

Anita City Council
January 13, 2021
7:30 p.m.

The Regular City Council Meeting of the Anita City Council was held January 13, 2021 with Mayor ProTem John Knutson presiding. In order to help stop the spread of the COVID-19 virus, the regular meeting of the Anita City Council was held at City Hall while also electronically utilizing the platform Zoom to allow the public to attend. 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 City Hall, Anita Post Office, and the Anita Channel to give instructions on how others could participate in the meeting.

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

Also present were City Attorney Justin Hockenberry, John Pollock with the Street Department, Sara Young Anita Public Library Director, with the additional following citizens of Anita in attendance: Darryl Hockenberry, Gavyn Jessen, Payton Jessen, Coulton Honeck, Mike Tibken and Carolyn Modrell (zoom).

Mayor Pro Tem Knutson called the public hearing meeting to order at 7:30 p.m.

No comments or questions were heard.

Mayor Pro Tem Knutson closed the public hearing meeting at 7:32 p.m.

Mayor Pro Tem Knutson called the regular city council meeting to order at 7:32 p.m.

Motion by Daughenbaugh; second by Littleton to approve the agenda as posted, including the consent agenda. Ayes: All. Motion Carried.

Gavyn and Peyton Jessen, CAM Digital media, presented a new decal to the council for the City vehicles and shop door. Motion by Littleton; second by Daughenbaugh to approve design and order.

Sara with the Anita Public Library presented the library's budget request.

Motion by Littleton; second by M Harris to approve the City of Anita's exam review. Ayes: All. Motion carried.

Cameras for different locations in Anita were discussed.

Motion by Littleton; second by Daughenbaugh to approve Resolution 21-01 “APPOINTMENT OF CITY OFFICERS.”

CITY CLERK/TREASURER - KAITLIN HODGES
CITY ATTORNEY – JUSTIN HOCKENBERRY
TEMPORARY STREET SUPERINTENDENT – JOHN POLLOCK
FIRE CHIEF – ERIC STEFFENSEN
WASTEWATER SUPERINTENDENT – JOE NELSON
ZONING ADMINISTRATOR – JOE NELSON
PUBLIC HEALTH OFFICER – ATLANTIC MEDICAL CENTER AND SATELLITE OFFICES
MAYOR PRO-TEM – JOHN KNUTSON

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Littleton; second by Daughenbaugh to approve Resolution 21-02 “APPOINTMENT OF 2021 STANDING COMMITTEES.”

POLICE – LITTLETON
STREET DEPARTMENT – M HARRIS/KNUTSON
CITY HALL – DAUGHENBAUGH/KNUTSON
AIRPORT – KNUTSON
BUILDINGS – KNUTSON

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Daughenbaugh; second by Littleton to approve Resolution 21-03 “APPOINTMENT OF ANITA TRIBUNE AND THE ATLANTIC NEWS TELEGRAPH AS THE OFFICIAL NEWSPAPERS.”

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by M Harris; second by Littleton to approve Resolution 21-04 “APPOINTMENT OF ROLLING HILLS BANK AND FNB BANK AS THE OFFICIAL BANKS WITH THE MAX DEPOSIT NOT TO EXCEED \$1,500,000.”

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Daughenbaugh; second by Littleton to approve Resolution 21-05 “SETTING THE MILEAGE REIMBURSEMENT RATE FOR CITY OFFICIALS AND EMPLOYEES” to match that of the standard mileage rates as set by the Internal Revenue Services.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Daughenbaugh; second by Littleton to approve Resolution 21-06 “APPOINT OFFICIAL TO THE CASS COUNTY LANDFILL BOARD” by appointing John Knutson.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by M Harris; second by Daughenbaugh to approve Resolution 21-07 “APPOINT OFFICIAL TO THE EMERGENCY MANAGEMENT AND PUBLIC SAFETY BOARD” by appointing Kevin Littleton.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Littleton; second by M Harris to approve Resolution 21-08 “APPOINT OFFICIAL TO THE CASS COUNTY CONFERENCE BOARD” by appointing Tim Wheelock.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Littleton; second by Daughenbaugh to approve Resolution 21-09 “APPOINT OFFICIAL TO THE CASS COUNTY E-911 BOARD” by appointing Kevin Littleton.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by M Harris; second by Littleton to approve Resolution 21-10 “SET HOURLY WAGE FOR CITY EMPLOYEE”.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Daughenbaugh; second by M Harris to approve Resolution 21-11 “AUTHORIZING A LOAN AGREEMENT AND PROVIDING FOR THE ISSUANCE OF A SEWER REVENUE LOAN AGREEMENT ANTICIPATION PROJECT NOTE”.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Littleton; second by Daughenbaugh to approve modification to Resolution 21-11 “AUTHORIZING A LOAN AGREEMENT AND PROVIDING FOR THE ISSUANCE OF A SEWER REVENUE LOAN AGREEMENT ANTICIPATION PROJECT NOTE” to add “WHILE ALLOWING THE MAYOR PRO TEM TO SIGN AS NEEDED.

Ayes: Knutson, M Harris, Daughenbaugh, Littleton. Nays: None. Abs: Wheelock. Motion Carried.

Motion by Littleton; second by Daughenbaugh to set the Max Levy Public Hearing date for February 10, 2021, 7:30 p.m. Ayes: All. Motion carried.

The airport crop ground/hay rental was discussed.

Motion by Littleton; second by Daughenbaugh to appoint John Knutson and Kevin Littleton to the hiring committee for the Public Works Supervisor position. Ayes: All. Motion carried.

A Snow Ordinance was discussed. No vehicles allowed to be parked on main street when there is a known snow storm coming into town. There will be readings on this at following meetings.

