

City of Menlo  
Regular City Council Meeting  
March 4, 2020 – 7:00 PM  
Clerk's Office

Mayor Griswold called the meeting to order at 7:00 pm with Korradi, Jacobson, O'Brien and Jones present and Miller absent. Attorney David Grapentine absent. Korradi moved to approve the agenda, striking 7, 9 and 10, Jacobson seconded the motion. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent.

Mayor Griswold reported a friendly reminder that there be no disruptions during the council meeting.

Clerk Blass reported that both the Library and the City Clerk's office were awarded the Aeron grant. The City Clerk requested \$990.00 and was awarded \$750.00 and the Library requested \$887.00 and was awarded \$400.00. The Guthrie County Community Foundation Grant has been submitted for the campground's updates. There is a GWorks meeting and IMFOA meeting in April that the new City Clerk should attend. The GWorks meeting is April 15<sup>th</sup> and the IMFOA is April 15-17<sup>th</sup>. Korradi motion that Amberly Allsup attend an IMFOA and GWorks meeting in Des Moines on April 15<sup>th</sup> and 17<sup>th</sup>, O'Brien seconded the motion. Ayes – Korradi, Jacobson, O'Brien and Jones. Miller absent.

Motion by Jacobson, seconded O'Brien to approve Resolution #2020-08 – To hire City Clerk. Roll Call Vote: Jones – Aye, O'Brien – Aye, Korradi – Aye, Jacobson – Aye, Miller Absent. Motion passed.

Motion by O'Brien, seconded by Korradi to approve Resolution #2020-09 – Approving Bank Signatures. Roll Call Vote: Jones – Aye, O'Brien – Aye, Korradi – Aye, Jacobson – Aye, Miller Absent. Motion passed.

Jacobson motion that the ICAP Insurance be renewed, seconded by Korradi. Ayes – Korradi, Jacobson, O'Brien and Jones. Miller absent.

Discussion regarding sale of three school lots. Korradi stated that we need to decide on whether to go with Rural Housing 360. Korradi provided a guideline to use for City specifications and agreement. Korradi states that she would like to simplify the paperwork by combining resolutions and previous agreements. Korradi stated that there are five floor plans 800 to 1600 sq. feet, house must be built in two years, and be stick built or modular. Korradi stated that a new resolution be drawn up to enter the remaining specs into the existing resolution. Motion by Jones, seconded by Jacobson to sell lots for \$1,000.00. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent. Motion by Korradi, seconded by Jones to adopt Rural Housing 360 with the Administration fee of \$360.00 and abstract fee to be subtracted from reimbursement to WCV Schools. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent. Motion by O'Brien, seconded by Jones to approve the specs that Korradi provided into existing resolution and that the Clerk draw up new resolution. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent. Council requested the Clerk to contact Rural Housing 360 to send the house floor plans.

Celia Reynolds asked to use the Community Building and park for Morrisburg and Methodist Bible Study the week of July 26<sup>th</sup> through July 30<sup>th</sup>, 6-8 p.m. free of charge. Motion by Jacobson, seconded by Jones for Bible Study last week of July 6-8 p.m. free of charge. Ayes – Korradi, Jacobson, O'Brien, Jones. Miller absent.

Nuisance properties were reviewed. Clerk Blass stated the certified letter to 417 7<sup>th</sup> St. was returned unread. The letter gave him 30 days to remove the vehicle or update the plates which he has done neither. Based on our ordinances we can proceed with the abatement notice. Mayor Griswold stated he will talk to Sheriff following State Code and recommended to let the Sheriff take risk regarding the nuisance at property 417 7<sup>th</sup> Street. O'Brien asked to discuss nuisance at property 612-2<sup>nd</sup> Street. Motion by Korradi, seconded by Jones to send a letter regarding animal issue in house and outbuildings at 612 -2<sup>nd</sup> St. Ayes – Korradi, Jacobson, O'Brien and Jones. Miller absent. Motion by O'Brien, seconded by Korradi to start the nuisance process and for Doug and Larry to document nuisance issues. Ayes – Korradi, Jacobson, O'Brien, Jones. Miller absent.

