

City of Merrill Council Meeting
Monday, March 18, 2024, 7:00 p.m.
608 Main St, Merrill, Iowa

- 1. CALL TO ORDER:** Mayor Norgaard called the meeting to order at 7:00pm, followed by the pledge of allegiance. Council members present: Hoyt, Held, Hemmelman, Rieken. Conley was absent. Also, present Attorney P. Murphy.
- 2. APPROVE AGENDA:** Motion by Hemmelman, seconded by Held, all aye, motion carried.
- 3. APPROVE CONSENT AGENDA: a. Minutes from 2/19/2024:** Motion by Hemmelman, seconded by Rieken. Roll call vote, all ayes. Motion carried.
- 4. APPROVE TREASURER'S REPORT:** Motion by Hoyt, seconded by Hemmelman. Roll call vote, all ayes. Motion carried.
- 5. APPROVE PAYMENT OF BILLS:** Motion by Held, seconded by Rieken. Roll call vote, all ayes. Motion carried.
- 6. PUBLIC FORUM:** J. Pry, Concerns about Dent Street Lot. Item added to next meeting agenda.
- 7. DEPARTMENT REPORTS** (a) Clerk reported 29 delinquent utility bills, upcoming pricing changes to recycling. (b) EMS reported 4 calls. Looking for volunteers. (c) Library reported 151 in-house circulation and 167 online with 217 visitors. Early out program picking up, working on summer programs. (d) MCBC Looking to replace Merrill Park sign, Food Truck Wednesday coming April 10th. (e) Maintenance reported DNR sanitary survey report returned positive results with recommendations to set metered outlets.
- 8. UNFINISHED BUSINESS**
 - a. Discussion and possible motion regarding SBA Contract: Received informal proposal from SBA, waiting for contract for review.
 - b. Discussion and possible motion regarding 321 4th Street: Owner reached out to confirm receipt of letter. City to follow up in May if no progress has been made.
 - c. Discussion and possible motion regarding Maintenance Building: Waiting on Engineers.
- 9. NEW BUSINESS**
 - a. Discussion and Possible Motion Regarding MCB Committee Bi Laws: Motion by Held to approve, seconded by Hoyt. Roll call vote, all ayes. Motion carried.
 - b. Discussion and Possible Motion Regarding American Legion Facility Rental Lease Agreement: Motion by Held to propose lease agreement to include a no charge lease, seconded by Rieken. Roll call vote, all ayes. Motion carried.
 - c. Discussion and Possible Motion Regarding City Dump Access Road: Motion by Hemmelman to have tree dump surveyed, and access road relocated, seconded by Held. Roll call vote, all ayes. Motion carried.
 - d. Discussion and Possible Motion Regarding Williams Street: No decisions were made at this time.
- 10. OTHER BUSINESS**
 - a. Consider and Approve Building Permits and Possible Variance: *630 Frost St (Dog Kennel), 335 Main St (Fence) 131 Calhoun St (Addition/House relocation), 609 Grant St (Shed), 624 Grant St (Fence), 334 Calhoun St (Shed)*. Motion by Hemmelman to approve all building permits, seconded by Held. Roll call vote, all ayes. Motion carried.
- 11. ADJOURN:** Motion by Hemmelman, seconded by Held. Meeting adjourned at 8:29pm.

