

The Regular City Council Meeting of the Anita City Council was held April 8, 2020 with Mayor Harris presiding. In order to help stop the spread of the COVID-19 virus, a special meeting of the Anita City Council was held electronically utilizing the platform. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. The agenda was posted 24 hours in advance at Rolling Hills Bank, First National Bank, City Hall, Anita Post Office, the Anita Channel and Main Street Market to give instructions on how others could participate in the meeting.

Council Members present were: John Knutson, Ben Daughenbaugh, Mark Harris and Kevin Littleton. Absent was Tim Wheelock.

Also present were John Pollock, Carolyn Modrell, Dee Harrison, Kenny Harrison, David Hockenberry, Laurie Hockenberry, Karen Vogl, Leon Vogl, Jim Mailander and Jody Meyer.

Motion by Knutson; second by Littleton to approve the agenda as posted. Ayes: All. Motion Carried.

Motion by Littleton; second by Daughenbaugh to approve minutes of the March 11, 2020 Council Meeting; March 23, 2020 Special Meeting to approve FY20/21 Budget and April 6, 2020 Planning & Zoning meeting. Ayes: All. Motion Carried.

Motion by Littleton; second by Daughenbaugh to approve the clerk/treasurer's report. Ayes: All. Motion carried.

Motion by M. Harris; second by Littleton to approve the invoices as presented. Ayes: All. Motion carried.

Motion by Daughenbaugh; second by Knutson to approve a correction to February 12, 2020 minutes which needed to include: "Motion by Littleton; second by Daughenbaugh to purchase 630 Main St, Anita, IA for \$1,000. Ayes: All. Abs. Wheelock. Motion Carried."  
Ayes: All. Motion Carried.

Motion by M. Harris; second by Knutson to approve Resolution #20-19 "APPROVE TRANSFER FROM THE LIBRARY SAVINGS ACCOUNT TO THE LIBRARY GIFT ACCCOUNT." Ayes: Knutson, Littleton, Daughenbaugh, M. Harris. Abs: Wheelock. Nays: None. Motion carried.

Motion by Daughenbaugh; Second by Littleton to approve Resolution #20-20 "APPOINT MAYOR PRO TEM AS THE CITY CLERK'S IMMEDIATE SUPERVISOR." Ayes: Knutson, Littleton, Daughenbaugh, M. Harris. Abs: Wheelock. Nays: None. Motion carried.

Motion by Daughenbaugh; second by Knutson to approve Resolution #20-21 "REQUIRING ADJACENT PROPERTY OWNERS TO MAINTAIN THE PUBLIC RIGHT OF WAY BETWEEN THE STREET AND SIDEWALK WICH INCLUDES THE MOWING OF SAID AREA UP TO THE EDGE OF THE STREET WHETHER THERE IS A SIDEWALK OR NOT" Ayes: Knutson, Littleton, Daughenbaugh, M. Harris. Abs: Wheelock. Nays: None. Motion carried.

Motion by Daughenbaugh; Second by Littleton to approve Resolution #20-22 “APPOINT KRISTA YOUNG TO THE ANITA PLANNING AND ZONING BOARD.” Ayes: Knutson, Littleton, Daughenbaugh, M. Harris. Abs: Wheelock. Nays: None. Motion carried.

Motion by M. Harris; second by Knutson to approve written recommendation from the Anita Planning and Zoning board to rezone property located near Hwy 148 and Hillcrest Dr from Commercial to Agricultural. Ayes: All. Motion Carried.

The bathrooms at City Hall were discussed. The council plans to get some specifications put out for bid to upgrade to one single bathroom.

Motion by Knutson; Second by Littleton to approve a quote for AMU’s Shop building Lot Survey. Ayes: All. Motion Carried.

A survey quote was discussed for the City’s maintenance building. Two parcels need to be added to the quote. Discussion tabled until May meeting to get a quote update.

Motion by M. Harris; Second by Knutson to approve a quote to complete a survey for the new airport hangar and the airport road. Ayes: All. Motion carried.

The Street Department was discussed. Per Council, no overtime is to be accrued without consent from the Mayor and Mayor Pro Tem until further notice. Motion by Littleton; Second by Knutson to not allow any overtime until further notice. Ayes: All. Motion carried.

Safety was discussed. One employee did not attend a chainsaw safety class that was required to attend per council. The Street Department employees are required to attend safety classes which are now required by the City’s Workers Compensation carrier. Discussion tabled until May 13, 2020 Council Meeting.

Three complaints were filed with the State Ombudsman’s office. All three complaints were found to be unsubstantiated and unwarranted by the Ombudsman’s office. The case has been closed.

Discussion held on nuisance abatements.

The next monthly Anita City Council meeting will be held May 13<sup>th</sup>, 2020 at 7:30 pm at City Hall if able or via electronic meeting utilizing zoom. Details will be posted if the meeting has to be held electronically due to COVID-19.

