



GRATITUDE IN LOOKING BACK,
EXCELLENCE REACHING TOMORROW

105 SE 2ND ST; BOX 29; GILBERT, IOWA 50105
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**Gilbert City Council
Minutes
Council Chamber, April 6, 2020 at 6:00 PM**

Present: Mayor: Jonathan Popp, Council members: Frank Rydl, via tele-conference: Shaon Anderson, Teri Gallahan, Jamie Miller and Katie Jerkins.

Guests: Eric Henley

Mayor Jonathan Popp led in the Pledge of Allegiance.

Motion to approve the Consent Agenda consisting of the April 6, 2020 Agenda; Minutes from the March 2, 2020 and March 23, 2020 Regular Meetings, as well as the Claims/Revenue reports from March 1–31, 2020. (Gallahan/Anderson). MCU (5).

Open Forum: No comments were made or presented.

Motion to approve and allow Mayor Popp to sign Certified Operator Contract with Alan Hanson for water and wastewater affidavit operator services. (Gallahan/ Anderson). MCU(5).

Motion to approve extending posting of Water/Wastewater Supervisor until May and allowing the city clerk to post position to Indeed.com. (Anderson/Gallahan). MCU(5).

Discussion was held on Standard Operating Procedures of water plant. Council asked T. Stupp to clarify a few items. No action was taken.

Motion to waive late fee for next billing period, continue late notice letters, suspend shut-offs and revisit procedures during the May council meeting. (Miller/Jerkins). MCU (5).

Motion to approve pay request #7 by Woodruff Construction, LLC for Water Treatment Plant Project in the amount of \$306,632.72. (Rydl/Anderson). MCU (5).

Motion to follow direction of sub-committee to make hiring selection of Parks and Streets Department seasonal help and to offer \$15.00/hour for position to begin before the end of the month. (Miller/Jerkins). MCU (5).

Motion to place a hiring freeze on the Administrative Assistant position through end of April 2020. (Miller/Gallahan). MCU (5).

Motion to approve Merchant Agreement with Worldpay LLC and GovPayNet payment service. (Gallahan/Rydl). MCU(5).

Motion to postpone City Wide Garage Sales to a future date to be determined. (Gallahan/Jerkins). MCU(5).

Next council meeting will be May 4, 2020 at 6:00 pm in the Council chambers at City Hall.

Committee reports were given. No action was taken.

Motion to adjourn. (Gallahan/Miller). MCU (5).

Jonathan C. Popp, Mayor

Sonia Arellano Dodd, City Clerk/Treasurer

REVENUES REPORT**March 1-31, 2020****Revenues**

Building Permits	\$35.00
Resource Recovery	\$1,239.10
R.B. Community Center Donations	\$160.00
Rent	\$2,000.00
County Contributions, Econ. Dev.	\$3,101.64
General, Franchise fee	\$530.78
General, Insurance Dividend	\$3,307.96
General, Misc.	\$4,995.11
General, Property Tax	\$149,575.34
General, Insurance- Property tax	\$10,737.84
Employee Benefits, Property tax	\$19,884.86
Road Use Tax	\$5,484.68
Local Option Sales Tax	\$10,188.85
Utility Billing Payments	\$42,322.41
Water, Debt fee	\$9,273.36
Water, Misc.	\$60.00
Water, Proceeds from loan	\$282,854.90
Sewer, Proceeds from loan	\$5,000.00
Sewer, Debt fee	\$11,867.41
Revenue Total	\$562,619.24

CLAIMS REPORT**March 1-31, 2020****General**

Access Systems	
Copier/supplies	\$242.59
Alliant Energy	
Elec./Natural gas utility	\$1,508.05
Arend's Sanitation	
Sanitation services	\$33.30
Card Services	
Google services & supplies	\$79.00
Century Link	
City Hall phone/fax	\$169.42
Compass Business Solution	
Printing services	\$86.25
First National Bank	
Fed/FICA Tax	\$1,595.88
Graham Lundt	
Parks & Rec. Coordinator	\$1,000.00
Sarah King	
City hall cleaning	\$300.00

