on the CDBG grant. The funds are being released. The ratio of payments for the project is 36% grant and 64% SRF loan. If changes are made to the project, Cory will need to do an amendment to the paperwork. The project is waiting for an environmental report from the State Preservation Board. Public Comments will need to be received. The earliest time that bids can be received will be mid-October. She left the contract for her work for the council to consider at the next meeting. She left.
2. The sewer rates were considered. It was decided to look at them next spring/summer.
3. Discussion was had on the request of Todd Speicher to be a temporary maintenance man during the evenings. Motion made by Bernard, seconded by Wait to hire Todd Speicher on a temporary part time basis at the rate of \$13.00 with IPERS. Motion carried with roll call of 5 ayes.
4. Halverson has a list of residents wishing to have Bolar & Gill price tree trimming.

NEW BUSINESS:

1. Resolution 16-09 – Transfer of Funds between Funds is not ready for this month.
2. Mayor Pieper read Ordinance 136 – Peddler's License. Motion made by Bernard, seconded by Donaldson to approve the 1st reading of Ordinance 136, waive the 2nd & 3rd readings and

adopted Ordinance 136-Peddler's License. Motion passed with roll call of 5 ayes. Ordinance will be effective with publication.

3. Discussion was had on pool attendees that have had seizures. The ADA policy states that if the person notifies the lifeguards and has a coach with them they can swim. This will be put in the pool regulations, on the applications and posted at the pool.
4. Discussion was had on the length of time that needs to be had before garbage in the yard is a nuisance. It was decided to change it to 7 days.
5. The 1st reading of Ordinance 137- Sanitary Disposal - Change the length of time of garbage in the yard to 7 days was done by Mayor Pieper. Motion made by Bernard, seconded by Donaldson to approve the 1st reading, waiving the 2nd reading and 3rd reading of Ordinance 137-Sanitary Disposal. Motion carried with roll call of 5 ayes. Ordinance will be effective at the time of publication.

Lucas Billesbach, PE of JEO Consulting Group arrived to give an update on the sewer rehab project to the council. He has taken over from Perry Gjersvik as project manager who left the firm. The design staff is the same as who has been working on it. Billesbach was notified that Hardin County will be working on Center Street in 2017. It was reported that the project detail is 60% completed. It is planned to have it finished in 1 to 1 ½ month. It was learned that there are flush tanks in the system. There will be manhole replacements. There is cast iron under the creek at the bridges that can't be seen through with a camera. He will have a budget estimate at the next meeting along with 90% of the plan finished. He would like to coat some of the laterals if funds allow. Verbal approval will need to be received for some of the work at the school. One of the manholes is under the concrete slab under the bleachers. 30% of the lagoon plans are finished. He left at 8:24 pm.

Motion made by Halverson, seconded by Wait to adjourn. 5 ayes passed the motion. Meeting adjourned at 8:30 pm.

Bill Listing for July 13 to August 9, 2016:

Acco, Inc, pool chlorine	1,583.80	Alan Donadson, blades	47.04
Alliant Energy, utility	2,503.05	Amazon, generator	289.98
Avast Antivirus, computer	39.99	B&G HVAC, library building	82.00
Jo Bergman, mowing	180.00	Dennis Carson, readings	753.66
Crosser Electric, electric update	275.52	Schoppe Construction, repair	860.00
Davis Tilis, house demo	1,250.00	Fareway, concessions	126.51
Kaylee Goecke, payroll	41.56	Hardin Cnty Sheriff, fee	785.73
Hardin Cnty Treasurer, taxes	172.00	HCSB, fee	5.00
Heart of Iowa, telephone	175.16	Hewitt Wholesale, concessions	193.15
Innovative Ag, fuel & supplies	757.22	Intuit, fee	34.00
Iowa Codification, ordinances	355.00	IA DNR, water fee	256.11
J & T Plumbing, repair	201.44	JEO, sewer project	22,500.00
Kaplan & Frese, legal	188.47	Keystone Lab, lab	134.00
Knights Sanitation, garbage	5,087.31	Mid-America Publishing, publish	178.36
Ashley Moore, payroll	180.08	QuickBooks, payroll	5,528.57
Ingrid Ralson, payroll	124.68	Rhonda Guy, fee	655.00