Motion by Jones, seconded by Korradi to open public forum. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent. Jenna Clarke suggested a date of May 9, 2020 for City-wide cleanup. Clarke also suggested having a City-wide garage sale the weekend before with a date of May 2, 2020 starting at 8:00 a.m. She asked for it to be placed on the April Agenda. Judy Skellenger stated she has seen raccoons all over town. Suggested putting traps out and City needs to find out where the critters are coming from. Mayor stated he has set live traps in other cities and that all cities have critters. He also stated it's not so much the animals we are discussing but the abandoned properties. O'Brien stated that is why we take pictures and create a list of nuisances. Jeremy Trichel stated the stop sign needs fixed at North Street. He asked that a car show be put on the agenda for next summer. He stated he would do the planning and organizing of said event. Trichel also asked if he can metal detect in

school lots and park. The hole will be a 10"x6" plug that will be replaced. All Council members agreed. Mayor expressed he would like to talk to Judy after the council meeting.

Motion by Korradi, seconded by Jacobson to close public forum. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent.

Motion by Korradi, seconded by Jones to approve the consent agenda, minutes of regular meeting of 2/5/20 and minutes of special meeting of 02/12/20, 02/21/20 and 02/25/20, bills submitted for approval, and clerk reports. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent.

Motion by Jones, seconded by Korradi to adjourn the meeting. Ayes - Korradi, Jacobson, O'Brien and Jones. Miller absent.

Mayor Griswold declared the meeting adjourned at 8:04 PM.

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Lyle Griswold, Mayor

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Attest: Amberly Allsup, City Clerk

**February BILLS SUBMITTED FOR APPROVAL**

Salaries		\$ 5,314.95
IPERS		\$ 1,099.89
EFTPS - US Treasury	Fed Withholding	\$ 1,531.40
State of Iowa	State Withholding	\$ 241.00
	<b>Total Payroll</b>	<b>\$ 8,187.24</b>
Adair Co. Landfill	Landfill	\$ 1,235.50
Alliant	Utilities	\$ 1,958.04
Central IA Publishing	Clerk Ad	\$ 28.50
Coon Valley Coop Telephone	Phone	\$ 70.04
Creston Publishing	Clerk Ad	\$ 27.00
Feld Equipment	Alarm Inspection	\$ 255.00
Miller Plumbing & Heating	Comm. Bldg./Lib. Furnace Rpr	\$ 507.65
Office Depot	Toner	\$ 70.46
The Adair News	Clerk Ad	\$ 42.25
The Stuart Herald	Publications	\$ 238.88
Visa	Gas	\$ 56.01
Wallace Auto Supply	Equip Rpr	\$ 252.10
Xenia Rural Water	Utilities	\$ 97.80
	<b>Fund 001 Total</b>	<b>\$ 4,839.23</b>
American Marketing	Stamp	\$ 27.00
Coon Valley Coop Telephone	Phone	\$ 98.40
O'Brien, Julie	Book Reimbursement	\$ 22.82
Petty Cash	Books/Supplies	\$ 45.46
Visa	Supplies	\$ 64.89
	<b>Fund 002 Total</b>	<b>\$ 258.57</b>
Agriland FS	Fuel	\$ 220.33
Alliant	Utilities	\$ 271.40
Coon Valley Coop Telephone	Phone	\$ 35.03
Visa	Gas	\$ 92.97
Wallace Auto Supply	Shop Supplies	\$ 33.52
	<b>Fund 110 Total</b>	<b>\$ 653.25</b>
United Healthcare	Health Ins.	\$ 570.85
	<b>Fund 112 Total</b>	<b>\$ 570.85</b>
Alliant	Utilities	\$ 57.52
Coon Valley Coop Telephone	Phone	\$ 35.02
Farmers Electric Coop	Utilities	\$ 44.45
Kinzie Service	Tire Rpr	\$ 192.00
Messinger, Bill	Swr Deposit Refund	\$ 250.00
Naberhaus Implement	Equip Rpr	\$ 205.25
United Healthcare	Hlth Ins.	\$ 294.07
Verizon	Cell Phone	\$ 57.12
Xenia Rural Water	Utilities	\$ 2.15
	<b>Fund 610 Total</b>	<b>\$ 1,137.58</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 15,646.72</b>
<b>January Income</b>		
General Fund	\$ 2,034.72	
Library	\$ 428.03	
Road Use	\$ 3,862.95	
Employee Benefits	\$ 54.18	
Emergency	\$ 3.99	
LOST	\$ 1,920.86	
Centennial Committee	\$ .48	
Sewer	\$ 257.81	
<b>TOTAL REVENUE</b>	<b>\$ 8,563.02</b>	