

**CITY OF ELKHART BUSINESS MEETING MINUTES**  
**March 13, 2017 - 6:00 p.m. City Hall**

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**1. Call to Order**

Mayor Snyder called the meeting to order at 6:15 p.m.

**2. Pledge of Allegiance**

Mayor Snyder led the room in the Pledge of Allegiance.

**3. Roll Call**

Council members present: Michael Just, Steve Nolte, Kevin Smith  
Councilman Chad Rumbaugh and Brian Shipley were absent.

Staff present: City Clerk Kyle Michel and Fire Captain Chris Mathis

**4. Approval of the Agenda**

Motioned by Nolte, Seconded by Smith, motion carried unanimously.

**5. Public Hearing: Budget Estimate for Fiscal Year 2018**

Mayor Snyder called for a motion to enter into the Public Budget Hearing at 6:17 pm.

Motioned by Just, Seconded by Nolte, motion carried unanimously.

No comments or questions were posed by the public.

Mayor Snyder called for a motion to close the Public Budget Hearing at 6:22 pm.

Motioned by Nolte, Seconded by Smith, motion carried unanimously.

**6. Citizen Hearing and Other Communications:**

- a. **Polk County Sherriff Report given by CPT Mark Russo**
- b. **Chris Palmer, tax abatement, Chris was not present to give comment**

**7. Resolution 2017-23: Consent Agenda for March 13<sup>th</sup>, 2017**

City Clerk gave a review of the items on the Consent Agenda and made note of the updated claims list, new format for financial statements, and details about specific items on the claims list.

Motioned by Nolte, Seconded by Just, motion carried unanimously

- a. **Minutes of the February 6<sup>th</sup>, 2017 Council Meeting**
- b. **Minutes of the February 13<sup>th</sup>, 2017 Council Meeting**
- c. **Minutes of the February 21<sup>st</sup>, 2017 Council Meeting**
- d. **February 2017 Financial Statements**
- e. **Bills Submitted**

**CLAIMS REPORT**

VENDOR	INVOICE DESCRIPTION	AMOUNT	CHECK #	CHECK DATE
ANKENY SANITATION	GARBAGE SVC	50.51	18114	3/13/2017
ARNOLD MOTOR SUPPLY	CUSTEL995	102.71	18115	3/13/2017
CARUS CORPORATION	CHEMICALS	470.06	18116	3/13/2017
CONSUMERS ENERGY	IND PARK STREET LIGHTS	219.7	18117	3/13/2017

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DATA TECHNOLOGIES INC	SOFTWARE	95	18118	3/13/2017
DATA TECHNOLOGIES INC	SOFTWARE	332.5	18118	3/13/2017
DATA TECHNOLOGIES INC	SOFTWARE	332.5	18118	3/13/2017
DATA TECHNOLOGIES INC	SOFTWARE	795	18118	3/13/2017
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	321.37	18119	3/13/2017
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	763.08	11019340	2/15/2017
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	640.98	11019343	2/28/2017
HEIMAN INC FIRE EQUIPMENT	FIRE EQUIPMENT	303	18097	2/17/2017
HUXLEY COMMUNICATIONS	CHALL & FIRE PHONE/INTERNET	96.29	18120	3/13/2017
TREASURER STATE OF IOWA	STATE TAXES	85	11019342	2/28/2017
TREASURER STATE OF IOWA	STATE TAX	82	11019342	2/28/2017
IMFOA	MBR DUES < 2,000 POPULAT	100	18121	3/13/2017
IOWA FIRE CHIEFS' ASSOCIATION	ANNUAL FIRE CHIEF DUES	25	18122	3/13/2017
IOWA ONE CALL	EMAIL LOCATES	30.6	18123	3/13/2017
IOWA STATE UNIVERSITY	COMPREHENSIVE PLAN UPDATE	65	18124	3/13/2017
IPERS	IPERS	373.29	11019341	2/28/2017
IPERS	IPERS	363.54	11019341	2/28/2017
IPERS	IPERS OVERPYMT	524.23	11019344	2/17/2017
KEYSTONE LABORATORIES INC	SAMPLE ANALYSIS	140.3	18125	3/13/2017
MARCO TECHNOLOGIES LLC	9444-01CONTRACT	50.25	18126	3/13/2017
MARSHALL COUNTY EMER MED	KIM ELDER	40	18104	3/8/2017
MENARDS - ANKENY	MISC GARAGE SUPPLIES	36.73	18127	3/13/2017
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	606.3	18128	3/13/2017
MID AMERICAN ENERGY	ELECTRIC/GAS 03670-63009	4,166.94	18129	3/13/2017
MUNICIPAL EMERGENCY SERVICES	FD HOSES	788	18130	3/13/2017
POLK COUNTY	HAUL ROCK	114.6	18131	3/13/2017
POLK COUNTY TREASURER	SHERIFF CONTRACT	912	18132	3/13/2017

