

**THE REGULAR MEETING  
OF THE BLUE GRASS CITY COUNCIL  
BLUE GRASS, IOWA                      DECEMBER 18, 2023**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 18<sup>th</sup> day of December, 2023, 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: Sampson, Jepsen, Brus and Hermann. Absent was member Rhoades.

**APPROVAL OF AGENDA:** Sampson moved to approve the Agenda as presented, seconded by Brus. Roll call: Sampson-aye, Brus-aye, Jepsen-aye and Hermann-aye. Motion carried.

**PUBLIC FORUM:** Resident Cheryl Smith expressed her gratitude to the outgoing Council members thanking them for their 4 years of service.

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

- 1. December 4, 2023 Minutes**
- 2. August 2023 Clerk's Report**
- 3. September 2023 Clerk's Report**
- 4. October 2023 Clerk's Report**
- 5. November 2023 Clerk's Report**
- 6. Resolution 2023-76 ref: authorizing an expenditure from the LMI Reserve**
- 7. Payment of Claims**

**Roll call:** Jepsen-aye, Hermann-aye, Brus-aye and Sampson-aye. Motion carried.

**PUBLIC HEARING:**

- 8. Lamphere Drive Reconstruction Project:** Sampson moved to close the regular meeting and open the public hearing, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye, Brus-aye and Jepsen-aye. Motion carried. Mayor Schutte opened the public hearing for discussion. Janecek reported that there were a total of 12 bids that were publicly opened on December 12, 2023 for the Lamphere Drive Reconstruction Project reporting that Aero Concrete LTD was the lowest, responsive bidder at \$889,960.50 that includes Iowa American's water improvements reporting that the City's share of the bid was bid at \$670,309.50 with a total of \$6,642.00 for the Alternate Bid. He said that after examining the bid documents which includes the bid and bid bond, he recommended that the City Council award the bid to Aero Concrete LTD. Discussion was held on the project details. The Clerk reported no oral or written objections were received. Mayor Schutte asked for further discussion, and since there were none, Sampson moved to close the public hearing and reopen the regular meeting, seconded by Brus. Roll call: Sampson-aye, Brus-aye, Jepsen-aye and Hermann-aye. Motion carried.
- 9. Resolution 2023-75:** Sampson moved to adopt Resolution 2023-75 awarding a contract to Aero Concrete, LTD in the amount of \$889,960.50 which includes Iowa American's water improvements with the City's Reconstruction Project bid of \$670,309.50 and to include the Alternate Bid of \$6,642.00 for the Lamphere Drive Reconstruction Project, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye, Brus-aye and Jepsen-abstain. Motion carried.
- 10. Cost Sharing Agreement:** City Attorney William McCullough presented a draft "Cost Sharing Agreement" in regards to the Lamphere Drive Reconstruction Project. Discussion was held. It was the consensus to have both Iowa American and Aero Concrete, LTD review the Agreement prior to approving; therefore, the Agreement would be placed on the next meeting Agenda.

**STREET COMMITTEE:**

- 11. N. Mississippi Street Sidewalks:** Previously, the Council awarded McDermott Concrete the bid to replace and/or grind 20 sidewalks in the amount of \$6,240.00. Street Committee member Jepsen reported that the project was near complete reporting that McDermott Concrete did a great job.

**12. Micro-Surfacing Project 2024:** Council reviewed a revised quote from Micro-surfacing Contractors in the amount of \$146,300.00 which includes Normandy Drive. Brus recommended that the Clerk contact Micro-Surfacing Contractors to discuss payments as the project would be split into two fiscal years. Mayor Schutte reported that the City was first on the list for Spring 2024, weather permitting. Jepsen moved to approve the revised quote from Micro-Surfacing in the amount of \$146,300.00 that consists of approximately 22,000 square yards at \$6.65 per square yard, seconded by Sampson. Roll call: Jepsen-aye, Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

**FIRE DEPARTMENT:**

**13. Report:** Mayor Schutte presented the November 2023 Fire Department report prepared by Fire Chief Brian Seamer.

**PARK BOARD:**

**14. Report:** Hermann presented the December 2023 Park Board report prepared by Chair Ryan Powers.

**15. Reappointment:** Mayor Schutte reappointed Mike Hermann to the Park Board. Sampson moved to reappoint Mike Hermann to the Park Board for a 5-year term expiring January 1, 2029, seconded by Brus. Roll call: Sampson-aye, Brus-aye, Jepsen-aye and Hermann-abstain. Motion carried.

