

July 19, 2023
Regular Session

The Bellevue City Council met on Wednesday, July 19, 2023 in Regular Session at 6:30 P.M. in the Council Chambers with Mayor Roger Michels presiding. The Pledge of Allegiance was recited by all present. The roll was called as follows:

PRESENT: Councilmembers Nic Kueter, Tim Roth, Tom Roth and Jayden Scheckel. Also present were City Administrator/Clerk Teresa Weinschenk, Kelley Brown (zoom), Jo Fifield and Officer Ryan Kloft

ABSENT: Councilmember Lyn Medinger

APPROVAL OF AGENDA:

Mayor Roger Michels reviewed the Agenda and declared it approved.

CONSENT AGENDA

moved with a second by to approve the Consent Agenda. Motion carried unanimously.

- A. Approve Minutes of June 21, 2023 Regular Session
- B. Approve June Financials
- C. Approve Library Bills and Claims
- D. Approve Bills and Claims as Authorized
- E. Approve New Vendors
- F. Approve New Class C Retail Liquor License (LC) for Prost LLC Effective August 1, 2023 Pending Dram

JJ'S MEMORIAL PARK UPDATE

Mayor Michels stated that the Utility Easement Resolution is on the agenda to be approved. The installation of utilities will begin on Monday, July 24. Equipment delivery is expected in mid-August. The basketball court will be a half court with two backboards. The plan is to also have a pavilion and a bathroom.

RESOLUTION NO. 24-23 APPROVING TRANSFERS FOR FYE 2024

As required by the state, approving our new FYE transfers, which were all included on our budget. Moved by Kueter with a second by Tim Roth to approve Resolution No. 24-23. Motion carried unanimously.

RESOLUTION NO. 24-23

A RESOLUTION APPROVING FUND TRANSFERS FOR FYE 2024

WHEREAS, the City of Bellevue deems it necessary to transfers from one fund to another, monthly or annually, and

WHEREAS, the City of Bellevue wishes to move these funds prior to fiscal year 2024,

NOW THEREFORE BE IT RESOLVED by the City Council of Bellevue, IA that the following transfers shall be made prior to closing the books on fiscal year 2024:

Account #	From Fund	Account #	To Fund	Description	Yrly/Budget Amount
MONTHLY OFFICE TRSF					
5-160-5-6911-056	Ambulance Office Transfer	4-950-4-4840-001	Transfer In Amb Office Pmt	Office Trsf	\$ 8,735.00
5-840-5-6911-670	Sanitation Office Transfer	4-950-4-4838-001	Transfer in Sanit Off Payment	Office Trsf	\$ 52,410.00
5-855-5-6911-700	Telecommunications Office Transfer	4-950-4-4841-001	Transfer In Cable TV Of's Pmt	Office Trsf	\$ 69,880.00
5-865-5-6911-740	Storm Water Office Transfer	4-950-4-4836-001	Transfer In Stm Water Of's	Office Trsf	\$ 3,640.00
5-810-5-6911-600	Water Office Transfer	4-950-4-4835-001	Transfer In Water Of's Payment	Office Trsf	\$ 58,233.00
5-815-5-6911-610	Sewer Dept Office Transfer	4-950-4-4839-001	Transfer In WW Off Payment	Office Trsf	\$ 58,233.00

5-820-5-6911-630	Electric Office Transfer	4-950-4-4837-001	Transfer In Elec Ofs Payment	Office Trsf	\$ 174,699.00
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MONTHLY - other transfers					
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5-815-5-6912-610	Sewer Trsf To WW Capital Fund	4-763-4-4830-611	Sewer Capital Revenue Trsf	Mo Trsf to Capital Fund	\$ 60,000.00
5-820-2-6434-630	Electric Utility Trsf PILT To Cable	4-855-1-4423-700	Cable Utility/Elect Trsf in PILT	Internet Charge/PILT	\$ 135,600.00

