The Sanborn City Council met in regular session Monday, December 11, 2023, in the Donald Kroese Council Chambers. Mayor Randy Lyman called the meeting to order at 5:00 p.m. with the following Council Members present: Jerry Back, Tim Devitt, Larry Reitsma, Brian Visser, and Aaron Wiekamp. Others present: Jim Zeutenhorst, Adam Roelfs, Wendy Reed, Gary Schiphoff, Keven Groendyke, and Katie Ginger.

Motion Back, seconded by Devitt to approve the agenda. Roll call was taken. Vote results: Ayes 5 /Nays 0

Katie Ginger introduced herself as the Director of O’Brien Co. Veteran Affairs; sharing of programs she oversees, is implementing, and also ideas for the future. Gary Schiphoff has interest in a tract of land owned by the city, on E. 1st Street, where he would like to build a shop.

A motion was made by Devitt and seconded by Back to approve the consent agenda. The following consent agenda items were approved: a. Approve minutes from November 13 meeting b. Approve December bills c. Resolution #2023-32 Sanborn Elec. & Telecom. Budget for Calendar Year 2024 d. NWIASA 2024 Representative e. Application for Tax Abatement-Cody Stange f. Application for Tax Abatement-Allen Bousema. Vote results: Ayes 5/Nays 0.

Zeutenhorst presented the 2024 URP Amendment; to include a new tax rebate and 100 MCF natural gas capacity increase TIF projects. Zeutenhorst met with the personnel committee, for the evaluation of Chad Lyman and Wendy Reed having completed 6 months of employment, and gave their recommendations. Motion was made by Back, seconded by Reitsma, to approve a $1.00/hour wage increase for Chad Lyman, Public Works. Vote results: Ayes 5/Nays 0. Motion made by Back, seconded by Visser, approving a $3,000/year wage increase to Wendy Reed, City Clerk. Vote results: Ayes 5/Nays 0.

Clerk Reed explained the handbook amendment; extending the time between the end of a pay period to when pay checks are issued, from 2 days to 6 days. Motion made by Visser, seconded by Wiekamp, approving Resolution #2023-31 Handbook Amendment. Vote results: Ayes 5/Nays 0. Reed requested Council approve a Schedule of Fees, naming miscellaneous fees not itemized in the Sanborn Code of Ordinances, such as cemetery opening/closing and plot fees, camping and park fees, and fire and ambulance rates. Motion made by Back to Approve Resolution #2023-32 Schedule of Fees. Motion seconded by Reitsma. Vote results: Ayes 5/Nays 0. November financials were reviewed.

There being no further business to come before the Council, Motion Back, seconded by Devitt to adjourn at 6:20 p.m. The next regularly scheduled meeting will take place on Monday, January 8th at 5:00p.m. in the Council Chambers at City Hall. Roll call was taken. Vote results: Ayes 5 /Nays 0

Attest:

Randy Lyman Mayor

Wendy Reed

City Clerk

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| A&M Laundry, Inc. | Shop Towels | $55.10 |
| \*Access Systems | Lease/Count dues | $824.57 |
| ACCO | WT-Liquid Chlorine | $2,876.80 |
| Alons, Gerald & Deb | New Const. Incentive | $2,500.00 |
| Alpha Wireless | PD Portable Radio repair | $175.34 |
| \*AT&T Mobility | Fire/Amb Tablets (Dec) | $155.89 |
| Bomgaars | SGCC course maint | $49.97 |
| Border States Elec | voltage tester/hard hats | $157.96 |
| Brommer Sanitation | Monthly Garbage/REC Nov | $9,581.40 |
| \*Clayton Energy Corp | Gas Commodity | $66,107.20 |
| DeKoter, Thole, & Dawson | Legal | $4,805.22 |
| DGR Engineering | Engineering | $2,860.00 |
| \*Duncan, Paige | MRES Rebate | $350.00 |
| Emergency Services Marketing | FIRE/EMS Yr3of3 Subscription | $735.00 |
| Enger, Donavon & Patricia | New Const. Incentive | $2,500.00 |
| \*Equitable Life Insurance | Insurance Premiums | $355.38 |
| Feld Fire | Water Extinguisher | $490.00 |
| Foundation Analytical Lab | Testing | $2,798.25 |
| Groebner & Assoc | Gas-Distribution supplies | $137.03 |
| Hach Co | WT-Calcium/Cal-Magn test kit | $1,598.00 |
| Hegenbarth, Rob | Reimb:Menards keypad lock | $106.19 |
| \*IA Dept of Revenue | Sales Tax | $7,354.32 |
| IAMU | Gas-Border Station Inspection | $970.00 |
| \*Iowa Finance Authority | GO/REVENUE BONDS Interest/Fees | $163,376.47 |
| IA Dept of Public Safety | PD-2023/2024 Iowa System | $1,200.00 |
| Iowa Information | Publications/Advertising | $41.00 |
| Iowa One Call | Locates | $36.00 |
| Istate Truck Center | snow plow parts | $363.48 |
| \*IPERS | IPERS | $11,514.97 |
| JCL Solutions | Park/Shop towels | $154.51 |
| Jelectric Inc | WWTP-Blower VFD service | $800.00 |
| Knife River Midwest | ST-Cold Mix | $620.10 |
| Kurita | WWTP-Defoam | $2,615.10 |
| Marcus News | Publications/Advertising | $710.73 |
| MidAmerican Energy | Border Station Utilities | $13.00 |
| 610 Depot (Ryden/Napa) | SGCC/WT/WW/GAS/Park/CEM/Shop/CityHall | $4,586.98 |
| O'Brien Co. Auditor | 2023 Municipal Election | $816.61 |
| O'Brien Co. Clerk of Court | Filing/court costs-nuisance abatement | $190.00 |
| Office Elements | Office Supplies | $966.05 |
| P&K Pest Control | Monthly Maintenance (WWTP/EMS/Church/SGCC) | $401.00 |
| \*Postmaster | Postage - Utility Billing | $198.78 |
| Premier Communications | Gas Border Station | $35.41 |
| Sanborn Auto | ST-dump truck speakers | $30.00 |
| Sanborn Chamber | Chamber Dollars | $5,850.00 |
| \*Sanborn Fire Dept | 2023 Fireman pay | $10,201.00 |
| Sanborn Foods | WWTP/Cabin/OpenHouse | $163.52 |
| Sanborn Building Center | WWTP Insulation | $46.72 |
| Sanborn Municipal Util. | Utilities | $29,092.58 |
| Sanborn Propane | City Bulk Gas/Diesel | $2,866.56 |
| Sheldon Power Sports | SGCC-toro mower parts | $329.08 |
| Stofferan, Martin | SGCC-tile/coupler/tee | $82.62 |
| TCA | Phone/Int | $1,401.75 |
| Toro Co. | SGCC-Mnthly Service Agmt | $242.00 |
| Titan Machinery | Bobcat service | $2,519.16 |
| Turner Marketing | City Website 2024 Renewal | $870.00 |
| USA BlueBook | WT Supplies | $429.72 |
| \*Verizon Wireless | GIS Line/PD Jetpacks/Mike D.Cell | $258.66 |
| VISA | Admin Charge-ILC Workshop | $50.00 |
| VISA | Public Works Charge-WWTP/GAS/ST | $1,710.79 |
| VISA | City Charge:Admin/PD/Office/WWTP | $348.56 |
| \*Wellmark | Insurance Premiums | $14,685.72 |
| **Totals:** |  | **$367,362.25** |