

Anita City Council  
April 14, 2021  
7:30 p.m.

The Regular City Council Meeting of the Anita City Council was held April 14, 2021 with Mayor 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: Ben Daughenbaugh, Mark Harris, Kevin Littleton and Tim Wheelock.

Also present were City Attorney Justin Hockenberry, Eric Steffensen with the Street Department, Simon Jensen, Dana Andrews and Tim Miller.

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

City clerk discussed the plans to submit pre-applications to the USDA Rural Development for grant assistance to cover a portion of the costs of constructing improvements to City Hall's restroom, install a roof on the fire station and to purchase equipment and gear for the fire department.

No questions or comments were heard.

The City Council also discussed if there was any other interest in the open council position. No questions or comments were stated.

Mayor Knutson closed the public hearing meeting at 7:39 p.m.

Mayor Knutson called the regular city council meeting to order at 7:39 p.m.

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

Vacancy in office of Council was discussed. The Council has resolved to fill the vacancy by direct council appointment.

Motion by Littleton; second by Harris to approve Resolution 21-20 "APPOINTING SIMON JENSEN TO THE ANITA CITY COUNCIL."

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

Windstream fiberoptics were discussed and the possibility of them going underground rather than remaining on poles in town. This item is being looked into further and was tabled.

Motion by Daughenbaugh; second by Wheelock to approve Resolution 21-21 “APPROVING APPOINTMENT OF KEVIN LITTLETON AS MAYOR PRO-TEM”.

Ayes: Harris, Daughenbaugh, Littleton, Jensen, Wheelock. Nays: None. Motion Carried.

Motion by Daughenbaugh; second by Harris to approve Resolution 21-22 “APPROVE AMENDING APPROVED BANK SIGNATURES”.

Ayes: Jensen, Harris, Wheelock, Daughenbaugh, Littleton. Nays: None. Motion carried.

Motion by Littleton; second by Daughenbaugh to approve Resolution 21-23 “ADOPTING THE IOWA LEAGUE OF CITIES RETENTION MANUAL”.

Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Motion by Daughenbaugh; second by Wheelock to approve Engineering contract for City Hall restroom improvements project with Snyder & Associates. Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Motion by Daughenbaugh; second by Jensen to approve Engineering contract for Fire Station roof improvements project with Snyder & Associates. Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Motion by Daughenbaugh; second by Wheelock to approve pay application #3 Wastewater Treatment Facility Improvements – Group A in the amount of \$500,944.26. Ayes: All. Motion carried.

Motion by Wheelock; second by Harris to approve Pay Application #3 – Wastewater Treatment Facility Improvements – Group B in the amount of \$46,018. Ayes: All. Motion carried.

Motion by Daughenbaugh; second by Littleton to approve credit card payments to Liberty National. Ayes: All. Motion carried.

The speed limit on main street was discussed. Council would like to move it down to 25 Main Street throughout town.

Street Superintendent Eric Steffensen discussed the projects and cleanup that they have been working on in town. Quotes were given to the council for their consideration. There is a need for multiple roads to be replaced through out town. Discussion on roads was tabled until further information was received.

There will be a tree branch pickup done in town. The schedule is as follows: May 3-West of Locust St and North of Hwy 6/railroad tracks. May 4-East of Locust St and South of Hwy 6/railroad tracks. No leaves will be picked up.

Motion by Littleton; second by Daughenbaugh to sell old city equipment on Purple Wave and use the money for a new pickup for the Street Crew. Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

The City of Anita will be placing a plaque for parcel # 320007345001006 that was donated.

Motion by Littleton; second by Harris to approve cell phone reimbursement in the amount of \$50/month for Eric Steffensen. Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Attorney Justin Hockenberry gave an update to the Council.

Motion by Littleton; second by Daughenbaugh to approve Resolution 21-24 “UPDATING THE CITY OF ANITA HANDBOOK”.

Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Motion by Littleton; second by Daughenbaugh to approve Resolution 21-25 “APPROVING CREDIT CARD FOR STREET SUPERINTENDENT WITH \$1,000 LIMIT PER PURCHASE”.

Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Motion by Harris; second by Daughenbaugh to approve Resolution 21-26 “AGREEING TO APPLY FOR FINANCIAL ASSISTANCE WITH THE USDA, RURAL DEVELOPMENT TO FINANCE A PORTION OF THE COST OF CONSTRUCTING IMPROVEMENTS TO CITY HALL RESTROOM, REPLACING THE ROOF AT THE FIRE STATION AND PURCHASING GEAR/EQUIPMENT/VEHICLES FOR THE FIRE DEPARTMENT”.

Ayes: Harris, Daughenbaugh, Littleton, Wheelock, Jensen. Nays: None. Motion carried.

Nuisance abatement was discussed.

The next regular monthly Anita City Council meeting on May 12, 2021 at 7:30 pm at City Hall.

Motion by Littleton; second by Jensen to adjourn. Ayes: All. Motion Carried, meeting adjourned at 10:00 p.m.

