

**CITY OF PRAIRIE CITY  
MINUTES  
NOVEMBER 10, 2020**

The City Council of Prairie City, Jasper County, Iowa, met on November 10, 2020, in regular session at the Prairie City Community Building and via ZOOM. At 6:06 p.m. Mayor Alleger called the meeting to order, and all joined in reciting the Pledge of Allegiance.

Roll Call: Roll was called showing members present and absent as follows: Present: Mayor Alleger; Councilors: Townsend, Berger, McDonald, and Taylor. Councilor Lindsay arrived at 6:46 p.m. Also in attendance: City Administrator, John Lloyd; City Clerk, Jodie Wyman; Library Director, Sue Ponder; Interim Police Chief, Mike German; City Water and Sewer Operator, Carl Van Der Kamp; and City Engineer, Andrew Inhelder.

Public Comments: Brad Magg expressed his concern in the support by the community towards his restaurant. He wants peace of mind that the police will not be writing tickets to his customers. He stated that he has also had issues getting a building permit. He is questioning whether to make further investment into the community with issues he is perceiving.

Kevin Leutters, Jamie Elam, and Brett Jennings with Jasper County Community Development discussed that since the departure of the previous director there may have been some miscommunications with the City of Prairie City with regards to inspections. Leutters would like to discuss what it would take for the city to continue to utilize JCCD for inspections. Mayor Alleger stated that since this was during the Public Comments that council could not have a discussion on it during this meeting, but it could be put on the agenda for the December meeting. No action was taken.

Agenda Approval: Mayor Alleger pulled item 7G a request to use the community building at a reduced rate off the agenda. Due to Covid-19 concerns they are no longer interested in moving forward with the request. It was moved to approve the agenda by Councilor Taylor. Councilor Berger seconded the motion. The motion was passed all ayes by roll call vote.

Consent Agenda: Councilor McDonald requested to have the September minutes indicate the amount of the electric service disconnection from the building south of the city shop by the water plant per the findings on repeated annual audits. Councilor Taylor requested to pull the October financials out for discussion later in the meeting. Councilor McDonald then moved to approve the consent agenda. Councilor Townsend seconded the motion. The consent agenda was passed all ayes by roll call vote.

Old Business:

It was moved by Councilor McDonald to approve resolution 11-10-20-5 Change Order #2 for the Water Main and Sanitary Sewer Extension 2020 for the cost of \$2,400, to be reimbursed from Dollar General. The motion was seconded by Councilor Berger. Resolution 11-10-20-5 was approved all ayes by roll call vote.

Berger motioned to move forward with engineering phase 1 on the water main reconstruction. The motion was seconded by Taylor. The motion passed all ayes by roll call vote.

Taylor moved to approve Nicholas Aldrich to the ambulance and fire department. Councilor Berger seconded the motion. The motion was passed all ayes by roll call vote.

Councilor McDonald moved to approve resolution 11-10-20-2 accepting the 2020 Annual Urban Renewal Report. The motion was seconded by Townsend. The resolution was approved all ayes by roll

call vote.

Councilor McDonald moved to approve resolution 11-10-20-3 accepting the 2020 Annual Financial Report. The motion was seconded by Councilor Townsend. Resolution 11-10-20-3 accepting the 2020 Annual Financial report was approved all ayes by roll call vote.

Councilor McDonald moved to approve resolution 11-10-20-9 entering into a contract with Prairie City Economic Development Corporation. Councilor Berger seconded the motion. Resolution 11-10-20-9 was approved all ayes by roll call vote.

Councilor Taylor moved to approve pay request #1 to J & K Construction in the amount of \$128,599.80. The motion was seconded by Berger. The motion to approve pay request #1 was approved all ayes by roll call vote.

Councilor Townsend moved to approve Resolution 11-10-20-4 requesting reimbursement from the Iowa Covid-19 government relief fund. The motion was seconded by Councilor McDonald. Resolution 11-10-20-4 was approved all ayes by roll call vote.

