

Strawberry Point City Council  
Regular Meeting July 21, 2017

The Strawberry Point City Council met for a regular meeting on Friday, July 21, 2017 at 5:00 p.m. at the Council Chambers of City Hall. Mayor Bente presided and led the Pledge of Allegiance. Council members answering roll call were Rowcliffe, Evans, Johnson, Kuehl and Hansel.

Evans made a motion to approve the agenda. Johnson seconded the motion. A roll call vote was taken. Ayes: Rowcliffe, Evans, Johnson, Kuehl and Hansel. Nays: None. Motion passes.

**CONSENT AGENDA**

Minutes from July 19th

Johnson moved to approve the consent agenda. Kuehl seconded the motion. A roll call vote was taken. Ayes: Evans, Johnson, Kuehl, Hansel and Rowcliffe. Nays: None. Motion passes.

**UNFINISHED BUSINESS**

Council decided to discuss Access Systems after the review of the budget.

**INFORMATION**

**NEW BUSINESS**

City Administrator Osweiler gave the Council an overview of the budget at the end of fiscal Year 16-17, which ended June 30<sup>th</sup>, 2017. She noted that the general fund shows a positive balance of approximately \$7,120. Osweiler then discussed each department and whether they met or did not meet their budgets and the explanations as to why that may have occurred. It was identified that the Police Department, Fire Department and Library all exceeded their budgets. Police went over by approximately \$1190.00 due to unforeseen vehicle repairs. Fire appeared to have gone over budget, however, it was determined that there were grant funds not included under expenditures. These should have been accounted for and were not. Additionally, the Mayor noted that the department has been on more calls in the past 6 months than they did in the whole year previously. There were also unforeseen equipment loss/repairs necessary. The Library went over budget by approximately \$5284.00. Osweiler noted that she had been contacted by a member of the board regarding salaries not being paid out correctly; this had to be corrected in our system. She did not feel this was the fault of the library or their Board and was corrected when it was brought to her attention. Additionally, the areas of utilities, buildings & grounds maintenance, books and periodicals were over as well. Council felt that there were areas within the control of the library which were over budget. Council requested the Library Board be contacted to attend the next Council meeting for a discussion. Osweiler stated that all other funds currently hold positive balances except for one account. This account is a capital equipment account linked to the Fire Department. It was discussed that this deficit is possibly 10 years old or more. Osweiler stated that it needs to be addressed and told Council she will research a little more and come back with some suggestions for a solution. Council thought the outcome was positive but stated that more work needed to be done during the current fiscal year to continue to build the balance of the general fund.

Council reviewed the proposals for contracts with Access Systems. There were three areas – IT Support/ Server, Phone System & Copiers to review. The information was previously presented at the Council meeting on June 21<sup>st</sup>, 2017. The IT Support & Server are necessary to safeguard our city files, utility and otherwise. The phone system will aid staff in being able to better assist citizens. Currently we only have one phone line and are unable to assist other calls if we are on the phone. It is a chronic issue and has been a point of frustration for both city and staff. Regarding the copiers, we currently are utilizing very expensive units to run – with the amount of printing City Hall does for billing and other purposes, we need a machine that is more cost effective and efficient. City Administrator Osweiler reviewed how the contracts would be paid for. Approximate yearly budget impacts would be as follows: Electric Fund \$3661.44, Sewer \$3661.44, Water \$3661.44, General \$3326.84, Clerks Capital Equipment \$1850.00. After much discussion, Hansel made a motion to move forward with entering into contract

with Access Systems as presented. Kuehl seconded the motion. A roll call vote was taken. Ayes: Johnson, Kuehl, Hansel, Rowcliffe and Evans. Nays: None. Motion passes.

Council reviewed the request to purchase 102 radio read water meters so Public Works can continue updating the meters in the City. The cost for 102 meters would be approximately \$21,930.00 and would be paid for out of the Water Fund. Johnson made a motion to approve the request to purchase water meters as presented. Evans seconded the motion. A roll call vote was taken. Ayes: Kuehl, Hansel, Rowcliffe, Evans and Johnson. Nays: None. Motion passes.

Council reviewed the request to approve the proposal from Prairie Road Builders for street patching in town for \$22,272.70. City Admin Osweiler explained that Public Works had worked with Prairie Road Builders to prioritize the list. Council inquired if the quote amount was in line with what we have paid in the past and asked whether it had been budgeted for. Osweiler stated it was in line with what was spent in the past fiscal year and that we did budget for it this year, to be paid out of the Roads fund. Kuehl made a motion to approve the proposal from Prairie Road Builders for \$22,272.70. Rowcliffe seconded the motion. A roll call vote was taken. Ayes: Hansel, Rowcliffe, Evans, Johnson and Kuehl. Nays: None. Motion passes.

Council reviewed the request to purchase radars and PBTs for the Police Department. The funds for the purchase are covered by a grant received by the Police Department. Rowcliffe made a motion to approve the request to purchase radars and PBTs for the Police Department for \$4,088.00. Hansel seconded the motion. A roll call vote was taken. Ayes: Rowcliffe, Evans, Johnson, Kuehl and Hansel. Nays: None. Motion passes.

#### **OTHER BUSINESS**

City Administrator Osweiler informed the Council of an incident one of the Police Department vehicles had where the break line failed while in use. She informed that Council that she would like to work with Police Chief Evans to gather information on a new vehicle and be able to present that information at the next Council meeting. This vehicle has had a number of issues within the past few years and this most recent incident is a clear indication that there is a safety concern for officers. Further, the amount of money that we are expending on vehicle repairs is an issue. Osweiler felt that the money would be better spent on making a payment for a new vehicle. Council agreed that this should be a priority and would review whatever is presented.

Osweiler also mentioned that the Iowa League of Cities Annual Conference is coming up at the end of September. She informed the Council that if any Council Member would like to attend with her, to let her know.

With no further business, Kuehl moved to adjourn at 6:42 p.m. Evans seconded the motion. Motion passes.

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Alison Osweiler, City Clerk/Administrator

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Jeff Bente, Mayor