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
WESTEL SYSTEMS	PHONE EXPENSE	424.27
BLACK HILLS ENERGY	NATURAL GAS-FIRE	523.68
UNITED HEALTH CARE HEALTH	HEALTH INSURANCE	177.57
LIBWESTEL	PHONE EXPENSE	160.12
LIBBLACK	NATURAL GAS-LIBRARY	254.66
CAPPEL'S ACE HARDWARE	SUPPLIES	161.75
ED'S LAWN EQUIPMENT	NEW POLE SAW	525

ALLIANT ENERGY	ELECTRIC AT LAGOONS	2,787.11
ANITA TRIBUNE	PUBLISHING/ADVERTISING	216.92
ANDERSON SERVICES	WINDOW WASHING	12
DNR	NPDES DUES	85
ANITA DEVELOPMENT	DONATION	200
CARDMEMBER SERVICES	TOOLS	2,463.07
IPERS	IPERS	2,220.66
EFTPS	FED/FICA TAXES	3,003.48
TREASURER STATE OF IA	STATE TAXES	1,405.00
AMU	CC UTILITIES	168.96
HALLETT MATERIALS	ICE CONTROL SAND	424.91
O'REILLY AUTO PART	HITCH-GRINDER	281.05
ADAIR AUTO PARTS	FUEL CAP - FIRE	9.99
DAN'S SANITATION	JAN/FEB GARBAGE	300
CASS CO LANDFILL	TIRES-STREETS YARD	162.5
BROCKER KARNS & KARNS	2021/22 ICAP RENEWAL-FIRE	33,011.20
ATLANTIC PEST CONTROL	PEST CONTROL-FIRE	100
C.L. CARROLL CO	PMT#3-WW SEWER PROJECT UPDATE	524,693.78
ATLANTIC MOTOR SUPPLY	SUPPLIES-LIGHTS	29.38
SCHILDBERG	CLASS D ROAD ROCK	1,185.48
GETTLER CONSTRUCTION	SNOW REMOVAL	600
AMAZON	BOOKS	68.14
CASS CO MEMORIAL HOSPITAL	MEDICAL SUPPLIES	32.05
ANITA SUPPLY CENTER	SIGNS-TRAIL	278.59
JEO CONSULTING GROUP INC	WW SYSTEM UPDATE	16,437.70
BOUND TREE MEDICAL	SUPPLIES-FIRE	223.62
CASS CO SHERIFF'S OFFICE	28E POLICE	5,972.00
WEX BANK	FUEL	1,097.16
REGION IV IAWEA	CONT ED FOR WW - JOE/ERIC	34
VERIZON	MIFI SERVICE	40.01
BLACK SHEEP GARAGE	WIRING-DUMP TRUCK	80
MOSQUITO CONTROL OF IOWA	MOSQUITO CONTROL-2021	4,880.00
OATHOUDT SOLUTIONS	INSTALL ELECTRICAL/LABOR	903.93
SARA YOUNG	REIMBURSEMENT-CLEANING SUPPLIE	23.89
C.J. COOPER	PREEMPLOYMENT QUERY	45
HACH	SEWER TESTING SUPPLIES	59.14
FARM & RANCH	SUBSCRIPTION	12.49
LIBERTY NATIONAL	LIFE AFTER TAX	609.07
MIDWEST LABORATORIES	LAB TESTS	35.95
JOHN KNUTSON	MILEAGE REIMBURSEMENT	105.13
PRICE ELECTRIC	PMT#3-WW SEWER PROJECT UPDATE	67,262.43

MIDWEST PATCH	COLD PATCH	1,596.00
PAT LEWIS TRUCKING, L.L..		1,000.00
CAM SMALL BUSINESS	4 SIGNS	44
CONTROL INSTALLATIONS	DOOR REPAIRS	962.74
PAYROLL CHECKS	PAYROLL CHECKS ON 03/11/2021	3,268.55
PAYROLL CHECKS	PAYROLL CHECKS ON 03/25/2021	4,157.14
PAYROLL CHECKS	PAYROLL CHECKS ON 04/02/2021	3,449.71
PAYROLL CHECKS	PAYROLL CHECKS ON 04/08/2021	4,915.71
	<b>CLAIMS TOTAL</b>	693,181.69
	GENERAL FUND	50,898.68
	LIBRARY FUND	11,041.19
	AIRPORT FUND	5,353.95
	ROAD USE TAX FUND	7,080.68
	EMPLOYEE BENEFITS FUND	-367.62
	SEWER FUND	10,780.90
	WW TREATMENT FACILITY FUND	608,393.91
	<b>MARCH 2021 RECEIPTS</b>	
	GENERAL FUND	27,367.23
	LIBRARY FUND	163.02
	AIRPORT FUND	38.43
	ROAD USE TAX FUND	4,207.42
	EMPLOYEE BENEFITS FUND	1,220.60
	EMERGENCY MANAGEMENT	160.20
	LOST	19,191.26
	TAX INCREMENT FINANCING	1,985.63
	TIF LMI DEER RIDGE	1,426.12
	RESTRICTED GIFTS	3,432.51
	SEWER	21,618.44
	WW TREATMENT FACILITY FUND	53,199.45
	<b>TOTAL MARCH 2021 RECEIPTS</b>	134,010.31

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Mayor, John Knutson

ATTEST:

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Kaitlin Hodges, City Clerk