Councilor Taylor moved to approve Resolution 11-10-20-8 for the approval of the automated speed enforcement system agreement between Prairie City and Blue Line Solutions. The motion was seconded by Councilor Berger. Resolution 11-10-20-8 was approved all ayes by roll call vote.

Councilor Taylor moved to approve Resolution 11-10-20-6 setting a public hearing to add speed cameras to the Code of Ordinances. Motion was seconded by Councilor McDonald. Resolution 11-10-20-6 was approved all ayes by roll call vote. The public hearing will be Wednesday, December 9, 2020, at 6:00 p.m. at the Community Building in Prairie City and via Zoom.

Councilor Townsend moved to approve the hiring of Adam Choate, Kevin Gott, and Cameron Kinmoth as part-time officers for the Prairie City Police Department. The motion was seconded by Councilor McDonald. The motion to hire part-time officers was approved all ayes by roll call vote.

Councilor Berger moved to approve a camera server and video cameras in and around City Hall in the amount of \$3,455.54 from the Police-Minor Equipment Account. The motion was seconded by Councilor McDonald. The motion passed all ayes by roll call vote.

Councilor Taylor moved to approve Resolution 11-10-20-7 setting the next Prairie City Council Meeting for Wednesday, December 9, 2020, at 6:00 p.m. at the Community Building in Prairie City and via Zoom. McDonald seconded the motion. Councilor Lindsay arrived at 6:46 p.m. A roll call vote of all ayes passed the motion.

Councilor Taylor looked through the claims credit card usage report and noted that the librarian had purchased minor equipment in the amount of \$846.73 and \$546 in uniform expense for the Police Department. Councilor Taylor inquired as to why the librarian was paying for police purchases with the library credit card. It was indicated that Interim Police Chief German had not received his own department credit card. Councilor Taylor has requested that one be requested for the police department, so any future purchases can be made on his city credit card. It is noted that the purchases were correctly coded to come from the police budget. Further inquiry was made as to what the need was for such equipment. Interim Police Chief German stated that the purchase of the monitors for the MACH program, which is a mapping program and needs to have a monitor in and of itself. The other monitor is for the cameras that were authorized for purchase tonight. The large size is explained by the more cameras you add the smaller the views are on the monitor and there is a desire to purchase more cameras in the future. Councilor Townsend asked why postage purchases are made by credit card and not on

account. These postage purchases include certified mailings. Staff will look into having an account with the post office. Councilor McDonald inquired as to health insurance payments from the ambulance department. City Clerk Wyman stated that the city administrator, city clerk and deputy clerk payroll/benefits are shared expenses across the city departments as they are shared resources. Councilor McDonald stated that we look at those line items during the upcoming budget sessions, so they are not showing as overspent. Councilor McDonald moved to approve the October financials. Councilor Taylor seconded the motion. The October Financials were approved all ayes by roll call vote.

Closed Session:

Councilor McDonald moved to enter into closed session. The motion was seconded by Councilor Berger. The motion was approved all ayes by roll call vote. The Prairie City Council moved into closed session at 6:57 p.m.

Open Session:

Mayor Alleger brought the council back into the open meeting at 7:07 p.m. with all ayes by roll call vote. Also in attendance was City Administrator, John Lloyd; City Clerk, Jodie Wyman; and Interim Police Chief, Mike German. Councilor Taylor moved to approve William R. Sickles at a rate of \$26.00 per hour as a full-time police officer for the City of Prairie City. The motion was seconded by Councilor Berger. The motion was approved unanimously by roll call vote.

Mayor Alleger explained that the Jasper County Board of Supervisors is looking to approach each community within the county to explore the interest in joining together to provide animal rescue services.

Councilor McDonald asked why the resolution setting the public hearing regarding no parking from the October meeting was not on the agenda. City Administrator Lloyd stated that it was an error on his part for not getting it on the agenda. Lloyd also stated that there is a potential need for a second meeting in November. This need arises from recent discussions to finalize land plats three and four within Rolling Prairie Development and the new owners of the Whiskey Barrel are waiting for their approved dram shop insurance from the state, so they can gain an approved liquor license before they open. The setting of the public hearing regarding no parking can be added to this meeting agenda.