(Jefferson Avenue/ 7th St/Rivervue Trail) NOTE					
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5-210-5-6913-122	LOT Funds to Debt SVS	4-710-4-4832-200	Debt Service from LOT	Jefferson Ave/7th St/Rivervue Trail Loan Payment	\$ 50,427.00
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2018 Municipal Improv Project (City)					
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5-865-5-6912-740	Stm Water Trsft to DS '18 Mun Imp Prj	4-710-4-4830-200	DS from STm Water '18 Mun Impr Prj	2018 Mun Impr PRj Loan Payment	\$ 67,000.00
5-210-5-6913-122	LOT Funds to Debt SVS	4-710-4-4833-200	DS from LOT-'18 Mun Impr Prj	2018 Mun Impr PRj Loan Payment (if not enough money in STm Water Rev)	\$ 3,675.00

SANITATION GO TRUCK LOAN					
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5-840-5-6912-670	Sanitation Trsf Out	4-710-4-4831-200	DS Trsf In Sanitation	Correct pmt for sanitation loan repmt bc GO loan not revenue loan	\$ 21,430.00
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Downtown Incentives					
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5-750-3-6811-126	Dntwn Renov Incent TIF-Trsf to DS	4-710-4-4838-200	Trsf In from TIF-Dntwn Incent	Trsf for Downtown Incentive P&I Pmts	\$ 26,375.00
5-750-3-6810-126	Downtn Renov Incent TIF Trsf to GF	4-950-4-4842-001	Trsf In Downtn Renov Incent TIF GF	Trsf Downtn Renov Incent, repayment to GF internal Ln <i>estimated</i>	\$ 96,183.00

Stamp Property					
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5-750-3-6812-126	Stamp Property TIF-Trsf to DS	4-710-4-4839-200	Trsf In from TIF-Stamp Property	Trsf for Stamp Prop P&I Pmts	\$ 208,038.00
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Internal Loan Payments					
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5-810-5-6813-600	Water Electric Loan Payment	4-820-4-4799-632	Electric (Capital) Water Loan Repayment	Internal Loan for Water Meters & System Improvements	\$ 40,000.00
5-810-5-6813-600	Water Electric Loan Payment	4-820-4-4799-632	Electric (Capital) Water Loan Repayment	Internal Loan for 2018 Municipal Improvement Project	\$ 30,000.00
5-810-5-6913-600	Water Electric Loan Payment	4-820-4-4830-630	Electric Interfund Loan Repayment	Internal Loan for Water Main Replacement Project 6th Street	\$ 15,000.00

YEARLY - transfers					
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5-950-5-6910-112	Transfer Out Emp. Benefits	4-950-4-4830-001	Transfer In	<i>FYE Trsf estimated</i>	\$ 390,000.00
5-950-5-6910-121	Transfer Out-LOT Funds	4-950-4-4830-001	Transfer In	<i>FYE Trsf estimated</i>	\$ 160,000.00
5-950-5-6910-124	Franchise Fee-Trsf to G.F.	4-950-4-4830-001	Transfer In	<i>FYE Trsf estimated</i>	\$ 40,000.00
5-110-3-6710-001	Police Squad Car Expense	4-750-5-4830-300	Reserve Act Trsf In	FYE Trsf for New Police Squad Car	\$ 15,000.00
5-620-5-6711-001	P&A Trsf to Reserve Fund	4-750-5-4830-300	Reserve Act Trsf In	FYE Trsf for City Hall Bldg Improvements	\$ 10,000.00
5-620-5-6711-001	P&A Trsf to Reserve Fund	4-750-5-4830-300	Reserve Act Trsf In	FYE Trsf Cole Park Diamond Lights	\$ 800.00
5-910-5-6910-001	Trsf out from GF	4-420-4-4830-024	Museum Trsf In	Yearly Trsf for Museum Insurance Pmt	\$ 1,600.00

Passed and approved this 19th day of July, 2023.