Motion by Knutson; second by Littleton to adjourn. Ayes: All. Motion Carried, meeting adjourned at 8:52 p.m.

#### CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
PERFORMANT RECOVERY, INC	GARNISHMENT	209.88	30190	3/12/2020
PERFORMANT RECOVERY, INC	GARNISHMENT	248.14	30238	3/26/2020
LIBERTY NATIONAL	LIFE PRETAX	133.02	30239	3/26/2020
UHS PREMIUM BILLING	HEALTH INSURANCE	524.04	30240	3/25/2020
UHS PREMIUM BILLING	HEALTH INSURANCE	1,242.61	30240	3/25/2020
UHS PREMIUM BILLING	HEALTH INSURANCE	408.91	30240	3/25/2020
UHS PREMIUM BILLING	HEALTH INSURANCE	436.7	30240	3/25/2020
ANITA MUNICIPAL UTILITIES	GRIESHABER CLAIM REIMBURSEMENT	68.31	30241	3/26/2020

ANITA DEVELOPMENT	DONATION	200	30242	3/26/2020
CASS CO SHERIFF'S OFFICE	28E AGREEMENT-POLICE	5,972.00	30243	3/26/2020
CITY OF ATLANTIC	LAB TESTS	380	30244	3/26/2020
DISCOUNT CARPET CLEANING	CARPET/FLOOR CLEANING	319	30245	3/26/2020
MAILANDER LAW	LEGAL FEES	167	30246	3/26/2020
MAILANDER LAW	LEGAL FEES	75	30246	3/26/2020
PERFORMANT RECOVERY, INC	GARNISHMENT	261.1	30256	4/7/2020
BAKER & TAYLOR	BOOKS	47.56	30257	4/7/2020
WESTEL SYSTEMS	PHONE EXPENSE-LIBRARY	156.76	30258	4/7/2020
BLACK HILLS ENERGY	NATURAL GAS-LIBRARY	169.72	30259	4/7/2020
QUILL	COPY PAPER/TOILET PAPER SUPPLI	39.28	30260	4/7/2020
SARA YOUNG	MILEAGE REIMBURSEMENT	50.6	30261	4/7/2020
KELLY LINDBLOM	JANITORIAL-LIBRARY	182.25	30262	4/7/2020
ALLIANT ENERGY	ELECTRIC AT LAGOONS	2,440.78	30263	4/7/2020
ANITA MUNICIPAL UTILITIES	UTILITIES-CC	204.1	30264	4/7/2020
ANITA MUNICIPAL UTILITIES	18/19 WC REFUND	482	30264	4/7/2020
ANDERSON SERVICES	WINDOW WASHING	12	30265	4/7/2020
ANITA SUPPLY CENTER	SUPPLIES-SHOP	9.97	30266	4/7/2020
ANITA SUPPLY CENTER	PAINT-CH	276.91	30266	4/7/2020
ANITA TRIBUNE	PUBLISHING/ADVERTISING-CC	24	30267	4/7/2020
ANITA TRIBUNE	PUBLISHING/ADVERTISING-CH	251.12	30267	4/7/2020
ATLANTIC MOTOR SUPPLY	HOSE FITTINGS/HOSE/SUPPLIES	105.93	30268	4/7/2020
ATLANTIC NEWS TELEGRAPH	PUBLISHING-ZONING & BUDGET	152.4	30269	4/7/2020
BLACK HILLS ENERGY	NATURAL GAS-FIRE	250.02	30270	4/7/2020
BLACK HILLS ENERGY	NATURAL GAS-SHED	85.12	30270	4/7/2020
BLACK HILLS ENERGY	NATURAL GAS-CC	97.04	30270	4/7/2020
BLACK SHEEP GARAGE	BOBCAT OIL CHANGE	142.6	30271	4/7/2020
CARDMEMBER SERVICES	WIX-ANITA.COM WEBSITE	461.97	30272	4/7/2020
DETER MOTOR CO	PICKUP MAINTENANCE	56.8	30273	4/7/2020
ED'S LAWN EQUIPMENT	OIL	14	30274	4/7/2020
ED'S LAWN EQUIPMENT	CHAINS	52	30274	4/7/2020
IMWCA	18/19 WC AUDIT-AIRPORT	-82	30275	4/7/2020
IMWCA	18/19 WC AUDIT-CLERK/TREASURER	2	30275	4/7/2020
IMWCA	18/19 WC AUDIT-FIRE	-356	30275	4/7/2020
IMWCA	18/19 WC AUDIT-STREETS	1,218.00	30275	4/7/2020
IMWCA	18/19 WC AUDIT-LIBRARY	-94	30275	4/7/2020
IMWCA	18/19 WC AUDIT-PARKS	14	30275	4/7/2020
IMWCA	18/19 WC AUDIT-MAYOR/COUNCIL	-1	30275	4/7/2020
IMWCA	18/19 WC AUDIT-REFUND DUE TO			
IMWCA	AMU	-482	30275	4/7/2020
IMWCA	18/19 WC AUDIT-SEWER	-150	30275	4/7/2020
JOE NELSEN	REIMB FOR MAILING SEWER PART	17.22	30276	4/7/2020
OLSEN FUEL SUPPLY	FIX BOBCAT TIRE	27.5	30277	4/7/2020
SCHROER & ASSOCIATES, PC	FINAL HALF OF FEE DUE/EXAM	1,800.00	30278	4/7/2020
VERIZON	MIFI-FD	40.01	30279	4/7/2020
WESTEL SYSTEMS	PHONE EXPENSE-FIRE	138.33	30280	4/7/2020
WESTEL SYSTEMS	PHONE EXPENSE-STREETS	39.15	30280	4/7/2020
WESTEL SYSTEMS	PHONE EXPENSE-CC	38.93	30280	4/7/2020