Councilor Taylor moved to adjourn the November 10, 2020, meeting. The motion was seconded by Berger. The motion to adjourn was approved all ayes by roll call vote. The Tuesday, November 10, 2020, Prairie City Council Meeting adjourned at 7:15 p.m.

---

**Chad D. Alleger, Mayor**

**ATTESTED TO:**

---

**Jodie Wyman, City Clerk**

**CITY OF PRAIRIE CITY  
MINUTES  
NOVEMBER 16, 2020**

The City Council of Prairie City, Jasper County, Iowa, met on November 16, 2020, via ZOOM, at 12:03 p.m. Mayor Alleger called the meeting to order.

Roll Call: Roll was called showing members present and absent as follows: Present: Mayor Alleger; Councilors: Townsend, McDonald, and Taylor. Also in attendance: City Administrator, John Lloyd; City Clerk, Jodie Wyman; and Interim Police Chief, Mike German.

Public Comments: There were no comments from the public.

Agenda Approval: Townsend moved to approve the agenda and seconded by Taylor. The motion passed all ayes.

Old Business: McDonald moved to approve Resolution 11-16-20-1 approving the request for reimbursement from the Iowa Covid-19 Government Relief Fund. The motion was seconded by Townsend. Resolution 11-16-20-1 was approved all ayes.

McDonald moved to approve Resolution 11-16-20-2 setting a public hearing to allow 15 minute parking on W. 2<sup>nd</sup> Street in the 300 and 400 blocks. The motion was seconded by Townsend. Resolution 11-16-20-2 was approved all ayes.

New Business: Townsend moved to approve a Class C Liquor License with Sunday Sales to Whiskey Barrel Pub and Eatery at 112 E Jefferson St and was seconded by Taylor. The motion was approved all ayes.

Taylor moved to adjourn the Council meeting and seconded by McDonald. The motion passed all ayes. The November 16, 2020, Prairie City Council meeting adjourned at 12:06 p.m.

---

**Chad D. Alleger, Mayor**

**ATTESTED TO:**

---

**Jodie Wyman, City Clerk**

Prairie City Park Board Commission  
Wednesday, November 18, 2020  
6:00 p.m.  
Meeting Minutes

\*Meeting held at community park building.

Call to Order: 6:05 p.m. by Natalie Owens  
Present: Natalie Owens, Scott Steenhoek, Trishia Johannes, Emily Simmons, Tom Schendel, Brent Berger, Carl VanderKamp, John Lloyd

**Approval of Agenda & Minutes:**

- Motion to approve agenda & minutes by Schendel; second by Simmons.

**Little League / Bam Bam Update:**

- No update at this time.
- Park Board members would like a Little League representative at the December meeting to provide a status update on Little League and to discuss the partnership for the upcoming 2021 season.
- Johannes will reach out to Mindy Shaver (or another rep) to invite her to the December meeting.

**Soccer:**

- Park Board is planning to proceed with upgrading some of the soccer equipment for the 2021 soccer season, with a primary focus on the large soccer field. Equipment to be considered for purchase includes new goals, nets and corner flags.
- Schendel will contact Lonnie Wing to get two levels of pricing for each item.
- PCM Youth Soccer has no update at this time.
- Park Board members would like a youth soccer representative at the December meeting to provide a status update on youth soccer and to discuss the partnership for the upcoming 2021 season.
- Simmons will reach out to Arica Brinegar (or another rep) to invite her to the December meeting.

**Public Works Update:**

- All summer equipment and machinery has been put away for winter. Bunker rake has been serviced for winter.
- Public Works is on snow alert. Equipment is ready to go for the first snow.
- Public Works will change all codes to equipment sheds and buildings.
- No update on tree removal. The thought is to have a lot of the removal work done internally.

**New Business**

Additional Parking at Community Park:

- It was brought to our attention the empty lot on the west side of the park, between two homes, is owned by the city and part of the park.
- One idea is to carve out a section for parking on the west side. The curb is already cut out – we would just need to outline where the parking would be.
- To outline the parking area, we could use stumps from trees that get removed, plant new trees, etc. New trees could come from a \$2000 Trees Please grant (members also suggested planting new trees at Garden Square, Rec Complex and Buffalo site).
- It was suggested a parking lot on the west side of the Community Park be gravel.
- Park Board members are to bring their ideas to the December meeting.