Roger Michels, Mayor

ATTEST:

Teresa Weinschenk, City Administrator/Clerk

RESOLUTION NO. 25-23 ACCEPT UTILITY EASEMENT IN THE JACKSON 1ST ADDITION

In order to provide utilities to JJ's Memorial Park, a Public Utility Easement between Feller and Ries is necessary. Moved by Tom Roth with a second by Kueter to approve Resolution No. 25-23. Motion carried unanimously.

RESOLUTION NO. 25-23

A RESOLUTION FOR AUTHORIZATION TO ENTER INTO A PERMANENT PUBLIC UTILITY EASEMENT AND TO EXECUTE SUCH EASEMENT

WHEREAS, the City Council acknowledges that the Municipal Utility Board of Trustees has the responsibility to manage the utility operations for the citizens of Bellevue; and

WHEREAS, the utility system operation involves approving a Permanent Public Utility Easement with Ronald J. and Patricia D. Ries and Randall L. and Lauri A. Feller; and

WHEREAS, the easement is necessary for acquiring utilities in JJ's Memorial Park, Jackson 3rd Addition, Bellevue, Iowa

NOW, THEREFORE BE IT RESOLVED that the City Council of Bellevue, IA hereby authorizes Bellevue Municipal Utilities to enter such easement and authorizes City Administrator/Clerk Teresa Weinschenk to execute such easement on behalf of the City.

Passed and approved this 19th day of July, 2023.

Teresa L. Weinschenk
City Administrator/Clerk

Roger Michels, Mayor

COMPOST AGREEMENT MADE BETWEEN THE CITY OF BELLEVUE, IOWA AND S2 CONSTRUCTION, LLC (S2) EFFECTIVE JULY 13, 2023 TO JUNE 30, 2025

Weinschenk stated that Nick Kilburg is satisfied with the job S2 Construction LLC, has been providing. Council agreed. Weinschenk stated the agreement is for two fiscal years which is the only change. Moved by Kueter with a second by Scheckel to approve compost agreement. Motion carried unanimously.

LIBRARY BOARD OF TRUSTEES- APPROVE NOEL SAUER'S RESGINATION

Moved by Kueter with a second by Tom Roth to approve Noel Sauer's Resignation from the Library Board as of 07/01/2023. Motion carried unanimously.

LIBRARY BOARD OF TRUSTEES- APPROVE MAYOR APPOINTMENT

Mayor Roger Michels appointed Kate Dondlinger to the Library Board of Trustees with term ending date of 06/30/2025.

Then moved by Tim Roth with a second by Tom Roth to approve the Mayor's appointment to the Library Board of Trustees. Motion carried unanimously.

12TH STREET BLOCK PARTY

Moved by Tom Roth with a second by Kueter to approve the street closure for the 12th Street Block Party. Motion carried unanimously.

UPCOMING MEETING DATES

The Council plans to meet next in regular sessions at 6:30pm on August 23 and Weinschenk will verify the date with the absent Councilmember.

COUNCIL AND MAYOR UPDATES

Scheckel questioned the results of the sanitation survey. Weinschenk stated results will be presented at the next meeting.

RECEIPTS AND DISBURSEMENTS

The following amounts were received or expended in the month of June:

FUNDS	RECEIPTS	DISBURSED
GENERAL:		
Basic General Fund	91,437.48	243,365.11
Franchise-Prop Tx	1,149.32	
Franchise Streets	1,149.32	
Lib Gift Fund	20.00	
L.O.T. Prop Tax Red	13,268.37	
SPECIAL REVENUE:		
L.O.T. Street Dept	13,268.38	66,152.02
Employee Benefit	5,093.81	
Road Use Tax	61,479.73	46,871.19
TIF Fund	81,862.92	76,722.11
Debt Service	5,675.06	
CAPITAL PROJECTS:		
Park Imp Proj.		16,396.42
PROPRIETARY FUNDS:		
Ambulance	13,117.59	20,852.60
Telecommunication	141,650.72	102,825.15
Sanitation	42,521.98	32,700.78
Water	41,546.66	49,344.24
Electric	199,995.70	198,728.36
Electric Cap Fund	2,037.90	
Customer Deposit	1,283.00	359.00
Storm Water Fund	6,168.81	322.83
Sewer	40,741.69	32,161.13
Sewer Cap. Improvement	6,331.34	
TOTALS	769,799.78	886,800.94