Roro-Rooter, repair	280.00	Staples, supplies	173.38
State Hygienic Lab, lab	37.50	Union Leasing, supplies	82.15
Union Library, reimbursement	3,631.81	Union Pool, fundraiser	2,010.00
USPS, envelopes	581.75		

July 2016 Revenues: General 3,257.09; Capital 1,685.33; Garbage 967.64; Landfill 1,286.47; Parks 100.00; Pool 4,614.11; RUT 2,956.76; Employee Benefits 174.41; LOST 3,370.66; Emergency 31.44; Water 7,853.25; Sewer 22,649.78

July 2016 Expenses: General 10,355.47; Garbage 1,007.50; Landfill 2,978.00; Monument 425.00; Pool 5,424.24; Employee Benefits 3,631.81; LOST 3,370.66; Water 3,474.11; Sewer 19,439.60

Mayor Tom Piper

Attest: Kristi Schiebel, City Clerk

CITY OF UNION
REGULAR COUNCIL MEETING
SEPTEMBER 13, 2016

Mayor Tom Pieper opened the regular council meeting of the City of Union at 6:32 p.m. The Pledge of Allegiance was recited. Roll call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait, and Cheryl Halverson. Also present were 4 residents, Rhonda Guy from POM, Lucas Billesbach of JEO Consulting, Linda Norman- City Clerk, and Kristi Schiebel-City Clerk.

Motion to approve the agenda was made by Halverson, seconded by Donaldson. Motion carried with roll call of 5 ayes.

Motion made by Halverson, seconded by Wait to approve the consent agenda of meeting minutes of August 9, 2016 and for proposed bills for August 9 to September 13, 2016. Motion carried with roll call of 5 ayes.

Mayor Report: Water tower insurance went through a review. Lien notices were reviewed. Letter from resident shared with Council claiming undue stress from City Management. Lagoon obstruction-turtle shell-fixed. Need new valve and lid.

Committee Report: Alan Donaldson made Council aware of a pipe that is capped on water. A list of nuisance abatements were presented with Council input. 103 Center St., Court hearing-clean up pending. 2 building permits presented to Council. 1 denied and 1 approved.

Clerk Report: New desk to be installed Wednesday, September 14, at 8 a.m. Linda Norman will open City Hall, Donaldson, Bernard and Mayor Pieper will assist as needed. Kristi Schiebel presented pending balance sheet. Audit paperwork was sent today. Audit recommended some packet revisions on financial reports. Need Resolution stating Hardin County Savings Bank as City of Union Bank. Resolution not to borrow funds to invest funds. Resident water issue tabled till next month.

Fire Department: No Report

Hardin County Sherriff Report: Given to council.

Old Business: Update on sewer system project presented by Lucas Billesbach of JEO Consulting. Copies of Sanitary Sewer Rehab layout provided to Council. 2 different contracts discussed – Pump improvements and lagoon improvements. Some man holes need to be replaced or removed – some new ones installed with projected time of completion of 120 days. Contract terms will have a 60 day review period for IDNR. Contractor bids will begin sometime in October and run for 30 days with deadline no later than December 1. There will be 45 days notice of award for bid by January. Drawings approved – 2 months to complete work. Sewer project averaging \$500 per day and Pump \$200 per day for performance bond. Any events conflicting with project was discussed with Tar Heel Days 1st weekend in August. Performance Bond reviewed with contractor job completion. Warranty is 1 year on

substantial completion which starts when everything is operational. 5 year warranty on pumps. Cost estimates will be e-mailed. Sewer projected at \$850,000 - \$900,000 and Lagoon projected \$110,000 - \$115,000. Mayor Tom Pieper will be contact person. Motion by Donaldson and seconded by Bernard to submit sewer project plans to IDNR for review. Motion carried with roll call of 5 ayes.

Approval of Agreement with Simmering & Cory tabled for special meeting set for Tuesday, September 20, 2016 at 6 p.m.

Resolution 16-11 Temporary Maintenance Man – Todd Speicher. Motion to approve by Bernard, seconded by Halverson. Motion carried with roll call of 5 ayes.

New Business: Consider Resolution 16-09 – Transfer of Funds between funds. Motion to approve by Bernard and seconded by Donaldson. Motion carried with roll call of 5 ayes.