### Old Business

#### Budget (Community Building \$):

- Schendel has obtained a quote from Pella Glass & Home Improvement for the replacement of windows, doors and gutters at the Community Building. Costs to do all three exceed the \$10,000 budget.
- Waiting on a couple of additional quotes. Councilman Berger is contacting someone for a quote, as is Schendel.
- Once all quotes are in, Park Board will need to decide the extent of work to be done and if additional funds will need request from Council.

#### Pond Pump:

- No updated. Schendel still needs to contact The Pond Guy (Collins, IA) about coming and taking a look.
- Primary concern is the pond can't maintain the appropriate water level (possible leak, muskrats, field tile in area could be impacted).

#### Pond Pump:

- No update.

#### Tournament(s) Update – Summer 2021:

- CIS, organization who sponsored 2020 tournaments, doesn't see the tournament schedule/structure changing for 2021.
- Marci DeVries has interest in having her food truck available for tournaments in 2021.
- We need to discuss a hook-up fee or something similar for any food trucks who service the tournaments.
- There was discussion on if/how we can allow CIS employees to use the bunker rake. Lloyd is going to work with city insurance provider to see how that might work.
- With tournaments planned for 2021, Little League back in action and tournament teams all wanting field space, discussion will be held on how to be handle to expected demand.

#### Backstop Fence Extension at Rec Complex:

- Three quotes were presented by Steenhoek for backstop fence extensions at the Rec Complex. The addition of these can greatly increase the safety for fans during games, tournaments and practices.

- Des Moines Steel Fence had the most competitive bid. Extending 50 feet of backstop up another 8 feet for \$3,800 per field (labor and materials).
- Schendel motioned to proceed with the Des Moines Steel Fence quote. Second by Simmons. Vote: Yes = 5, No = 0.
- Steenhoek will request a revised quote to correct name, description, sales tax, delivery, total and date.
- Park Board will plan to present recommendation at December council meeting.

**Discussion Items:**

- Simmons put together a Park Board List of larger project items. This was request by Council. Some of the items we are currently working on are included within this list.

Next Meeting: Wednesday, December 16, 2020.

**Adjournment**

- Motion to adjourn meeting at 7:45 by Schendel, second by Steenhoek.

**RESOLUTION NO. 12-9-20-1**

**RESOLUTION APPROVING BILLS AND TRANSFERS**

BE IT RESOLVED by the Council of the City of Prairie City, Iowa:

The Council of the City of Prairie City, Iowa, hereby approves the bills submitted to the Council December 9, 2020, as well as transfers submitted to Prairie City Council December 9, 2020.

Approved and adopted this 9<sup>th</sup> day of December, 2020.

---

Chad Alleger, Mayor

ATTEST:

