

Agenda
City of Elk Run Heights
Regular Council Meeting
July 13, 2021 - 6:00 p.m.
Located at Eddis Winstead Council Chambers

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of the July 13, 2021 Agenda
5. Approval of Consent Agenda - All items listed on the consent agenda will be enacted by one motion. *There will be no separate discussion unless a request is made prior to the time the council votes on the motion.*
 - a. Approve the June 8, 2021 regular meeting minutes, June 29, 2021 Special Meeting Minutes
 - b. City Clerk's Reports as of June 30, 2021: Budget Report, Treasurer's Report, and Revenue Report
 - c. Approval of Building Inspection, Library, PeopleService Sewer/Water, and Police Reports
6. Approval of the Resolution Calendar – All items listed under the Resolution Calendar will be enacted by one vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.
 - a. Resolution 3091 authorizing the payment of bills and transfers
 - b. Resolution 3092 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #1 to WRH, Inc. in the amount of \$51,300.00 for the Wastewater Treatment Plant Project
7. Public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement
8. Resolution 3093 taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement
9. Request from PeopleService, Inc. to have Willett Hoffmann obtain a DNR permit for a watermain extension from McCoy Road to High Street
10. Discussion: Future plans for the 2nd ball diamond at Mayor's Park
11. Public discussion: non-agenda items - *Please limit the time used to no more than three minutes to present your remarks in order to allow others the opportunity to speak. The Order of Business is at the discretion of the mayor.*
12. Mayors/Council/Engineer Reports
13. Adjournment

City of Elk Run Heights
Special Council Meeting
Located at Eddis Winstead Council Chambers
June 8, 2021 - 6:00 p.m.

Mayor Lundy called the meeting to order at 6:00 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present – Sallis, Smock, Ratchford, Wilson, and Bass. Quorum present.

Ratchford/Bass to approve of the June 8, 2021 Agenda. Ayes-Five. Motion carried.

Wilson/Ratchford to approve Consent Agenda - a. Approve the May 11, 2021 regular meeting minutes, May 24, 2021 Special Meeting Minutes, and May 27, 2021 Special Meeting Minutes b. City Clerk's Reports as of May 31, 2021: Budget Report, Treasurer's Report, Revenue Report, and Investment Report c. Approval of Building Inspection, Library, PeopleService Sewer/Water, and Police Reports. Ayes-Five. Motion carried.

Wilson/Bass to approve Resolution Calendar – a. Resolution 3080 authorizing the payment of bills and transfers b. Resolution 3081 adopting the Surplus Property Disposal Policy c. Resolution 3082 approving the destruction of property according to the Surplus Property Disposal Policy d. Resolution 3083 to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$4,877,000 e. Resolution 3084 approving the intra fund transfer of Wastewater Treatment Plants redeemed CD funds f. Resolution 3085 adopting The Rules of Procedure for Conduct of City Council Business Policy for the City of Elk Run Heights, Iowa g. Resolution 3086 repealing approval of Resolution 3073 Resolution taking additional action on Proposal to Enter into A Sewer Revenue Loan and Disbursement Agreement, due to the lack of a resolution being assigned to setting the date of the public hearing at the April 13, 2021 meeting. Councilor Ratchford asked if there is a cap on the dollar amount the Wastewater Treatment Plant will cost. It was clarified that the amount of \$4,877,000 includes a cap and there will not be funding over that amount. Roll call vote: Ayes

Ratchford/Wilson to accept the written resignation from Deb Peterson to leave the Library Board position effective immediately. Ayes-Five. Motion carried.

Ratchford/Smock to approve appointment of Shelly Wach to the Library Board, term expiring 06/30/26. Ayes-Five. Motion carried.

Ratchford/Bass to the third reading of Ordinance 273 an ordinance of the City of Elk Run Heights, IA, amending chapter 13.24, sanitary disposal of garbage and refuse, section 13.24.160, schedule of fees, rates, and charges to \$13.25 per month. Roll call vote. Ayes-Five.

Ratchford/Smock to approve request from City Clerk to allow funds from maturing CD's to be put into the City Money Market account rather than purchasing additional CD's. Clerk Eastman explained the interest rates are so low currently it is not of value to the City to purchase CD's. Adding, this option also makes any reserved funds available to use at the time it is needed. Ayes-Five. Motion carried.

Ratchford/Smock to approve setting the date of workshop to discuss codification topics. Councilor Smock asked if the rate survey results have been completed. City Clerk Eastman stated she will be including the rate study results in the codification process. Council requested the Midwest Assistance Program representative be present at the meeting if possible. It was agreed to do the City business on June 29 at 6:00 p.m. Ayes-Five. Motion carried.

Public Discussion: None.

Mayor/Council/Engineer Reports. Councilor Ratchford asked how the City is doing on residents getting their pets registered. City Clerk Eastman stated there are around 70 permits this year. Ratchford pointed out there are several citizens that have pets and there should be more than this. Eastman explained there is no other way to enforce this than to have them call into City Hall when they see a home with a pet and see if they are registered and if not, send them a letter.

Ratchford then asked about the electrical work that will be done at the park and mentioned if the new employee Wade Jacobs could perform the work due to him having a journeyman in electrical. Eastman stated she would check into this. Jacobs then presented Council with drawings for the proposed electrical mapping for Mayor's Park. As discussion proceeded it was acknowledged there is electric to all of the shelters and there possibly may not need to be as much work done as originally expected. Ratchford did mention the cost of copper has gone up and this could cost more than expected.

Mayor Lundy asked for an update on sump pump inspections. Eastman stated the 2nd zone is almost complete and the final zone will start being scheduled in the next week or two.

City Clerk informed Council of the League of Cities annual conference in September if anyone is interested in attending.

Councilor Bass updated Council there will begin being monthly meetings with the Sewer Committee once construction begins and everyone is welcome to attend. The dirt work should begin this week or the next.

Ratchford/Smock to adjourn at 6:43 p.m. Ayes-Five. Motion carried.

Kristi Lundy, Mayor; Attest: Julie Eastman, City Clerk

City of Elk Run Heights
Special Council Meeting
Located at Eddis Winstead Council Chambers
June 29, 2021 - 6:00 p.m.

Mayor Lundy called the meeting to order at 6:00 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present –Smock, Ratchford, Bass, and Sallis. Absent – Wilson. Quorum present.

Ratchford/Bass to approve of the June 29, 2021 Agenda. Ayes-four. Motion carried.

Ratchford/Smock motion to approve Resolution Calendar - a) Resolution 3087 a Resolution repealing approval of Resolution 3084 authorizing the transfer of certain money as outlaid and authorizing the clerk to make the transfer b) Resolution 3088 authorizing the final payment of bills and transfers for FY21 c) Resolution 3089 approving FY22 compensation as budgeted d) Resolution 3090 approving Mayor to sign contract with Building and Grounds LLC of Ossian, Iowa for the Mayor's Park restroom and rain garden project in an amount not to exceed \$37,000 with changes to the contract contents e) Approval of Cigarette/Tobacco Products Permit Renewals: i. Casey's #3041 ii. Road Ranger #144. Roll call vote: Ayes-four.

Ratchford/Bass to adopt Ordinance 273 an ordinance of the City of Elk Run Heights, IA, amending chapter 13.24, sanitary disposal of garbage and refuse, section 13.24.160, schedule of fees, rates, and charges to \$13.25 per month. Roll call vote: Ayes-four.

Discussion: Library contract options and compare proposed pricing. City Clerk Eastman explained the need for looking into contracts being that the director and director's assistant left the library and there is a possibility Elk Run may not be able to acquire services for a stretch of time. It was questioned as to why both employees would quit. Council went on to discuss the library board pointing out the lack of contentment with the director. It was also discussed that our City representative recently resigned from the board in June and based on the resignation letter it was a stressful environment and they felt the director was being unfairly singled out by an inner circle of members. Council agreed they are comfortable looking for other contracts, and that they disagree with the ways in which the director and the assistant have been treated.

Eastman explained she had not gotten pricing yet, due to short notice. Eastman stated Waterloo looks like it would be at least \$16.23 per capita. Jesup is looking like it would possibly be \$12.00 per capita, and an additional \$1.00 per year for a 5-year contract. In addition, Dunkerton was contacted but has not provided any pricing. Mayor Lundy asked when Evansdale hires a librarian would we have to go back to their services. Eastman responded by moving forward with one of the other City's library services we would then be in contract with them and not return to the Evansdale library. Adding the 28E with Evansdale expired in June of 2020, but they were waiting for the Census results to present us with another contract. Previously the cost with Evansdale Public Library was \$10.50 per capita. Councilor Ratchford stated it is closer for our residents to go to Evansdale. Councilor Smock pointed out that the City is required by state law to provide contracted library service, but anyone can go to any library and use the services without there being a contract.

Discussion: Dead trees on City property. City Clerk Eastman went over the locations of four trees within the city. There were two trees that are located on the property of residents. Council discussed and agreed the two trees on private property would be the responsibility of the homeowner, but to go ahead with the other two trees located at the Sutton Ave. lift station.

Discussion: Location for the speed humps. After discussion, the locations were agreed upon and Councilman Ratchford will meet with Tom to help specify those locations. The speed bumps will be installed on Lafayette east of Marie Ave, one on Shirley Ave and two on Elk Run Street. Hopefully helping with the speeding on these streets.

Discussion: Franchise fee customer classifications. City Clerk Eastman asked if there were any property types that should be considered exempt. Council agreed only government buildings have been exempt and to continue with that.

Discussion/Possible Action: Setting the date of fireworks to include Saturday and Sunday for Independence Day celebrations for 2021. Council discussed the fact that the Holiday falling on Sunday leaves the door open for several residents to be using fireworks on Saturday. It was agreed rather than the Police being called multiple times to allow Saturday to be a legal day for fireworks use.

Ratchford/Smock to approve resolution 3091 a resolution of the Elk Run Heights City Council authorizing the use of consumer fireworks, and temporarily amending city code fireworks Ordinance 9.19 by allowing the use of fireworks to include the 3rd of July. Roll call vote: Ayes-four.

Review of City Ordinances:

a) MANUFACTURED HOMES: City Clerk Eastman explained the Council has already requested manufactured homes not be allowed in the City. Simmering Cory informed the Clerk that according to Iowa code we cannot prohibit this; but provided some samples. In addition, it was recommended setting a minimum dwelling standard. After discussion Council asked that Eastman find out if code can exclude mobile home and mobile home park from our code.

b) BUILDING CODES: Council agreed to adopt by reference the Evansdale Building, Plumbing, and Mechanical codes due to the contract with the building inspector and those being the codes he knows and follows. In addition, adopt the state's Electrical code due to them providing the service for the City at this time.

c) SUBDIVISIONS: City Clerk Eastman stated she had contacted the City Engineer Mike Dryden for clarification on some of the sections in the Elk Run Code beings there were so many differences from the sample that had been provided. Dryden explained that everything that has been adopted in the past is there for a reason; aside from several definitions that are needed. Dryden also agreed the section on Places could be omitted. Council agreed to follow the advice of the engineer.

e) PLANNING AND ZONING COMMISSION: Simmering Cory provided standard wording for samples. City Clerk Eastman explained there will be a section specifically for the Boards and Commissions, who appoints them and their duties. Adding there will be part of the current section that remains in the planning and zoning section. Council agreed with the standard wording sections.

f) BOARD OF ADJUSTMENT: After review Council requested to use the Evansdale version.

Ratchford/Sallis to adjourn at 7:07 p.m. Ayes-four. Motion carried.

