

Pleasantville City Council Meeting

October 18, 2022, at 5:30pm

Mayor Brandon Pennington opened the meeting with council members Kody Jurgens, Rachel Lopez, Jon Koehn, Kyle Patterson, and Jordan Van Ness present.

Police Chief/City Administrator, Joe Mrstik, informed the council that Emily Lawler, the new full-time officer, is doing well and working shifts with himself and Officer Eysink. She is scheduled to attend the Law Enforcement Academy in January.

Public Works Director, Shawn Breazeale, informed the council that the iron filter in the water treatment plant has started leaking at the bottom. He explained that he is going to move forward with the repair. He explained the plant is about 30 years old and that is what the average life is. Breazeale expressed to the council that the city should start thinking about the future of the plant.

Librarian, JoEllen Glick, informed the council that Rawson Mechanical will be starting on the new heating and cooling system in the library next week.

Motion by Patterson, seconded by Lopez to approve the consent agenda as follows; approval of previous council meeting minutes, approval of September 2022 financial reports, approval of water consumption report for September 2022, approval of employee comp time, approval of Police Report, and approval of the following bills: All voting in favor, motion carried.

VENDOR	REFERENCE	AMOUNT	VENDOR	REFERENCE	AMOUNT
ABBY K GLANN	WEBSITE UPDATES	75	MIDWEST OFFICE TECH		70.5
ADVANTAGE ADMINISTRATORS	INSURANCE ADMIN	52.5	JOE MRSTIK	EMILY BADGE	7
AMERICAN BUSINESS PHONES	PHONE INSTALL	350.4	NORTHCOTE MEATS INC.	GATORADE/MM	70.22
AUTOKRAFT	PETERBUILT	454.07	ON TRACK CONSTRUCTION	2021 WATERMAIN	322,889.80
BAKER & TAYLOR	BOOKS	175.53	ON TRACK CONSTRUCTION	2021 WATERMAIN	148,490.61
BAKER & TAYLOR	BOOKS	122.82	ON TRACK CONSTRUCTION	2021 WA MAIN	223,556.45
BLUE SOMBRERO	REC REGISTRATIONS	3	TREASURER-STATE OF IA	STATE TAX	3
BROWN SANITATION	RECYCLING	810	TREASURER-STATE OF IA	STATE TAX	11
C. L. CARROLL COMPANY, INC.	WWTP DIGESTER	53,901.00	TREASURER-STATE OF IA	STATE TAX	1,657.00
CAPITAL ONE BANK	SUPPLIES/DUES	1,840.86	PELLA COOP ELECTRIC	UTILITIES	1,726.24
CAPITAL ONE BANK	WA TEST/REC SUPP	1,840.86	PEOPLES BANK	NSF FEE	5.35
CITY OF PLEASANTVILLE	WATER BILLS	277.78	PITNEY BOWES INC	POSTAGE	100
COLONIAL LIFE	COLONIAL PRETAX	62.18	PITNEY BOWES INC	POSTAGE	100
COWDEN SANITATION	GARBAGE SERVICE	340	POSTMASTER	WA BILL POSTAGE	248.16
DOXO PAY	WRONG STATE WA	125	QUICK SUPPLY	SEED FOR PARK	1,566.00
DOXO PAY	WRONG STATE WA	125.81	QUILL CORPORATION	PAPER	169.55
EFTPS	FED/FICA TAX	56.04	RACOM CORPORATION	MICROPHONE	58.8
EFTPS	FED/FICA TAX	54.47	RANGEMASTERS TRAINING	TRAINING	125.99
EFTPS	FED/FICA TAX	4,967.96	ROLL-OFFS OF DES MOINES	CITY CLEAN UP	342
EFTPS	FED/FICA TAX	5,295.55	SAFE BUILDING LLC	TRADE PERMIT	75
ELITE PEST CONTROL	LIB PEST CONTROL	40	SNYDER AND ASSOCIATES	RISE Project	39,880.00
EMILY LAWLER	reimburse	280	THE CARLISLE CITIZEN	Publishing	31.16
PVILLE EMERGENCY SER	QTRLY PAYMENT	18,966.50	THE DES MOINES REGISTER	subscription	16.57
FARM & HOME	SHOP SUPPLIES	114.45	THE DES MOINES REGISTER	SUBSCRIPTION	29
GABE FLYNN	42 BOOKS	210	TROY GILCHRIST	BOOTS	187.24
GRAYBAR ELECTRIC CO	LIGHT FOR FLAG	208.31	TROY GILCHRIST	CELL STIPEND	20
GWORKS	GIS CONTRACT	3,600.00	TYLER FLESHER	CDL	19.5
HACH	TESTING SUPPLIES	332.43	TYLER FLESHER	RIEMB. PER DIEM	19.41
HAWKINS INC	CHLORINE	20	TYLER FLESHER	CELL STIPEND	40
HOUSE 2 HOUSE - JANICE DABB	CLEANING	210	TYLER FLESHER	CELL STIPEND	20
MARION CO HUMANE SOCIETY	ANIMAL CONTROL	417.5	VAN WALL EQUIPMENT	MOWER PARTS	412.92
I & S GROUP, INC	ENGINEERING	16,907.49	VERIZON	COMMUNICATION	120.03
IA DEPT NATURAL RESOURCES	WA USE FEE FOR	115	WELLMARK BL CR/BL SH	INSURANCE	8,987.04
IAMU	WORKSHOP X4	500	Accounts Payable Total		882,083.26
ILEA	MMPI EVAL	150	Payroll Checks		30,520.07
IOWA ONE CALL	LOCATES	48.8	**** REPORT TOTAL ****		912,603.33
IOWA STATE DEPT OF REV	SALES TAX	499.25	GENERAL		51,292.67
IOWA STATE DEPT OF REV	WATER EXCISE TAX	1,827.18	MEMORIAL HALL		1,074.51
IPCA	MEMBERSHIP	75	RECREATION		6,469.67
IPERS	IPERS	57.62	ROAD USE TAX		9,287.46

