

City of Merrill, Iowa Regular Meeting
Monday, December 18, 2023, 7:00 p.m.
608 Main St, Merrill, Iowa

- 1. CALL TO ORDER:** The meeting was called to order by Mayor Norgaard at 7:01pm
 - a. The Pledge of Allegiance was led by Mayor Norgaard, Council members present Conley, Dice, Held, Hoyt, Pierson. Also, present Attorney P. Murphy.
- 2. APPROVE AGENDA:** Motion by Pierson to approve the agenda seconded by Conley, all aye, motion carried.
- 3. APPROVE CONSENT AGENDA:**
 - a. Minutes from 11/20/2023: Motion by Held to approve with correction to roll call to reflect Hoyt as absent and Held as present, seconded by Pierson, all aye, motion carried.
 - b. Minutes from 11/27/2023: Motion by Held to approve, seconded by Conley, all ayes, motion carried.
- 4. APPROVE NOVEMBER 2023 TREASURERS REPORTS:** Motion by Conley, seconded by Held, roll call vote, ayes: Conley, Dice, Held, Hoyt, Pierson. Nays: None. Motion carried.
- 5. APPROVE PAYMENT OF BILLS:** Motion by Pierson, seconded by Conley, roll call vote; ayes: Conley, Dice, Held, Hoyt, Pierson. Nays: None. Motion carried.
- 6. PUBLIC FORUM:** No comments
- 7. DEPARTMENT REPORTS:** (a) City Clerk: Discussed budget schedule, noted 44 delinquent utility accounts. (b) Fire/EMS: 3 Calls total combined. 2 new members set up and 1 member released. (c) Library: 125 Visitors, 155 in-house circulation/152 online. Received county funding for FY24. Upcoming events on 12/27 2p-430p. new hours coming in January: Mon-Thurs 2p-7p, Fri & Sat 9a-12p. (d) MCB Committee: Praises for "Shop with a First Responder". Holiday lighting contest winners: "Griswold" 601 Center St, "Reason for the Season" 932 Northside Ct "Best Neighborhood" Hill St. (e) Maintenance: DNR water inspection, waiting for results. (f) Police: Comments regarding "Shop with a First Responder", discussion regarding nuisance property on 4th St.
- 8. UNFINISHED BUSINESS:** Discussion and possible motion regarding SBA Contract: Motion by Conley to form a sub-committee to include council members Conley and Held to head SBA tower details, seconded by Hoyt, all aye, motion carried.
- 9. NEW BUSINESS:**
 - a. Oath of Office: Mayor B. Norgaard, Council members V. Hemmelman, L. Held, and C. Rieken were administered the oath of office terms beginning January 2024.
 - b. Consider and Approve **RESOLUTION NO. 2023-20** Merrill Fire and EMS Department Wage Compensation for 2023: Motion by Pierson, seconded by Dice, roll call vote, ayes: Conley, Dice, Held, Hoyt, Pierson. Nays: None. Motion carried.
 - c. Consider and approve the first reading for **ORDINANCE 2023-4 CH 155** To add to and amend provisions of chapter 155 rezoning property from restricted residence district to commercial district: Motion by Held, seconded by Hoyt. Roll call vote, ayes: Conley, Dice, Held, Hoyt, Pierson. Nays: None. Motion carried
 - d. Consider and possible motion to waive 2nd and 3rd reading for **ORDINANCE 2023-4 CH 155:** Motion by Held, seconded by Pierson, roll call vote; ayes: Conley, Dice, Held, Hoyt, Pierson. Nays: None. Motion carried
 - e. Consider and Approve **RESOLUTION NO. 2023-19** Social Media Administrative Policy: Motion by Conley, seconded by Hoyt, roll call vote, ayes: Conley, Dice, Held, Hoyt, Pierson. Nays: None. Motion carried.
- 10. OTHER BUSINESS:** a. Consider and Approve Building Permits: Motion by Dice to approve permits for Shed (227 Calhoun St), New Building (210 2nd St) seconded by Conley all aye, motion carried.
- 11. ADJOURN:** Motion by Held, seconded by Conely. All ayes. Meeting adjourned at 8:33pm