Attest:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

BUDGET REPORT
CALENDAR 7/2021, FISCAL 1/2022

PCT OF FISCAL YTD 8.3%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED | UNEXPENDED |
|----------------|--------------------------------|-----------------|----------------|----------------|---------------------|------------|
| | GENERAL TOTAL | 587,016.00 | 3,954.26 | 3,954.26 | .67 | 583,061.74 |
| | CASH REVERSE FUND TOTAL | .00 | .00 | .00 | .00 | .00 |
| | VEHICLE REPLACEMENT TOTAL | .00 | .00 | .00 | .00 | .00 |
| | ROAD USE TAX TOTAL | 153,959.00 | 2,311.58 | 2,311.58 | 1.50 | 151,647.42 |
| | LOCAL OPTION SALES TAX TOTAL | 167,303.00 | .00 | .00 | .00 | 167,303.00 |
| | TAX INCREMENT FINANCING TOTAL | 35,000.00 | .00 | .00 | .00 | 35,000.00 |
| | DEBT SERVICE TOTAL | 100,000.00 | .00 | .00 | .00 | 100,000.00 |
| | CAPITAL IMPROVEMENT RESV TOTA | 186,000.00 | .00 | .00 | .00 | 186,000.00 |
| | RAYMOND ROAD TRAILER CRT TOTA | .00 | .00 | .00 | .00 | .00 |
| | PLAZA DR RECONSTRUCTION TOTAL | .00 | .00 | .00 | .00 | .00 |
| | OFFICE EQUIPMENT REPLACE TOTA | .00 | .00 | .00 | .00 | .00 |
| | DUBUQUE RD BRIDGE REPAIR TOTA | .00 | .00 | .00 | .00 | .00 |
| | WASTE WTR PLANT PROJECT TOTAL | .00 | .00 | .00 | .00 | .00 |
| | MAYORS PARK IMPROVEMENTS TOTA | 695,273.00 | .00 | .00 | .00 | 695,273.00 |
| | LAFAYETTE/GVILLE RD RECON TOTA | 100,000.00 | .00 | .00 | .00 | 100,000.00 |
| | WATER TOTAL | 187,418.00 | 487.39 | 487.39 | .26 | 186,930.61 |
| | WATER DEPRECIATION TOTAL | 68,300.00 | .00 | .00 | .00 | 68,300.00 |

BUDGET REPORT
CALENDAR 6/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED | UNEXPENDED |
|----------------|--------------------------------|-----------------|----------------|----------------|---------------------|------------|
| | GENERAL TOTAL | 670,587.00 | 29,406.31 | 634,496.79 | 94.62 | 36,090.21 |
| | CASH REVERSE FUND TOTAL | .00 | .00 | .00 | .00 | .00 |
| | VEHICLE REPLACEMENT TOTAL | .00 | .00 | 12,151.35- | .00 | 12,151.35 |
| | ROAD USE TAX TOTAL | 139,141.00 | 15,948.35 | 133,062.93 | 95.63 | 6,078.07 |
| | LOCAL OPTION SALES TAX TOTAL | 297,820.00 | .00 | 297,820.89 | 100.00 | .89- |
| | TAX INCREMENT FINANCING TOTAL | 35,864.00 | .00 | 35,863.54 | 100.00 | .46 |
| | DEBT SERVICE TOTAL | .00 | .00 | .00 | .00 | .00 |
| | CAPITAL IMPROVEMENT RESV TOTA | 114,180.00 | 11,000.00 | 114,146.87 | 99.97 | 33.13 |
| | RAYMOND ROAD TRAILER CRT TOTA | 160,711.00 | .00 | 160,711.12 | 100.00 | .12- |
| | PLAZA DR RECONSTRUCTION TOTAL | 5,319.00 | .00 | 5,319.00 | 100.00 | .00 |
| | OFFICE EQUIPMENT REPLACE TOTA | .00 | .00 | .00 | .00 | .00 |
| | DUBUQUE RD BRIDGE REPAIR TOTA | .00 | .00 | .00 | .00 | .00 |
| | WASTE WTR PLANT PROJECT TOTAL | .00 | .00 | .00 | .00 | .00 |
| | MAYORS PARK IMPROVEMENTS TOTA | 27,834.79 | 956.00 | 29,000.62 | 104.19 | 1,165.83- |
| | LAFAYETTE/GVILLE RD RECON TOTA | 525.00 | .00 | 525.00 | 100.00 | .00 |
| | WATER TOTAL | 154,444.00 | 13,381.08 | 160,875.68 | 104.16 | 6,431.68- |
| | WATER DEPRECIATION TOTAL | .00 | .00 | .00 | .00 | .00 |

BUDGET REPORT
CALENDAR 6/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED | UNEXPENDED |
|----------------|-------------------------------|--------------|-------------|--------------|------------------|------------|
| | SEWER TOTAL | 217,947.00 | 16,177.44 | 238,121.74 | 109.26 | 20,174.74- |
| | SEWER REPLACEMENT TOTAL | .00 | .00 | .00 | .00 | .00 |
| | SEWER DEPRECIATION TOTAL | .00 | .00 | .00 | .00 | .00 |
| | WASTE WTR PLANT PROJECT TOTAL | 317,250.00 | 14,000.00 | 329,350.00 | 103.81 | 12,100.00- |
| | LANDFILL/GARBAGE TOTAL | 69,230.00 | 5,554.73 | 72,969.81 | 105.40 | 3,739.81- |
| | YARD WASTE TOTAL | 2,530.00 | 54.98 | 2,576.04 | 101.82 | 46.04- |
| | TOTAL EXPENSES BY FUND | ===== | ===== | ===== | ===== | ===== |
| | | 2,213,382.79 | 106,478.89 | 2,202,688.68 | 99.52 | 10,694.11 |
| | | ===== | ===== | ===== | ===== | ===== |

BUDGET REPORT
CALENDAR 6/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED | UNEXPENDED |
|----------------|--------------------------------|-----------------|----------------|----------------|---------------------|------------|
| | ROADS, BRIDGES, SIDEWALKS TOTA | 50,525.00 | 11,000.00 | 50,491.87 | 99.93 | 33.13 |
| | PARKS TOTAL | 27,834.79 | 956.00 | 29,000.62 | 104.19 | 1,165.83- |
| | CAPITAL PROJECTS TOTAL | .00 | .00 | .00 | .00 | .00 |
| | CAPITAL PROJECTS TOTAL | 78,359.79 | 11,956.00 | 79,492.49 | 101.45 | 1,132.70- |
| | MAYOR/COUNCIL/CITY MGR TOTAL | .00 | .00 | .00 | .00 | .00 |
| | DEBT SERVICES TOTAL | .00 | .00 | .00 | .00 | .00 |
| | WATER TOTAL | 139,444.00 | 13,381.08 | 145,875.68 | 104.61 | 6,431.68- |
| | SEWER/SEWAGE DISPOSAL TOTAL | 316,197.00 | 30,177.44 | 348,471.74 | 110.21 | 32,274.74- |
| | LANDFILL/GARBAGE TOTAL | 71,760.00 | 5,609.71 | 75,545.85 | 105.28 | 3,785.85- |
| | ENTERPRISE FUNDS TOTAL | 527,401.00 | 49,168.23 | 569,893.27 | 108.06 | 42,492.27- |
| | TRANSFERS IN/OUT TOTAL | 1,130,592.00 | .00 | 1,130,593.07 | 100.00 | 1.07- |
| | TRANSFER OUT TOTAL | 1,130,592.00 | .00 | 1,130,593.07 | 100.00 | 1.07- |
| | TOTAL EXPENSES | 2,213,382.79 | 106,478.89 | 2,202,688.68 | 99.52 | 10,694.11 |

TREASURER'S REPORT
CALENDAR 6/2021, FISCAL 12/2021

| ACCOUNT TITLE | LAST MONTH END BALANCE | RECEIVED | DISBURSED | CHANGE IN LIABILITY | ENDING BALANCE |
|-----------------------------|---------------------------|-----------|------------|------------------------|-------------------|
| 001 GENERAL | 490,682.44 | 3,523.36 | 29,406.31 | 312.09- | 464,487.40 |
| 002 CASH REVERSE FUND | .00 | .00 | .00 | .00 | .00 |
| 005 VEHICLE REPLACEMENT | 32,869.75 | 20.82 | .00 | .00 | 32,890.57 |
| 110 ROAD USE TAX | 142,296.58 | 14,521.07 | 15,948.35 | 158.40- | 140,710.90 |
| 121 LOCAL OPTION SALES TAX | 141,330.25 | 12,432.90 | .00 | .00 | 153,763.15 |
| 125 TAX INCREMENT FINANCING | 2,095.53 | .00 | .00 | .00 | 2,095.53 |
| 200 DEBT SERVICE | .00 | .00 | .00 | .00 | .00 |
| 300 CAPITAL IMPROVEMENT RES | 4,800.32- | .00 | 11,000.00 | .00 | 15,800.32- |
| 301 RAYMOND ROAD TRAILER CR | .00 | .00 | .00 | .00 | .00 |
| 302 PLAZA DR RECONSTRUCTION | .00 | .00 | .00 | .00 | .00 |
| 303 OFFICE EQUIPMENT REPLAC | 1,000.00 | .00 | .00 | .00 | 1,000.00 |
| 304 DUBUQUE RD BRIDGE REPAI | .00 | .00 | .00 | .00 | .00 |
| 305 WASTE WTR PLANT PROJECT | .00 | .00 | .00 | .00 | .00 |
| 306 MAYORS PARK IMPROVEMENT | 188,980.05 | .00 | 956.00 | .00 | 188,024.05 |
| 307 LAFAYETTE/GVILLE RD REC | 139,475.00 | .00 | .00 | .00 | 139,475.00 |
| 600 WATER | 94,082.29 | 2,075.08 | 13,381.08 | 30.50- | 82,745.79 |
| 601 WATER DEPRECIATION | 74,568.47 | 45.63 | .00 | .00 | 74,614.10 |
| 610 SEWER | 62,102.44 | 5,578.89 | 16,177.44 | 9.99- | 51,493.90 |
| 611 SEWER REPLACEMENT | 209,250.43 | 187.06 | .00 | .00 | 209,437.49 |
| 612 SEWER DEPRECIATION | 36,321.35 | .00 | .00 | .00 | 36,321.35 |
| 613 WASTE WTR PLANT PROJECT | 833,882.04 | 14,240.81 | 14,000.00 | .00 | 834,122.85 |
| 670 LANDFILL/GARBAGE | 13,477.13 | 303.73 | 5,554.73 | .00 | 8,226.13 |
| 671 YARD WASTE | 7,024.51 | 29.83 | 54.98 | .00 | 6,999.36 |
| Report Total | 2,464,637.94 | 52,959.18 | 106,478.89 | 510.98- | 2,410,607.25 |

REVENUE REPORT
CALENDAR 6/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

| ACCOUNT NUMBER | ACCOUNT TITLE | BUDGET ESTIMATE | MTD BALANCE | YTD BALANCE | PERCENT RECVD | UNCOLLECTED |
|----------------|--------------------------------|-----------------|-------------|-------------|---------------|-------------|
| 001-110-4400 | FEDERAL GRANTS | 27,189.00 | .00 | .00 | .00 | 27,189.00 |
| 001-110-4765 | FINES | 4,500.00 | 306.00 | 6,159.32 | 136.87 | 1,659.32- |
| 001-170-4120 | BUILDING/CONTR PERMITS | 15,000.00 | 962.00 | 18,912.50 | 126.08 | 3,912.50- |
| 001-430-4310 | SHELTER RENTAL | 1,500.00 | 150.00 | 875.00 | 58.33 | 625.00 |
| 001-460-4310 | RENT-COMMUNITY CENTER | 5,000.00 | 150.00 | 5,100.00 | 102.00 | 100.00- |
| 001-499-4610 | CITY CELEBRATION RECEIPTS | .00 | 275.00 | 325.00 | .00 | 325.00- |
| 001-540-4190 | MISC LICENSES & PERMITS | 75.00 | .00 | 75.00 | 100.00 | .00 |
| 001-699-4400 | FEDERAL GRANTS | .00 | .00 | 27,188.95 | .00 | 27,188.95- |
| 001-910-4830 | TRANSFER IN-GENERAL FUND | 257,697.00 | .00 | 257,698.52 | 100.00 | 1.52- |
| 001-910-4831 | TRANSFER IN - TIF | .00 | .00 | .00 | .00 | .00 |
| 001-950-4000 | PROPERTY TAXES | 362,261.00 | .00 | 391,981.91 | 108.20 | 29,720.91- |
| 001-950-4003 | AGRICULTURAL LAND TAXES | 672.00 | .00 | 668.12 | 99.42 | 3.88 |
| 001-950-4060 | UTILITY TAX REPLACEMENT | 2,362.00 | .00 | .00 | .00 | 2,362.00 |
| 001-950-4065 | FRANCHISE FEE | 6,670.00 | .00 | 6,462.34 | 96.89 | 207.66 |
| 001-950-4100 | BEER & LIQUOR LICENSES | 790.00 | .00 | 300.00 | 37.97 | 490.00 |
| 001-950-4105 | CIGARETTE PERMITS | 150.00 | 75.00 | 150.00 | 100.00 | .00 |
| 001-950-4180 | ANIMAL LICENSES | 175.00 | 29.00 | 267.00 | 152.57 | 92.00- |
| 001-950-4190 | MISC LICENSES & PERMITS | 150.00 | 1,060.00 | 1,500.00 | 1,000.00 | 1,350.00- |
| 001-950-4300 | INTEREST-PLAT MM BANK 4 | 6,800.00 | 421.16 | 6,483.12 | 95.34 | 316.88 |
| 001-950-4301 | INTEREST-REG MM BANK 3 | .00 | 89.15 | 379.79 | .00 | 379.79- |
| 001-950-4310 | RENT - COMM/COUNCIL | .00 | .00 | .00 | .00 | .00 |
| 001-950-4464 | COMM TAX REPLACEMENT | 7,460.00 | .00 | 7,004.03 | 93.89 | 455.97 |
| 001-950-4490 | GAMING GRANTS | .00 | .00 | .00 | .00 | .00 |
| 001-950-4700 | BLACKHAWK COUNTY LANDFILL | .00 | .00 | .00 | .00 | .00 |
| 001-950-4705 | MISC REVENUE | 2,000.00 | 6.05 | 1,569.95 | 78.50 | 430.05 |
| 001-950-4710 | REIMBURSEMENTS - EMPLOYEE INSR | .00 | .00 | .00 | .00 | .00 |
| 001-950-4735 | SALES/FUEL TAX REFUNDS | 2,521.00 | .00 | 2,520.15 | 99.97 | .85 |
| 001-950-4765 | FINES-CLERK OF COURT | .00 | .00 | .00 | .00 | .00 |
| 001-950-4800 | SALE OF REAL PROPERTY | 56,552.00 | .00 | 56,551.80 | 100.00 | .20 |
| 002-910-4830 | TRANSFER IN | .00 | .00 | .00 | .00 | .00 |
| 005-910-4830 | TRANSFER IN-VEHICLE RPLMNT | 10,000.00 | .00 | 10,000.00 | 100.00 | .00 |
| 005-950-4300 | INTEREST-VEHICLE REPLACEMENT | 650.00 | 20.82 | 172.90 | 26.60 | 477.10 |
| 110-210-4430 | ROAD USE TAXES | 142,000.00 | 14,521.07 | 147,646.80 | 103.98 | 5,646.80- |
| 110-210-4810 | SALE OF ASSETS | .00 | .00 | 2,200.00 | .00 | 2,200.00- |
| 110-910-4830 | TRANSFER IN-ROAD USE | .00 | .00 | .00 | .00 | .00 |
| 121-910-4830 | TRANSFER IN-LOST | 82,512.00 | .00 | 82,511.60 | 100.00 | .40 |
| 121-910-4831 | TRANSFER IN - TIF | 35,864.00 | .00 | 35,863.54 | 100.00 | .46 |
| 121-950-4090 | LOCAL OPTION TAX | 176,000.00 | 12,432.90 | 181,496.54 | 103.12 | 5,496.54- |
| 121-950-4300 | INTEREST-LOST | .00 | .00 | .00 | .00 | .00 |
| 125-910-4831 | TRANSFER IN - TIF | .00 | .00 | .00 | .00 | .00 |
| 125-950-4050 | TIF TAXES | 34,856.00 | .00 | 19,688.88 | 56.49 | 15,167.12 |
| 125-950-4300 | INTEREST | .00 | .00 | .00 | .00 | .00 |
| 200-910-4830 | TRANSFER IN-DEBT SERVICE | .00 | .00 | .00 | .00 | .00 |
| 300-910-4830 | TRANSFER IN-CAP IMPRVMT RESV | .00 | .00 | .00 | .00 | .00 |
| 300-950-4300 | INTEREST-CAPITAL IMPRVMT-RSV | 100.00 | .00 | .00 | .00 | 100.00 |
| 301-750-4800 | SALE OF PROPERTY | .00 | .00 | .00 | .00 | .00 |
| 301-910-4830 | TRANSFER IN-RAYMOND RD TRAILER | 138,321.00 | .00 | 138,321.89 | 100.00 | .89- |
| 302-750-4440 | STATE GRANTS-PLAZA DR RECON | .00 | .00 | .00 | .00 | .00 |
| 302-750-4820 | PROCEEDS FROM DEBT/LOAN-PLAZA | .00 | .00 | .00 | .00 | .00 |
| 302-910-4830 | TRANSFER IN-PLAZA DR RECON | .00 | .00 | .00 | .00 | .00 |
| 303-910-4830 | TRANSFER IN-OFFICE EQPMNT RPL | .00 | .00 | .00 | .00 | .00 |

