

**MINUTES OF THE REGULAR MEETING  
ZEARING CITY COUNCIL  
ZEARING, IOWA  
November 8, 2021**

7:00 PM Mayor Reed called the meeting to order and roll call was taken; Present: Tisdale, Skinner, Perisho, Obrecht, and Murrell.

Skinner motioned to approve the agenda. Tisdale seconded the motion. Motion carried.

Tisdale motioned to approve the minutes. Murrell seconded the motion. Motion carried.

Tisdale motioned to pay the claims from October 12, 2021 to November 8, 2021. Obrecht seconded the motion. Motion carried.

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
AG SOURCE LABORATORIES	LAB WORK	25.5
ALLIANT ENERGY	ELECTRIC	2,559.47
BOLTEN & MENK	BRIDGE ENGINEERING	13,551.50
CARDMEMBER SERVICE	SUPPLIES	2,678.61
AMES, CITY OF	LANDFILL FEES	2,908.50
ZEARING, CITY OF	ADDL HEALTH DED	64.84
COCHRAN HTG & CLG	PHARMACY REPAIRS	165
DANKO EMERGENCY EQUIPMENT	SUPPLIES	466.15
DENTONS DAVIS BROWN PC	LEGAL FEES	171.5
DDM ELECTRIC INC.	SOUTH PARK BATHROOM	5,388.25
DUNLAP, JACKIE	TRAINING	80
ELECTRONIC ENGINEERING	SIREN REPAIRS	740.85
FOLLETT SOFTWARE CO.	ANNUAL SOFTWARE DUES	1,060.35
GRAY'S PAINTING/TREE SERVICE	CLINIC PAINTING	2,500.00
GWORKS	ANNUAL SOFTWARE DUES	2,338.00
HALL BACKHOE & TRENCHING	REPAIRS	7,846.96
HAWKEYE TRUCK EQUIPMENT	REPAIRS	716
IMWCA	INSURANCE	325
INTERNAL REVENUE SERVICES	FED/FICA TAX	1,703.18
IOWA DOT	SIGNS	136.29
IOWA REGIONAL UTILITIES ASSOC	WATER PURCHASE	3,302.60
I P E R S COLLECTIONS	IPERS	1,215.99
BAILEY SERVICE, LLC	GARBAGE SERVICE	5,315.00
KAREN DAVIS	CELL REIMBURSEMENT	50
MID AMERICA BOOKS	BOOKS	109.72
MINERVA VALLEY TELEPHONE	TELEPHONE	311.96
MUNICIPAL SUPPLY INC.	ANNUAL SOFTWARE	1,975.00
PEOPLE	SUBSCRIPTION	126.54
PLUNKETT'S PEST CONTROL	PEST CONTROL	250
PRUDENTERRA	MEMORIAL TREES	450.21
STORY CO ANIMAL CONTROL	TRIP FEES	134.8

STORY COUNTY TREASURER	LAW ENFORCEMENT	8,805.83
TIM ADAMS	REIMBURSEMENT	73
TONY STALZER	REIMBURSEMENT	40
UNITED STATES TREASURY	TAXES	2,423.63
US BANK	COPIER	761.48
VAN WALL EQUIPMENT	PARTS	15.71
WELLMARK BC/BS	HEALTH INSURANCE	1,728.44
WILLIAM BLACK	CELL REIMBURSEMENT	50
ZEARING FIRE DEPT.	FIRE FEES	557
Accounts Payable Total		73,122.86
Payroll Checks		6,221.45
***** REPORT TOTAL *****		79,344.31
GENERAL		59,779.34
EMPLOYEE BENEFIT		4,477.07
WATER		8,238.47
SEWER		2,002.47
STORM SEWER		4,846.96
TOTAL FUNDS		79,344.31

Sheriff's Report – There have been more deer strikes, so please drive carefully especially at dawn and dusk.

Open Forum – Dick Schnormeier asked about the decrease in tax revenue and about the possibility of annexation. Two building permits need extensions, and the S. Pearl building permit will need to be resubmitted when he is ready to build. Negative comments could be worked out.

Kevin Schlesky inquired about any progress being done at 315 N Elm St. There is an interested party, but details are being worked out. The 315 N Elm St. property was rezoned Light Industrial. He also inquired about the zoning north of his property. The alley divides the zoning: half Light Industrial and half Residential.

NB: The Public Hearing for rezoning Lots 1-4 on South Pearl St. opened at 7:09pm. Planning and Zoning submitted recommendations about the separation of lots, hours and the type of business allowed in the future. Perisho motioned to rezone Lots 1-4 (303 S. Pearl St.) to Light Industrial. Obrecht seconded the motion. Roll Call vote was taken: Ayes, Tisdale, Skinner, Perisho and Obrecht. Nays, none. Abstained, Murrell. Motion Carried. Public Hearing ended at 7:20 pm.