Consider Resolution 16-10 – Street Finance Report – shows how funds were used. Motion to approve report by Halverson, seconded by Wait. Motion carried with roll call of 5 ayes.

Consider Investment Policy tabled until October meeting.

Consider Utility billing request by resident @ 310 Commercial with 2 adjoining properties. Motion by Halverson, seconded by Wait to have resident pay 2 water/sewer billing and only 1 garbage & recycling bill. Motion carried with roll call of 5 ayes.

Consider Dog at large ordinance – re-write to include all animals. Tom Pieper will investigate.

Consider Resolution 16-12 – Write off Utility Billing tabled until October meeting. Motion by Donaldson, seconded by Bernard. Motion carried with roll call of 5 ayes.

Consider Resolution 16-13 – Library Wages. Motion by Halverson, seconded by Wait. Motion carried with roll call of 5 ayes.

Trick or Treat night set for Saturday, October 29th – 5-7 p.m. Motion by Donaldson, seconded by Halverson. Motion carried with roll call of 5 ayes.

Motion to adjourn at 8:20 p.m. made by Halverson, seconded by Donaldson.

Tom Pieper, Mayor

Attest: Linda Norman, City Clerk

Bill Listing August 10, to September 13, 2016

Alliant Energy, electric	2,240.79	Jo Bergman, mowing	225.00
Bolar & Gill, tree removal	1,300.00	Dennis Carson, readings	553.66
Hardin Cnty Sheriff, contract	785.73	Hardin Cnty Solid Waste, fee	2,978.00
Heart of Iowa, telephone	115.89	Innovative Ag, fuel	227.17
Intuit, ach fee	44.00	Iowa One Call, fee	25.40
IPERS, withholding	724.99	JEO Consulting, design work	10,250.00

Kaplan & Frese, legal	804.46	Keystone Lab, lab	92.75
Knights Sanitation, garbage	1,042.50	Larry's Ag, repair	442.70
Linda Norman, mileage	131.10	Mid-America Publishing, publish	15.87
NAPA, repair	27.54	Quality Automotive, repair	729.93
QuickBooks, payroll	4,935.07	Rhonda Guy, fee	655.00
Roto-Rooter, lagoon repair	330.00	Todd Speicher, payroll	72.03
Union Leasing, supplies	79.06	United States Treasury, w/h	2,648.78

August 2016 Revenue: General -1,112.66; Capital 1,685.33; Garbage 849.65; Landfill 1,296.97; Pool Improvement 2,010.00; Pool Operating 1,70.33; Road Use Tax 4,344.85; Employee Benefits 4.08; Local Option Sales Tax 3,370.66; Emergency Funds .98; Water Sinking 2,100.00; Water 6,719.13; Sewer 26,942.81

August 2016 Expenses: General 13,124.30; Garbage 1,007.50; Pool Operating 3,509.86; Road Use Tax 56.51; Employee Benefits 259.59; Local Option Sales Tax 3,370.66; Water 4,088.82; Sewer 24,963.68

CITY OF UNION
SPECIAL COUNCIL MEETING
SEPTEMBER 20, 2016

Mayor Tom Pieper opened special council meeting at 6:10 p.m. The Pledge of Allegiance was recited. Roll call was answered by Nathan Bernard, Stephanie Carson and Cheryl Halverson. Absent were Candy Wait and Alan Donaldson. Also present Linda Norman City Clerk.

Motion to approve the agenda was made by Bernard, seconded by Carson. Motion carried with roll call of 3 ayes – 2 absent.

Old Business: Motion by Halverson, seconded by Bernard to deny building permit for 703 Main St. Motion carried with roll call of 3 ayes – 2 absent.

Motion by Bernard, seconded by Halverson to approve agreement of Simmering & Cory. Motion carried with roll call of 3 ayes – 2 absent.

New Business: Motion by Halverson, seconded by Bernard to give credit to sewer bill for resident with water heater leak. Motion carried with roll call of 3 ayes – 2 absent.

Motion by Bernard, seconded by Halverson to write off customer water/sewer for 606 Commercial St. Motion carried with 3 ayes – 2 absent.