REVENUE REPORT
CALENDAR 6/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

| ACCOUNT NUMBER | ACCOUNT TITLE | BUDGET ESTIMATE | MTD BALANCE | YTD BALANCE | PERCENT RECVD | UNCOLLECTED |
|----------------|--------------------------------|-----------------|-------------|-------------|---------------|-------------|
| 304-910-4830 | TRANSFER IN-DUBQUE RD BRIDGE | .00 | .00 | .00 | .00 | .00 |
| 306-430-4400 | FEDERAL GRANTS | .00 | .00 | .00 | .00 | .00 |
| 306-430-4440 | STATE GRANTS | 5,067.83 | .00 | 5,067.83 | 100.00 | .00 |
| 306-430-4710 | REIMBURSEMENTS | .00 | .00 | .00 | .00 | .00 |
| 306-430-4830 | TRANSFER IN | .00 | .00 | .00 | .00 | .00 |
| 306-910-4830 | TRANSFER IN | 125,000.00 | .00 | 125,000.00 | 100.00 | .00 |
| 307-210-4400 | FEDERAL GRANTS | .00 | .00 | .00 | .00 | .00 |
| 307-210-4440 | STATE GRANTS | .00 | .00 | .00 | .00 | .00 |
| 307-210-4445 | IOWA DOT | .00 | .00 | .00 | .00 | .00 |
| 307-210-4820 | PROCEEDS FROM DEBT/LOAN | .00 | .00 | .00 | .00 | .00 |
| 307-210-4830 | TRANSFER IN | .00 | .00 | .00 | .00 | .00 |
| 307-910-4830 | TRANSFER IN | 140,000.00 | .00 | 140,000.00 | 100.00 | .00 |
| 600-610-4600 | SPECIAL ASSESSMENTS-WTR MAIN | .00 | .00 | .00 | .00 | .00 |
| 600-810-4300 | INTEREST | .00 | .00 | .00 | .00 | .00 |
| 600-810-4500 | CHARGES/FEES FOR SERVICES | 135,000.00 | 1,821.87 | 130,393.95 | 96.59 | 4,606.05 |
| 600-810-4530 | PENALTIES | 1,500.00 | .01 | 1,283.94 | 85.60 | 216.06 |
| 600-810-4540 | CONNECT/RECONNECT FEES | .00 | .00 | .00 | .00 | .00 |
| 600-810-4550 | MISC CHARGE FOR SERVICES | 1,100.00 | .00 | 1,241.26 | 112.84 | 141.26- |
| 600-810-4560 | SALES TAXES COLLECTED | .00 | .00 | .00 | .00 | .00 |
| 600-810-4561 | WATER EXCISE TAX | 8,000.00 | 22.20 | 7,836.20 | 97.95 | 163.80 |
| 600-810-4600 | SPECIAL ASSESSMENTS | 3,525.00 | .00 | 3,525.00 | 100.00 | .00 |
| 600-810-4730 | DEPOSITS | 2,000.00 | 231.00 | 2,131.00 | 106.55 | 131.00- |
| 600-910-4830 | TRANSFER IN-WATER | .00 | .00 | .00 | .00 | .00 |
| 601-810-4300 | INTEREST-WATER DEPRECIATION | 2,400.00 | 45.63 | 884.24 | 36.84 | 1,515.76 |
| 601-910-4830 | TRANSFER IN-WATER DEPRECIATION | .00 | .00 | .00 | .00 | .00 |
| 610-815-4300 | INTEREST-SEWER | 1,500.00 | .00 | .00 | .00 | 1,500.00 |
| 610-815-4500 | CHARGES/FEES FOR SERVICES | 130,000.00 | 405.09 | 120,175.50 | 92.44 | 9,824.50 |
| 610-815-4502 | CAPITAL PROJECT FEE | .00 | .00 | .00 | .00 | .00 |
| 610-815-4510 | RAYMOND SEWER USAGE | 70,000.00 | 5,000.00 | 59,050.00 | 84.36 | 10,950.00 |
| 610-815-4530 | PENALTIES | 1,300.00 | 6.40 | 1,217.30 | 93.64 | 82.70 |
| 610-815-4550 | MISC CHARGE FOR SERVICES | 7,989.00 | .00 | 301.12 | 3.77 | 7,687.88 |
| 610-815-4560 | SALES TAXES COLLECTED | 400.00 | .00 | 203.17 | 50.79 | 196.83 |
| 610-815-4710 | REIMBURSEMENTS | .00 | .00 | 3,750.00 | .00 | 3,750.00- |
| 610-815-4730 | DEPOSITS | 1,500.00 | 167.40 | 1,734.80 | 115.65 | 234.80- |
| 610-910-4830 | TRANSFER IN-SEWER | 100,000.00 | .00 | 100,000.00 | 100.00 | .00 |
| 611-815-4300 | INTEREST-SEWER REPLACEMENT | 2,700.00 | 187.06 | 1,188.56 | 44.02 | 1,511.44 |
| 611-910-4830 | TRANSFER IN-SEWER PLCMNT | 9,000.00 | .00 | 9,000.00 | 100.00 | .00 |
| 612-815-4300 | INTEREST-SEWER DEPRECIATION | 150.00 | .00 | 84.85 | 56.57 | 65.15 |
| 612-910-4830 | TRANSFER IN-SEWER DEPRECIATION | .00 | .00 | .00 | .00 | .00 |
| 613-815-4300 | INTEREST - WW CAP PROJ | 6,000.00 | 83.14 | 5,358.98 | 89.32 | 641.02 |
| 613-815-4502 | CAPITAL PROJECT FEE | 92,000.00 | 157.67 | 93,467.10 | 101.59 | 1,467.10- |
| 613-815-4820 | PROCEEDS FROM DEBT/LOAN-WWTP | 105,250.00 | 14,000.00 | 119,250.00 | 113.30 | 14,000.00- |
| 613-910-4830 | TRANSFER IN-WWTP PROJECT | 217,198.00 | .00 | 217,197.52 | 100.00 | .48 |
| 670-840-4300 | INTEREST-LANDFILL/GARBAGE | 100.00 | .00 | 15.92 | 15.92 | 84.08 |
| 670-840-4500 | CHARGES/FEES FOR SERVICES | 60,000.00 | 199.07 | 62,806.61 | 104.68 | 2,806.61- |
| 670-840-4530 | PENALTIES | 800.00 | 3.44 | 647.18 | 80.90 | 152.82 |
| 670-840-4560 | SALES TAXES COLLECTED | .00 | .00 | .00 | .00 | .00 |
| 670-840-4710 | REIMBURSEMENTS - RECYCLE REIMB | 4,468.00 | .00 | 4,468.00 | 100.00 | .00 |
| 670-840-4730 | DEPOSITS | 1,000.00 | 101.22 | 991.22 | 99.12 | 8.78 |
| 670-910-4830 | TRANSFER IN-LANDFILL/GARBAGE | 15,000.00 | .00 | 15,000.00 | 100.00 | .00 |
| 671-840-4300 | INTEREST-YARD WASTE | .00 | .00 | .00 | .00 | .00 |

REVENUE REPORT
CALENDAR 6/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

| ACCOUNT NUMBER | ACCOUNT TITLE | BUDGET ESTIMATE | MTD BALANCE | YTD BALANCE | PERCENT RECVD | UNCOLLECTED |
|----------------|---------------------------|-----------------|-------------|--------------|---------------|-------------|
| 671-840-4500 | CHARGES/FEES FOR SERVICES | 2,700.00 | 5.68 | 2,774.68 | 102.77 | 74.68- |
| 671-840-4530 | PENALTIES | 40.00 | .15 | 28.30 | 70.75 | 11.70 |
| 671-840-4730 | DEPOSITS | 200.00 | 24.00 | 204.00 | 102.00 | 4.00- |
| 671-910-4830 | TRANSFER IN-YARD WASTE | .00 | .00 | .00 | .00 | .00 |
| | | ===== | ===== | ===== | ===== | ===== |
| | DIFFERENCE | 2,632,714.83 | 52,959.18 | 2,646,352.88 | 100.52 | 13,638.05- |
| | | ===== | ===== | ===== | ===== | ===== |
| | | ===== | ===== | ===== | ===== | ===== |
| | PROOF | 2,632,714.83 | 52,959.18 | 2,646,352.88 | 100.52 | 13,638.05- |
| | | ===== | ===== | ===== | ===== | ===== |

CITY OF ELK RUN HEIGHTS - BRIAN WIRTZ - BUILDING INSPECTION

Jun-21

BUILDING PERMITS

| DATE | HOMEOWNER | CONTRACTORS | ADDRESS | PERMIT # | DATE RECEIVED PERMIT | TYPE OF CONSTRUCTION | VALUE | PERMIT FEE | DATE PERMIT PAID | MONTH BRIAN PAID 1ST HALF | DATE FINALED | 2ND PAYMENT |
|------------------------------------|-----------------------|-------------------------|----------------------|----------|----------------------|--------------------------------|--------------------|------------|------------------|---------------------------|--------------|-------------|
| 6/4/21 | HORAN, THOMAS | SERVPRO | 132 JOHNS | 1922 | 6/4/2021 | REPAIR SIDING | \$6,300.00 | \$139.00 | 6/9/2021 | 69.50 JUNE | | |
| 6/7/21 | HOUDEK, JORDAN | HOMEOWNER | 719 MCCOY RD | 1923 | 6/7/2021 | FENCE IN BACKYARD | \$1,600.00 | \$33.00 | 6/9/2021 | 16.5 JUNE | 6/30/2021 | |
| 6/4/21 | VOGEL, BRIAN | DRY BASEMENT IOWA | 121 JACKIE | 1924 | 6/4/2021 | EGRESS WINDOW | \$3,250.00 | \$97.00 | 6/9/2021 | 48.50 JUNE | 6/30/2021 | |
| 6/4/21 | IOWA STORAGE SOLUTION | MILLER FENCE | 2700 GILBERTVILLE RD | 1925 | 6/4/2021 | FENCE EXTENTION | \$19,500.00 | \$321.00 | 6/9/2021 | 160.50 JUNE | 6/30/2021 | |
| 6/1/21 | MOMMER, LENNARD | ECASTRO ROOFING | 229 SUNRISE | 1926 | 6/1/2021 | TEAR OFF AND ASPHALT ROOF | \$8,500.00 | \$167.00 | 6/9/2021 | 83.50 JUNE | 7/7/2021 | |
| 6/11/21 | O'BRIEN, CASEY | BG CONSTRUCTION | 178 E. GILBERT | 1927 | 6/15/2021 | REPLACE DECK AND 3 STORM DOORS | \$10,000.00 | \$181.00 | | | 6/30/2021 | |
| 6/25/21 | LUNDY, ALLISON | WAGNER'S GRADING & MORE | 217 MARIE | 1929 | 06/0/2021 | DRIVEWAY | \$5,000.00 | \$15.00 | | | | |
| HVAC PERMITS & PLUMBING | | | | | | | | | | | | |
| 6/15/21 | LITTERER, DEVON | GUBBELS ONE HOUR | 304 MARIE | 1063 | 6/23/2021 | HEATER AND AC | \$10,500.00 | \$47.50 | | | 6/30/2021 | |
| 6/15/21 | OHRT, BRITTANY | GUBBEL ONE HOUR | 228 MARIE | 1064 | 6/23/2021 | NEW FURNACE | \$6,500.00 | \$35.25 | | | 6/30/2021 | |
| 6/22/21 | DAVENTPORT LLC | PRECISION PLUMBING | 230 GILBERT DR | 1065 | 6/30/2021 | INSTALL WATER HEATER | \$900.00 | \$30.75 | | | | |
| 6/30/21 | DEBBIE RONEY | BERGEN PLUMBING | 230 MICHIGAN DR | | | NEW AIR CONDITIONER | \$3,910.14 | | | | | |
| TOTALS | | | | | | | \$75,960.14 | | | | | |

