



## ***Common Council Meeting – Minutes for August 28, 2023***

**Council Members in Attendance:** Ben Leavitt, Dana Hollar, Amy Rosa, Dustin Geyer, Kelbi Veenstra

**Also Present: Mayor:** Phil Jenkins, **City Attorney:** Brian Hoffer, **Clerk-Treasurer** Jeff Knight, **Guests:** 3 (IP).  
No members of the press 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 an opening prayer.
- Roll Call: Council members listed above were in attendance in person.
- Approval of Minutes from the August 7, 2023, Council meeting: Council Member Rosa motioned to approve the minutes. Council Member Hollar seconded. The minutes were approved unanimously by voice vote.
- There were no petitions or comments by citizens.
- Reports of Committees, Boards, or Commissions: Clerk-Treasurer Report – July 31, 2023. CT Knight presented the report. The ending Fund balance as of 7/31/23 was \$20.8 million. When the investments were included, the total cash on hand was \$27.9 million. CT Knight briefly talked about Redevelopment Funds being a part of the General Fund as it pertains to the bank accounts and reconciliation. \$1 million of Redevelopment cash appears broken out on the CT Report only because that portion of the \$4 million in Redevelopment funds is kept liquid and managed separately via the money market account. Council Member Leavitt motioned to approve the CT Report. Council Member Hollar seconded. The CT Report was approved unanimously by voice vote.
- Unfinished Business
  - 3rd Reading Ordinance 1623 Additional Appropriations: Mayor Jenkins presented the Ordinance for consideration on third reading. Council Member Geyer motioned to approve the Ordinance. Council Member Veenstra seconded. Ordinance 1623 Additional Appropriations was approved unanimously by roll call vote..
- There was no New Business.
- Approval of Accounts Payable Vouchers - 2023 APV's Totaling \$858,063.99: CT Knight told the Council that these vouchers include \$24,000 for First Group engineering costs associated with Woodview Dr., \$25,000 for the payout of the Chamber contract, \$20,000 to outfit the Tahoes. \$22,000 for Cyber and Disability insurance, the final \$80,000 due to R. Yoder Construction for their work on Oakland Trail, and one-and-a-half regular payrolls. Council Member Leavitt asked about anything additional R. Yoder needed to do on Oakland Trail. Mayor Jenkins said that R. Yoder still has a one-year warranty on their work. Park Superintendent Davis is working with R. Yoder Construction and Yoder Stutsman on the pumps that pump the water out of the pond. Weeds continue to clog them. For the most part, the work is done but there may be some touch-up landscaping yet to be completed under warranty. Council Member Rosa motioned to approve the APV's. Council Member Geyer seconded. The APV's were approved unanimously by voice vote.
- Reports by City Officers: Mayor Jenkins informed the Council that, earlier in the day, the Board of Works approved the RFQ for the new fire station. All of the members will be given access to the information. The RFQ is scheduled to be in the papers on September 1<sup>st</sup> and September 8<sup>th</sup>. Qualifications are due October 9<sup>th</sup>.



- Adjournment: With no further business to be discussed, Council Member Hollar motioned to adjourn the meeting and Council Member Rosa seconded. The meeting was adjourned at 7:09 pm by unanimous voice vote.

\_\_\_\_\_  
Phil Jenkins, Mayor

Attest: \_\_\_\_\_  
Jeff Knight, Clerk of the Council