Motion by Bernard, seconded by Halverson to proceed with concrete patching of 3rd & Center and also of Davis St. Estimate of \$4,000 approved with 3 ayes – 2 absent.

Motion to adjourn at 6:30 made by Halverson, seconded by Bernard. Motion carried with 3 ayes.

Mayor Tom Pieper

Attest: Linda Norman City Clerk

CITY OF UNION
REGULAR COUNCIL MEETING
OCTOBER 11, 2016

Mayor Tom Pieper opened the regular council meeting of the City of Union at 6:33 p.m. The Pledge of Allegiance was recited. Roll call was answered by Nathan Bernard, Stephanie Carson, Candy Wait, and Cheryl Halverson. Absent: Alan Donaldson. Also present were Fire chief Andy Clemons, 4 residents, 1 legal counsel, Linda Norman- City Clerk and Kristi Schiebel-City Clerk.

Motion to approve the agenda was made by Halverson, seconded by Bernard. Motion carried with roll call of 4 ayes and 1 absent.

Motion made by Bernard , seconded by Wait to approve consent agenda of meeting minutes of September 13 & September 20, 2016 and for proposed bills for September 15 to October 11, 2016. Motion carried with roll call of 4 ayes and 1 absent.

Mayor Report: Tom Pieper reported that on October 5th an obstruction at lagoon was found again. Couldn't be sure if it was part of rock or part of a pipe. Roto Rooter was called in as there was problems of draw down. Obstruction taken care of – open and running now. Valve or pipe needs to be repaired or replaced – probability will be taken care of when sewer project underway. High school students did some community service projects-painting etc... JEO Sewer Project-\$100 sent to DNR for the sewer project plans to be reviewed. Building permit not needed for widening of driveway.

Fire Dept. Report: Andy Clemons reported of Trainings in September. Participated in Alden Elevator trainings. Water hydrants will be flushed soon.

Clerk Report: Door to Ambulance shed needs to be replace as door jam and handle unable to lock. Council member also stated that North front door also needs to be replaced as water seeps under threshold during driving rains.

POM report and Sheriff report in council packet.

Old Business: 703 Main building permit reviewed with owner and legal counsel present. Council reported that there are still nuisance complaints about property-junk, unmown grass and weeds in back yard, tree limbs and brush piles. Legal representation from Iowa Falls –Holt, questioned Ordinance for nuisance and council right to reject permit as nothing is stated in Ordinance. Owner stated that issues were being addressed and will continue to improve per council wishes. Motion to approve building permit for 703 Main was granted with roll call of 3 ayes, 1 no and 1 absent.

Kristi Schiebel-City Clerk: Annual report in council packet. CDBG Grant still going through Iowa Historical process-haven't heard from them yet. Reported that Balance Sheet and Expense Report format will be changing per Audit Review. Audit recommendations are listed pages 4-9. Segregation of duties explained. Bank reconciliation needs to be reviewed by someone other than clerk-Finance Committee to review. Resolution for Official Bank to be reviewed in New Business. Investment Resolution also reviewed in New Business. City minutes to be submitted in timely manner. Chart of

Accounts was questioned for ledger numbers and sub-numbers. Receipts to be in printed form-cash payments need receipt. Disbursements questioned. Need PAID stamp for invoices. Payroll-approval of hours paid-Mayor approves. Transfers-Sinking Fund for SRF Loan.

Consider of Investment Policy. Motion by Bernard, seconded by Wait to pass policy. Motion carried with roll call of 4 ayes, 1 absent.

Resolution 16-12 Write Off Delinquency Utility Billing-motion by Bernard and seconded by Halverson to no longer consider. Motion carried with roll call of 4 ayes, 1 absent.

Consider Dog at Large ordinance change-motion by Halverson, seconded by Wait to not make changes-leave ordinance as is. Motion carried with roll call of 4 ayes, 1 absent.

New Business: Resolution 16-14-Bank Designation. Motion by Bernard, seconded by Carson to name Hardin County Savings Bank as Official Bank Designation for City of Union. Motion carried with roll call of 4 ayes, 1 absent.

Resolution 16-15-Sinking Fund transfer. Motion by Bernard, seconded by Halverson to pass resolution. Motion carried with roll call of 4 ayes, 1 absent.