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Held at the Evansdale City Hall – Council Chambers
Monday, June 21, 2021 – 6:00 PM

Please power off or set to vibrate all cell phones during the Library Board meeting

1. Call to Order
2. Introduction of and welcome to new Elk Run Heights Board Member
3. Roll Call
4. Approval of May 17 2021 Monthly Meeting Minutes
5. Approval of bills to be paid in June
6. Treasurer's Report
7. Circulation Report
8. Old Business
 - a. Confidential Patron Feedback
 - b. ARPA grant
 - c. Purchasing of ebooks/audiobooks
 - d.
9. New Business
 - a. Continuing education - Discussion/possible action
 - b. Job descriptions - Discussion/possible action
 - c. Temporary help - Discussion/possible action
 - d. Election of Officers for 2021-2022 year
 1. President
 2. Vice-President
 3. Secretary
 4. Treasurer
10. Discussion
11. Adjournment

Reminder:

Date and Time of next meeting will be July 19, 2021 – 6:00 PM

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, May 17, 2021 – 6:00 p.m.

Call to Order: The meeting was called to order by President Hansen at 6:00 p.m.

Roll Call:

Present: Dallenbach, Hansen, Osborne, Peterson TJ, Pritchett and Wilson

Absent: Peterson, Deb and Walker

A quorum was present.

Approval of March 15, 2021 Monthly Meeting Minutes: Hansen noted that these were not approved because some of the numbers were in dispute and he wanted a couple of sentences removed. Pritchett asked if Director Jensen had made the additions in question to the minutes. Director Jensen said she did make the changes but that she had had an email conversation with the secretary and he had given her the okay as read by Jensen. She said she's never just made changes and additions to the minutes; she has always sent them for approval to the secretaries. She said while the minutes are supposed to reflect what goes on at the meetings, they are supposed to be clear and concise for someone not present at the meeting. She said in past practice with regards to policies, with policy amendments, the changes have always been put verbatim in the minutes. Since this was not an amendment, but a new policy, it did change existing policies on the books like the holiday and the staff benefit policy which is why she summarized the changes and put them in them in the minutes. She explained that the change of hours opening hours was what caused the number of worked hours per week to increase which was where she got the number that Hansen was contesting. Hansen asked if anyone wanted to make a motion to remove the questionable sentences. Pritchett asked for clarification and Hansen said what section he was referring to. Pritchett asked if they hadn't talked about health insurance and Hansen responded no. Jensen read what he wanted to strike last month and noted that now he was wanting to remove things that were said by another board member. Wilson felt that there always seems to be problems with the minutes and thought maybe somebody else should be doing it. Osborne asked if you could just refer people to the recording and he was told that no, there has to be a written record. Osborne moved to accept the original minutes as they were written by Walker and Dallenbach seconded. Ayes – 5. Nays – 1 (Wilson). The motion carried.

Approval of April 19, 2021 Monthly Meeting Minutes: Peterson, TJ moved to approve the minutes from the April 19, 2021 meeting and Osborne seconded. Ayes – 6. The motion carried.

Approval of bills to be paid in May: Pritchett moved to approve the April bills to be paid in May and Peterson, TJ seconded. Ayes – 6. Nays – 0. The motion carried.

Treasury Report: Nothing was reported this month.

Circulation Report: The circulation report was reviewed by the board. It was noted that the numbers are irrelevant as they don't reflect properly because of the pandemic closing last year.

Old Business:

A. Confidential Patron Feedback: Dallenbach said that she and Deb Peterson had not had a chance to meet to discuss this issue, but there is plan in place.

B. Board Voting: Pritchett talked to Mayor Dewater and said that upon inspection, the Robert's Rules of Orders for voting is in the library's by-laws. Osborne asked where that was and he was told the policy manual. Director Jensen was asked to make a copy of the full policy manual for Osborne to pick up. Jensen said she went back through old minutes for eight years and found six instances which she read where the "aye" votes were less than five votes and the motion still passed so the board had been voting correctly. Hansen said that henceforth they need to remember that under Robert's Rules of Order a majority of the members voting is what is needed to pass an action.

New Business:

A. Plans for executing the 2021/2022 budget: Hansen said 2021 is rapidly approaching, changes were made to operating procedures and the budget and he wondered what the plans were to adjust to that and he called out Director Jensen who said she was not aware of what this agenda item had entailed or that she was supposed to address it. He wanted to know if a plan was put together to adjust to the new procedures and budget and she asked with regards to the hours or what. She said that she'd need to know if the library hours were going to change and that needs to be done at the table. Hansen said he knew hours were changed in the past but he'd like to know how many people are taking advantage of the 10-11 hour. Jensen said that she wasn't asked for that information so she doesn't have that prepared. She ran through how the open hours are scheduled. Jensen said she needs to know what the Board's plan is before she can make a viable plan for scheduling. She said that with the new procedures, changes will definitely have to be made but until the board makes decisions she really can't. Dallenbach asked if Jensen could also provide what is currently being worked and what is done outside of open hours. Jensen said they don't get anything outside of open hours but then reversed that by saying she does have a county librarian meeting quarterly that starts at 9 o'clock. Wilson asked if Jensen could do a comparison of pre-pandemic versus now as far as usage and if she could find out how the pandemic is affecting other like sized libraries. Pritchett recognized that Councilor Lynn Bender had a question who said her question was already answered when Jensen explained that she does not get time before hours to open up.

B. ARPA Grant: Director Jensen said this \$5,000 non-competitive American Rescue Plan Act grant was offered by the state library, and asked if they were interested in applying for it. She noted that there are many things that can be purchased and some that follow the CIPA rules which they'd be ineligible for. Grant application is due July 2nd, monies expended by January 31st, reimbursement requests and final report due by April 29th. She explained that money has to be expended first and then reimbursement follows, and the money cannot be used for things already purchased. She will check to see if e-book and audiobooks are allowable expenses. Pritchett asked if she could put together a wishlist.

C. Transparent Languages Online continuation: Director Jensen explained this database was one that we subscribe to through the State package but they are dropping it in exchange for new databases. She said she did receive pricing to extend it for an additional year for \$225. She said it's not used regularly but of the ones we do have, it is the one that's used the most and she said for the price, she thought it'd be a good idea to extend it. Hansen asked if the pricing discount was a one-time deal and Jensen said possibly. Pritchett moved to continue with the special discount and Hansen seconded. Ayes – 6. The motion carried.

D. Purchasing of e-books/audiobooks: Jensen noted that just before the COVID shutdown the board decided to discontinue purchasing both e-books and audiobooks. Jensen said she'd like

them to revisit this and consider purchasing them again. Jensen explained how the licensing timeframe and term limits for e-books and audiobooks work and the price differences of e-book vs audio. Hansen feels that we should go to a different vendor that offers the MP3 files for audiobooks whereas Axis 360 does not. Councilor Bender asked if the director couldn't research and bring information back at the next meeting. Jensen explained the Overdrive add-on that is offered but she'll bring back more information.

Ella Givens spoke and said she is just amazed that the board has asked Director Jensen to bring back more information on several things just tonight but they recently cut her hours and she wonders when she's supposed to accomplish it all. Hansen said he feels that Jensen would say if she couldn't get them information for something. Mrs. Givens disagreed.

Discussion: Hansen said there is a requirement for hours of continuing education to be on the board of trustees and said Director Jensen was always in charge of that. He said he noticed she has not been doing that and asked if they were on their own. Jensen said the previous board told her that they didn't need all of the reminders to get it done so she stopped. Hansen felt discussing it should be on the agenda, pointing out all the places you can sit without continuing education but to be on the library board it's a requirement. Jensen said that they don't have to do it but if they don't they will lose state funding. Osborne asked about the requirement and Jensen said they needed 3-5 hours per year. Director Jensen said the new CDC guidelines were released and asked what the board thought of continuing the mask mandate. She said that she was starting to get push back from some patrons. Dallenbach feels that we shouldn't police people for mask use and that they should just be encouraged. Councilor Bender said it could be left as a mandate now and then discussed again a month from now to see how things are changing. Straw poll at the table was to leave the mask mandate signs in place but strongly encourage those that don't want to wear masks inside the library.

Adjournment: The meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Shannon Jensen, Library Director

EVANSDALE PUBLIC LIBRARY
MONTHLY CIRCULATION REPORT
MAY 2021

OF MATERIALS CHECKED OUT:

| | | | |
|-------------------|------------|--------------------------------|-----------|
| Adult Non-fiction | 17 | Youth Non-fiction | 08 |
| Adult Fiction | 307 | Youth Fiction (YA = 19 YF = 7) | 26 |
| Adult Magazines | 08 | Young Easy | 17 |
| Large Print | 13 | Youth Magazines | 0 |
| | | Kits | 1 |
| Total Adult | 345 | Total Youth | 52 |
| ↑ from 2020 | 262 | ↓ from last month | 59 |
| | | ↑ from 2020 | 16 |
| | | ↓ from last month | 43 |

| | |
|-----------------------------|------------|
| Misc (Travel guides, other) | 00 |
| Newspapers | 00 |
| TOTAL PRINT | 397 |
| ↑ from 2020 | 278 |
| ↓ from last month | 102 |

| | |
|--|------------|
| Video tapes | 000 |
| DVD | 004 |
| Books on tape/CD | 000 |
| Music CDs | 000 |
| ONLINE Database uses (16) – Video (0) – Magazines (1) - Audiobooks (99) - E-books (114) | 230 |
| Misc other (Equipment, games, etc.) | 000 |
| TOTAL NON-PRINT | 234 |
| ↓ from 2020 | 05 |
| ↑ from last month | 29 |

OF INTERLIBRARY LOANS: (Information taken directly from SILO statistics)

| | |
|--------------------|-------|
| Will send/not send | 01/01 |
| Requested/Received | 06/06 |

TOTAL # OF ALL MATERIALS CHECKED OUT: 631 (401 + 230 Online Uses)
 From last month ↓ 73
 From 2020 ↑ 273

OF ITEMS LOANED TO EVANSDALE RESIDENTS:

| | |
|------|--------------------------|
| 2021 | 290 of total 631 (46.0%) |
| 2020 | 74 of total 358 (20.7%) |

OF ITEMS LOANED TO NON-EVANSDALE RESIDENTS

| | | +/- FROM 2020 |
|----------------------------|------------|---------------|
| **Elk Run Heights | 018 | +018 |
| **Gilbertville | 000 | +/-0 |
| **County | 007 | +007 |
| Waterloo | 059 | +005 |
| Cedar Falls | 005 | +004 |
| Raymond | 010 | +010 |
| Des Moines | 000 | +/-0 |
| Hudson | 006 | +006 |
| Jesup | 000 | +/-0 |
| Other | 003 | +/-0 |
| Waverly | 000 | +/-0 |
| Daycares | 000 | +/-0 |
| Libraries/At-home delivery | 003 | +003 |
| Online | 230 | +001 |

Total number of library users: Approx.325 ↓ from last month: 37 ↑ from 2020: 260 ↓ from 2019: 422

Day with highest number of users: 23 users on Monday, May 3rd

Day with lowest number of users: 6 users on Saturday, May 22nd

Number of days open: 25

Number of hours open: 173 hours

Avg number of library users per day: 13 ↓ from last month: 1 ↑ from 2020: 5

Number of computer users: 218 (75 Int, 143 Wireless, 0 Kids) ↑ from last month: 3 **2020: 94** ↑ from 2020: 124

Number of Computer hours logged: 30168 minutes = 502.8 hrs ↑ from last month: 60.7 hrs ↑ from 2020: 380.4 hrs