Angela Gray, City Clerk-Treasurer

Bruce E. Norgaard, Mayor

CITY OF MERRILL - 608 MAIN ST, MERRILL, IA
 FEBRUARY 2024 RECEIPTS AND DISBURSEMENTS

DISBURSEMENTS

| | | |
|---------------------------|--------------------------------|-------------|
| ACCESS PAYMENT PROCESSING | MONTHLY CC SERVICE FEE | \$10.00 |
| ACS | LAB TESTING FEES | \$24.75 |
| BAKER & TAYLOR | LIBRARY BOOKS | \$289.69 |
| BOMGAARS | MISC SUPPLIES | \$251.81 |
| BOOK SYSTEMS INC | LIBRARY SOFTWARE SUBSCRIPTION | \$1,502.00 |
| CAG | AMB-CLAIMS PROCESSING | \$64.03 |
| CASEY'S BUSINESS CARD | PD-FUEL | \$204.60 |
| CHASE CARD SERVICES | REOLINK-PARK CAMERA | \$671.64 |
| CHEM-SULT, INC. | 50 GAL PHOSPHATE | \$1,990.40 |
| CHRISTY POST | GYM DEPOSIT REFUND(12/30/23) | \$100.00 |
| DAKOTA SUPPLY GROUP | PLOW REPLACEMENT EDGE | \$1,704.27 |
| DEMCO | LIB-CLEAR LABEL PROTECTORS | \$215.60 |
| EAKES OFFICE SOLUTIONS | LIB-OFFICE SUPPLIES | \$192.03 |
| ELECTRONIC ENGINEERING | PD-CHARGER RADAR RE-INSTALL | \$67.50 |
| FELD FIRE | FD-SUPPLIES | \$124.04 |
| HM CRAGG | YRLY GENERATOR SVS SUBSCRIPT | \$451.00 |
| IA DEPT OF PUBLIC SAFETY | QTR JULY-SEPT'23 IOWA SYSTEMS | \$600.00 |
| INGRAM LIBRARY SERVICES | LIBRARY MATERIALS | \$24.43 |
| IOWA INFORMATION | PUBLICATIONS | \$178.54 |
| IOWA ONE CALL | UNDERGROUND LOCATER FEES | \$15.30 |
| IOWA STATE BANK | FIRE TRUCK LOAN | \$2,709.81 |
| JACK'S UNIFORMS | PD-K.NEPT CLOTHING | \$54.95 |
| JAMES LAMPE | REFUND BUILDING PERMIT | \$30.00 |
| KATIE WINGERT | GYM DEPOSIT REFUND (12/28/23) | \$50.00 |
| LINCOLN WINWATER | WATER METER REPAIR PARTS | \$35.32 |
| MIDAMERICAN ENERGY | UTILITY-GAS/ELECTRIC | \$3,874.07 |
| MURPHY COLLINS MCGILL PLC | LEGAL FEES | \$390.00 |
| OC SANITATION | GARBAGE SERVICE JAN | \$3,838.72 |
| ON THE CLOCK, LLC | TIMECLOCK SOFTWARE JAN | \$18.65 |
| PEOPLES BANK | POLICE CHARGER LOAN | \$1,116.06 |
| PLYMOUTH CO SOLID WASTE | LANDFILL FEES JAN | \$2,435.31 |
| PREMIER COMMUNICATIONS | WELL HOUSE | \$411.31 |
| R-COUNTRY COMPUTERS | LIB-COMPUTER MAINTENANCE | \$96.20 |
| SAPP BROTHERS | PROPANE FOR GENERATOR | \$1,070.63 |
| SIOUX SALES COMPANY | PD-J.CHRISTENSEN CLOTHING | \$35.95 |
| STARNET | LIFT STATION ANNUAL MONITORING | \$240.00 |
| STEFFEN TRUCK EQUIP | REPLACMENT MONITOR PLOW TRUC | \$733.88 |
| THOMPSON | PROSOFT PDN SUB RENEW | \$731.39 |
| TOTAL MOTORS | OIL CHANGE FORD EXPLORER | \$207.34 |
| UECO | WATER DEPT SUPPLIES | \$1,903.86 |
| USA BLUE BOOK | WATER DEPT SUPPLIES | \$1,011.09 |
| VERIZON | WIRELESS COMMUNICATIONS | \$132.87 |
| FICA , DUES, IPERS, INS | TOTAL LIABILITIES | \$11,990.80 |
| | CLAIMS TOTAL | \$41,799.84 |
| | TOTAL PAYROLL CHECKS | \$11,005.07 |
| | GENERAL FUND | \$28,843.82 |
| | ROAD USE TAX FUND | \$6,688.76 |
| | DEBT SERVICE FUND | \$3,825.87 |
| | WATER FUND | \$9,263.20 |
| | SEWER FUND | \$4,183.26 |

RECEIPTS

| | |
|-----------------|-------------|
| GENERAL FUND | \$23,727.55 |
| AMERICAN RESCUE | \$0.00 |
| ROAD USE | \$7,402.16 |
| EMPL BENEFIT | \$90.79 |
| LOST FUND | \$12,294.92 |
| DEBT SERVICE | \$0.00 |
| WATER FUND | \$6,264.56 |
| WATER DEPOSITS | \$130.09 |
| SEWER FUND | \$13,081.80 |
| TOTAL: | \$62,991.87 |