Resolution 16-16-Emergency Fund monthly transfer. Motion by Bernard, seconded by Halverson to pass resolution. Motion carried with roll call of 4 ayes, 1 absent.

Motion to adjourn at 7:35 made by Halverson, seconded by Carson.

Tom Pieper, Mayor

Attest: Linda Norman, City Clerk

Bill listing September 14 to October 11, 2016 \$22,139.43

City Expenses:		Alliant Energy, electric	2,010.32
Jo Bergman, mowing	180.00	Dennis Carson, daily readings	535.80
Diamond Vogel Paint, paint	44.37	HCSV, ach fee	5.00
Hardin Cnty Sheriff Dept, fee	785.73	Hardin Cnty Treasurer, liens	30.00
Heart of Iowa, phone	255.98	IA DNR, water permit	66.00
ICS, computer set up	55.00	Intuit, ach fee	44.00
IA DNR, sewer project fee	100.00	IA Prison Industries, desk	2,935.07
IA Workforce, fee	35.00	IPERS, withholding	420.86
JEO, sewer design work	6,150.00	Kaplan & Frese, legal	188.47
Keystone Lab, lab	57.55	Knights Sanitation, garbage	1,017.50
Mid-America Publishing, pub	382.40	NAPA Auto, anti-freeze	25.74
Postmaster, postage	19.30	Payroll	2,496.59
R Comm Wireless, pagers	945.00	Rhonda Guy, fee	655.00
The Supplies Guys, ink	80.01	Union Ambulance, contribution	140.00
USIC, locating	580.00		
Library Expenses:		Alliant Energy, electric	226.64
Heart of IA, telephone	56.87	Madison Wessle, summer	80.00
Union Library, expense	12.00	Visa, supplies	995.55
Ambulance:		Andrew Clemons, calls/candy	72.50

Customized Billing, billing	90.00	Heart of IA, telephone	7.50
Innovative Ag, fuel	49.26	Lisa Thompson, calls	32.50
Superior Welding, rent	120.00	George Wait, calls	50.00
Fire Department:		Card Quest, key fobs	100.80
Conrad Auto Supply, paint	5.12		

September 2016 Income: General 10,420.34; Ambulance 1,042.17; Capital 1,612.96; Fire Department 2.50; Garbage 950.00; Landfill 1,297.50; Library 114.37; Playground 1.04; Pool Operating 1,612.96; Road Use Tax 4,097.28; Employee Benefit 1,244.74; LOST 3,225.92; Emergency Fund 300.03; Water Sinking 2,100.00; Water 6,700.05; Sewer 15,001.36

September 2016 Expense: General 7,645.26; Ambulance 421.76; Fire Department 105.92; Garbage 1,007.50; Landfill 2,978.00; Library 1,371.06; Pool Operating 101.60; Road Use Tax 894.56; Employee Benefit 388.08; LOST 3,225.92; Water 3,748.49; Sewer 12,005.96

CITY OF UNION
REGULAR COUNCIL MEETING
NOVEMBER 8, 2016

Mayor Tom Pieper opened the regular council meeting of the City of Union at 6:25 p.m. The Pledge of Allegiance was recited. Roll call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait, and Cheryl Halverson. Also present were 1 resident, Rhonda Guy from POM, Lucas Billesbach of JEO, Linda Norman and Kristi Schiebel-City Clerks.

Motion to approve agenda was made by Halverson, seconded by Donaldson. Motion carried with roll call of 5 ayes.

Motion made by Donaldson, seconded by Halverson to approve consent agenda of meeting minutes of October 11, 2016 and for proposed bills for October 12 to November 8, 2016. Motion carried with roll call of 5 ayes.

Resident concerns: Abatement letters to be sent to 207 Third St., 703 Main St. and 504 Davis St.