MONTHLY TOTAL: 6

OF NEW LIBRARY CARDS ISSUED: 2

OF REISSUED or RENEWED CARDS: 4

| | ADULT | YOUTH | ADULT | YOUTH |
|----------------|-------|-------|-------|-------|
| Cedar Falls | - | - | - | - |
| County | - | - | - | - |
| Des Moines | - | - | - | - |
| Dunkerton | - | - | - | - |
| Elk Run | 1 | - | - | - |
| Evansdale | 1 | - | 3 | - |
| Gilbertville | - | - | - | - |
| Jesup | - | - | - | - |
| LPC | - | - | - | - |
| Other | - | - | - | - |
| Raymond | - | - | - | - |
| Waterloo | - | - | - | - |
| Waverly | - | - | - | - |
| Libraries/ | - | - | 1 | - |
| Home Delivery/ | - | - | - | - |
| Daycares | - | - | - | - |

MONEY TURNED INTO CITY OF EVANSDALE

\$ 131.65

| | |
|------------------|--------|
| Book sales | \$4.25 |
| Computer copies | 26.80 |
| Duplicate cards | 0.00 |
| Faxes and others | 83.40 |
| Fines | 0.00 |
| Photocopies | 17.20 |
| Refunds | 0.00 |

MONEY TURNED INTO FRIENDS OF LIBRARY

\$ 10.87

| | |
|---------------|---------|
| Donations | \$10.87 |
| Ink Recycling | 0.00 |

MONTHLY GRAND TOTAL: \$ 142.52 ACCUMULATED FY TOTALS to CITY: \$1709.89 to FOL: \$ 147.18

PRINT MATERIALS PROCESSED AND ADDED TO COLLECTION: 112

| | | | |
|-------------------|-----|-------------------|-----|
| Adult fiction | 034 | Miscellaneous | 000 |
| Adult Non-fiction | 001 | Reference | 000 |
| Large Print | 016 | Youth Magazines | 000 |
| Magazines | 014 | Youth non-fiction | 000 |
| Kits | 000 | Young Easy | 000 |
| | | Youth Fiction | 029 |
| ILL Books | 005 | Young Adult | 013 |

VIDEOS, DVDs, AUDIO, CDs PROCESSED AND ADDED TO COLLECTION: 0

| | New | Donated |
|------------|-----|---------|
| VHS | 000 | 000 |
| DVD | 000 | 000 |
| Audiobooks | 000 | 000 |
| CDs | 000 | 000 |

ITEMS AUTOMATED AND WEEDED FROM COLLECTION:

| Items Added (Computer) | Items deleted (Computer) | # of books/videos withdrawn | Retail cost of books/videos withdrawn |
|------------------------|--------------------------|-----------------------------|---------------------------------------|
| 91 | 0 | 0 | \$0.00 |

ITEMS OVERDUE:

14 items overdue this month

1930 items due total thru end of the current reporting month (+08 from last month)

Circulation by Item Report Class

for the period
May 1, 2021 - May 31, 2021

| Adult | |
|--------|-----|
| AF | 307 |
| ANF | 17 |
| A mags | 8 |
| LP | 13 |
| <hr/> | |
| | 345 |

| Youth | |
|-------|----|
| YA | 19 |
| YF | 7 |
| YE | 17 |
| YNF | 8 |
| Ymags | 0 |
| kits | 1 |
| <hr/> | |
| | 52 |

| Multimedia | |
|------------------|-------|
| DVD | 4 |
| VHS | 0 |
| Books on tape/CD | 0 |
| Online | 230 |
| <hr/> | |
| | 234 |
| <hr/> | |
| | (631) |

| Report Class | Checked In | Checked Out |
|-----------------------|------------|-------------|
| 000 | 0 | 0 |
| 100 | 0 | 0 |
| 200 | 0 | 0 |
| 300 | 7 | 6 |
| 400 | 0 | 0 |
| 500 | 0 | 0 |
| 600 | 7 | 7 |
| 700 | 1 | 1 |
| 800 | 0 | 0 |
| 900 | 4 | 1 |
| Biography | 7 | 2 |
| Adult Fiction | 295 | 307 |
| Story Col. | 0 | 0 |
| J Numbers | 0 | 0 |
| Youth Biography | 4 | 2 |
| Youth Fiction | 7 | 7 |
| Juv. Story Col. | 0 | 0 |
| C Numbers | 0 | 0 |
| Children's Biog. | 1 | 1 |
| Children's Easy | 18 | 14 |
| Children's Story Col. | 0 | 0 |
| FS | 0 | 0 |
| SL | 0 | 0 |
| R | 0 | 0 |
| Video | 0 | 0 |
| Audio | 0 | 0 |
| Cake Pans | 0 | 0 |
| Equipment | 0 | 0 |
| VF | 0 | 0 |
| Adult Magazines | 9 | 8 |
| Misc. | 0 | 0 |
| Kits | 1 | 1 |
| Computer | 0 | 0 |
| Books on CD | 0 | 0 |
| Newspapers | 0 | 0 |
| 000Y | 0 | 1 |
| 100Y | 0 | 0 |
| 200Y | 0 | 0 |
| 300Y | 1 | 1 |
| 400Y | 0 | 0 |
| 500Y | 2 | 1 |
| 600Y | 5 | 0 |
| 700Y | 8 | 2 |
| 800Y | 1 | 0 |
| 900Y | 3 | 0 |
| Large Print | 9 | 13 |
| Youth Magazines | 0 | 0 |
| DVD | 8 | 4 |
| BBB | 1 | 3 |
| CD | 0 | 0 |
| Young Adult | 27 | 19 |
| Total: | 426 | 401 |

Online + 230 = (631)

Circulation by Patron Class

for the period
May 1, 2021 - May 31, 2021

Evansdale 290
Elk Run 18
Gilbertville 0
County 7
Waterloo 59
CF 5
Raymond 10

Hudson 6
Other 3

Libraries/
home delivery 3

Online 230

631

| Patron Class | Checked In | Checked Out |
|-----------------------------|------------|-------------|
| Adult - Washburn | 0 | 0 |
| Youth - Evansdale | 9 | 5 |
| Youth - Washburn | 0 | 0 |
| Adult - Evansdale | 257 | 285 |
| Adult - Elk Run Heights | 21 | 13 |
| Adult - Raymond | 17 | 10 |
| Adult - Waterloo | 87 | 58 |
| Adult - Independence | 0 | 0 |
| Adult - Cedar Falls | 5 | 5 |
| Adult - LaPorte City | 0 | 0 |
| Adult - County Borrower | 10 | 7 |
| Youth - Elk Run Heights | 4 | 5 |
| Youth - Raymond | 0 | 0 |
| Youth - Waterloo | 2 | 1 |
| Youth - Independence | 0 | 0 |
| Youth - LaPorte City | 0 | 0 |
| Youth - Cedar Falls | 0 | 0 |
| Youth - County Borrower | 0 | 0 |
| Adult - Winthrop | 0 | 0 |
| Adult - Gilbertville | 0 | 0 |
| Youth - Winthrop | 0 | 0 |
| Youth - Gilbertville | 0 | 0 |
| Adult - Waverly | 0 | 0 |
| Youth - Waverly | 0 | 0 |
| Adult - Cedar Rapids | 0 | 0 |
| Adult - Jesup | 0 | 0 |
| Youth - Cedar Rapids | 0 | 0 |
| Youth - Jesup | 0 | 0 |
| Libraries and home delivery | 2 | 3 |
| Adult - Oelwein | 0 | 0 |
| Youth - Oelwein | 0 | 0 |
| Adult - Westgate | 0 | 0 |
| Youth - Westgate | 0 | 0 |
| Adult - New Hartford | 0 | 0 |
| Youth - New Hartford | 0 | 0 |
| Adult - Brandon | 0 | 0 |
| Adult - Denver | 0 | 0 |
| Youth - Aplington | 0 | 0 |
| Adult - Dunkerton | 0 | 0 |
| Youth - Dunkerton | 0 | 0 |
| Adult - Fairbank | 0 | 0 |
| Adult - Out of State | 0 | 0 |
| Adult - Charles City | 0 | 0 |
| Youth - Charles City | 0 | 0 |
| Adult - Hazleton | 0 | 0 |
| Youth - Hazleton | 0 | 0 |
| Adult - Other | 4 | 3 |
| Adult - Hudson | 5 | 6 |
| Youth - Hudson | 0 | 0 |
| Adult - Traer | 0 | 0 |
| Adult - Des Moines | 0 | 0 |
| Adult - Grundy Center | 0 | 0 |
| Youth - Grundy Center | 0 | 0 |
| Adult - Newton | 0 | 0 |
| Youth - Newton | 0 | 0 |
| Adult - Dike | 0 | 0 |
| Youth - Dike | 0 | 0 |
| Daycares | 3 | 0 |
| Youth - Fairbank | 0 | 0 |
| Adult - Grinnell | 0 | 0 |
| Youth - Other | 0 | 0 |
| Adult - Clarksville | 0 | 0 |
| Youth - Clarksville | 0 | 0 |
| Adult - Dewar | 0 | 0 |
| Total: | 426 | 401 |

Online + 230 = 631

Date: July 8, 2021

To: Elk Run Heights/Raymond Council

From: Jordan Cooper, Operator

O & M Report: June 2021

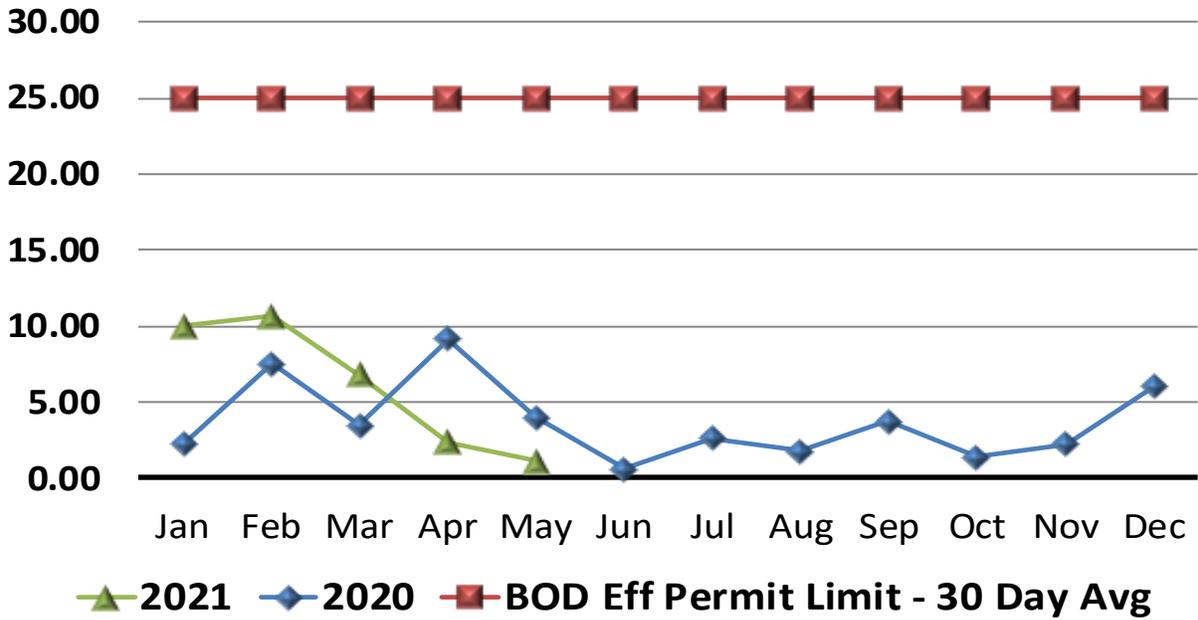
Water Operation & Maintenance

- 6/9 Replaced wires from the water meter to the smart point on the side of the house at 105 Linda.
- 6/9 Changed out the dead water meter at 416 Shirley Ave.
- 6/10 Moved the smart point from the basement to the outside of the house at 217 Marie Ave.
- 6/11 Replaced water meter and smart point at 134 Gilbertville Rd.
- 6/14 Changed out the water meter at 643 McCoy Rd.
- 6/14 Moved the smart point from the basement to the outside of the house at 325 Elk Run St.
- 6/22 Changed out dead water meter at 248 Marie.
- 6/23 Read water meters.

