The Sanborn City Council met in regular session Monday, March 11, in the Donald Kroese Council Chambers. Mayor Randy Lyman, via phone, called the meeting to order at 5:00 p.m. with the following Council Members present: Jerry Back, Larry Reitsma, Brian Visser, and Aaron Wiekamp. Groendyke joined at 5:50pm. Others present: Jim Zeutenhorst, Adam Roelfs, Wendy Reed, Samantha LaCoe, Melissa Michels, Brian Elgersma, Doug Elgersma, Kevin Koerselman, Zach Vande Kamp, Brady Bootsma, Kari Van Beek, Darrel Bechler, and John M. Vander Haag.

Motion Reitsma, seconded by Back to approve the agenda. Roll call was taken. Vote results: Ayes 4 /Nays 0

The Mayor of the City of Sanborn announced that this was the time and place for public hearing on a Development Agreement between the City and The Cut Meat Market, LLC. The City Clerk announced that no written objections had been placed on file. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed. After due consideration and discussion, Council Member Back introduced Resolution 2024-11 Resolution Approving the Development Agreement with The Cut Meat Market, LLC, Authorizing Annual Appropriation Tax Increment Financing Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement, and moved its adoption, motion seconded by Council Member Visser. The Mayor put the question upon the adoption of said resolution, and the roll being called. Vote results: Ayes 4 /Nays 0.

The Mayor of the City of Sanborn announced that this was the time and place for public hearing to sell city owned real estate. The City Clerk announced that no written objections had been placed on file. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed. After due consideration and discussion, Council Member Reitsma moved the adoption of Resolution 2024-12, Resolution Directing the Sale of City’s Interest in Real Property, motion seconded by Council Member Wiekamp. The Mayor put the question on the motion and the roll being called. Vote results: Ayes 4 /Nays 0.

Melissa Michels, Director of Kids Express Daycare in Sanborn, gave Council an update of the happenings in the past 6 months since she became the director; occupancy, rates, and staffing. She approached Council regarding the economic development contribution Council has provided in the past and asked for continued support. Motion made by Visser, seconded by Rietsma, to initiate a resolution to commit economic support of $6,500.00. Vote taken: Ayes 4 /Nays 0. Sanborn’s Golf Board members were present in whole requesting financial support towards replacing the existing pump house equipment, which feeds both the course and Miller Park; D.Elgersma leading the conversation. City Administrator Zeutenhorst asked if public support had been sought as a funding source, for he had been given a pledge through the Sanborn Housing & Development Board to match donations up to $50,000. It was the Board’s stance to ask the City to fund the project in its entirety for it being city property. Council consensus was to go ahead with the project, requiring 50% of the equipment cost up front, and will be provided to Council for approval at their next meeting.

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 February 12 meeting b. approve March bills. The roll was called and the vote was: Ayes 5/Nays 0.

Zeutenhorst first brought to Council the need to change the vote/polling location for Sanborn due to the sale of the Community Building and gave an alternative site of the Presbyterian Church; which the city is currently remodeling the interior for a public recreation site/rental facility. Council gave consensus to give the Ok to Barb Rohwer, O’Brien County Auditor. Zeutenhorst then requested Council discuss the current building/housing demolition incentive when demo involves a replacement project. More information on historical incentives will be gathered. Next discussed was an approach from an ag landowner looking for participation in the development of a storm water drainage district, in the southeastern area of town, of which council did not wish to do at this time. Zeutenhorst shared with Council updates with AMPI over their waste water pre-treatment project. Also shared was an influx in inquiries about changing the city code to allow chickens in residential neighborhoods; no changes to the current regulations will be made. Zeutenhorst presented Council with their resolution for the Community Center to be sold. The proposal was shared with John C. and Ruth Vander Haag, who donated the building to the city, and blessing was given for new business downtown. Councilman Wiekamp motioned to approve resolution 2024-10 Resolution for the Sale of City Owned Property, motion seconded by Groendyke. Vote results: Ayes 5 /Nays 0. Moving along to Maguire Iron’s Maintenance Agreement, put on hold due to pending litigation between them and AMPI for the disruption/destruction of service/product after the water tower painting project in 2022. This situation was handled by City Attorney, Dan, DeKoter, who advised payment of the past dues invoices is due in preparation to terminate the maintenance agreement. Finally, motion made by Visser, seconded by Visser, to approve Pay Request #5 to West Branch Construction for the Wastewater Treatment MCC Project. Vote results: Ayes 5 /Nays 0

Old business provided by Roelfs: City-wide spring cleanup days will be Wednesday, May 1st 3pm-7pm and Saturday, May 4th 8am-12pm.