Mayor Report: Tom Pieper reported problems with lagoon in October carried into November-camera brought in to scope problem. CIT thought it may be plugged with algae but was proved to be collapsed. Pump was brought in to drain through rental and was initially tried with 4" pump but was not adequate and 6" was used instead. Need to replace – questioned Rhonda Guy if this could be added to sewer project or would it be better to make a "band aid repair" for now. It was stated that the lagoon is at safe level now – if weather remains dry the City of Union could wait til sewer project gets underway. The problem remains if wet weather comes into play. Union could continue to pump legal discharge until project-Rhonda will check with DNR as how to proceed with an addendum to project – she will let council know. It was also stated that Union could contact Marshalltown DOT to use pump in an emergency at a lower cost than renting. JEO can add to sewer project and make it 1st phase. Additional cost around \$25 to 30,000. Will add to agenda for December mtg. Tom also reported of a sink hole at 303 Center-will get Daryl Schoppe to investigate. Water leak in SHRA parking lot not from watering system.

No Committee reports at this time

City Clerk report in packet.

Fire Department: no report at this time.

Hardin County Sheriff report in packet.

Water/Wastewater Management report from Rhonda Guy discussed in Mayor report.

Old Business: Lucas Billesbach from JEO reported sewer project plans were submitted Oct.6th. Can take 60 days for approval-JEO will wait for comments from DNR. Need authorization for bidding process to begin. Public notice for bidding process needs to be publicized by December 12 . Week of January 9th bids to be in place. Lucas to ask about cellular option for project-Verizon a possibility. Will also check into options for generator-diesel fuel, propane or gas.

Motion by Donaldson, seconded by Halverson to consider authorizing bid letting for sewer project when DNR has approved the project and all paperwork completed. Motion carried with roll call of 5 ayes.

Motion by Halverson, seconded by Wait to pass Resolution 16-12 Write off utility billing. Motion carried with roll call of 5 ayes.

New Business: Concrete at dump site needs to be cleaned up-Halverson to contact Gehrke, will discuss again in December mtg.

Motion by Donaldson, seconded by Carson to consider authorizing the City Attorney to refile on nuisance-103 Center St. in contempt of Court as of Nov. 21st. Motion carried with roll call of 5 ayes.

Discussion of snow removal-truck needs to be serviced in Ames-Tom Pieper will proceed with task. Snow plow used on tractor needs to be sold as is-not adequate for City needs. Donaldson will check into finding a box blade. Does Union have an alternative idea for dump truck? Tom Pieper will contact Steve Reece about snow removal.

Discussion on Meter Reader wages-meter reading will be paid \$100 per reading period and go through payroll. Will get a resolution to council.

Motion to adjourn by Donaldson at 7:30 p.m. seconded by Bernard.

Tom Pieper, Mayor

Attest: Linda Norman, City Clerk

Bill listing October 12 to November 8, 2016 \$25,706.39

Ambulance

Andrew Clemons, candy & calls	170.00	Customized Billing, billing	30.00
EMP, supplies	137.94	Heart of Iowa, telephone	7.50
Innovative Ag, fuel	49.60	Lisa Thompson, calls	100.00
Petty Cash	60.00	Junior Prusha, calls	70.00
Superior Welding, supplies	24.25	George Wait, calls	100.00

Library

Alliant Energy, utilities	202.15	City of Union, payroll	3,576.46
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Heart of Iowa, telephone	57.53	Visa, supplies & materials	1,585.91
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City of Union

Alan Donaldson, pump rental	738.30	Alliant Energy, utilities	1,640.05
C&C Concrete, repair street	1,250.00	Dennis Carson, readings	553.66
Casey's, fuel	12.23	Crosser Electric, pool repair	91.90
Fire Safety, supplies	590.00	HCSB, fee	5.00
Hardin Cnty Sheriff, contract	785.73	Heart of Iowa, telephone	142.40
Home Rental, pump rental	488.00	IMWCA, audit premium	1,227.00
Innovative Ag, fuel	259.37	Intuit, fee & annual fee	408.00
IA Dept of Revenue, withholding	251.00	IA Dept of Revenue, sales tax	926.00
IPERS, withholding	413.75	JEO, design work	4,100.00
Keystone Lab, lab	78.75	Knights Sanitation, garbage	1,017.50
QuickBooks, payroll	2,421.73	Mid-America Publishing, pub	85.25
R Comm Wireless, battery	198.00	Rhonda Guy, fee	655.00
Roto-Rooter, lagoon	610.00	Union Leasing, supplies	29.09
United States Treasury, taxes	590.34	US Postmaster, box fee	52.00
USIC Locating, calls	75.00		