IPERS	IPERS	44.71	EMPLOYEE BENEFITS	6,928.92
IPERS	PROTECTED IPERS	6,567.45	CAPITAL PROJ-PARK	1,566.00
JB'S HOLIDAY LIGHTS	CHRISTMAS LIGHTS	785.5	CAPITAL PROJ-ADKINS	39,880.00
JORDAN FLAWS	Reimb concessions	132.86	EQUIPMENT	350.4
JULIE COWDEN	TOILET PAPER	20.32	WATER	15,822.62
MARION CO SHERIFFS OFFICE	CELLEBRITE LICENSE	488	WATER-STATE ST WA MAIN	711,524.35
MARTIN MARIETTA MATERIALS	ROCK	835.61	SEWER	14,155.19
MEDIACOM	PHONE/INTERNET	347.43	CONSTRUCTION WWTP	54,221.00
MEDIACOM	PHONE/INTERNET	422.89	STORM WATER	30.54
MICROBAC LAORATORIES INC	WWTP TESTING	587.75	TOTAL FUNDS	912,603.33
MID AMERICAN ENERGY	UTILITIES	5,284.84		

Revenue received during month of September 2022: General Fund \$46,698.26; Memorial Hall \$3,497.89; Recreation \$5,401.11; Road Use Tax \$26,309.38; Employee Benefits \$15,309.53; Local Option Sales Tax \$29,794.59; TIF \$28.16; Debt Service \$33,692.31; Water \$47,025; Water-State St WA Main \$256,314; Water Sinking \$12,700.19; Sewer \$51,551.18; Sewer Sinking \$28,119.83; Storm Water \$2,381.59

New Business:

Motion by Patterson, seconded by Jurgens to approve two proposals being added to the council packet. All voting in favor motion carried. Mrstik informed the council that the roof at the old East Elementary School building is getting worse. He explained there have been two different roofing companies look at it and only one company returned quotes for repair work. One quote was for clay tile repair in the amount of \$12,860 and the other quote was for the flat roof repairs in the amount of \$31,810. Mrstik recommended the council approve the \$44,670 to repair the roof. He explained that Kristen Fish-Peterson, Principal and CEO of Redevelopment Resources, has provided the city with a letter of intent. Kristen was in attendance and gave a PowerPoint presentation to the council about her company and projects that they have completed. She explained that their intent for the future of the building is to redevelop the building into market rate rental housing with an emphasis on senior housing. She explained they would plan to start work as soon as the roof repair is complete. Council Member, Kody Jurgens, expressed that he would like to see the city dedicate money for the roof repair to show support for the redevelopment vs. have to pay for the demolition of the building. Butch Hayes with The Friends of the Old East Elementary School, stated their committee has raised money and they would like to commit \$12,500 towards the roof repair. Reed provided the council with an email from Judy Moon regarding the building, she would like to see a survey done to see how many tax paying residents of the city are in favor of this project. Mrstik explained that he could put a survey out to the community. The council would like the survey to have information on the cost of demolition vs. the cost of roof repair for future development. Motion by Van Ness, seconded by Koehn to approve up to \$32,170 from the local option sales tax fund for the roof repair at the old East Elementary Building. All voting in favor motion carried.

Motion by Jurgens, seconded by Patterson to approve parcel split for parcel 1913300000 contingent upon the plat of survey being updated to add the comments from Snyder & Associates. All voting in favor motion carried.