IPERS

Pension	\$938.40
Key Coop	
Vehicle fuel	\$42.82
IA Secretary of State	
Filing fee	\$425.00
Oxen Technologies	
Technical support	\$163.28
Safe Building Compliance	
Inspections	\$35.00
Schnurr & Co., CPAS, PLC	
City examination	\$3,400.00
Sonia Arellano Dodd	
Mileage 1Q 2020	\$42.28
Staples	
Supplies	\$278.87
Stratford Telephone	
Telecommunications	\$49.95
Toledo Physical Ed Supply	
Basketball hoop	\$102.08
Treasurer, State of IA	
State taxes	\$902.40
Verizon Wireless	
Cell phone	\$19.08
Windstream	
Telephone service	\$81.07
Witt, Shelly	
Library cleaning	\$230.00
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	\$11,724.72

Red Buchman Community Center

Frank Rydl	
Reimbursement of tv	\$315.65
Stratford Telephone	
Communication services	\$10.00
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	\$325.65

Road Use

Alliant Energy	
Elec./Natural gas utility	\$2,519.82
Arend's Sanitation	
Sanitation Services	\$16.65
Card Services	
Supplies	\$13.00
First National Bank	
Fed/FICA Tax	\$565.64
Fox Engineering	
Engineering services	\$10,140.00

IA DOT		
	Signs & posts	\$492.75
IPERS		
	Pension	\$332.74
Key Coop		
	Vehicle fuel	\$256.93
Treasurer, State of IA		
	State taxes	\$298.00
Verizon Wireless		
	cell phone	\$9.56
Windstream		
	Telephone	\$15.91
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		\$14,661.00

Employee Benefits

Delta Dental		
	Employee insurance	\$44.24
GIS Benefits		
	Employee insurance	\$40.70
PDG Printing		
	Uniforms	\$126.00
Wellmark Blue Cross		
	Employee health insurance	\$1,263.36
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		\$1,474.30

Water

Ag Source		
	Water testing	\$342.00
Alliant Energy		
	Elec./Natural gas utility	\$1,220.94
Arend's Sanitation		
	Sanitation Services	\$16.65
C&K Heating & AC		
	Service call	\$155.00
Card Services		
	Supplies	\$450.30
Delta Dental		
	Employee insurance	\$9.48
First National Bank		
	Fed/FICA Tax	\$584.26
Fox Engineering		
	Engineering fees	\$32,972.90
GIS Benefits		
	Employee insurance	\$13.57
Hawkins. Inc.		
	Chlorine cylinder	\$1,072.17
IPERS		

Pension	\$387.52
Key Coop	
Vehicle Fuel	\$42.82
Midland Power Coop	
Pump house electricity	\$364.42
Municipal Supply Inc.	
Supplies	\$1,040.00
Tad Stupp	
Cell phone reimbursement	\$15.50
Terracon	
Project testing	\$1,067.50
Treasurer, State of IA	
State taxes	\$376.80
Verizon Wireless	
Cell phone	\$9.54
Wellmark Blue Cross	
Emp. health insurance	\$271.75
Windstream	
Telephone service	\$15.90
Woodruff Construction	
Water plant project	\$248,814.50
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	\$289,243.52

Sewer

Alliant Energy	
Elec./Natural gas utility	\$3,395.80
Arend's Sanitation	
Sanitation Services	\$16.65
Card Services	
Training	\$180.00
Delta Dental	
Employee insurance	\$9.48
First National Bank	
Fed/FICA Tax	\$584.16
Fox Engineering	
Water plant engineering	\$721.50
GIS Benefits	
Employee insurance	\$13.57
IPERS	
Pension	\$387.48
Key Coop	
Vehicle fuel/ supplies	\$42.82
Municipal Supply	
Supplies	\$1,040.00
O'Donnell Ace Hardware	
Supplies	\$20.99

Tad Stupp		
Cell phone reimbursement	\$15.50	
Treasurer, State of IA		
State taxes	\$376.80	
Verizon Wireless		
Cell phone	\$9.54	
Wellmark Blue Cross		
Emp. Health Insurance	\$271.75	
Windstream		
Telephone service	\$15.91	
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	\$7,101.95	

Storm Sewer

Key Coop		
Vehicle fuel/supplies	\$42.83	
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	\$42.83	

Payroll Checks on 3/12/20	\$4,671.60	
Payroll Checks on 3/26/20	\$5,228.71	
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	\$9,900.31	

Claims Total	\$334,474.28	
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