October 2016 Income: General \$25,579.32; Ambulance 978.64; Capital 1,612.96; Fire Department 2.58; Garbage 845.25; Landfill 1,282.50; Library 1,546.54; Pool Operating 1,612.96; Road Use Tax 3,158.42; Employee Benefits 2,626.72; Lost 3,225.92; Emergency 632.96; Water 6,275.34; Sewer 10,775.72; Water Sinking Fund 2,100.00

October 2016 Expense: General 8,646/55; Ambulance 962.27; Garbage 1,007.50; Library 5,422.05; Pool Operating 70.26; Road Use Tax 925.17; Employee Benefit 373.96; LOST 3,225.92; Water 1994.68; Sewer 7,954.78

CITY OF UNION
PUBLIC HEARING AND REGULAR COUNCIL MEETING
DECEMBER 13, 2016

Mayor Tom Pieper opened Public Hearing on proposed plans, specifications, form of contract and estimate cost for 2016 sanitary sewer rehabilitation for City of Union, Iowa and the taking of bids for said improvements at 6:35 p.m. In attendance to answer questions were Lucas Billesbach and Steve Locke from JEO Consulting Group. Estimated cost of project broken into 2 phases – A) Sanitary @ \$853,000.00 and B) Lagoon @ \$109,000.00. City of Union needs to plan on 5% above or below contingent plan. January 19th 2017 is date of bid opening. Grant of \$300,000.00 is being applied to project. Start of project to begin in spring of 2017 with finish time estimated in fall of 2017. No comments made by residents. Public Hearing closed at 6:40 pm.

Mayor Tom Pieper opened regular Council meeting at 6:40 p.m. The pledge of Allegiance was recited. Roll call answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait and Cheryl Halverson. Also present were 4 residents, Lucas Billesbach and Steve Locke from JEO, Linda Norman and Kristi Schiebel-City Clerks.

Motion to approve agenda was made by Bernard, seconded by Donaldson. Motion carried with roll call of 5 ayes.

Motion to approve Minutes of November meeting, approval of proposed bills for November 8th – December 13th made by Halverson, seconded by Bernard. Motion carried with roll call of 5 ayes.

Motion to approve building permit made by Halverson, seconded by Bernard. Motion carried with roll call of 5 ayes.

Resident concerns: Bob Donaldson inquiring about procedure for water/sewer termination for property on south end of Union. Council advised that owner responsible for the digging up, cut off and capping with supervision by someone from Council or Mayor.

Mayor Report: Mayor Tom Pieper had a meeting with JEO Consulting Group. Jay Duncan from Heart of Iowa recommends that City of Union use a diesel generator for sewer project. Water leaks reported from apartments on N. Main west side of street-called Schoppe to see if City responsible. Snow plow taken to Ames for repairs and maintenance – to be picked up Wednesday December 14th. Dump site clean up to be tabled until spring of 2017. North Well pump had issues-Rhonda Guy contacted-it is working at this time. Todd Speicher called in to re-read 2 water meters as there were questions about water usage being higher than normal.

No Committee reports at this time.

City Clerk Report in packet-there was discussion of dumpster southwest of City Hall-why is there a chain and lock on it? Dumpster belongs to Fire Dept. City dumpster out at shop-need to get a hold of Knight Sanitation if we want them to stop on Tuesdays to pick up.

Fire Dept. Report-no report at this time.

Hardin Co. Sherriff Report in packet.

Water/Wastewater Management-no report at this time.

Old Business: Lucas Billesbach from JEO Consulting Group had plans drawn up for lagoon pipes project. 4 lines are failing. 2 lines can be placed at 2 ft. depth of lagoon and eliminate 2 low pipes. Project will have new buried gate valves. Addendum No. 1 passed out to council with Notice for bidding, Change to bid form, Changes to project specifications, Lagoon valve and pipe replacement and changes to drawings. Discussion generator: propane would be more cost efficient saving around \$4 - \$5,000.00. JEO looking into businesses that would have tanks that would have a 4 – 5 day supply/capacity. Generator brands that were discussed were CAT, Cummins and Kohler. JEO has City of Union project plans on their website. Notices being sent out for bidding-waiting for state comments before pushing bid date. Amendment change at cost of \$3,500.00.

