

# NOTICE OF MEETING

AGENDA FOR THE  
MEETING OF THE CITY COUNCIL  
MONDAY, SEPTEMBER 24TH, 2018 @ 6:00 P.M.  
CITY COUNCIL CHAMBERS

PUBLIC NOTICE IS HEREBY GIVEN THAT THE COUNCIL OF THE CITY OF PRESTON WILL MEET AT THE PRESTON CITY COUNCIL CHAMBERS, PRESTON, IOWA, @ 6:00 P.M. ON THE 24TH , DAY OF SEPTEMBER, 2018 TO CONSIDER MATTERS ENUMERATED ON THE FOLLOWING AGENDA:

1. Call Meeting to Order
2. ROLL CALL: P. HOFFMAN, P. OLDAG, M. PETERSEN, R. PETERSEN , T. SIEVERDING.
3. AMENDMENT/APPROVAL OF AGENDA
4. PUBLIC FORUM: **Cindy Pelzer, Karen Howe, & Steve Lacina (USDA), Bill Yaddof-Medical Examination.**
5. CONSENT AGENDA: POSSIBLE DISCUSSION & MOTION TO APPROVE  
**Minutes of Previous Meetings**  
**Special bills: Bruce Joens – Down Payment Assistance Program - \$945.00**  
**Carol Atkinson – Gas water heater rebate - \$30.00**
6. OTHER BUSINESS:
  - a. Discussion and possible action adopting Workman’s Comp. Model Medical examination.
  - b. Presentation of USDA Rural Development.
  - c. Discussion and possible action approving the transfer of \$36825.00 from General Fd to Debt Service.
  - d. Items to be discussed from September 10<sup>th</sup>.
    1. In the Water fund on 7/18 and 8/18 we purchased a total of 81 water meters totaling \$16,836.00 and we did this with an anticipated \$77,000.00 loss according to the blue sheets. Please explain why these purchases were made with an anticipated negative in that fund. **Budget numbers have been allocated correctly in each fund.**
    2. Budget 18 - 19 Revenues \$196,000 but in the blue packet it says \$273,400 which number is right? This issue was brought up by council member Hoffman at the last council meeting. It is difficult for the council to make decisions with poor data. **Read your Revenues with comparison to Budget August 31, 2018.**
    3. Amortization schedule for water loan. We paid \$41,060.00 in 2016 and \$42,320.00 in 2017 but in the Amortization Schedule it shows we should be paying \$46,234.10 per year. Why are we not paying the \$46,234.10 per year? **I only paid what Maquoketa State Bank statement that is sent to me. If you want me to pay a different amount please tell me. The invoice is enclosed.**
    4. Council was told that the water usage was going down since 2016 when on average we are within \$100 each year. Where is the data that shows the water usage is going down? **This is in your packet as well as Sheryl explained the error in an email to Patti.**
    5. \$35,000.00 is supposed to be going from the water fund to the General Fund. Why has this not been happening? **Water fund had a negative anyway. Why make it higher. I can transfer the funds if the council tells me to do it.**
    6. Please provide the most recent 49-457 document for 18-19 Budget detail to the council at the next meeting. **Provided in your packet.**
    7. Approve Transfer of Money to Debt Services – **On the agenda**
    8. There were basketball tournaments to raise money for the basketball court lights where is this sub-pot of money located in parks for this money that was raised? Please provide this to the council. **I’m still waiting on the auditors to get chart of accounts numbers.**
    9. Discussion on coming up with a Volunteer Policy. **On the agenda**
    10. There is a gas school coming up in the near future. Please make arrangements for Ben to attend this schooling for the entire week. If there is not enough in the education portion of the gas budget please add this to the agenda to amend the education budget so that there is enough to take care of the education expenses for Ben. **Ben is signed up for this gas workshop**
    11. I have been informed that the department heads are not getting an itemization of expenses to determine whether there is any mistakes in what they purchased and was paid out to specific vendors. From now on each department head must receive and itemized report prior to any information being presented to the council. In so doing this I'm confident that this will alleviate mistakes in the future. Once again I want to reiterate it must be itemized and approved by the department head by having them sign off on it. The itemized print out that is approved by the department head will be copied and presented to the council as this procedure of checks and balances will be our new normal. **In your packet.**
  - e. Explanation of the importance that all communication with council and clerks happen through email.
  - f. Discussion of hiring City Manager.

- g. Discussion of Committee and Council 2019/2020 budget Work Session.
  - h. Brief overlook of Iowa League of Cities Rain Garden for the Marvin property – Patti Hoffman.
  - i. Discussion of how to allocate next years TIF money.
  - j. Discussion and explanation of “Receive and file” by Nic Hockenberry.
7. WATER/SEWER – R. PETERSEN & P. OLDAG
    - a. **Receive and file of water and sewer reports**
    - b. **Discussion and possible action on water rate increase.**
  8. BUILDINGS, PARKS, & GROUNDS – P. HOFFMAN & T. SIEVERDING
    - a. **Walking Path update if any.**
  9. GAS – T. SIEVERDING & R. PETERSEN
    - a. **Receive and file of monthly gas report.**
  10. STREETS, SIDEWALKS, & ALLEYS – M. PETERSEN, & T. SIEVERDING
    - a. **3<sup>rd</sup> and Final Reading of Ordinance 2018-5, An Ordinance amending Title III, Community Protection, Chapter 3, Of the Preston Municipal Code by Eliminating Slow Moving and Plaquer signs on a Sport Vehicle (side-by-side).**
  11. COMMUNITY DEVELOPMENT
    - a. **Discussion and possible action approving Res. 2018-21, A Resolution establishing owner-occupied Down Payment Assistance Program for the City of Preston. (This resolution will allow funding up to \$9500.00)**
    - b. **Discussion and possible action approving Ordinance No. 2018-6, An Ordinance Repealing Ordinance No. 3-2016 and Providing for the Division of Taxes Levied on Taxable Property in the 2016 Preston Urban Renewal Area Addition, Pursuant to Section 403.19 of the Code of Iowa (Corrected Legal Description).**
  12. ELECTRIC – M. PETERSEN & R. PETERSEN
    - a. **Electric Update if any.**
  13. PERSONNEL/PUBLIC SAFETY – R. PETERSEN, & M. PETERSEN
    - a. **Discussion and possible action regarding the gun range.**
  14. COMPUTER, TECHNOLOGY, LIBRARY – FRANCHISE REVIEW P. OLDAG & P. HOFFMAN
  15. SANITATION & RECYCLING – R. PETERSEN & P. OLDAG
  16. FIRE DEPARTMENT/911 –P. OLDAG & M. PETERSEN
  17. AUDITING & PURCHASING – P. OLDAG, & P. HOFFMAN
  18. **ADJOURNMENT**

**THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE BY POSTING THE NOTICE ON A BULLENTIN BOARD AT CITY HALL THAT IS ACCESSIBLE TO THE PUBLIC PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.**