---

Jodie Wyman, City Clerk



**CLAIMS REPORT**  
 Check Range: 11/05/2020-12/04/2021

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ACCO UNLIMITED CORPORATION	LIQUID CHLORINE		383.10	43490	12/01/20
ACCUJET LLC	VAC AND WASH DOWN LIFT STATION		868.18	43491	12/01/20
BAKER & TAYLOR INC	LIBRARY BOOKS		536.12	43492	12/01/20
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES		25.60	43493	12/01/20
BRICK GENTRY P.C.	Legal Fees		1,380.00	43494	12/01/20
CASEY'S BUSINESS CARD	FUEL POLICE		30.86	43495	12/01/20
CENTRAL SERVICE & SUPPLY INC	PARTS		740.00	43496	12/01/20
CENTURYLINK	TELEPHONE		405.63	43497	12/01/20
COLFAX AUTO PARTS	PARTS		239.65	43498	12/01/20
COLLECTION SERVICES CENTER	CHILD SUPPORT	380.76		43472	11/17/20
COLLECTION SERVICES CENTER	CHILD SUPPORT	380.76	761.52	43489	12/01/20
G WORKS	ANNUAL LICENSE	7,158.37		43499	12/01/20
G WORKS	DOWN PAYMENT ON PROJECT ACCT	1,400.00	8,558.37	43528	12/04/20
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE PREMIUM		331.44	6152112	12/01/20
DELUXE	DEPOSIT TICKET BOOKS		174.10	43500	12/01/20
DES MOINES STAMP MFG CO INC	PURE MARK STAMP		36.40	43501	12/01/20
EPIC LIFE INSURANCE CO	LIFE INSURANCE PREMIUM		336.01	6152120	12/01/20
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	4,539.78		6152107	11/17/20
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	5,204.39	9,744.17	6152116	12/01/20
FIRST NATIONAL BANK OMAHA	CREDIT CARD		52.21	43529	12/04/20
FIRST NATIONAL BANK OMAHA	CREDIT CARD		686.59	43530	12/04/20
FIRST NATIONAL BANK OMAHA	CREDIT CARD		74.19	43531	12/04/20
FIRST NATIONAL BANK OMAHA	CREDIT CARD		88.81	43532	12/04/20
FIRST NATIONAL BNK OMAHA	CREDIT CARD		281.29	43533	12/04/20
FST NATIONAL BNK OF OMAHA	(5286)		1,103.87	43534	12/04/20
GLOBAL REACH INTERNET PRODUCTI	WEBSITE FEE		96.00	43502	12/01/20
HEARTLAND COOP	FUEL	274.14		43474	11/19/20
HEARTLAND COOP	FUEL	1,528.89	1,803.03	43503	12/01/20
HYDRO-KLEAN INC	SEWER REPAIRS		1,652.00	43504	12/01/20
IDALS PESTICIDE BUREAU	CERTIFIED PESTICIDE APPLICATOR		15.00	43475	11/19/20
IOWA FINANCE AUTHORITY	LOAN PAYMENT	23,090.00		6152113	12/01/20
IOWA FINANCE AUTHORITY	LOAN PAYMENT	402.50	23,492.50	6152114	12/01/20
IOWA LAW ENFORCEMENT ACADEMY	TRAINING		150.00	43505	12/01/20
IOWA MUNICIPAL FINANCE OFFICER	CLERKNET DUES		50.00	43535	12/04/20
IOWA MUNICIPAL WORKERS COMP AS	PREMIUM		807.00	43506	12/01/20
IOWA ONE CALL	UTILITY LOCATES		84.00	43507	12/01/20
IOWA POLICE CHIEFS ASSOCIATION	DUES		125.00	43536	12/04/20
IOWA PUMP WORKS INC	PUMPS - SEWER	15,738.91		43476	11/19/20
IOWA PUMP WORKS INC	ON-SITE SERVICE LABOR	625.00	16,363.91	43508	12/01/20
IOWA REGIONAL UTILITIES AS	WATER		119.38	43509	12/01/20
IOWA RURAL WATER ASSOC	DUES		275.00	43510	12/01/20
IOWA STORAGE TRAILER INC	TRAILER RENT		135.00	43537	12/04/20
IPERS	IPERS-POLICE	6,478.38		6152109	11/17/20
IPERS	IPERS-POLICE	3,435.80	9,914.18	6152118	12/01/20
J&K CONTRACTING, LLC	WATER MAIN & SANITARY SEWER		128,599.80	43484	11/19/20
J&K ELECTRIC LLC	SEWER PLANT REPAIRS		1,234.50	43477	11/19/20
JOHNSON CONTROLS	CITY HALL CONTRACT		1,506.18	43478	11/19/20
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	46.40		43511	12/01/20
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	487.19		43538	12/04/20
KABEL BUSINESS SERVICES	CAFE-MEDICAL	328.85		6152110	11/17/20
KABEL BUSINESS SERVICES	CAFE-MEDICAL	328.85	1,191.29	6152119	12/01/20
KARL CHEVROLET	PUBLIC WORKS TRUCK		28,975.80	43485	11/24/20
KEYSTONE LABORATORIES INC	STATE REQUIRED LAB TESTS		2,070.00	43512	12/01/20
KOCH BROTHERS	LANIER CONTRACT		1,304.44	43479	11/19/20