Motion by Bernard, seconded by Carson to consider Resolution 16-14 –JEO change to scope of services contract#1. Motion carried with roll call of 5 ayes.

Dump site clean-up in Mayor Report.

Discussion of snow removal – Resident has offered to haul snow if needed but does not want to plow. Nathan Bernard and Alan Donaldson will assist if needed. Placement of snow piles needs to be addressed. Motion made by Donaldson, seconded by Wait to hire temporary help for winter season as there are 2 individuals that have shown interest in being of service to the City of Union at \$13 an hour. Motion carried with roll call of 5 ayes. Will revisit at January mtg.

New Business: Amendment #1 to CDBG Administrative Service Contract. Motion by Bernard, seconded by Donaldson. Motion carried with roll call of 5 ayes.

Duane Carlson Lien Notice to be placed on property in Iowa Falls. Motion by Donaldson, seconded by Bernard. Motion carried with roll call of 5 ayes.

Resignation of City Clerk – Linda Norman accepted with roll call of 5 ayes.

Discussion of City Clerk position was made by Linda Norman with approval of Kristi Schiebel that City of Union Clerk be hired as a 4 hours a day – 3 days a week position for continuity and access for residents of Union. Motion by Bernard, seconded by Wait on said hours for position. Motion carried with roll call of 5 ayes. A notice will be placed in paper.

Consider Resolution 16-13 – Write off of bad Utility Billings. Motion by Halverson, seconded by Bernard to proceed with write offs. Motion carried with roll call of 5 ayes.

Motion to adjourn at 7:35 p.m. made by Halverson, seconded by Donaldson.

Tom Pieper, Mayor

Attest: Kristi Schiebel, City Clerk

Approved billing list for November 9 to December 13, 2016 in the amount of \$23,897.69:

Ambulance		Andrew Clemons, call pay	62.50
Customized Billing, billing	60.00	Darlene Bradley, reimburse	137.75

Heart of Iowa, phone	6.50	Innovative Ag Services, fuel	47.76
Lisa Thompson, calls	30.00	Nick Wanken, call pay	10.00
Petty Cash, cash	60.00	Junior Prusha, call pay	40.00
Mike Thomas, call pay	144.00	George Wait, ca;; [au	132.50
Library		Modern Marketing, bags	309.23
Visa, supplies	239.15		
Monument Fund		Mid-America Pub, publishing	17.00
General Fund		ACCO, chlorine	307.80
Alliant Energy, utilities	1,626.52	Dennis Carson, readings	535.80
Daryl Schoppe Const, sewer fix	775.22	Deluxe Business System, supply	78.69
Hardin County Savings Bank, fee	5.00	Hardin County Sheriff, fee	785.73
Hardin County Solid Waste, fee	2,978.00	Hardin County Treasure, filings	20.00
Heart of Iowa, telephone	143.54	Innovative Ag Services	256.47
Intuit, fee	16.00	Iowa Finance Authority, loan	5,910.00
IRWA, dues	225.00	IPERS, withholding	843.33
JEO Consulting, fee	400.00	Kaplan & Freese, legal	1,606.65
Keystone Lab, lab	78.75	Knights Sanitation, garbage	1,017.50
Mid-America Publishing	24.56	QuickBooks Payroll	2,230.78
Rhonda Guy, fee	655.00	Todd Speicher, payroll	91.35
Union Leasing, supplies	9.98	United State Treasure	1,197.88
USIC, calls	200.00	USPS, envelopes	581.75

November 2016 Income: General 13530.88, Ambulance 214.21; Capital 1,930.65; Fire Department 2.5; Garbage 839.27; Landfill 1,281.42; Library 6,642.96; Pool Operating 1,930.66; Road Use Tax 3,544.27; Employee Benefits 1,505.15; Local Option Sales Tax 3,861.31, Emergency Funds 362.70; Water Sinking 2,100.00 Water 5,755.99, Sewer 8521.89

November 2016 Expense: General 5,819.84; Ambulance 847.01; Garbage 907.50; Library 788.40; Monument 17; Pool Operating 91.90; Road Use Tax 2,131.23; Employee Benefits 332.10; Local Option Sales Tax 3,861.31, Emergency fund 965.41; Water 3,942.14; sewer 7171.78