**16. Reappointment:** Mayor Schutte reappointed Dawn Greer to the Park Board. Jepsen moved to reappoint Dawn Greer to the Park Board for a 5-year term expiring January 1, 2029, seconded by Sampson. Roll call: Jepsen-aye, Sampson-aye, Brus-aye and Hermann-aye. Motion carried.

**POLICE DEPARTMENT:**

**17. Report:** Chief Mike Meier presented the November 2023 Police Department report.

**18. New Squad Equipment:** Chief Meier reported that he had received a quote from 424 Warning Systems, LLC to equip the new squad totaling \$18,615.54 reporting that, unfortunately he was unable to obtain another quote. Council reviewed the quote. Sampson moved to approve 424 Warning Systems, LLC quote in the amount of \$18,615.54, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye, Brus-aye and Jepsen-aye. Motion carried.

**LICENSING:**

**19. Liquor License renewal:** Sampson moved to approve Naughty's Party Co. DBA Jeff's Market liquor license renewal, seconded by Jepsen. Roll call: Sampson-aye, Jepsen-aye, Brus-aye and Hermann-aye. Motion carried.

**NUISANCE ABATEMENT(S):**

**20. Nuisance Abatement(s):** Brus reported that he had a few complaints on vehicles and trailers parked at the property at South Neisse and Garonne. Jepsen reported that those items have since then been removed. Mayor Schutte reported that there were complaints about a Recreational Vehicle parked in a residential driveway and a vehicle without plates reporting that they both have been taken care of.

**ZONING BOARD OF ADJUSTMENT:**

**21. Reappointment:** Mayor Schutte reappointed Cheryl Smith. Brus moved to reappoint Cheryl Smith to Zoning Board of Adjustment for a 5-year term expiring December 31, 2028, seconded by Hermann. Roll call: Brus-aye, Hermann-aye, Sampson-aye and Jepsen-aye. Motion carried.

**22. Resignation:** Mayor Schutte read aloud a resignation letter from member Earlene Anderson. Jepsen moved to accept Earlene Anderson's resignation effective December 31, 2023, seconded by Hermann. Roll call: Jepsen-aye, Hermann-aye, Brus-aye and Sampson-aye. Motion carried.

**23. Appointment:** Mayor Schutte appointed Matt Sampson to fill the vacant position. Hermann moved to appoint Matt Sampson to Zoning Board of Adjustment for a 5-year term expiring December 31, 2028,

seconded by Jepsen. Roll call: Hermann-aye, Jepsen-aye, Brus-aye and Sampson-abstain. Motion carried.

**PLANNING & ZONING:**

- 24. Reappointment:** Mayor Schutte reappointed Mike Barnes. Hermann moved to reappoint Mike Barnes to the Planning & Zoning Commission for a 5-year term expiring December 31, 2028, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye, Brus-aye and Jepsen-aye. Motion carried.
- 25. Reappointment:** Mayor Schutte reappointed Dwayne Lorenz. Jepsen moved to reappoint Dwayne Lorenz to the Planning & Zoning Commission for a 5-year term expiring December 31, 2028, seconded by Sampson. Roll call: Jepsen-aye, Sampson-aye, Brus-aye and Hermann-aye. Motion carried.
- 26. Reappointment:** Mayor Schutte reappointed Ben Finck. Sampson moved to reappoint Ben Finck to the Planning & Zoning Commission for a 5-year term expiring December 31, 2028, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye, Jepsen-aye and Brus-aye. Motion carried.