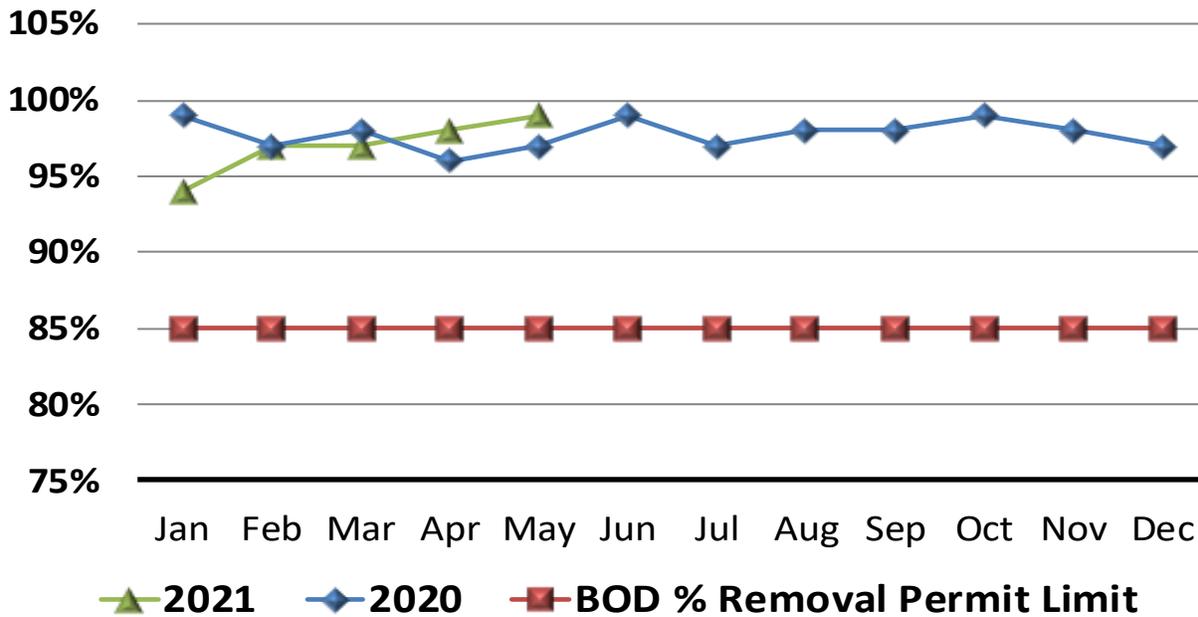
Wastewater Operation & Maintenance

- 6/16 changed oil in all 3 final clarifier gear boxes.
- 6/24 Attended the WWTP construction meeting. The main purpose was going through the updated construction schedule. There will be a construction meeting on the last Thursday of each month.
- Have been in contact with Municipal Pipe and Tool to start our annual sewer cleaning. We plan to start with south section of town. We hope they start early July.
- PCI has removed almost all the topsoil around the footprint of the new wastewater plant and are finishing up digging up the buried building debris. I was told within the next week they will begin hauling dirt on to the site.

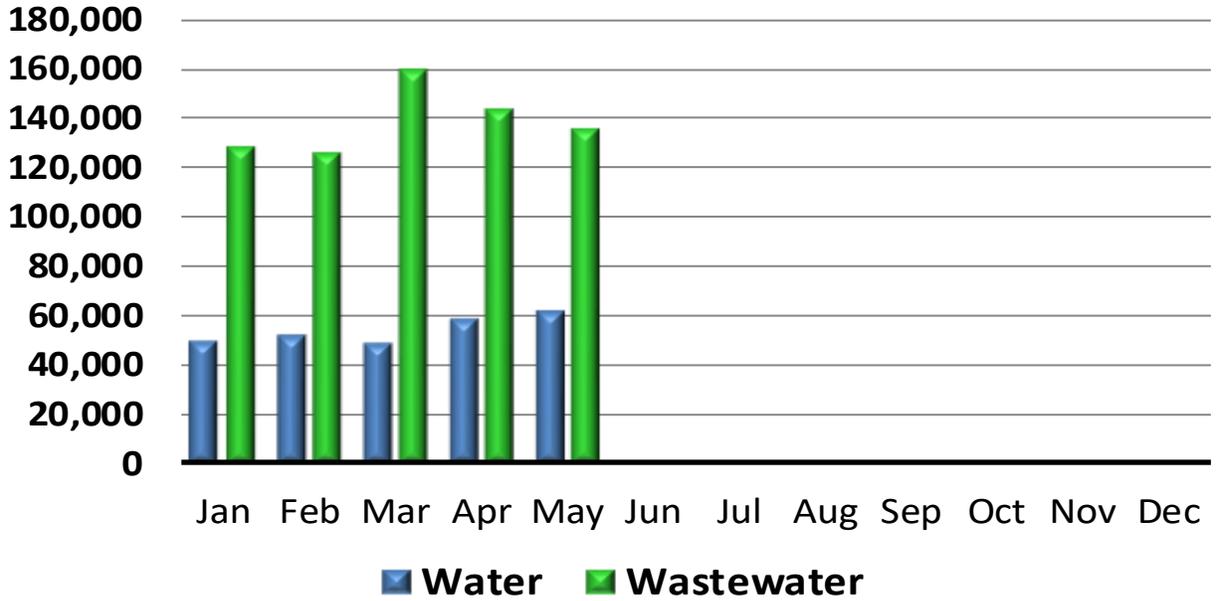
BOD Effluent



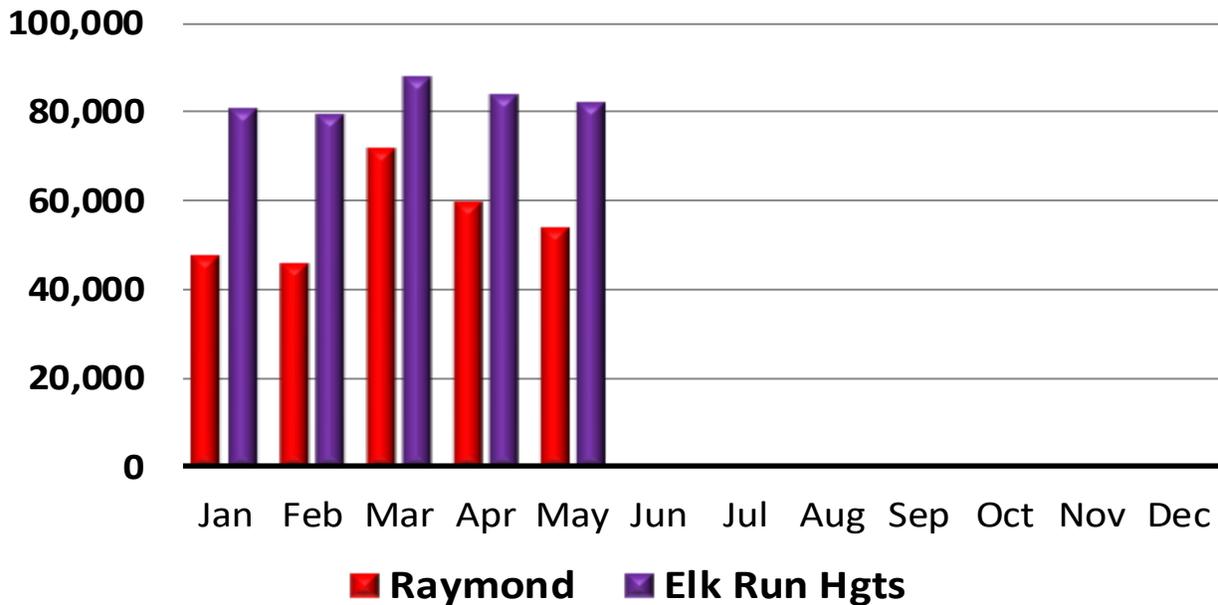
BOD % Removal



Average Daily Water Pumped vs. Wastewater In Gallons



Average Daily Wastewater Pumped In Gallons



| | | May-21 | April-21 | May-20 |
|---|---------|-----------|-----------|-----------|
| Water | | | | |
| Units | | | | |
| Total Monthly Pumped | gallons | 1,885,000 | 1,727,900 | 1,707,000 |
| Average Daily Pumped | gallons | 60,800 | 57,600 | 55,100 |
| Maximum Daily Pumped | gallons | 104,700 | 127,200 | 127,100 |
| Minimum Daily Pumped | gallons | 29,900 | 22,400 | 29,900 |
| Chlorine | | | | |
| Chlorine - Total Avg Residual Plant | mg/L | 0.00 | 0.94 | 0.91 |
| Chlorine - Total Avg Residual System | mg/L | 0.00 | 0.80 | 0.69 |
| Chlorine - Recommended Residual System | mg/L | 1.50 | 1.50 | 1.50 |
| Wastewater | | | | |
| BOD | | | | |
| BOD Influent Avg | mg/L | 176.63 | 190.63 | 163.62 |
| BOD Effluent Avg | mg/L | 1.14 | 2.38 | 4.00 |
| BOD Eff Permit Limit - 30 Day Avg | mg/L | 25 | 25 | 25 |
| BOD % Removal | % | 99.00% | 98.00% | 97.00% |
| BOD % Removal Permit Limit | % | 85% | 85% | 85% |
| TSS | | | | |
| TSS Influent Avg | mg/L | 139.00 | 133.75 | 140.75 |
| TSS Effluent Avg | mg/L | 5.00 | 2.00 | 14.50 |
| TSS Effluent Permit Limit - 30 Day Avg | mg/L | 25 | 25 | 25 |
| TSS % Removal | % | 96.40% | 98.50% | 89.70% |
| TSS % Removal Permit Limit | % | 85% | 85% | 85% |
| Nitrogen Ammonia | | | | |
| NA Effluent Avg | mg/L | 0.1 | 0.0 | 0.0 |
| NA Effluent Permit Limit - 30 Day Avg | mg/L | 2.9 | 2.9 | 2.9 |
| Influent Flow | | | | |
| Elk Run Average Daily Flow | gallons | 82,387 | 84,152 | 96,768 |
| Elk Run Percentage Flow | % | 60.5% | 58.4% | 61.0% |
| Raymond Average Daily Flow | gallons | 53,875 | 59,838 | 53,701 |
| Raymond Percentage Flow | % | 39.5% | 41.6% | 33.9% |
| Average Daily Combined | gallons | 136,262 | 143,990 | 158,634 |
| Maximum Daily Combined | gallons | 179,074 | 170,542 | 190,874 |
| Total Monthly Combined | gallons | 4,224,095 | 4,319,679 | 3,912,239 |
| Minimum Daily Combined | gallons | 118,734 | 124,991 | 131,337 |
| Permit Limit - 30 Day Avg | gallons | 281,000 | 281,000 | 281,000 |
| Permit Limit - Daily Maximum | gallons | 291,000 | 291,000 | 291,000 |

| Contract True-Ups - Current Contract Year | | | | |
|--|--------------------|-------------------|-------------|------------|
| Item | Budgeted Amount | Amount Spent | % of Budget | % of Time |
| Maintenance Budget | \$12,288.00 | \$2,354.78 | 19% | 42% |
| Total | \$12,288.00 | \$2,354.78 | 19% | 42% |



ELK RUN HGTS -- MAY 2021

Water Plant Maintenance

| <u>Date</u> | <u>Vendor List</u> | <u>Description</u> | <u>Total</u> |
|-------------|--------------------|--------------------|---------------|
| | | Total | \$0.00 |

Water System Maintenance

| <u>Date</u> | <u>Vendor List</u> | <u>Description</u> | <u>Total</u> |
|-------------|--------------------|--------------------|---------------|
| | | Total | \$0.00 |

Wastewater Plant Maintenance

| <u>Date</u> | <u>Vendor List</u> | <u>Description</u> | <u>Total</u> |
|-------------|---------------------------|--------------------|-----------------|
| 5/11/21 | USA Bluebook | Mesh Net | \$38.38 |
| 5/20/21 | USA Bluebook | Filter | \$117.65 |
| 5/23/21 | First National Bank, VISA | Supplies | \$21.17 |
| | | Total | \$177.20 |

Wastewater System Maintenance

| <u>Date</u> | <u>Vendor List</u> | <u>Description</u> | <u>Total</u> |
|-------------|--------------------|--------------------|---------------|
| | | Total | \$0.00 |

| | |
|--------------------------|----------|
| Water Plant Maintenance | \$0.00 |
| Water System Maintenance | \$0.00 |
| W/W Plant Maintenance | \$177.20 |
| W/W System Maintenance | \$0.00 |
| Month Total | \$177.20 |

Annual Maintenance Budget \$12,288.00

Total Maintenance Dollars Spent Year to Date \$2,354.78

Percent Maintenance Budget 19%



**Spent Year to Date
Work Orders Completed**

| Date completed | Equipment | Task |
|-----------------------|--------------------------------------|---------------------------|
| 6/25/2021 | Emergency Generator WWTP | Monthly PM |
| 6/21/2021 | James Street Lift Station Generator | Monthly PM |
| 6/25/2021 | Raymond West Lift Station Generator | Monthly PM |
| 6/25/2021 | Raymond South Lift Station Generator | Monthly PM |
| 6/22/2021 | Effluent Sampler | Annual PM |
| 6/25/2021 | Influent Sampler | Annual PM |
| 6/24/2021 | Blower No 1 | Monthly PM |
| 6/24/2021 | Blower No 2 | Monthly PM |
| 6/24/2021 | Blower No3 | Monthly PM |
| 6/22/2021 | Blower No4 | Monthly PM |
| 6/24/2021 | Blower No5 | Monthly PM |
| 6/24/2021 | Blower No6 | Monthly PM |
| 6/21/2021 | James Street Lift Station | LS Monthly PM |
| 6/25/2021 | Lafayette Lift Station | LS Monthly PM |
| 6/24/2021 | Sutton Lift Station | LS Monthly PM |
| 6/25/2021 | Raymond West Lift Station | LS Monthly PM |
| 6/25/2021 | Raymond South Lift Station 1 | LS Monthly PM |
| 6/25/2021 | Plaza Lift Station | LS Monthly PM |
| 6/26/2021 | FIRE EXTINGUISHERS | Fire Extinguisher Monthly |
| 6/25/2021 | Sutton Generator | Generator Monthly |
| 6/25/2021 | Plaza Dr Lift Station Generator | Generator Monthly |