Motion by Jurgens, seconded by Patterson to approve Resolution 22-30, approving the annual street finance report. All voting in favor motion carried.

Motion by Patterson, seconded by Koehn to approve street closures on the downtown square for trick or treat event on Oct. 31st from 6-8pm. All voting in favor motion carried.

Motion by Patterson, seconded by Jurgens to approve to set a public hearing for the 2021 CDBG Water Main Replacement Project for status of funded activities for November 15, 2022 at 5:30pm. All voting in favor motion carried.

Motion by Patterson, seconded by Van Ness to approve pay app #11 to CL Carroll for the WWTP Digester in the amount of \$53,901. All voting in favor motion carried.

Motion by Jurgens, seconded by Patterson to table the Certificate of Substantial Completion for the WWTP Digester until after training is completed. All voting in favor motion carried.

Motion by Van Ness, seconded by Lopez to approve pay app #4 to On Track Construction in the amount of \$223,556.45 for the 2021 State Street Watermain Improvements. All voting in favor motion carried.

Mrstik informed the council that during the design of the Jasper Street project there were supposed to be electrical outlets installed on the light poles for Christmas lights, but due to the time restraint, our electrical contractor was not able to get them installed. Mrstik would like the council to approve up to \$1500 to have the outlets installed on a couple poles for the downtown district. Motion by Patterson, seconded by Van Ness to approve up to \$1500 from the Jasper Street fund for two electrical outlets to be installed on Jasper Street light poles. All voting in favor motion carried.

Mrstik explained to the council that in the past the city has split the cost of an advertisement in the Red Rock Tour Guide with the Chamber of Commerce. Motion by Patterson, seconded by Lopez to approve half the cost of advertising in the Red Rock Tour Guide up to \$100. All voting in favor motion carried.

Mrstik informed the council that the Memorial Hall Committee held a meeting and approved the installation of a door for the basement storage area. They received one quote from Bill Harvey Construction in the amount of \$4273.91. Motion by Jurgens, seconded by Lopez to approve up to \$4500 for a new 5ft door to be installed by Bill Harvey Construction for the storage area in the basement of the Memorial Hall. All voting in favor motion carried.

Old Business:

Motion by Jurgens, seconded by Lopez to approve the updated Employee Handbook with the following changes to be effective January 1, 2023; 1. Adding Webb Shadle Public Library under Employees Covered by Handbook. 2. Adding the Library Board President to Access to Personnel Files. 3. Add the following to Hours of work; Library Director is a salaried, part-time position regularly scheduled to work at least 29 hours per week, but not to exceed 31.75 hours per week. Part time employees are scheduled to work by the Library Director on and as needed basis, which is also determined by the Library Director. 4. Change City Hall Staff Hours to 8am-4pm. 5. Changes to Overtime/Compensatory Work are as follows; For public works employees, time on paid leave will be considered work time for the purpose of determining overtime in the event they are called in for an emergency after normal scheduled work hours. After normal scheduled work hours, an emergency call in for public works employees will be at the rate of time and a half. This does not include hours consecutively to the scheduled workday, this is only for emergency call back. 6. Add All Library employees shall follow the Library Policies and Procedures under the listed Holidays. 7. Deleting – Holiday pay will be at the employee’s normal pay for the day on which he/she would have been scheduled to work. 8. Changes to Vacation; First year of employment: 1.5 hours per pay period plus one (1) additional hour on the last pay period of the calendar year (40 hours). Years two through five: 3 hours per pay period plus two (2) additional hours on the last pay period of the calendar year (80 hours). Years six to ten: 4.5 hours per pay period plus three (3) additional hours on the last pay period of the calendar year (120 hours). Years ten to fifteen: 5.4 hours per pay period of the calendar year (140 hours). Years fifteen and beyond: 6.1 hours per pay period plus one and a half (1.5) additional hours on the last pay period of the calendar year (160 hours). Add - All Library employees shall follow the Library Policies and Procedures. Delete – Permanent, part-time employees (does not include part-time police officers) will earn vacation hours on the following basis: One hour per pay period. 9. Add – Personal Days: On January 1st, all regular full-time employees are granted two personal days. This paid time off can be used at the employee’s discretion. Personal Days must be used in the year in which they are granted and cannot be “carried over” into the next year. Unused personal days are not paid time off at the time of termination of employment or retirement. 10. Add under sick time – All Library employees shall follow the Library Policies and Procedures. 11. Add under Unpaid Leave of Absence – (in the case of a library employee) the Library Board may grant an unpaid leave of absence. 12. Added the city’s Social Media Policy to the Employee Handbook. All voting in favor motion carried.

Motion by Jurgens, seconded by Patterson to adjourn. All voting in favor motion carried.

Mayor, Brandon Pennington

Attest: Rachel Reed, City Clerk