**POLICY & ADMINISTRATION:**

**27. Clerk’s Report:** City Clerk Ann Schmidt presented the October 2023 Clerk’s Report.

**COMMENTS AND FUTURE AGENDA ITEMS:** Mayor Schutte reported the following meeting dates for January 2024 in observe of the Holidays: January 3, 2024 and January 16, 2024.

**PLAQUE PRESENTATIONS:** Mayor Schutte presented plaques to Matt Sampson, Chris Jepsen and Chad Brus thanking them for their four years of service while serving on the City Council.

**RECESS:** Hermann moved to recess, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye, Brus-aye and Jepsen-aye. Motion carried. Hermann moved to reconvene, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye, Brus-aye and Jepsen-aye. Motion carried.

**POLICY & ADMINISTRATION (Cont’d):**

**28. Strategy Session Union Contract: CLOSED SESSION, Code of Iowa, Section 20.17 (3):**

Mayor Schutte referred to the Code of Iowa, Section 20.17 (3), stating that the City Council would be going into executive closed session as a strategy session for both the Chauffers, Teamsters and Helpers Local Union No. 238 and the Clerk’s Contract. Jepsen moved to close the regular meeting and go into closed session, seconded by Brus. Roll call: Jepsen-aye, Brus-aye, Sampson-aye and Hermann-aye. Motion carried.

Sampson moved to reopen the regular meeting, seconded by Brus. Roll call: Sampson-aye, Brus-aye, Jepsen-aye and Hermann-aye. Motion carried.

Hermann moved to approve the Chauffers, Teamsters and Helpers Local Union No. 238 3-year Contract, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye, Brus-aye and Jepsen-aye. Motion carried.

Jepsen moved to approve the Clerk’s 3-year Contract, seconded by Brus. Roll call: Jepsen-aye, Brus-aye, Hermann-aye and Sampson-aye. Motion carried.

**ADJOURNMENT:** Jepsen motioned for adjournment, seconded by Brus. Roll call: Jepsen-aye, Brus-aye, Hermann-aye and Sampson-aye. Motion carried. The meeting adjourned at 8:43 p.m.

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Mayor Brad Schutte

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

**CLAIMS REPORT**

AHERN FIRE	BLDG & GRNDS MAINT	154.00
ALEX AIR APPARATUS	EQUIP OPER	809.89
ALL FLAGS	BLDG & GRNDS MAINT	62.27
ALL SEASONS CARWASH	VEH OPER	34.25
B.G. AUTOMOTIVE	VEH OPER	113.95
B.G. BUGLE	ADVERTISING & PUBLICATIONS	200.00
B.G. POSTMASTER	ANNUAL PERMIT FEES #101	310.00
CCP INDUSTRIES	BLDG & GRNDS MAINT	177.57
EASTERN IA LIGHT & POWER	UTILITIES	1,349.21
EMPLOYERS MUTUAL CASUALTY CO.	INSURANCE	130.34
MEDIACOM	INTERNET SVS	421.80
MENARDS	BLDG & GRNDS MAINT	1,121.37
MIDAMERICAN ENERGY	UTILITIES	2,404.15
MIDWEST WHEEL	EQUIP OPER	1,059.40
NAPA	EQUIP OPER	627.50
OFFICE MACHINE CONSULT	EQUIP OPER	57.48
OLDE TOWN ROOFING	LMI GRANT	10,400.00
PANTHER UNIFORMS	UNIFORM ALLOW	627.40
Q.C. TIMES	ADVERTISING & PUBLICATIONS	1,521.13
REPUBLIC SVS	GARBAGE/RECYCLING	10,185.75
ROSS MEDICAL	EQUIP OPER	14.40
PARROTT, MATT	OPER SUPPLIES	60.20
SANDRY FIRE SUPPLY	EQUIP OPER	2,094.50
SCOTT CO. AUDITOR	ELECTIONS	530.50
TROPHY SHOPPE	OPER SUPPLIES	192.10
TRUCK COUNTRY OF IA	EQUIP OPER	719.77
<b>TOTAL:</b>		<b>35,378.93</b>