EVANSDALE POLICE DEPARTMENT

Call Summary Report

05/01/2021 thru 05/31/2021

Tracking: Unit Selected Agency Type: Police Selected Agency ID: EVPD

| Call # | Date | Time | Area | Grid | Call Type | Disposition | Location | Business Name | | | | | Reporting Party | | | |
|----------|------------|----------|------|------|-----------|-------------|---|---------------|---------|-------|-------|-------|-----------------|-----|-------------------|----|
| | | | | | | | | Unit | Officer | Disp | Arriv | Clear | Travel | OnS | Total | |
| 21033639 | 05/01/2021 | 15:59:08 | 20 | 0404 | MEDABDOM | NN | 101 DAWN DR | 2K2 | 207 | 15:59 | | 15:59 | | | SPENCE,JEFF | 0 |
| 21033713 | 05/01/2021 | 20:18:44 | 20 | 0404 | SUSP | WA | 300-BLK MCCOY RD | 2G6 | 215 | 20:18 | 20:18 | 20:23 | 0 | 5 | JOY VANDERKOLK | 5 |
| 21033799 | 05/02/2021 | 00:38:29 | 20 | 0404 | MEDBREAT | AS | 316 GILBERTVILLE RD | 2G5 | 219 | 00:38 | 00:41 | 00:57 | 3 | 16 | CERWINSKE,RALPH | 19 |
| 21033886 | 05/02/2021 | 09:34:42 | 20 | 0404 | MEDBREAT | AS | 404 SUTTON AV | 2K2 | 207 | 09:36 | 09:52 | 09:52 | 16 | 0 | SCARBROUGH,JOLENE | 16 |
| 21033974 | 05/02/2021 | 17:09:40 | 20 | 0404 | TRAFMOVI | GA | GILBERT DR/ MC COY RD | 2K2 | 207 | 17:10 | 17:15 | 17:37 | 5 | 22 | DEUTSCH,CHAD | 27 |
| 21034050 | 05/02/2021 | 21:51:40 | 20 | 0404 | WELFARE | GA | 200-BLK MCCOY RD | 2G6 | 215 | 21:59 | 22:01 | 22:11 | 2 | 10 | CLAPPER,MOLLY | 12 |
| 21034293 | 05/03/2021 | 19:24:44 | 20 | 0404 | TS | DI | 100-BLK TONEFF DR | 2G5 | 219 | 19:24 | 19:24 | 19:27 | 0 | 3 | CASSIDY DIETZ | 3 |
| 21035011 | 05/06/2021 | 10:48:04 | 20 | 0404 | LARCENY | WA | 225 MARIE AV | 2A1 | 229 | 10:48 | 10:48 | 10:48 | 0 | 0 | MICHAEL DEAN | 0 |
| 21035097 | 05/06/2021 | 16:56:15 | 20 | 0404 | TRAFMOVI | NR | 300-BLK MCCOY RD | 2G4 | 220 | 16:57 | | 17:13 | | | BRETT | 16 |
| | | | | | | | | 2G4 | 220 | 17:29 | | 17:39 | | | | 10 |
| 21035170 | 05/06/2021 | 21:01:36 | 20 | 0404 | SUSP | XA | 228 MARIE AV | 2G4 | 220 | 21:03 | 21:16 | 21:16 | 13 | 0 | OHRT,JESSE | 13 |
| 21035512 | 05/07/2021 | 23:32:14 | 20 | 0404 | TS | H3 | 100 PLAZA DR | 2G7 | 239 | 23:32 | 23:32 | 23:43 | 0 | 11 | JEREMY FURMAN | 11 |
| 21035651 | 05/08/2021 | 13:53:06 | 20 | 0404 | EXTRA | XA | 316 SUTTON AV | 2K2 | 207 | 13:55 | | 14:27 | | | COOK,TROY | 32 |
| 21035758 | 05/09/2021 | 00:18:46 | 20 | 0404 | SUSP | RI | 300-BLK MCCOY RD | 2G7 | 239 | 00:18 | 00:18 | 00:41 | 0 | 23 | JEREMY FURMAN | 23 |
| 21036107 | 05/10/2021 | 12:47:44 | 20 | 0404 | LARCENY | NR | 225 MARIE AV | 2A1 | 229 | 12:47 | 12:47 | 13:30 | 0 | 43 | MICHAEL DEAN | 43 |
| 21036198 | 05/10/2021 | 18:18:00 | 20 | 0404 | TRESPASS | WA | 316 MCCOY RD | 2K2 | 207 | 18:19 | 18:24 | 18:27 | 5 | 3 | NICK - CUSTODIAN | 8 |
| 21036694 | 05/12/2021 | 12:17:45 | 20 | 0404 | SUSP | NR | 5042 LAFAYETTE RD 'PBX RPELK RUN HGTS CITY HALL | 2G4 | 220 | 12:18 | | 13:18 | | | MODLIN,MATT | 60 |

| Citation # | Date Issued | Issued To | Type | License | Charge | Grid |
|----------------------|-------------|------------------------|------|---------|-----------------|------|
| 28002392105062311487 | 05/06/2021 | STEVENSON,RYAN JAMAL | T | KEJ643 | ERH10.04.160 | 0404 |
| 28002392105072336338 | 05/07/2021 | TEAGUE,DERRICK | T | AGA735 | ERH10.04.160 | 0404 |
| W2800239210512182231 | 05/12/2021 | MCNAMEE,GABRIEL DON | W | HPM820 | 321.285 | 0404 |
| 28002392105140548228 | 05/14/2021 | SCHMITZ,JEFFREY TODD | T | 987YKN | ER/10.04.120(1) | 0404 |
| 28002152105241833210 | 05/24/2021 | HAINES,CYNTHIAANN | T | JDA680 | ERH10.04.160 | 0404 |
| 28002152105270028311 | 05/27/2021 | RICHARDSON,MATTHEW RAY | T | JZA888 | ERH10.04.160 | 0404 |

EVANSDALE POLICE DEPARTMENT

Call Summary Report

06/01/2021 thru 06/30/2021

Tracking: Unit Selected Agency Type: Police Selected Agency ID: EVPD

| Call # | Date | Time | Area | Grid | Call Type | Disposition | Location | Business Name | | | | | Reporting Party | | |
|----------|------------|----------|------|------|-----------|-------------|---------------------------|---------------------------------|---------|-------|-------|-------|-----------------|-----|-------|
| | | | | | | | | Unit | Officer | Disp | Arriv | Clear | Travel | OnS | Total |
| 21042574 | 06/01/2021 | 14:13:26 | 20 | 0404 | PALARM | EE | 5205 LAFAYETTE RD | CASEYS GENERAL STORE - ELK RUN | | | | | CASEY SECURITY | | |
| | | | | | | | | 2A1 | 229 | 14:14 | 14:16 | 14:17 | 2 | 1 | 3 |
| | | | | | | | | 2K2 | 207 | 14:14 | | 14:23 | | | |
| 21042611 | 06/01/2021 | 16:00:24 | 20 | 0404 | PALARM | FA | 5205 LAFAYETTE RD | CASEYS GENERAL STORE - ELK RUN | | | | | WALLER, TOM | | |
| | | | | | | | | 2A1 | 229 | 16:01 | | 16:02 | | | 1 |
| | | | | | | | | 2K2 | 207 | 16:01 | | 18:51 | | | |
| 21042982 | 06/02/2021 | 22:09:23 | 20 | 0404 | SUSP | NR | 100 PLAZA DR | ROAD RANGER #1026 | | | | | RICK | | |
| | | | | | | | | 2G6 | 215 | 22:32 | 22:37 | 23:18 | 5 | 41 | 46 |
| | | | | | | | | 2G8 | W5553 | 22:45 | 22:49 | 23:17 | | | |
| 21043045 | 06/03/2021 | 05:57:50 | 20 | 0404 | PALARM | FA | 316 MCCOY RD | ELK RUN ELEMENTARY SCHOOL P#089 | | | | | JENNY | | |
| | | | | | | | | 2G6 | 215 | 05:58 | 06:02 | 06:03 | 4 | 1 | 5 |
| 21043334 | 06/04/2021 | 01:50:58 | 20 | 0404 | SUSP | NR | 300-BLK MCCOY RD | MAYOR PARK | | | | | | | |
| | | | | | | | | 2G8 | W5553 | 01:50 | 01:51 | 02:12 | 1 | 21 | 22 |
| 21043421 | 06/04/2021 | 10:55:44 | 20 | 0404 | TRAFFPARK | NR | 316 SUTTON AV | | | | | | | | |
| | | | | | | | | 2G3 | 212 | 10:55 | 10:55 | 13:10 | 0 | 135 | 135 |
| 21043561 | 06/04/2021 | 18:51:06 | 20 | 0404 | TRAFOWI | NR | 5213 LAFAYETTE RD | | | | | | | | |
| | | | | | | | | 2G8 | W5553 | 18:50 | 18:55 | 18:56 | 5 | 1 | 6 |
| 21043591 | 06/04/2021 | 20:51:34 | 20 | 0404 | SUSP | XA | 225 TONEFF DR | | | | | | | | |
| | | | | | | | | 2G8 | W5553 | 20:52 | 20:57 | 21:07 | 5 | 10 | 15 |
| 21043958 | 06/05/2021 | 23:53:26 | 20 | 0404 | SUSP | A1 | 300-BLK MCCOY RD | MAYOR PARK | | | | | | | |
| | | | | | | | | 2G7 | 239 | 23:53 | 23:53 | 00:11 | 0 | 18 | 18 |
| 21044788 | 06/08/2021 | 18:05:06 | 20 | 0404 | ASSAULT* | RI | 416 AMBER LN | | | | | | | | |
| | | | | | | | | 2G6 | 215 | 18:07 | 18:10 | 18:36 | 3 | 26 | 29 |
| 21044987 | 06/09/2021 | 11:04:58 | 20 | 0404 | VANDALIS | RI | 100 PLAZA DR | ROAD RANGER #1026 | | | | | | | |
| | | | | | | | | 2G3 | 212 | 11:20 | | 11:47 | | | 27 |
| 21045326 | 06/10/2021 | 10:34:10 | 20 | 0404 | DUMPING | NR | 5042 LAFAYETTE RD | ELK RUN HGTS CITY HALL | | | | | | | |
| | | | | | | | | 2G3 | 212 | 10:34 | 10:45 | 10:57 | 11 | 12 | 23 |
| 21045335 | 06/10/2021 | 11:10:00 | 20 | 0404 | WELFARE | NR | 116 MICHIGAN DR | | | | | | | | |
| | | | | | | | | 2G3 | 212 | 11:13 | | 11:22 | | | 9 |
| | | | | | | | | 2G4 | 220 | 11:13 | 11:18 | 11:22 | | | |
| 21045344 | 06/10/2021 | 11:32:24 | 20 | 0404 | MVAPD | NF | 100 PLAZA DR | ROAD RANGER #1026 | | | | | DEVIC, ALMA | | |
| | | | | | | | | 2G3 | 212 | 11:32 | 11:39 | 11:53 | 7 | 14 | 21 |
| 21045383 | 06/10/2021 | 13:24:18 | 20 | 0404 | TS | EI | AMBER LN/ GILBERTVILLE RD | | | | | | | | |
| | | | | | | | | 2A1 | 229 | 13:24 | 13:24 | 13:30 | 0 | 6 | 6 |