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PRAETORIAN DIGITAL	FIRE/EMS TRAINING SUPPLIES	970	18133	3/13/2017
RACOM CORPORATION	28RADIO ACCESS EDACS	658	18134	3/13/2017
SAM'S CLUB	SUPPLIES	240.78	1174	3/13/2017
THORPE WATER DEVELOPMENT	FEBRUARY SERVICE	1,820.00	18135	3/13/2017
TRACTOR SUPPLY CREDIT PLAN	6035301203357189Acct	79.96	18136	3/13/2017
THE UI CENTER FOR CONFERENCES	IMMI	420	18098	2/23/2017
VERIZON WIRELESS	FIRE VEHICLES MIFIBROADBAND	80.02	18137	3/13/2017
WEX BANK	FUEL	98.34		
PAYROLL CHECKS ON 2/15/2017		2,467.56		
PAYROLL CHECKS ON 2/28/2017		1,804.78		
**** PAID TOTAL ****		21,665.92		
**** SCHED TOTAL ****				
***** REPORT TOTAL *****		21,665.92		

8. **Resolution 2017-24: A resolution to adopt the Fiscal Year 2018 Budget and certify levy rates**  
 Motioned by Just, Seconded by Nolte, motion carried unanimously
9. **Resolution 2017-25: A resolution to accept the codification proposal from Iowa Codification**  
 Motioned by Nolte, Seconded by Just, motion carried unanimously
10. **Discussion and possible action regarding quotes for access control systems in the Fire Department and City Hall**  
 No action taken. Tabled until April 17<sup>th</sup> Council Meeting pending more information.
11. **Resolution 2017-26: A resolution to accept the quote for services from The PFM Group**  
 Motioned by Just, Seconded by Nolte, motion carried unanimously
12. **Resolution 2017-27: A resolution to approve the Elkhart Industrial Park Plat 2 Final Plat**  
 Motioned by Nolte, Seconded by Just, motion carried unanimously
13. **Resolution 2017-28: A resolution to approve Elk Run Plat 1 Final Plat**  
 Motioned by Just, Seconded by Nolte, motion carried unanimously
14. **Resolution 2017-29: A resolution to approve the Elkhart Industrial Park Plat 2 Lot 2 Site Plan**  
 Motioned by Just, Seconded by Smith, motion carried unanimously
15. **A resolution reserved for Council action**  
 Fire Captain Chris Mathis gave a report to Council regarding structure and organization of the Fire Department. No action taken.

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**16. Reports:**

Mayor:

Introduced Rep. Zach Nunn and gave him the floor to give an update on legislation of importance to the City of Elkhart

Just:

None

Nolte:

None

City Clerk:

Provided Council with an update on the new City website. Showed the Council a mockup for Public Works Tshirts and staff polos. Noted that City Hall would be closed on March 15<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup>, 31<sup>st</sup>, and April 3<sup>rd</sup>. Planning and Zoning training will occur on April 18<sup>th</sup> in Johnston. The Next City Council meeting will be April 17<sup>th</sup>. Discussed animal control incidents that occurred in February and March.

Fire Department:

Gave report in regards to February calls, upcoming scheduled maintenance, upcoming training, and gave an update on the Heiman bill status.

Planning and Zoning:

Gave review of meetings held on February 16<sup>th</sup> and March 9<sup>th</sup>.

Cemetery Association:

None

Maintenance:

None

**17. New and Miscellaneous Business**

None

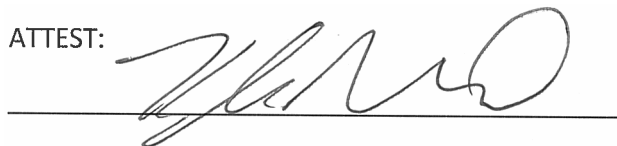
**18. Adjourn**

Motioned by Just, Seconded by Smith, motion carried unanimously.  
Mayor Snyder adjourned the meeting at 8:00 pm.



Brandon Snyder, Mayor

ATTEST:



Kyle J. Michel, City Clerk