**TOTAL FUNDS:**

GENERAL	24,883.18
SANITATION	10,495.75
<b>TOTAL FUNDS:</b>	<b>35,378.93</b>

**ADD'L BILLS PAID – AUGUST 2023**

PAYROLL	39,173.23
BG SAVINGS (FED'L/FICA/MEDICARE W/H)	12,895.46
TREASURER, STATE OF IA (STATE W/H)	1,925.18
IPERS (PENSION W/H)	8,677.07
AMERICO (457 PLAN W/H)	300.00
AFLAC (INS W/H)	106.74
CENTRAL STATES INS-(EMPLOYEE CONTR)	960.00
CENTRAL STATES INS-HEALTH INSURANCE	28,319.20
TREASURER, STATE OF MAINE (EMPLOYEE W/H)	1,124.00
TAMMY ERNST-REFUND/OVERPAYMENT	34.92
POSTMASTER-POSTAGE	249.27
DAVENPORT COMPOST-COMPOST FEES	10.00
AMAZON-OPER SUPPLIES	548.29

PROLINE SOLUTIONS-STRIPING	23,685.34
VOID CK#40524 PROLINE	(23,695.34)
<b>TOTAL:</b>	<b>94,313.36</b>
<b>FUND TOTALS</b>	
GENERAL	62,244.49
ROAD USE	3,455.48
SANITATION	259.27
SEWER	34.92
EMPLOYEE BENEFITS	28,319.20
<b>TOTALS:</b>	<b>94,313.36</b>
<b>REVENUES – AUGUST 2023</b>	
GENERAL	18,910.86
FIRE TOWNSHIP	152.62
ROAD USE	18,525.25
EMPLOYEE BENEFITS	2,634.40
LOCAL OPTION SALES TAX	32,131.30
MONEY MARKET	1,440.93
SEWER	62.85
SANITATION	12,992.92
<b>TOTAL:</b>	<b>86,851.13</b>
<b>ADD'L BILLS PAID – SEPTEMBER 2023</b>	
PAYROLL	27,334.20
BG SAVINGS (FED'L/FICA/MEDICARE W/H)	8,924.22
TREASURER, STATE OF IA (STATE W/H)	1,285.70
IPERS (PENSION W/H)	6,058.19
AMERICO (457 PLAN W/H)	200.00
AFLAC (INS W/H)	71.16
CENTRAL STATES INS-(EMPLOYEE CONTR)	640.00
TREASURER, STATE OF MAINE (EMPLOYEE W/H)	1,124.00
MEDIACOM-INTERNET SVS	44.97
POSTMASTER-POSTAGE	249.27
CENTURYLINK-FAX	67.05
DAVENPORT COMPOST-COMPOST FEES	20.00
AMAZON-OPER SUPPLIES	158.78
SHADEMASTER-GRANT EXPENSE	1,032.50
B.G. SAVINGS BANK-OPER SUPPLIES	47.55
DOLLAR GENERAL-OPER SUPPLIES	6.00
WALMART-OPER SUPPLIES	287.37
<b>TOTAL:</b>	<b>47,550.96</b>
<b>FUND TOTALS</b>	
GENERAL	44,747.99
ROAD USE	2,509.93
SANITATION	293.04
<b>TOTALS:</b>	<b>47,550.96</b>
<b>REVENUES – SEPTEMBER 2023</b>	
GENERAL	116,382.14

FIRE TOWNSHIP	147.81
PARK IMPROVEMENT	1,825.00
ROAD USE	26,028.86
EMPLOYEE BENEFITS	38,556.26
LOCAL OPTION SALES TAX	27,933.19
MONEY MARKET	1,396.62
TAX INCREMENT FINANCING	33,021.89
SEWER	91.29
SANITATION	10,603.29
<b>TOTAL:</b>	<b>255,986.35</b>

