The Sanborn City Council met in open session Monday, February 13th, 2023 in the Donald Kroese Council Chambers. Mayor Randy Lyman called the meeting to order at 5:00 p.m. with the following Council present: Brian Visser, Aaron Wiekamp, Tim Devitt, Larry Reitsma, and Jerry Back. Others present: Chris Cammann and Robert Balt with the Sanborn Railroad Days Committee, Shawn Derocher, members of the Sanborn Cadets (Quinn Espey, Caleb Kuperus, Jacob Hofman, Hudson Espey, Carter VanEss, Camden Visser, and Auggie Visser), Adam Roelfs, Amber Rogers, and Jim Zeutenhorst.

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

**Vote results:**

Ayes: 5 / Nays: 0

Mayor Lyman announced that this was the time and place to hold a public hearing on the Proposed Property Tax Levy for Fiscal Year 2023-2024. Mayor Lyman asked the City Administrator if any objections or comments had been submitted. There were none. Lyman asked those present for any comments or objections, none were made. Whereupon, Mayor Lyman declared the public hearing closed.

Councilman Devitt introduced Resolution #2023-05 "A RESOLUTION APPROVING A MAXIMUM PROPERTY TAX LEVY FOR FISCAL YEAR 2024" and moved the same be adopted. Seconded by Reitsma. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Visitors Chris Cammann and Robert Balt presented information on the Sanborn Railroad Days committee's plan to reinvent the annual Railroad Days celebration. Their main goal is to provide a fun experience for all age groups. They plan to move most of the events for the weekend out to Miller Park. The committee has a goal to raise $18,000 in order to fund their plans. The Chamber of Commerce has already provided the committee with a $3,000 donation, and the committee is requesting a $5,000 donation from the City. Motion Reitsma, seconded by Back to contribute $5,000 to the 2023 Railroad Days celebration. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Administrator Zeutenhorst led the Council through a session on the proposed 2023-2024 budget, with the most notable changes being an increase in police salaries, and the addition of a Storm Water utility.

Motion Visser, seconded by Back to set a date for a Public Hearing on the 2023-2024 Fiscal Year Budget. The hearing will take place on Monday, March 13th, 2023 at 5:00 p.m. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

A motion was made by Back and seconded by Reitsma to approve the consent agenda. The following consent agenda items were approved: a. Approve Minutes of the January 9th, 2023 meeting b. Approve Minutes of the January 20th, 2023 special meeting c. Approve February Bills d. Resolution #2023-06 "A RESOLUTION AUTHORIZING BANK ACCOUNT USERS AND SIGNATURES" e. Approve Logan Wolthuizen Volunteer Ambulance App - Driver f. Approve Randy Lyman Volunteer Ambulance App - Driver g. Approve Chad Lyman Volunteer Ambulance App - Driver h. Approve Rhonda Lyman Volunteer Ambulance App - Driver i. Approve Adam Roelfs Volunteer Ambulance App - Driver Roll call was taken

**Vote results:**

Ayes: 5 / Nays: 0

Motion Visser, seconded by Devitt to approve the hiring of Melissa Baker for the Deputy City Clerk Position. Baker's starting wage will be $19.00/hour. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Motion Back, seconded by Devitt to approve the hiring of Travis Hamilton as the Chief of Police. Hamilton's starting salary will be at $65,000/year, and he will be offered a $10,000 sign-on bonus. $5,000 will be paid upon start date, and $5,000 will be paid after 2 years of service. Hamilton is anticipated to start on March 24th, 2023. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

Zeutenhorst updated the Council on progress with the storm water drainage project under the railroad tracks on Eastern St.

Rogers updated the Council on the following subjects:

* We have begun phone calls to residents in Sanborn to schedule appointments for Water Service Line Inventory. The DNR is requiring inventory be completed on all homes in Sanborn by October 2024. Adam Roelfs and Travis Enger have already completed inventory on roughly 90 homes in Sanborn.
* The Healthy Hometown Wellmark Program has a grant opportunity available and we are submitting a request for funding for Pickleball courts. Funding decisions will be made by May 31st and funds would be distributed in September 2023.
* Delta Dental has applications available for Water Bottle Refilling Stations for City Parks. Rogers is gathering more information and intends to submit an application.

A discussion was held regarding options for moving the tree dump to property recently purchased by the City at 902 N Western Street. Adam Roelfs presented the Council with multiple quotes for fencing, the options being woven wire or chain link. It was the consensus of the Council to move forward with chain link fencing, but they would like to see a sketch of the proposed layout at the next meeting. There will be cameras installed at the new site as well.

There being no further business to come before the Council, Motion Devitt, seconded by Back to adjourn at 6:15 p.m. The next regularly scheduled Council meeting will take place on Monday, March 13th at 5:00 p.m. in the Council Chambers at City Hall. Roll call was taken.