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	43,979.29
110	ROAD USE	13,041.29
112	TRUST&AGENCY LEVIES	4,927.19
600	WATER	96,136.57
601	WATER SINKING FUND	402.50
610	SEWER	141,592.43
611	SEWER SINKING FUND	23,090.00
670	SANITATION	13,191.34
-----		
	TOTAL FUNDS	336,360.61

First National Bank Credit Card

NOVEMBER

<u>Vendor#</u>	<u>Card#</u>	<u>Name</u>		<u>Detail</u>	<u>Amount</u>
926	8093	Emily Voeller	City	Postage	\$ 3.40
926	8093	Emily Voeller	City	Office Supplies	\$ 5.32
926	8093	Emily Voeller	City	Office Supplies	\$ 43.49
					<u>\$ 52.21</u>
927	9798	Sue Ponder	Police	Minor Equipment	\$ 425.91
927	9798	Sue Ponder	Police	Office Supplies	\$ 181.89
927	9798	Sue Ponder	Library	Books	\$ 52.06
927	9798	Sue Ponder	Library	Programs	\$ 16.04
927	9798	Sue Ponder	Library	Computer Support	\$ 10.69
					<u>\$ 686.59</u>
930	0081	John Lloyd	Police	Background Checks	\$ 30.00
930	0081	John Lloyd	Sewer	Transcripts	\$ 3.00
930	0081	John Lloyd	Council	Recorder	\$ 55.81
					<u>\$ 88.81</u>
	9652	Mike German	Police	Office Supplies	\$ 48.11
	9652	Mike German	Police	Office Supplies	\$ 82.73
	9652	Mike German	Police	Minor Equipment	\$ 150.45
					<u>\$ 281.29</u>
928	0042	Carl Van Der Kamp	Sewer	Coveralls	\$ 74.19
1039	5286	Jodie Wyman	City	Office Supplies - YE Forms	\$ 153.87
1039	5286	Jodie Wyman	Ambulance	Training - EMT Class (Nathan)	\$ 950.00
					<u>\$ 1,103.87</u>
929	0497	James Clark			\$ -
					<u>\$ -</u>
					<u><u>\$ 2,286.96</u></u>

Total \$ 2,286.96

Water Sinking Fund

	601-910-4830	GL	
X		6444	\$ 2,832.00
X		6446	\$ 2,832.00
X		6845	\$ 2,832.00
X		6845	\$ 2,832.00
X		6847	\$ 2,832.00
		December 6847	\$ 2,832.00
		January 6847	\$ 2,832.00
		February 7169	\$ 2,832.00
		March 7170	\$ 2,832.00
		April 7171	\$ 2,832.00
		May 7172	\$ 2,832.00
		June 7173	\$ 2,832.00

600-910-6910 Payment

600-910-6910  
601-910-4830

Sewer Sinking Fund

	611-910-4830	GL	
		July 6445	\$ 16,928.00
		August 6447	\$ 16,928.00
		September 6845	\$ 16,928.00
		October 6845	\$ 16,928.00
		November 6845	\$ 16,928.00
		December 6845	\$ 16,928.00
		January 6845	\$ 16,928.00
		February 7169	\$ 16,928.00
		March 7170	\$ 16,928.00
		April 7171	\$ 16,928.00
		May 7172	\$ 16,928.00
		June 7173	\$ 16,928.00

610-910-6910 Payment

610-910-6910  
611-910-4830



203 E Jefferson  
Prairie City, IA 50228  
Phone: 515-994-2649

---

## Memorandum

**TO:** Honorable Mayor and Council of Prairie City  
**FROM:** Emily Voeller, Deputy Clerk  
**DATE:** December 1, 2020  
**SUBJ:** Building Permits

---

### November 2020

#### BUILDING PERMITS

Lyle Burkett	106 N West	Fence
Goldies	304 W Second	Addition
Collin Harrison	500 S Main	Addition

#### TRADE PERMITS