LIBRARY BILLS AND CLAIMS

Business	Memo	Amount
Access Systems	Copier Exp	100.20
Baker & Taylor	Oper Supp	553.81
Dubuque Fire Equipment	Equip Maint	45.00
Kueter True Value	Building Maint	27.16
ODP Business Solutions	Building Maint	25.99
Overdrive Bridges	Oper Supp	796.23
People	Periodicals	40.00
Petty Cash	Misc & Postage	31.01
Windstream	Telephone	11.87

BILLS AND CLAIMS

Business	Memo	Amount
Alexis Fire Equipment	FD Equip Maint	92.35
City of Bellevue	YE Trsf Employee Benefits	11167.02
Clasen's Auto Service	Tow Police Unit	65.00
Emergency Services Marketing	FD 3 Year Term IAMRESPONDING	305.00
Feld Fire	FD Equip Maint	72.00
IA Workforce Development	Unemployment	374.53
IPERS	Retirement	25696.64
IRS	SS/Fed WH/Medicare	15318.74

Kent Clasen	Fuel Reimb	74.30
Offshore Enterprises LLC	Purch 5 used Dumpsters	2500.00
Public Consulting Group	GEMT Cost Reporting	831.52
Racom	FD Setup/Prog for New Fire Truck	586.26
RAD Lawn Care	CP Spring Fertilizer	375.50
Treas State of IA	W/H	5454.61
ULine	C. Medinger Clothing Allow	88.56
IA Dept of Transportation	Hwy 52/ 62 Pav Areas/Sidewalk Exp	61422.77
City of Bellevue	YE Trsf- LOT Prop Tax Red	148081.31
Black Hills Energy	City Gas Purch	753.06
IA Comm Assurance Pool	City Workers Comp Premium	32898.00
Lynch Dallas P.C.	City Legal Exp	12202.50
Medical Assoc Health	City Health Ins	34279.55
Midwest Concrete Inc	Sidewalk Removal/Repair	18113.65
Productivity Plus	Parks Equip Maint	160.47
River City Paving	Asphalting Streets	114837.30
Sun Life Financial	City Life Ins	184.08
Treas State of IA	June Sales & Consumer Tax	6748.48
C&D Car Wash	Cable Fuel Exp	51.89
Card Service Center	City Supp	3064.89
Caseys General Store	City Fuel	229.67
Iowa One Call	Cable Locate Exp	44.83
IRS	SS/Fed WH/Medicare	13727.66
J&R Supply	Rdwy Storm Sewer Maint	1420.00
Kueter True Value	Cable Supp	341.33
Origin Designs	City of Bellevue Misc	1733.25
Verizon Wireless	City Phone Exp	594.53
Access Systems	City Copier Exp	529.96
American Funds	Payroll W/H	820.00
Bellevue Area Chamber	Annual Support/Tourism Grant	7500.00
Bellevue Little League	Equipment & Insurance	1200.00
Bellevue Lumber	City Supplies	51.98
Bellevue Municipal Utilities	City Util Exp	6569.43
Bellevue Sand & Gravel	City Supplies	170.75
Bellevue State Bank	Cable Loan Payoff	252092.84
Bellevue State Bank	Mo Cable Pmt	8000.00
Benders Foods	City Supplies	332.76
Big Country Seeds	CP Mound Clay	360.00
Big Ten Network	June Prog Charges	1325.19
Bormann's Neighborhood Pitstop	City Fuel Exp	653.77
Brannon Monument	A. Skrivseth Brick Paver	35.00
C&D Car Wash	City Fuel Exp	1563.63
Card Service Center	City Purch	1692.20
Cedar Falls Util	June Transport & Rental Fee	1192.78
City of Bellevue	LOT Funds to DS	4508.50
City of Bellevue	Office Transfers	16805.60
Dennis Gerardy	Window Cleaning	165.00
Dennis Petesch Jr	Bldg Permit Reimb	250.00
Dittmer Recycling	June Recycling Tipping Fees	754.50
DMASWA/Sanitary Landfill	June Glass Recycling Tipping Fee	68.10
Dream Bellevue	Econ Dev/Tour Supp Donation 2/4	5000.00
Dubuque Fire Equipment	City Hall/Pool Inspections	135.00
Dubuque Net Serv	Mo Office 365 Maint	1329.95
Emergency Medical Products	Amb Oper Supp	276.68

