City of Minburn

City Council Meeting-Action Minutes

June 10, 2024

The Public Hearing for the Proposed FY ’25 Budget meeting was called to order at 6:45 p.m. at Minburn City Hall. Mayor Joe Stuetelberg presided. Council members present were Charlotte White, Megan Cline, Laura Helm, and Jared Mills. No public comments were made. No objections were made. Cline moves to adopt Resolution 2024-10 for proposed FY ’25 Budget, second Bennett. All ayes. Motion carried. The public hearing was closed by Mayor Stuetelberg.

The regular meeting was called to order at 7:00 p.m. at Minburn City Hall. Mayor Joe Stuetelberg presided. Council members present were Charlotte White, Megan Cline, Laura Helm, and Jared Mills. The visitors present were Joe Miles, Sebina Hajdarevic, Sabo Hajdarevic, Margaret Liston, Emerson Riedemann, Malachi Riedemann, and Garrett Reidemann.

**Agenda:** Mayor Stuetelberg proposed a change of order to the agenda. Move Cline, second White to approve adjusted agenda order. All ayes. Motion carried.

**Minutes:** Move Cline, second Bennett to approve the minutes of the 5-13-2024. All ayes. Motion carried.

**Bills:** Move Cline, second Bennett to approve the payment of regular bills. All ayes. Motion carried.

AgSource Cooperative Services TESTING SERVICES 397.00

AJS SANITATION GARBAGE $2,587.50

ANATOMY IT TECHNOLOGY SERVICES $327.15

BOLTON & MENK, INC PROFESSIONAL SERVICES $136.00

CANON FINANCIAL SERVICES, INC COPIER USAGE $103.00

CHARLOTTE WHITE HOURS WORKED $1,651.52

CITY OF MINBURN CITY UTILITIES $143.50

DJ SERVICES, LLC JETTING $385.00

EFTPS FED/FICA TAX $477.37

EMERGENCY APPARATUS MAINT ENGINE 601 MAINT $2,876.99

GUTHRIE COUNTY RURAL ELEC COOP ELECTRIC $69.18

HACH Company CHLORINE RGT $1,096.00

HARLAND ACE HARDWARE SKATE SHACK PAINT $377.92

HEARTLAND COOP SPRAY FOR PARKS $325.19

IOWA PUMP WORKS Grinder Repair $5,975.13

IPERS PAYROLL CONTRIBUTION $254.33

J & M DISPLAYS, INC FIREWORKS $4,500.00

JOE STUETELBERG OPERATOR WASTEWATER SERVICES $500.00

MID AMERICAN ENERGY ELECTRIC SERVICE $786.10

Minburn Communications SERVICE $96.63

PREMIER PEST CONTROL MOSQUITOES SPRAY $450.00

THE GRAVEDIGGER LLC GRAVE OPENING & CLOSING $1,250.00

TREASURER, STATE OF IOWA STATE TAX $26.33

VISA-BANKERS BANK VISA STATEMENT $76.08

WELLMARK B/C & B/S HEALTH INS $2,340.66

WILD, BAXTER & SAND METRO PARK WEST COMM $406.25

XENIA RURAL WATER DISTRICT WATER SERVICE $2,302.31

ZACH FUNK REIMBURSEMENT $3,963.63

Accounts Payable Total $33,880.77

Payroll Checks $1,577.09

Report Total $35,457.86

EXPENSES REVENUES

GENERAL $15,510.62 $6,761.31

4TH OF JULY $4,500.00 $500.00

ROAD USE TAX $596.79

EMPLOYEE BENEFITS $1,136.62

DEPOT $39.13

WATER $5,228.87 $13,927.71

SEWER $8,445.83 $11,565.20

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TOTAL FUNDS $35,457.86 $32,754.22

**Chris Helm – Council Resignation:** Council Member Helm submitted official resignation from city council to fill vacant Clerk and Works position. Mayor Stuetelberg and council accepted resignation.

**Council Vacancy Appointment:** Mayor Stuetelberg appointed Laura Helm to fill vacancy on council. Move White, second Cline. All ayes. Motion carried.

**HWY 169 Building Plans:** Sebina and Sabo Hajdarevic discussed plans to build home on property, and they need to add water and electric service. Owners need address to move forward and decided on 201 4th Street. Landowners will check with county for location of storm sewer and tile lines.

**Burn Pile and Skate Rink:** No one present to present information

**Park Event:** Mayor Stuetelberg presented information on a golf outing that would like to use Meek Park for an event. Stuetelberg will gather more information and invite Clint Luellen to present idea to council.

**Property Line Dispute:** Joe Miles brought information to the council’s attention that a neighbor has built a fence over the property line. Building permit for said fence cannot be located. Miles had land resurveyed in 2020 and shows the fence is approximately 8.8 feet over property line. Miles will contact homeowners to negotiate solutions before council takes steps to remedy.

**Utility Adjustments:** Albers, Hart, James, and Melnick filled pool without filling out pool adjustment paperwork ahead of time. Cline moved for on a one-time sewer adjustment, delivery of pool adjustment form, and purchase of hose meters for rental. Second White. Four ayes, one nay. Motion carried.

**Approval of Bank Signer**: Resolution to approve new city clerk, Chris Helm, as a bank signer. Move Cline, second Bennett. All Ayes. Motion Carried.

**4th of July Update:** Cline shared information on activities happening during the 4th of July celebrations. Bennett moved to close the roads for the parade route and Baker Street for the parade and car show. Second White. All ayes. Motion carried.

**Public Comments:** Margaret Liston introduced herself to the council and notified that she is running for state representative.

**Mayor’s Comments:** Roger’s Park shelter is damaged on the east side. Need to take a look at repairing damage. LMI survey is a priority alongside the Lead and Copper identification. Council will take steps in administering questionnaire door-to-door.

**City Hall Comments:**  Helm thanked council and mayor for help during transitionary period.

**Adjournment:** Move Cline, Second Bennett. All ayes. Motion Carried. The meeting was adjourned at 7:55 p.m.

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Chris Helm, City Clerk

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ATTEST: Joe Stuetelberg, Mayor