Angela Gray, City Clerk-Treasurer

Bruce E. Norgaard, Mayor

CITY OF MERRILL - 608 MAIN ST, MERRILL, IA
 NOVEMBER 2023 RECEIPTS AND DISBURSEMENTS

| | | | | |
|-------------------------------------|---------------------------------|--------------------|-----------------|-------------|
| ACCESS PAYMENT PROCESSING | MONTHLY CC SERVICE FEE | \$10.02 | <u>RECEIPTS</u> | |
| AGRIVISON EQUIPMENT GROUP | MIRROR | \$178.40 | GENERAL FUND | \$45,390.70 |
| BOMGAARS | GRASS SEED LAGOON | \$990.36 | ROAD USE | \$7,953.76 |
| CAG | CLAIMS PROCESSING | \$27.95 | EMPL BENEFIT | \$457.34 |
| CASEY'S BUSINESS CARD | FUEL-PD | \$464.90 | LOST FUND | \$10,549.64 |
| CENTRAL INSURE | ENDORSE-ADD RESERVE OFFICER | \$119.00 | WATER FUND | \$6,094.31 |
| CHASE CARD SERVICES | FD-SAMSCLUB FUNDRAISER | \$1,085.74 | WATER DEPOSITS | \$381.00 |
| CHEM-SULT, INC. | WELL CHEMICALS | \$1,340.50 | SEWER FUND | \$11,139.74 |
| EAKES OFFICE SOLUTIONS | LIB-OFFICE SUPPLIES | \$39.90 | TOTAL: | \$81,966.49 |
| GWORKS | FINANCIAL SUPPORT AGREEMENT | \$6,640.00 | | |
| IOWA DEPT OF REVENUE | NOV 2023 WET TAX | \$1,305.51 | | |
| IOWA INFORMATION | PUBLICATIONS | \$145.77 | | |
| IOWA LEAGUE OF CITIES | MLA PART 1 12/14/23 | \$800.00 | | |
| IOWA RURAL WATER | COMMUNITY DUES MEMBERSHIP | \$305.00 | | |
| IOWA STATE BANK | FIRE TRUCK LOAN PMT | \$2,709.81 | | |
| JOYCE LANGEL | DEPOSIT REFUND-CANCELLED EVENT | \$100.00 | | |
| JUSTICE FIRE & SAFETY | KISSINGER KITCHEN HOOD INSPEC | \$723.50 | | |
| LE MARS AMBULANCE | LEM-23-009505 | \$250.00 | | |
| MACQUEEN EQUIPMENT | FIRE DEPT JACKETS/PANTS | \$8,964.08 | | |
| MENARDS | KISSINGER SUPPLIES | \$82.70 | | |
| MICHELLE MERCHANT | BALL ROOM DEPOSIT REFUND | \$100.00 | | |
| MIDAMERICAN ENERGY | UTILITIES GAS/ELECTRIC | \$3,699.27 | | |
| MURPHY COLLINS MCGILL PLC | LEGAL FEES | \$375.00 | | |
| OC SANITATION | GARBAGE SERVICE OCT 2023 | \$3,786.88 | | |
| PEGGY LINSTRAND | GYM DEPOSIT REFUND 11/04/23 | \$100.00 | | |
| PEOPLES BANK | POLICE CHARGER LOAN PMT | \$1,116.06 | | |
| PLUMB SUPPLY | RADIANT EXTROL EXP TANK | \$147.42 | | |
| PLYMOUTH CO AUDITOR | 2023 ELECTION FEES | \$724.57 | | |
| PLYMOUTH CO SOLID WASTE | LANDFILL FEES OCT | \$2,724.74 | | |
| PREMIER COMMUNICATIONS | PHONE/INTERNET | \$411.94 | | |
| SIOUX SALES COMPANY | J.CHRISTENSEN DUTY EQUIPMENT | \$208.65 | | |
| SOOLAND BOBCAT | REPAIR PARTS | \$460.21 | | |
| STRIPERZ | PARKING LOT LINE PAINTING | \$575.55 | | |
| UECO | SUPPLIES FOR ROAD REPAIR | \$609.20 | | |
| USA BLUE BOOK | SAFETY LABELS AND TABS FOR WELL | \$195.29 | | |
| VERIZON | WIRELESS COMMUNICATIONS | \$132.85 | | |
| WAGNER AUTO SUPPLY | MISC SUPPLIES FOR EQIP MAINT | \$577.41 | | |
| FICA, IPERS, UNION, TAXES, INS, DHS | TOTAL LIABILITIES | \$11,768.98 | | |
| | TOTAL PAYROLL CHECKS | \$10,830.29 | | |
| | CLAIMS TOTAL | \$64,827.45 | | |
| | GENERAL FUND | \$46,004.56 | | |
| | ROAD USE TAX FUND | \$5,770.64 | | |
| | DEBT SERVICE FUND | \$3,825.87 | | |
| | WATER FUND | \$6,147.54 | | |
| | SEWER FUND | \$3,078.84 | | |