

**THE REGULAR MEETING  
OF THE BLUE GRASS CITY COUNCIL  
BLUE GRASS, IOWA                      JANUARY 21, 2025**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 21<sup>st</sup> day of January 2025, in the City Council Chambers of City Hall, 114 N. Mississippi Street, Blue Grass, Iowa, pursuant to law, with Mayor Brad Schutte presiding, with a Pledge of Allegiance and a moment of reflection.

Council present: Bowman, Smith and Brandenburg. Absent were members Hermann and Blok.

**APPROVAL OF AGENDA:** Bowman moved to approve the Agenda as presented, seconded by Smith. Roll call: Bowman-aye, Smith-aye and Brandenburg-aye. Motion carried.

Mayor Schutte read aloud the Mayoral Comments.

**PUBLIC FORUM:** From those in attendance, there were none.

**CONSENT AGENDA:** Brandenburg moved to adopt the Consent Agenda as presented, seconded by Smith.

**1. January 6, 2025 minutes**

**2. Payment of claims**

**Roll call:** Brandenburg-aye, Smith-aye and Bowman-aye. Motion carried.

**BUSINESS LICENSING:**

**3. Business License Request:** No one was present; therefore, the item will be placed on the next meeting Agenda.

**FIRE DEPARTMENT:**

**4. Report:** Mayor Schutte presented the December 2024 Fire Department report prepared by Fire Chief Brian Seamer.

**5. Fire Township Annual Meeting:** A Fire Township meeting was set for February 12, 2025 at 7:00 p.m. at the Public Safety Building for a joint meeting with the Township Trustees.

**PARK BOARD:**

**6. Report:** Mayor Schutte presented the January 2025 Park Board report prepared by Chair Ryan Powers.

**POLICE DEPARTMENT:**

**7. Report:** Chief Mike Meier presented the December 2024 Police Department report that includes all the year-to-date information.

**ORDINANCE/RESOLUTIONS:**

**8. Third reading/Adoption of Amendment 2025-02:** Smith moved to accept the third reading of Amendment 2025-02 in reference to Chapter 8.14, Section 8.14.170 Billing of Service Charges, seconded by Bowman. Roll call: Smith-aye, Bowman-aye and Brandenburg-aye. Motion carried.

Smith moved to adopt Amendment 2025-02, seconded by Bowman. Roll call: Smith-aye, Bowman-aye and Brandenburg-aye. Motion carried.

**9. Second reading of Amendment 2025-03:** Smith moved to accept the second reading of Amendment 2025-03 in reference to Chapter 15.04, Section 15.04.043 Fence Requirements and Construction, seconded by Bowman. Roll call: Smith-aye, Bowman-aye and Brandenburg-aye. Motion carried.

**10. Second reading of Amendment 2025-04:** Smith moved to accept the second reading of Amendment 2025-04 in reference to Chapter 17.16, Section 17.16.095 Plat of Survey, seconded by Bowman. Roll call: Smith-aye, Bowman-aye and Brandenburg-aye. Motion carried.

**NUISANCE ABATEMENT(S):**

**11. Nuisance Abatement(s):** Mayor Schutte reported that there were no new nuisance abatements reported.

**LICENSE & RENEWAL(S):**

**12. Liquor License renewal:** Brandenburg moved to approve JLEE Oil, LLC d/b/a BP liquor license renewal, seconded by Bowman. Roll call: Brandenburg-aye, Bowman-aye and Smith-aye. Motion carried.

**POLICY & ADMINISTRATION:**

**13. 2025 Scott County Polling Facility Agreement:** Brandenburg moved to approve the 2025 Polling Facility Agreement with Scott County, seconded by Bowman. Roll call: Brandenburg-aye, Bowman-aye and Smith-aye. Motion carried.

**14. Clerk's Report:** City Clerk Ann Schmidt presented the November 2024 Clerk's Report.

**15. Lease extension:** Mayor Schutte referred to the GTI Group Lease Agreement with the City that expires February 28, 2025 reporting that the GTI Group has requested to extend the Lease Agreement for another two years. Council discussed the future expansion of the City Hall. Brandenburg moved to extend the Lease Agreement for a one-year period with the GTI Group with monthly rent of \$1,000.00, seconded by Smith. Roll call: Brandenburg-aye, Smith-aye and Bowman-aye. Motion carried.