There being no further business to come before the Council, Motion Groendyke, seconded by Wiekamp to adjourn at 7:15 p.m. The next regularly scheduled meeting will take place on Monday, April 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 | Shop Towel Service | $55.10 |
| \*AXA Equitable | Jan2024 Contribution | $100.00 |
| A.H.Hermel | Breakroom Supplies | $42.48 |
| Access Systems Leasing | Copies Dues | $764.02 |
| ACCO | WT-Chlorine | $5,876.80 |
| AirGas | EMS Cylinder Rental | $187.94 |
| Amazon Business | Offc/PD/CEM solar light/microphone/vacuum | $166.89 |
| APGA | GAS 2024 Mbsp | $569.60 |
| Associated Computer Systems | AMP/Serenity Dues/24-25Office365 | $2,795.75 |
| AT&T Mobility | Fire/Amb Tablets (Mar) | $157.89 |
| Bomgaars | SGCC-ties | $23.45 |
| Brommer Sanitation | Monthly Garbage/REC Feb | $10,234.46 |
| City of Sheldon | Ambulance calls | $2,025.00 |
| \*Clayton Energy Corp | Gas Commodity | $106,870.29 |
| Copper Cottage | WWTP Equip.Serv | $696.76 |
| Core & Main | WT Parts | $273.08 |
| DGR Engineering | Engineering | $14,713.75 |
| \*Equitable Life Insurance | Insurance Premiums | $355.38 |
| Environmental Equip | ST Sweeper Parts | $305.41 |
| Farmers Market | WT Main brek repair | $1,235.00 |
| Foundation Analytical Lab | Testing | $3,072.00 |
| Fred's Plumbing | Office-Repairs | $609.80 |
| Grooters Feedlot | Tree Dump compost removal | $1,725.00 |
| Grave Discover | 2024 Software Subsc. | $948.00 |
| HP Construction | Church renovation/demo | $4,680.00 |
| IAMU | GAS-2024 Energy conference | $250.00 |
| IA Golf Course Assoc | 9-hole annual mbsp | $625.00 |
| IMFOA | 23-24 Dues application | $50.00 |
| IPI | PD Hawkeye Spring 2024 Uniform | $230.00 |
| \*IPERS | IPERS | $5,887.38 |
| JCL Solutions | Office Supp. | $188.75 |
| Jennings Building | PD Carwas reloads | $80.00 |
| KELTEK, Inc | PD-Laptop cradle | $219.70 |
| Kirkwood Comm.College | WWTP - Training | $545.00 |
| Kolbeck, Inc | Tree Dump wood splitting/chipping | $6,063.58 |
| Kurita America | WWTP Kurifloc | $5,314.05 |
| Locators & Supplies | WWTP Gloves | $182.65 |
| Maguire Iron | WT Tower Maintenance Plan | $153,196.17 |
| Marcus News | Publications/Advertising | $448.05 |
| MidAmerican Energy | Border Station Utilities | $12.91 |
| Mikayla Howe | Reimb: AMB training materials | $203.01 |
| 610 Depot (Ryden/Napa) | City/Fire Charge | $3,802.95 |
| NCL | WWTP Lab Supplies | $1,243.42 |
| O'Brien Co. Economic Dev. | FY24 Dues | $1,728.00 |
| Office Elements | Office Supplies | $148.35 |
| P&K Pest Control | Monthly Maintenance | $200.00 |
| Paradign Alliance | GAS-2024 Spring LDC Program | $925.00 |
| \*Pitney Bowes | Postage Meter Refill/Rental | $500.00 |
| PKG Contracting | WWTP Temp.Blower Rental | $82,965.00 |
| Premier Communications | Gas Border Station | $35.42 |
| Ron Drenkow Motors | PD Patrol vehicle repair | $5,001.85 |
| Sanborn Christian School | PARK Reimb. Soccer Nets | $150.00 |
| \*Sanborn Foods | WT/WWTP/Offc/AMB | $144.40 |
| \*Sanborn Housing & Development | GAS Rebate | $700.00 |
| Sanborn Municipal Util. | Utilities | $33,663.16 |
| Sanborn Propane | Bulk Fuel | $2,271.66 |
| \*Sanborn Savings Bank | ER HSA Contribution | $1,033.00 |
| Sanford Health-Occ Med | GAS-Safety Screenings | $60.00 |
| Scott-Merriman, Inc | PD Ticket blanks | $1,026.00 |
| Sioux Valley Environmental | WWTP SVENMIX System/T-tube | $10,857.00 |
| Sybesma Graphics | FIRE lettering/installation | $902.50 |
| Samantha LaCoe | Reimb: Training fuel | $36.46 |
| T.P.Anderson | FY23 Audit Cont'd field work | $6,000.00 |
| TCA | Phone/Int | $1,302.99 |
| \*TOAST | PARK CC Fee | $6.38 |
| Toro | SGCC - Maintenance Agmt | $242.00 |
| Unity Point | GAS Screenings | $149.00 |
| USA BlueBook | WT/WWTP parts | $263.43 |
| \*Verizon Wireless | GIS Line/PD Jetpacks/Mike D.Cell | $234.57 |
| VISA | PW Charge:Clothing allow/IAMU Gas | $1,199.14 |
| VISA | City Charge:Office/PD/SGCC | $1,148.16 |
| \*Wellmark | Insurance Premiums | $14,655.18 |
| West Branch Contructions | Pay Request #5 | $171,861.65 |
| \*Zeutenhorst Financial | Monthly COBRA Billing | $12.00 |
| **Totals:** |  | **$504,520.02** |