



Common Council Meeting – Minutes for November 4, 2024

Council Members in Attendance: Ben Leavitt, Austin Yoder, Amy Rosa, Dustin Geyer, Kelbi Veenstra

Also Present: Mayor Phil Jenkins **City Attorney** Brian Hoffer, **Clerk-Treasurer** Jeff Knight **Guests:** 4 (IP), and one member of the press (IP) were in attendance.

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm and led the Council in the Pledge of Allegiance and opening prayer.
- Roll Call: Council members listed above were in attendance in person.
- Approval of Minutes from October 28, 2024, Council meeting: CM Leavitt motioned to approve the minutes. CM Yoder seconded. The minutes were approved unanimously by voice vote.
- There were no petitions and comments by citizens or reports of committees, boards, and commissions.
- Unfinished Business:
 - 3rd Reading of Ordinance 1637 – Continuing and Extending the EID: Mayor Jenkins re-introduced the Ordinance noting that it is for another 10-year period. This started in 2004 and was renewed in 2014. There were no further questions or comments than what were offered at the previous readings or handled offline. CM Geyer motioned to approve Ordinance 1637 – Continuing and Extending the EID. CM Leavitt seconded. Ordinance 1637 - Continuing and Extending the EID was approved unanimously by roll call vote.
 - 2nd Reading of Ordinance 1635 – 2025 Salary: Mayor Jenkins re-presented the Ordinance to the Council. He noted that most salaries were being increased by 4%. The First-Class Patrolman for Police received closer to an 8% increase in an attempt to narrow the gap between current pay and what the State Police are being paid. CM Geyer asked if the increases were included in the 2025 budget. Mayor Jenkins said yes. CM Geyer asks Police Chief Rulli if he was comfortable with the increases knowing that the City did lose one police officer to another City’s police department. Chief Rulli said yes and that this should help. Mayor Jenkins reiterated that the First-Class Patrolman’s salary (including longevity) is what the pension is based upon. CM Leavitt motioned to approve Ordinance 1635 - 2025 Salary on second reading. CM Yoder seconded. Ordinance 1635 – 2025 Salary was approved unanimously by voice vote on second reading.
- New Business:
 - Resolution 783-24 – Carry Forward Encumbrances from 2023 to 2024: CT Knight presented the items on this resolution as clean-up items from year-end 2023. There were year-end purchase orders created in order to by supplies prior to the year ending. Sometimes those PO’s carry over into the new year. When that happens, a resolution needs to be created and submitted to the Council. CT Knight noted that this was an oversight on his part and that this had no impact on the 2024 budget because the funds were budgeted for these items in the 2023 budget. CT Geyer asked if there would be another one of these submitted for year-end 2024. CT Knight and Mayor Jenkins both said yes with CT Knight noting that it is normally in early January that this is created. CM Geyer motioned to approve Resolution 783-24 – Carry Forward Encumbrances. CM Yoder seconded. Resolution 783-24 – Carry Forward Encumbrances from 2023 to 2024 was approved unanimously by voice vote.



- 1st Reading of Ordinance 1638 – Additional Appropriations: CT Knight presented Ordinance 1638 for additional appropriations primarily tied to the downpayment costs of the Fire Station. There was also an additional appropriation regarding the costs of purchasing electric vehicles for the Planning Department. These costs will be offset by a 100% grant. Thus, the City will expend the funds for the vehicles and then get reimbursed for the entire cost. CM Geyer asked if the City has already spent the money to purchase one of the two vehicles for the Planning Department. CT Knight said yes. CM Geyer asked if the City expected to get reimbursement this year. Mayor Jenkins responded that the City is waiting on the Department of Energy who issued the grant. The thinking is that the City will get reimbursed prior to the end of the year but it is out of the City’s control. The City needs to get approval to spend the money this year. The reimbursement will go back into the general fund. CM Yoder motioned to approve Ordinance 1638 – Additional Appropriations on first reading. CM Rosa seconded. Ordinance 1638 – Additional Appropriations was approved by unanimous voice vote on first reading.
- Approval of Accounts Payable Vouchers - City 2024 APV’s Totaling \$952,312.53: CT Knight commented that all the property and casualty and worker comp insurances are included in this register totaling approximately \$225,000 (interspersed amongst all of the departments). There is roughly \$350,000 for normal and pensioner payroll. AIM Medical Trust monthly costs equate to approximately \$58,000. There was also \$58,000 in credit card reimbursements where the funds that are paid towards the monthly utility bills are collected in the general fund and then passed along through inner-departmental transfer. Finally there was a \$74,000 reallocation of cost for the electric vehicle purchased for the Planning Department. CM Rosa motioned to approve the APV’s totaling \$952,312.53. CM Geyer seconded. The APV’s were approved unanimously by voice vote.
- Reports by City Officers: CM Leavitt inquired about the property on 251 N. Main Street. Mayor Jenkins commented that he included a Uniform Land or Easement Acquisition Offer document in the Council meeting folder for the member’s review. This will be taken into consideration at the next meeting on November 18th. The Council had asked for a copy of the letter.
- Adjournment: With no further business to discuss, CM Leavitt motioned to adjourn the meeting and CM Rosa seconded. The meeting adjourned at 7:16 pm by unanimous voice vote.

Mayor Jenkins

Attest: _____
Jeff Knight, Clerk of the Council