

The Jewell City Council met in Regular Session Monday, January 22, 2024 at the Jewell City Hall starting at 7:00 p.m. Mayor Mickey Walker called the meeting to order with Council Members: Winborn, Boor, Gunderson, Rohloff, and Butler present. City Attorney Justin Deppe was also in attendance.

APPROVE JANUARY 22, 2024, AGENDA: Gunderson made a motion to approve the January 22, 2024 agenda. Rohloff seconded the motion. Roll Call 5—0. Motion carried.

APPROVE CONSENT AGENDA: Butler made a motion to approve the following consent agenda:

- Minutes of January 8, 2024 regular session
- Claims for January 22, 2024.

Gunderson seconded the motion. Roll Call 5—0. Motion carried.

2024-2024 BUDGET: Roxie Young, director of the Montgomery Memorial Library in Jewell, gave some highlights of 2023: the door count was up 19% from last year, an \$8,000 grant was received for a new stem cart, there are mobile hot spots available, and library programming attendance is up 50%. Roxie also had a breakdown of the library's budget, which requests \$65,272 from Jewell as well as an additional \$11,550 from Jewell's tax levy.

SNYDER AMENDMENT FOR THE MAIN STREET PROJECT: A supplemental agreement from Snyder and Associates which includes additional professional services for construction survey and record drawing services necessary for the construction of the Jewell Main Street Improvements Project was reviewed. The additional services and fees total \$21,000. Rohloff made a motion to approve the supplemental agreement. Winborn seconded the motion. Roll Call 5—0. Motion carried.

PUBLIC WORKS DEPARTMENT REVAMP OF JOB DESCRIPTIONS: Mayor Walker has a strong desire to get projects and tasks accomplished in the City of Jewell. He discussed one possible option to allow some progress to be made is dividing up the city tasks among the public works department. This would give both public works employees ownership over different areas of responsibility, while utilizing their strengths and expertise in order to achieve optimal results. This delegation of duties would also allow Anderson to have the time to focus on getting his water/wastewater schooling and certifications, mastering this vital function of the city. All council members were given the opportunity to discuss and were on board with changing the job descriptions. Boor mentioned that he thought that it is critically important that the city develops some kind of performance evaluations and review to keep in the personnel files as a way of measuring the employee's growth/achievements/redirections over a period of time. The personnel committee will meet further to discuss the job descriptions.

DEPARTMENT COMMITTEES: Aaron Boor, Scott Rohloff and Mayor Mickey Walker will be the new members of the personnel committee. No other committee members were delegated at this time.

QUOTES FOR I.T. SUPPORT: Gunderson brought two quotes for I.T. support before the council for their review and consideration. One quote was from Tier 3 Technology out of Ankeny, the other was from Saltech Systems out of Ames.

WATER PLANT BACK FLOW VALVES: Winborn made a motion to approve a \$4,200 quote from Backflow Prevention Services for new valves for the water plant. Butler seconded the motion. Roll Call 5—0. Motion carried.

U.S. CELLULAR WATER TOWER AND GROUND SPACE LEASE FOR REPEATER: Winborn made a motion to approve the first amendment to the water tower and ground space lease. This amendment modifies the renewal increasing the 4 additional 5-year terms to 20 additional 5-year terms. Each term the rent shall be increased by 10%. Rohloff seconded the motion. Roll Call 5—0. Motion carried.

MAIN STREET IMPROVEMENT PROJECT:

- A. **USE OF LOST (LOCAL OPTION SALES TAX) FUNDS TO BRING AMOUNT OF LOAN BELOW \$1,000,000** The Cities financial advisor recommended that, if possible, the City use current funds to pay for part of the Main Street Project to get the bond amount under \$1,000,000. The city has LOST revenue saved that could be utilized in order to accomplish this.

- B. USE OF LOST FUNDS TO PAY FOR PART OR ALL OF ANNUAL REPAYMENT OF BOND** If the City decides to use LOST funds or another source of revenue to pay the annual bond payment of the Main Street Improvement Project, each year at budget time the City can look at their expenditures to make sure they will have the amount. If a large expense were to come up, the city could decide to only pay part, or none of the bond amount for the next year, and levy for the additional amount instead. The city could make an informed decision year-to-year on whether or not to levy for the bond.

These items will be discussed further at the February 12th meeting.

ADJOURN: Winborn made a motion to adjourn the meeting. Rohloff seconded the motion. Roll Call 5—0. Motion carried. The meeting was adjourned at 8:35 p.m.

1/22/2024 CLAIMS

IRS	TAXES	\$2,305.19
POSTMASTER	PERMIT FEE	\$321.00
AG SOURCE COOP SERVICES	TESTING	\$199.75
BACKFLOW PREVENTION	ANNUAL BACKFLOW INSPECTION 624	\$835.00
BOONE VALLEY IZAAK WALTON	RANGE MEMBERSHIP DUES	\$100.00
CENTURYLINK	CITY PHONES	\$436.20
DAN STAPLES	2681 340TH STREET DEPOSIT REFUND	\$50.00
FIELDS OUTDOOR ADVENTURES	AMMUNITION	\$1,270.00
HAWKINS INC	CHLORINE	\$100.00
IOWA LAW ENFORCEMENT	BIAS/DE-ESCALATION TRAINING TURPEN	\$25.00
IOWA PUMP WORKS	SERVICE CALL STATION LOW LEVEL,	\$1,484.60
IOWA STATE UNIVERSITY	WINTER MUNICIPAL INSTITUTE	\$240.00
JEWELL FIRE & RESCUE	RESPONSE CALLS	\$7,950.00
MARC	FOAMING ROOT CONTROL	\$168.00
MIDLAND POWER COOP	SECURITY LIGHTS	\$17.12
MOMAR	POOL PAINT	\$4,581.04
RESPONDER DATA	DATA MANAGEMENT	\$2,024.00
RICK ELSNER	540 EAST LANE DEPOSIT REFUND	\$75.00
TRASHMAN	TRASH BIN	\$94.50
VERIZON WIRELESS	POLICE PHONE	\$121.45
EMPLOYEE	WAGES	\$8,042.30
TOTAL		\$30,440.15

Regina Beaune, City Clerk

Mickey Walker, Mayor