**16. Software:** The Clerk had previously reported that their current software provider was no longer going to support their software as they were upgrading to a cloud-based software; therefore, she held demos with several other software providers presenting the following quotes: Civic Systems \$46,500.00 with annual support fees totaling \$10,410.00; Tyler Technologies \$46,849.00 with annual support fees totaling \$19,475.00 and Edmunds GovTech \$27,000.00 with annual support fees totaling \$9,500.00. Discussion was held. Brandenburg moved to accept Edmunds GovTech quote in the amount of \$27,000.00 with annual support fees of \$9,500.00, seconded by Bowman. Roll call: Brandenburg-aye, Bowman-aye and Smith-aye. Motion carried.

**17. Codebook Codification:** The Clerk reported that it had been previously discussed to get an outside company to help administer the City's Codebook on the City's website and highly recommended that the Codebook be recodified; therefore, she had contacted Simmering-Cory Iowa Codification presenting a quote totaling \$5,500.00 for the codification and \$875.00 for a one-time website setup fee and \$475.00 for annual web hosting. Council reviewed the quote. Smith moved to approve Simmering-Cory Iowa Codification's quote totaling \$5,500.00 for codification; \$875.00 website setup fee and \$475.00 for annual web hosting, seconded by Bowman. Roll call: Smith-aye, Bowman-aye and Brandenburg-aye. Motion carried.

**COMMENTS AND FUTURE AGENDA ITEMS:** Brandenburg expressed concerns on the absence of Council members with upcoming future Agenda items such as the budget and the hiring of a Police Officer at which time Mayor Schutte said that he would temporarily appoint a Committee member to fill in if need be.

Mayor Schutte informed the Council that the Clerk had notified him that the City of Guthrie Center had advertised 18 used Christmas lights that mount on street light poles for \$100.00 each after contacting them, the City made the purchase. He said that the Building Commissioner was obtaining quotes on the installation. Further discussion was held.

**ADJOURNMENT:** Brandenburg made a motion to adjourn, seconded by Bowman. Roll call: Brandenburg-aye, Bowman-aye and Smith-aye. Motion carried. The meeting was adjourned at 8:01 p.m.

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Mayor Brad Schutte

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Attest: Ann M. Schmidt, CMC, City Clerk/Financial Officer

**CLAIMS REPORT**

B.G. BUGLE	ADVERTISING & PUBLICATION	200.00
B.G. POSTMASTER	PERMIT FEES	350.00
CITY OF GUTHRIE CENTER	BLDG & GRNDS MAINT	1,800.00
COURTESY FORD	EQUIP OPER	30.60
EASTERN IA LIGHT & POWER	UTILITIES	1,577.85
IA ASSOC OF MUNI UTILITIES	TRAINING	676.00
INTERGEN	COMPUTER MAINT	275.00
MARTIN & WHITACRE SURVEYORS	ENGINEERING SVS	1,303.40
MED-TECH RESOURCE	EQUIP OPER	105.76
MEDIACOM	TELEPHONE/FAX/INTERNET	451.80
MID-STATES ORGANIZED CRIME	TRAINING	100.00
NAPA	EQUIP OPER	143.92
PANTHER UNIFORMS	UNIFORM ALLOW	977.69
RNJ DISTRIB.	BLDG & GRNDS MAINT	10.45
ROSS MEDICAL SUPPLY	EQUIP OPER	12.00
SCOTT CO. SHERIFF	JAIL EXPENSE	100.00
VISA	SHOP W/COP	1,872.19
<b>TOTAL:</b>		<b>9,986.66</b>

**TOTAL FUNDS:**

GENERAL	8,327.08
RESERVES - POLICE	1,309.58
SANITATION	350.00
<b>TOTAL FUNDS:</b>	<b>9,986.66</b>