**ADD'L BILLS PAID – OCTOBER 2023**

PAYROLL	28,462.96
BG SAVINGS (FED'L/FICA/MEDICARE W/H)	9,118.02
TREASURER, STATE OF IA (STATE W/H)	1,304.74
IPERS (PENSION W/H)	6,266.88
AMERICO (457 PLAN W/H)	200.00
AFLAC (INS W/H)	71.16
CENTRAL STATES INS-(EMPLOYEE CONTR)	640.00
TREASURER, STATE OF MAINE (EMPLOYEE W/H)	1,124.00
IMWRF-FUNDRAISING	150.00
POSTMASTER-POSTAGE	371.58
WALMART-OPER SUPPLIES	1,268.21
AMAZON-OPER SUPPLIES	868.99
FARM & FLEET-BLDG & GRNDS MAINT	69.98
MENARDS-BLDG & GRNDS MAINT	52.23
ADOBE-COMP MAINT	21.19
Q.C. TIMES-ADV & PUB	420.65
MEDIACOM-INTERNET SVS	264.90
VOID CK#40662 Q.C. TIMES	(720.68)
IA WORKFORCE DEV-UNEMPLOYMENT	84.47
<b>TOTAL:</b>	<b>50,039.28</b>

**FUND TOTALS**

GENERAL	47,024.03
ROAD USE	2,541.20
SANITATION	239.58
EMPLOYEE BENEFITS	84.47
PARK IMPROV	150.00
<b>TOTALS:</b>	<b>50,039.28</b>

**REVENUES – OCTOBER 2023**

GENERAL	263,223.09
FIRE TOWNSHIP	152.85
LIBRARY MAINT	33,789.50
PARK IMPROVEMENT	3,800.00
ROAD USE	18,704.30
EMPLOYEE BENEFITS	99,847.34
LOCAL OPTION SALES TAX	25,614.16
MONEY MARKET	1,445.34

TAX INCREMENT FINANCING	113,297.32
SEWER	1,451.27
SANITATION	13,061.47
<b>TOTAL:</b>	<b>574,386.64</b>

**ADD'L BILLS PAID – NOVEMBER 2023**

PAYROLL	27,754.64
BG SAVINGS (FED'L/FICA/MEDICARE W/H)	8,860.47
TREASURER, STATE OF IA (STATE W/H)	1,284.95
IPERS (PENSION W/H)	6,117.59
AMERICO (457 PLAN W/H)	200.00
AFLAC (INS W/H)	71.16
CENTRAL STATES INS-(EMPLOYEE CONTR)	640.00
CENTRAL STATES INS-HEALTH INSURANCE	3,385.60
TREASURER, STATE OF MAINE (EMPLOYEE W/H)	1,124.00
IA LEAGUE OF CITIES-TRAINING	50.00
POSTMASTER-POSTAGE	248.46
AMAZON-OPER SUPPLIES	1,412.00
FARM & FLEET-BLDG & GRNDS MAINT	601.00
IDRIVE-COMP MAINT	99.50
<b>TOTAL:</b>	<b>51,849.37</b>

**FUND TOTALS**

GENERAL	45,684.62
ROAD USE	2,530.69
SANITATION	248.46
EMPLOYEE BENEFITS	3,385.60
<b>TOTALS:</b>	<b>51,849.37</b>

**REVENUES – NOVEMBER 2023**

GENERAL	61,474.03
FIRE TOWNSHIP	146.53
LIBRARY MAINT	.50
ROAD USE	18,441.12
EMPLOYEE BENEFITS	10,880.63
LOCAL OPTION SALES TAX	30,724.49
MONEY MARKET	1,400.89
TAX INCREMENT FINANCING	1,969.95
SEWER	46,822.78
SANITATION	11,514.05
<b>TOTAL:</b>	<b>183,374.97</b>