Property Zoning Extension was request from Jerry Peck for 2 years. Mayor Reed called Jerry Peck to allow him to answer questions. Lawyer recommends resubmitting of the building permits. Peck feels he needs a guarantee that the permits would be renewed as they had been in the past. Obrecht motioned to extend the permits for 2 years. Questions were asked about water shedding on other property owners. Peck claims there are ways that they would try to minimize the shedding of water onto other neighbors. Obrecht then changed her motion to table the item until next month. Murrell seconded the motion. Motion Carried.

Pay Raise clarification for pay raise increase for Bill Black. Perisho motioned to have the pay raise of \$1.00 take effect on October 25, 2021. Obrecht seconded. Motion carried.

An application was submitted for the apartment at 106-B E Main St. It was agreed to table the topic until a formal move out date is submitted.

West was not present for item E., so the council continued on with the agenda.

AFR and SFR were presented to the City Council and have been submitted to the State.

Obrecht requested to discuss the Governor's proclamation during Covid allowing call-in meetings. The current equipment used for the call-in option doesn't allow for enough clarity for those calling in to hear properly. Having a call-in feature is a bigger distraction until we can have the proper equipment. Suggested to have guidelines for the meeting if the call-in feature is restarted. Obrecht will look into options for equipment and bring that to the December meeting.

Job Description review for the city clerk and city superintendent was discussed. Obrecht is concerned that the job descriptions are not clear enough as to who is responsible for specific duties, especially dealing with contractors. Much conversation was had but at the end of conversation and disagreement, Obrecht motioned contractors (outside of City Hall) must consult with the City Superintendent only. Mayor called for a second three times. Motion died for a lack of a second.

Periodic exam from October 21, 2020. Create policies to support the changes that are necessary. Begin to address the changes that need to be made. Treasurer's report on GWorks for fund balances. Item will be tabled until December to work on or address the requested items. The auditor requests that progress be made based on the findings of their periodic exam.

Voluntary Financial Audit by the State. No one had any comments on the topic.

Written Complaint, Closed Session Pursuant Iowa Code 21.5(1)(i). Murrell motioned to move into closed session at 8:22pm. Tisdale seconded motion. Motion carried.

Murrell motioned at 8:38pm to come out of closed session. Perisho seconded the motion. Motion carried

OB: Delinquent water bills: 8 letters were sent out.

Planning and Zoning: Kevin Schlesky questioned Obrecht about her willingness to extend Jerry Peck's permits for 2 years. Schlesky feels there should be a storm water mitigation plan and the land should be surveyed before building begins.

Superintendent's Report: 11 locates. School's water line has been resolved. Parks are winterized as well as the ballfield. Hydrants have been flushed. NE part of town needs new water line. Looping will bring up the volume. Will work on the pricing of the improvement project and proceed from there. Drawing down the primary lagoon. Winter maintenance is being done on the equipment. Dump truck switch needs replaced. Maintenance agreement needs to be established with Iowa Pump Works at the Lift Station. Cummins will be coming to maintenance the generator at the lift station. Burn pile has been pushed up and stirred.

Clerk Report – The AFR and SFR are completed. Budget worksheets will be given to each department and asked to be returned by December 31<sup>st</sup>. Permission was asked of the Council to allow for researching a credit card machine /online payment option for water bills, etc. and posting the part-time City Clerk position. It was agreed that both items should be done. Attended the SCEDG meeting and received \$2500 in funding to assist with the replacement of the signs on the Fire Department, Library and Heritage Room. The first payout funds were received from the DOT for the bridge project.

Mayor Report – Asked that everyone work together to move forward and pull together as a council with the employees.

Council Member Reports- Perisho has spoken with Brenda Dryer about the possibility of annexation of Key Coop. It was determined that creating a TIF District was a much better alternative. Davis will be reaching out to Dorsey & Whitney to start this process with Brenda Dryer's assistance. Perisho and Dryer have been working with a potential buyer for the renovated Old Bank Building. Current sale price is \$180,000.00. Skinner commented about the improvements that have been made in town: the new banners, flower pots and the

painting of the Medical Clinic building. The school is making progress. The “primitive” area of Dakins Lake will be undergoing a transformation and updating. The possible date for the Fishing Derby will be in February 2022.

Next regular meeting will be on December 13, 2021 at 7:00 PM at City Hall.

Obrecht motioned at 9:31 PM to adjourn meeting. Murrell seconded the motion. Motion carried.

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Tim Reed, Mayor of Zearing, Iowa  
Attested:

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Karen Davis, City Clerk of Zearing, Iowa