A Salt/Sand shed was discussed. Motion by Daughenbaugh; second by Littleton to move forward with building new Salt/Sand shed. Ayes: All. Motion carried.

Sewer billing at 875 ½ Main St was discussed. Motion by Littleton; second by M Harris to allow abatement of sewer connection fees for 875 ½ Main Street as long as it remains strictly for storage purposes only, not allowing any form of human habitation. Ayes: All. Motion carried.

Attorney Justin Hockenberry gave an update to the Council and public.

Motion by Littleton; second by M Harris to approve 12 hours of holiday pay for city employees to include 4 hours on Christmas Eve and New Years Eve and 8 hours on the holiday. Ayes: All. Motion carried.

Health insurance was discussed.

Discussion held on nuisance abatements.

The next regular monthly Anita City Council meeting on February 10, 2021 at 7:30 pm at City Hall, if able, or via electronic meeting utilizing zoom. Details will be posted if the meeting will be held electronically due to COVID-19.

Motion by Daughenbaugh; second by M Harris to adjourn. Ayes: All. Motion Carried, meeting adjourned at 9:14 p.m.

Mayor Pro Tem, John Knutson

ATTEST:

Kaitlin Hodges, City Clerk

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
BAKER & TAYLOR	BOOKS	32.47
WESTEL SYSTEMS	PHONE EXPENSE-CH	377.87
BLACK HILLS ENERGY	NATURAL GAS	415.37
MAIN STREET MARKET	PROPANE EXCHANGE	42.60
UNITED HEALTH CARE HEALTH	HEALTH INSURANCE-STREETS	2,717.79
LIBWESTEL	PHONE EXPENSE	159.74
LIBBLACK	NATURAL GAS-LIB	171.37
CITY OF ATLANTIC	LAB TESTS	570.00

ALLIANT ENERGY	ELECTRIC AT LAGOONS	2,164.64
ANITA TRIBUNE	PUBLISHING/ADVERTISING	377.11
LIBQUILL	OFFICE SUPPLIES	109.58
ANDERSON SERVICES	WINDOW WASHING	24.00
ANITA DEVELOPMENT	DONATION	200.00
CARDMEMBER SERVICES	TECH SERVICES	64.04
IPERS	IPERS	3,026.88
EFTPS	FED/FICA TAX	4,356.04
TREASURER STATE OF IA	STATE TAXES	1,645.00
AMU	UTILITIES-CC	239.30
HALLETT MATERIALS	ICE CONTROL SAND	632.14
BROCKER KARNS & KARNS	ILL CAS INSURANCE RENEWAL	1,356.00
ATLANTIC PEST CONTROL	PEST CONTROL-CH	60.00
SCHILDBERG	CLASS D ROCK	674.79
FELD FIRE	ANNUAL FEE-FILTER-COMPRESSOR	1,126.65
JASON ROBERTS	ICE/SAND DELIVERY	573.96
IA LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL	30.00
HEIMAN INC	HOSE WINDER	782.55
AMAZON	SUPPLIES	20.48
ATLANTIC NEWS TELEGRAPH	PUBLISHING	17.92
JEO CONSULTING GROUP INC	WW SYSTEM UPDATE	2,670.75
BOUND TREE MEDICAL	SUPPLIES	157.40
SCHROER & ASSOCIATES, PC	1/2 EXAM FEE	1,800.00
LIBMAYNARD CUSTOM SOLUTIN	SERVICE-TROUBLESHOOT SERVERS	60.00
AUDITOR OF STATE	AUDIT FILING FEES	175.00
CASS CO SHERIFF'S OFFICE	28E AGREEMENT-POLICE	6,151.00
WEX BANK	FUEL	606.58
ECHO CONCRETE L.L.C.	SIDEWALK/PROJECTS/WATERTOWER	3,504.50
IA COMMUNICATIONS NETWORK	LONG-DISTANCE SERVICE	25.00
VERIZON	MIFI-SERVICE-FIRE	40.01
BLACK SHEEP GARAGE	SNOW PLOW	196.48
SARA YOUNG	REIMBURSEMENTS	19.88
LIBERTY NATIONAL	LIFE AFTER TAX	512.58
BOWER WELDING	REPAIRS ON TAILGATE	230.00
TOWNCLOUD, INC	AGENDA PREP TECHNOLOGY	50.00
PAYROLL CHECKS	PAYROLL CHECKS ON 12/17/2020	3,877.73
PAYROLL CHECKS	PAYROLL CHECKS ON 12/31/2020	4,808.38
PAYROLL CHECKS	PAYROLL CHECKS ON 01/05/2021	2,899.86
	CLAIMS TOTAL	49,753.44
	GENERAL FUND	26,375.10
	LIBRARY FUND	5,309.42

	AIRPORT FUND	46.87
	ROAD USE TAX FUND	5,788.85
	EMPLOYEE BENEFITS FUND	2,172.60
	PROJECT PLAYGROUND FUND	1,040.00
	SEWER FUND	6,349.85
	WW TREATMENT FACILITY FUND	2,670.75
	TOTAL EXPENDED FUNDS	49,753.44
	DECMEBER 2020 RECEIPTS	
	GENERAL FUND	22,046.97
	LIBRARY FUND	16,916.76
	AIRPORT FUND	841.49
	ROAD USE TAX FUND	11,920.51
	EMPLOYEE BENEFITS FUND	4,677.34
	EMERGENCY MANAGEMENT	613.88
	LOST	11,405.02
	TAX INCREMENT FINANCING	1,115.49
	TIF LMI DEER RIDGE	119.64
	RESTRICTED GIFTS TOTAL	831.86
	SEWER TOTAL	43,874.77
	TOTAL DECEMBER 2020 RECEIPTS	114,363.73