**Vote results:**

Ayes: 5 / Nays: 0

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| A&M Services, Inc. | Operating Supplies | $55.10 |
| A.H. Hermel Company | Office Supplies | $84.96 |
| Access Systems  | Monthly Dues  | $545.58 |
| \*ACCO | Operating Supplies | $2,891.80 |
| ACCO | Chemicals | $4,593.74 |
| \*Aflac | Insurance Premiums | $381.78 |
| Airgas USA, LLC | Operating Supplies | $148.02 |
| Alpha Wireless | Equipment Maintenance | $740.15 |
| Associated Computer System | Monthly Dues | $545.75 |
| AT&T | Phone Service | $208.59 |
| Barco Municipal Products | Equipment Maintenance | $1,752.65 |
| Bierschbach Equipment | Equipment Maintenance | $75.00 |
| \*Braun Intertec | Railroad Culvert Project | $6,670.00 |
| Brommer Sanitation | Garbage Charges - Jan | $8,936.07 |
| Brown Supply Company | Operating Supplies | $676.00 |
| City of Hartley | Contract Work - PD | $12,750.00 |
| \*Clayton Energy/PEFA | Gas Purchase | $154,805.24 |
| CLIA Laboratory Program | Dues - Ambulance | $180.00 |
| Copper Cottage | Building Maintenance | $626.40 |
| Core & Main  | Ground Maintenance | $995.88 |
| \*Dekoter, Thole, & Dawson | Property Purchase | $55,637.20 |
| \*Delta Dental | Insurance Premiums | $26.02 |
| DGR Engineering | Engineering | $2,546.00 |
| Don's Auto | Vehicle Maintenance | $70.00 |
| Electric Pump | Equipment Maintenance | $1,120.00 |
| \*Equitable Life Insurance | Insurance Premiums | $221.86 |
| Fair Manufacturing | Equipment Maintenance | $1,370.89 |
| Farmers Market  | Ground Maintenance | $1,587.50 |
| \*Feld Fire | Operating Supplies | $4,510.20 |
| Foundation Analytical | Testing - Chemicals | $4,678.00 |
| Great Nothern Enviornmental | Equipment Maintenance | $2,250.00 |
| Hach Company | Equipment Maintenance | $1,086.88 |
| Harn R/O Systems, Inc. | Equipment Maintenance | $861.57 |
| Harry's Motor Ltd. | Equip Maint/Op Supp | $1,526.75 |
| Heemskerk, Keaton | Reimburse for Supplies | $6.36 |
| \*Hydraulic Solutions | Equipment Maintenance | $306.48 |
| Industrial Process Technology | Capital Project - Blower | $25,111.55 |
| Iowa Information | Advertising | $982.45 |
| Iowa Prison Industries | Ground Maintenance | $671.40 |
| \*IPERS | IPERS - Dec Wages | $8,233.17 |
| Jack's Uniforms & Equipment | PD Uniforms | $291.75 |
| Janitor's Closet | Cleaning Supplies | $253.35 |
| JElectric | Equipment Maintenance | $15,421.61 |
| JElectric | Capital Project - Generator | $25,110.36 |
| Liberty Services | Ground Maintenance | $470.00 |
| Marcus News | Publications | $862.37 |
| \*Mi'Ono Club | Subscriptions - Cemetery | $474.00 |
| Michael Todd Industrial  | Operating Supplies | $2,915.94 |
| MidAmerican Energy | Utilities  | $11.16 |
| Midwest Metal | Equipment Maintenance | $845.30 |
| NCL of Wisconsin | Lab Supplies | $322.29 |
| \*New Century Press | Advertising - Police | $449.88 |
| NMDG | Legal | $721.57 |
| P&K Pest Control | Building Maintenance | $330.00 |
| Paradigm Alliance | Public Awareness | $875.00 |
| Plumbing & Heating Wholesale | Building Maintenance | $1,605.42 |
| \*Postmaster | Postage - Feb Bills | $208.84 |
| Premier Communications | Internet | $35.18 |
| Rehab System LLC | Equipment Maintenance | $1,280.00 |
| Sanborn Body Shop | Equipment Maintenance | $300.90 |
| Sanborn Foods | Operating Supplies | $110.98 |
| Sanborn Hardware & Rentals | Build Maint/Equip Maint | $654.18 |
| Sanborn Municipal Utilities | Utilities | $32,587.04 |
| Sanborn Propane & Oil | Fuel Barrel | $5,348.48 |
| Sanford Health | Safety  | $201.00 |
| \*State of Iowa | Withholding Tax - Dec | $1,633.45 |
| \*State of Iowa | Sales Tax - Q4 | $8,595.07 |
| TCA | Phone/Internet | $876.19 |
| T.P. Anderson & Company | Audit | $8,500.00 |
| United Healthcare | Insurance Premiums | $300.06 |
| USA Blue Book | Operating Supplies | $1,387.87 |
| Utility Safety & Design | Operating Supplies | $1,182.68 |
| \*Verizon Wireless | Phone/GIS Line | $110.32 |
| Verizon Wireless | Phone Service | $48.72 |
| Verizon Wireless | Phone Service | $80.02 |
| Visa | Op Supplies/Bldg Maint | $831.28 |
| \*Wellmark | Insurance Premiums | $5,411.63 |
| Win-911 Software | 3-Year Software Dues | $2,160.00 |
| ZFI | Quarterly Dues | $157.25 |
| Ziegler Cat | Equipment Maintenance | $701.85 |
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| **Totals:** |  | **$434,129.98** |