WESTEL SYSTEMS	PHONE EXPENSE-CH	161.18	30280	4/7/2020
WEX BANK	FUEL-FIRE	298.53	30281	4/7/2020
WEX BANK	FUEL-STREETS	987.66	30281	4/7/2020
EFTPS	FED/FICA TAXES	2,845.00	10174563	3/26/2020
TREASURER STATE OF IA	STATE TAXES	1,402.00	10174564	3/26/2020
IPERS	IPERS	743.95	10174565	3/26/2020
IPERS	IPERS	879.01	10174566	3/26/2020
IPERS	IPERS	556.43	10174567	3/26/2020
<b>Accounts Payable Total</b>		26,454.54		
PAYROLL CHECKS	PAYROLL CHECKS ON 03/12/2020	3,603.14		
PAYROLL CHECKS	PAYROLL CHECKS ON 03/26/2020	3,464.67		
PAYROLL CHECKS	PAYROLL CHECKS ON 04/01/2020	2,743.07		
PAYROLL CHECKS	PAYROLL CHECKS ON 04/07/2020	3,916.67		
Total Payroll Paid		13,727.55		
<b>***** REPORT TOTAL *****</b>		40,182.09		
GENERAL FUND		15,935.03		
LIBRARY FUND		5,061.33		
AIRPORT FUND		424.87		
ROAD USE TAX FUND		9,299.16		
EMPLOYEE BENEFITS FUND		2,789.22		
SEWER FUND		6,672.48		
<b>TOTAL FUNDS</b>		40,182.09		
<b>MARCH 2020 RECEIPTS</b>				
GENERAL FUND		45,278.79		
LIBRARY FUND		43,053.43		
AIRPORT FUND		210.00		
ROAD USE TAX FUND		4,927.08		
EMPLOYEE BENEFITS FUND		1,708.70		
EMERGENCY MANAGEMENT		206.43		
LOST		8,473.52		
TIF		649.79		
LMI DEER RIDGE		466.68		
RESTRICTED GIFTS		2,266.95		
DEBT SERVICE		378.01		
HWY 83 STREET PROJECT		192,141.83		
PROJECT PLAYGROUND		26,000.00		
SEWER FUND		20,442.46		
<b>TOTAL REVENUE</b>		<b>346,203.67</b>		
<b>FEBRUARY 2020 RECEIPTS</b>				
GENERAL FUND		4,445.78		
LIBRARY FUND		70.70		
ROAD USE TAX FUND		11,991.67		
EMPLOYEE BENEFITS FUND		585.29		
EMERGENCY MANAGEMENT		70.70		
LOST		8,473.52		
RESTRICTED GIFTS		1,597.03		
DEBT SERVICE		123.33		
PROJECT PLAYGROUND		1,000.00		

SEWER FUND	21,574.44
<b>TOTAL REVENUE</b>	<b>49,932.46</b>
<b>ANNUAL SALARY 2019</b>	
JEFF BOHNSACK	25.00
BEN DAUGHENBAUGH	300.00
THOMAS HARRIS	300.00
DAVID HOCKENBERRY	12,474.36
KAITLIN HODGES	32,254.90
JOHN KNUTSON	300.00
DELMAR KOPP	1,200.00
MICHAEL LARSEN	2,668.10
KELLY LINDBLOM	4,957.19
TIM MILLER	1,200.00
CAROLYN MODRELL	8,622.53
JOE NELSEN	8,805.00
JOHN POLLOCK	33,422.29
TIM WHELOCK	225.00
DAVID WINTHER	36,916.10
SARA YOUNG	28,185.51
<b>TOTAL EMPLOYEE WAGES 2019</b>	<b>171,881</b>

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Mayor, Thomas Harris

ATTEST:

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Kaitlin Hodges, City Clerk