| Call # | Date | Time | Area | Grid | Call Type | Disposition | Location | Business Name | | | | | Reporting Party | | | | |
|----------|------------|----------|------|------|-----------|-------------|----------------------------|---------------|---------|-------|-------|-------|-----------------|-----|-------|--|-------------------|
| | | | | | | | | Unit | Officer | Disp | Arriv | Clear | Travel | OnS | Total | | |
| 21045750 | 06/11/2021 | 17:30:14 | 20 | 0404 | MVAPI | NR | GILBERTVILLE RD/ JACKIE AV | | | | | | | | | | ISLEY |
| | | | | | | | | 2G18 | 233 | 17:43 | 17:45 | 18:19 | 2 | 34 | 36 | | |
| 21046074 | 06/12/2021 | 18:36:54 | 20 | 0404 | FDSMOKIN | AS | 112 CORLISS AV | | | | | | | | | | OWENS,MICHELLE |
| | | | | | | | | 2G4 | 220 | 18:37 | 18:41 | 18:54 | 4 | 13 | 17 | | |
| 21046225 | 06/13/2021 | 00:53:37 | 20 | 0404 | SUSP | WA | 300-BLK MCCOY RD 'S | | | | | | | | | | JEREMY FURMAN |
| | | | | | | | | 2G7 | 239 | 00:53 | 00:53 | 01:11 | 0 | 18 | 18 | | |
| 21046765 | 06/14/2021 | 18:11:50 | 20 | 0404 | TRAFPARK | WA | 300-BLK MCCOY RD | | | | | | | | | | ZAMORA,KIM |
| | | | | | | | | 2G8 | W5553 | 18:14 | | 18:22 | | | 8 | | |
| 21046882 | 06/15/2021 | 01:28:56 | 20 | 0404 | TS | B1 | MARIE AV/ SUTTON AV | | | | | | | | | | JEREMY FURMAN |
| | | | | | | | | 2G7 | 239 | 01:28 | 01:28 | 01:32 | 0 | 4 | 4 | | |
| 21047074 | 06/15/2021 | 18:09:27 | 20 | 0404 | MEDHEART | AS | 643 MCCOY RD | | | | | | | | | | TUCKER,WANDA |
| | | | | | | | | 2G8 | W5553 | 18:10 | | 18:24 | | | 14 | | |
| 21047485 | 06/17/2021 | 00:02:46 | 20 | 0404 | SUSP | WA | 300-BLK MCCOY RD | | | | | | | | | | JOY VANDERKOLK |
| | | | | | | | | 2G6 | 215 | 00:02 | 00:02 | 00:10 | 0 | 8 | 8 | | |
| | | | | | | | | 2G8 | W5553 | 00:02 | 00:03 | 00:10 | 1 | 7 | 8 | | |
| 21048241 | 06/19/2021 | 11:37:15 | 20 | 0404 | ANIMAL | WA | 131 JOHNS DR | | | | | | | | | | ELIASON,TYLER |
| | | | | | | | | 2G3 | 212 | 11:39 | | 11:53 | | | 14 | | |
| 21048623 | 06/20/2021 | 16:32:52 | 20 | 0404 | MEDLIFEL | NN | 113 JACKIE AV | | | | | | | | | | LIFELINE |
| | | | | | | | | 2G3 | 212 | 16:34 | 16:40 | 16:44 | 6 | 4 | 10 | | |
| 21049760 | 06/24/2021 | 10:28:32 | 20 | 0404 | WELFARE | NR | 100 PLAZA DR ' | | | | | | | | | | PFFADENHAUER,NICK |
| | | | | | | | | 2G3 | 212 | 10:31 | 10:35 | 10:43 | 4 | 8 | 12 | | |
| | | | | | | | | 2K2 | 207 | 10:31 | 10:39 | 10:43 | 8 | 4 | 12 | | |
| 21050724 | 06/27/2021 | 08:20:05 | 20 | 0404 | MEDBREAT | AS | 205 SHIRLEY AV | | | | | | | | | | THOMAS,NICK |
| | | | | | | | | 2G3 | 212 | 08:21 | 08:36 | 08:41 | 15 | 5 | 20 | | |

Total Number of Calls: 26

| Citation # | Date Issued | Issued To | Type | License | Charge | Grid |
|----------------------|-------------|-----------------------------|------|---------|-----------------|------|
| W2800239210605060333 | 06/05/2021 | BUDDE,CAITLIN | W | KKL491 | 321.20B | 0404 |
| W2800239210605060153 | 06/05/2021 | BUDDE,CAITLIN | W | KKL491 | 321.285 | 0404 |
| 28002392106140504517 | 06/14/2021 | GODAY,JULIO | T | KRA866 | ER/10.04.120(D) | 0404 |
| 28002392106050504048 | 06/05/2021 | MCMANEMY,CHARLES WILLIAM JR | T | KLK618 | ERH10.04.160 | 0404 |
| W2800239210605050648 | 06/05/2021 | MCMANEMY,CHARLES WILLIAM JR | T | KLK618 | ERH10.04.160 | 0404 |
| W2800229210610132554 | 06/10/2021 | REITER,DEANNE | W | IQK261 | ERH10.04.160 | 0404 |
| 28002152106110534405 | 06/11/2021 | GRIMM,JONATHAN | T | EFX555 | ERH10.04.160 | 0404 |
| 28002392106130627415 | 06/13/2021 | RIPPEY,ALLIE | T | HWM354 | ERH10.04.160 | 0404 |
| 28002392106140501066 | 06/14/2021 | GODAY,JULIO | T | KRA866 | ERH10.04.160 | 0404 |
| 28002392106142341498 | 06/14/2021 | SMITH,NATHAN MAURICE | T | JTP803 | ERH10.04.160 | 0404 |
| 28002152106301948559 | 06/30/2021 | WALKER,RACHEL LEE | T | KKL570 | ERH10.04.160 | 0404 |

RESOLUTION 3091

A RESOLUTION OF THE CITY COUNCIL OF ELK RUN HEIGHTS, IA THAT
THE FOLLOWING BILLS BE PAID AND TRANSFERS ARE HEREBY ALLOWED

| | | |
|------------------------|----------------------------------|------------------|
| ACTUALLY CLEAN | COMM RM CARPET CLEANING | 127.50 |
| ALIGN ARCHITECTURE | MAYORS PK-ENGINEER FEE/SHELTER | 8,385.60 |
| ASPRO | RU-COLD MIX | 584.60 |
| CITY OF EVANSDALE | FY22 1ST QRTR LAW ENFORCEMENT | 12,361.75 |
| | FY22 YARD WASTE CONTRACT | 2,400.00 |
| | FY22 ANIMAL CONTROL SERVICES | 2,284.00 |
| | VENDOR TOTAL | 17,045.75 |
| COMPUTER TROUBLESHTERS | CH-FY22 SUPPORT/BACK-UPS | 6,240.00 |
| COURIER | MAY17 SPECIAL MTG | 36.72 |
| | MAY 24 SPECIAL MTG | 28.17 |
| | ORDIANCE 273 | 23.14 |
| | JUNE 8 MTG CLAIMS | 107.64 |
| | SANITARY SEWER | 22.58 |
| | VENDOR TOTAL | 218.25 |
| EASTMAN, JULIE | CELL PHONE REIMBURSEMENT | 40.00 |
| | CH-COFFEE MAKER-WALMART REIMBRSE | 39.96 |
| | TOTAL | 79.96 |
| ELAN | RU-MEASURING WHEEL-LOWES | 59.98 |
| | RU-FUEL-ROAD RANGER | 87.64 |
| | RU-FUEL-ROAD RANGER | 91.12 |
| | CELEBRATION/WOOD-MENARDS | 246.76 |
| | SHOP-TAPE MEASURE-LOWES | 29.98 |
| | RU-CONCRETE-LOWES | 26.88 |
| | CH-ONLINE SERVICES-MICROSOFT | 100.32 |
| | CH-GARAGE SALE AD-COURIER | 39.99 |
| | CH-VIDEO CALL SERVICE-ZOOM | 1.53 |
| | CH-CERTIFIFED MAIL-USPS | 14.00 |
| | CH-WATER/FLOWERS-WALMART | 46.80 |
| | CELEBRATION/:ALCOHOL LICENCE-IAB | 158.24 |
| | CH-STAMPS-USPS | 165.00 |
| | CH-FOR SALE KIT-STAPLES | 25.78 |
| | CR-SWIFFER/PAPER TOWELS-STAPLES | 41.97 |
| | CH-MISC SUPPLIES | 53.97 |
| | VENDOR TOTAL | 1,189.96 |
| FRICKSON BROS | RU-RPLC VALVE ON ELK RUN/MCCOY | 2,000.00 |
| HI-VIZ SAFETY | RU-UNIFORM | 100.00 |
| | RU-NEW SIGNS GVILLE RD | 288.50 |
| | VENDOR TOTAL | 388.50 |
| INRCOG | MEMBERSHIP DUES | 720.00 |
| KRISTI LUNDY | CELL PHONE REIMBURSEMENT | 40.00 |
| P & K MIDWEST | RU-TRACTOR/BUSHING | 17.04 |
| | PK-BLADE | 128.22 |

| | | |
|-------------------------|--------------------------------|-------------------|
| | VENDOR TOTAL | 145.26 |
| PEOPLESERVICE | AUGUST 2021 SERVICES | 11,981.00 |
| RICOH | COPIER CONTRACT | 227.98 |
| SPEER FINANCIAL | SW-CONSULT/ISSUANCE OF GO/SRF | 4,000.00 |
| TEDS | PK-INSECT KILL | 16.99 |
| | PK-PAINT & SUPPLIES | 65.45 |
| | CELEBRATION-NUT/BOLTS | 30.38 |
| | CELEBRATION-PAINT | 26.99 |
| | CELEBRATION-BLADE FOR STAGE | 51.98 |
| | CELEBRATION-SWAP BOLTS | 17.00 |
| | CELEBRATION-TURNBUCKLE | 7.49 |
| | VENDOR TOTAL | 216.28 |
| THOMAS JAMES | CELL PHONE REIMBURSEMENT | 40.00 |
| ALLEN OC HEALTH | PHYSICAL TEST/TRAIN-WADE | 222.00 |
| UTILITY EQUIPMENT CO | WT-REPLACE VALVE ON ELK RUN ST | 1,385.47 |
| WASTE MANAGEMENT | RECYCLING | 564.78 |
| WATERLOO FIRE RESCUE | FY22 1ST QTR FIRE CONTRACT | 9,731.87 |
| WATERLOO WATER WORKS | FY21 4TH QRTR DOUGLASS RD PYMT | 105.00 |
| WRH, INC. | WWTP PAY REQUEST #1 | 51,300.00 |
| WILLETT HOFMANN & ASSOC | ENGINEER-MAYORS PK TRAIL | 1,003.80 |
| | | 117,943.56 |
| | GENERAL | 34,273.97 |
| | ROAD USE TAX | 1,547.74 |
| | MAYORS PARK IMPROVEMENTS | 8,385.60 |
| | WATER | 5,886.67 |
| | SEWER | 9,584.80 |
| | WWTP | 55,300.00 |
| | LANDFILL/GARBAGE | 564.78 |
| | YARD WASTE | 2,400.00 |
| | TOTAL FUNDS | 117,943.56 |
| PREPAYS: | | |
| 6039 USPS | JULY 2021 UTILITY BILLING | 139.47 |
| | TOTAL PREPAYS | 139.47 |

**PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA ON THIS
13TH DAY OF JULY 2021**

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3092

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, AUTHORIZING PAYMENT #1 TO WRH, INC. IN THE AMOUNT OF \$51,300.00 FOR THE WASTEWATER TREATMENT PLANT PROJECT

WHEREAS, the City entered into a contract with WRH, Inc. for the Wastewater Treatment Plant Project; and

WHEREAS, the City's Engineer, Jason Miller with MSA Professional Services has reviewed the construction progress and recommends payment to WRH, Inc. of South Amana, Iowa

Request attached

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk Run Heights, Iowa, that pay application #1 in the amount of \$51,300.00 hereby authorized to be issued for the Wastewater Treatment Plant Project

PASSED AND ADOPTED THIS 13TH DAY OF JULY 2021

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

(Hearing – Sewer Revenue)

497186-3

Elk Run Heights, Iowa

July 13, 2021

The City Council of the City of Elk Run Heights, Iowa, met on July 13, 2021, at 6:00 p.m., at the City Hall, in the City.

The meeting was called to order by the Mayor, and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

This being the time and place specified for holding the public hearing and taking action on the proposal to enter into a Sewer Revenue Loan and Disbursement Agreement, 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 _____ introduced the following resolution and moved its adoption, seconded by Council Member _____. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted, as follows:

RESOLUTION 3093

Resolution taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement

WHEREAS, the City of Elk Run Heights (the “City”), in Black Hawk County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “Utility”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, the City has heretofore proposed to contract indebtedness and enter into a certain Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) and to borrow money thereunder in a principal amount not to exceed \$4,877,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility, and has published notice of the proposed action and has held a hearing thereon on July 13, 2021;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Elk Run Heights, Iowa, as follows:

Section 1. The City Council hereby determines to enter into the Agreement in the future and orders that Sewer Revenue Bonds be issued at such time in evidence thereof. The City Council further declares that this resolution constitutes the “additional action” required by Section 384.24A of the Code of Iowa.

Section 2. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Section 3. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved July 13, 2021.

Mayor

Attest:

City Clerk

• • • •

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
BLACK HAWK COUNTY
CITY OF ELK RUN HEIGHTS

SS:

I, the undersigned, City Clerk of the City of Elk Run Heights, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to the hearing on the City Council's intention to enter into a Sewer Revenue Loan and Disbursement Agreement in a principal amount not to exceed \$4,877,000.

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

June 29, 2021

VIA EMAIL

Julie Eastman
City Clerk/City Hall
Elk Run Heights, Iowa

Re: \$4,877,000 SRF Sewer Revenue Loan and Disbursement Agreement
Our File No. 497186-3

Dear Julie:

We have prepared and attach proceedings related to the public hearing and additional action on the Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) for the July 13, 2021, City Council meeting.

The proceedings attached include the following items:

1. Minutes of the meeting covering the public hearing, followed by the resolution taking additional action in connection with the Agreement. This resolution simply sets forth the City Council’s determination to enter into the Agreement in the future and its adoption constitutes the “additional action” required by the Iowa Code.
2. Attestation Certificate with respect to the validity of the transcript.

On July 13, 2021, the City Council should meet as scheduled and hold the hearing on its intention to enter into the Agreement. The minutes as drafted assume that no objections will be filed or made.

Please return one fully executed copy of these proceedings to our office as soon as possible.

Please call John Danos, Lauren Baker or me if you have questions.

Kind regards,

Emily Hammond

Attachments

cc: Tracy Scebold
Tony Toigo
Maggie Burger
Jason Miller