Fidelity Bank & Trust	Cable Loan Payoff	252092.84
Fidelity Bank & Trust	Mo Cable Pmt	8000.00
Heming Pest Control	Mo Pest Control	228.00
Hi-Viz Safety	Stop Signs	445.00
Innovative Systems	Mo Maint/Stmt	8036.55
Iowa Prison Industries	Water & Land Signs	48.00
IRS	SS/Fed WH/Medicare	290.01
ISPN	Internet & Video Support	2452.50
J&R Supply	City Equip	90.00
Jackson Co Economic Alliance	FY 2024 Dues	22000.00
Jackson Co Humane Society	FY 2024 Dues	800.00
John Deere Financial	FD Bldg Maint	60.04
Kieffer Plumbing & Heating	CP Fountain Maint	131.36
Kilburg Equipment	Dumpster & Wheels	1152.00
Klocke's Emergency Vehicles	Amb Vehicle Maint	68.64
Kluesner Construction	Muni Lot Asphalt Repair	900.00
Kueter True Value	City Supplies	738.04
Marquee Sports Network	June Prog Charges	2548.56
Medical Assoc Health	Alice Davis Amb Overpayment	133.87
Medical Assoc Clinic	Jess & Skrivseth Drug Test	144.00
Medline	Amb Oper Supp	200.37
Meier Electric	Pool Maint	454.18
Mi-T-M Equipment Sales	Amb Minor Equip	468.55
National Cable TV Coop	June Prog Chrg	36568.49
NBC Sports Chicago	June Prog Chrg	2180.94
Nexstar Broadcasting	June Prog Charges	3638.13
NICC Business Comm Solutions	Amb Cont Ed	882.00
Nieland Refrigeration	Comm Center Freezer Maint	265.50
Northland Securities	FY2023 Audit Filing Fee	435.00
Office Depot	City Oper Supp	287.22
PCC Inc	April Outside Amb Billing	1288.34
Public Consulting Group	GEMT Cost Reporting	831.52
River City Fencing	Pickle Ball Awning Report	2350.00
River City Paving	Rdwy Cold Patch	800.40
River Valley Energy	City Fuel Exp	3552.16
Roeder Bros	City Supp	1613.60
Roeder Outdoor Power	FD Equip Maint	333.42
S2 Construction	2Q2023 Compost Grinding	3750.00
Scripps Media	June Prog Charges	87.20
Showtime Network	June Prog Charges	98.07
State Hygienic Lab	Pool Bacteria Test	13.50
Terracon	Rdwy Sealing	207.50
Stephanie Penniston	Amb Call Comp	735.00
The Herald Leader	City Publications	1267.27
Trio Community Meals	June Congregate Meals	456.00
Truck Country	Sanitation Equip Maint	163.47
Unity Point Clinic	Drug Test Panels	84.00
Unit Point Health	2Q2023 EMS Drug Box	100.00
Universal Electric Supply	Comm Center Bldg Maint	78.06
Washington National Ins Co	Cancer & Accident Ins	648.70
Waste Auth of Jack Co	June Tipping Fees	5914.85
Waste Auth of Jack Co	3Q2023 Landfill Assessment	7786.09
Weber Paper Co	City Supplies	183.67
Windstream	City/Pool Phone Exp	782.34

ADJOURNMENT

As there were no other matters on the agenda for discussion, Mayor Roger Michels adjourned the meeting at 6:55 P.M.

City Administrator/Clerk

Mayor