



City Council Meeting

Monday, January 10, 2022 at 5:15 pm

LOCATION OF MEETING:

City Hall Council Chambers, 627 N. Adams Street, Carroll, Iowa 51401

NOTICE

The meeting will be made available telephonically for those individuals who wish to attend remotely. The public will be able to hear and participate in the Council meeting by calling:

United States: 1 (312) 626-6799

Then when prompted, enter the following **Access Code:** 959 8347 1673#

Individuals may start calling in at 5:00 PM for the meeting.

Individuals may also join the meeting from your computer, tablet or smartphone by using the following link:

<https://zoom.us/j/95983471673>

Similar to a regular City Council meeting, participants will be invited to provide feedback at various points during the meeting. Participants are requested to keep their mics muted until invited by the Mayor or Council to provide feedback. Participants calling in can unmute and mute their phone by dialing *6. Participants using a computer, tablet or smartphone can unmute and mute themselves by clicking on the mute/unmute button in the bottom left corner of the zoom program. Participants who unmute themselves outside of feedback periods may be muted by the City and/or removed from the meeting.

The public can watch the meeting live from the City's YouTube channel by going to: <https://tinyurl.com/t64juzk> and on CAAT6. To ensure you can access the meeting when we go live we suggest that you subscribe to the City's YouTube channel. The YouTube meeting is a view only option and you will not be able to participate in the meeting via YouTube.

AGENDA

1. Pledge of Allegiance

2. Roll Call

3. Consent Agenda

a. Approval of Minutes of the December 20, 2021 and January 3, 2022 Meetings

b. Approval of Bills and Claims

c. Licenses and Permits:

None

d. Appointments to Committees, Commissions and Boards

Appointment by Mayor with Council Approval

Nick Badding - Building Code Board of Appeals (5-year term to expire 12-31-26)

4. Oral Requests and Communications from the Audience

Members of the public wishing to address the Council for items not on the agenda are asked to approach the podium and wait to be recognized. After recognition, the person shall state their name and address for the record. Statement or questions are limited to five (5) minutes.

5. Ordinances

6. Resolutions

a. Policy on implementing OSHA Emergency Temporary Standard (ETS) on COVID Vaccine or Testing

7. Reports

a. 2021-2022 Annual Planning Session - Work Plan

Also see item 8.c - [December 13, 2021](#) - Work Session: Annual Planning Session

Follow-up and Discussion

8. Committee Reports

9. Comments from the Mayor

a. 2022 Mayor Pro-Tem - Carolyn Siemann

10. Comments from the City Council

11. Comments from the City Manager

12. Adjourn

January Meetings:

* Airport Commission - January 10, 2022 - Airport Terminal Building - 21177 Quail Ave

* Planning and Zoning Commission - January 12, 2022 - City Hall - 627 N Adams St

* Library Board of Trustees - January 17, 2022 - Carroll Public Library - 118 E 5th St

* City Council Budget Workshop - January 17, 2022 - City Hall - 627 N Adams St

* City Council Budget Workshop - January 19, 2022 - City Hall - 627 N Adams St

* Historic Preservation Commission - January 21, 2022 - City Hall - 627 N Adams St

* City Council - January 24, 2022 - City Hall - 627 N Adams St

* City Council Budget Workshop - January 31, 2022 - City Hall - 627 N Adams St

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The City of Carroll will make every attempt to accommodate the needs of persons with disabilities, please notify us at least three business days in advance when possible at 712-792-1000, should special accommodations be required.

| Agenda published on 01/06/2022 at 4:49 PM

COUNCIL MEETING

DECEMBER 20, 2021

(Please note these are draft minutes and may be amended by Council before final approval.)

The meeting was held in-person, telephonically or via Zoom web conferencing for those individuals who wished to attend remotely. The public was able to hear and participate in the Council meeting by calling into a publicly posted phone number.

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Council Members present: Misty Boes, LaVern Dirx, Jerry Fleshner, Clay Haley, Mike Kots and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

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Mayor Eric Jensen, First Ward Council Member Mike Kots, Third Ward Council Member Clay Haley, and At Large Council Member Jerry Fleshner were recognized for their years of service to the City of Carroll. No Council action taken.

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It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the December 13, 2021 Council meeting, as written; and b) bills and claims in the amount of \$290,611.33. On roll call, all present voted aye. Absent: None. Motion carried.

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There were no oral requests or communication from the audience.

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It was moved by Haley, seconded by Siemann, to approve Resolution No. 21-87, City-County Precinct Agreement for the 2021 Redistricting Process. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Siemann, to approve the second reading and waive the third reading of an ordinance amending the Code of Ordinances by amending provisions pertaining to ward boundaries and voting precincts. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Siemann, to adopt said Ordinance No. 2107. On roll call, all present voted aye. Absent: None. Motion carried.

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At 5:23 p.m. Mayor Jensen opened a public hearing on the Plans, Specifications, Form of Contract and Estimated Cost for the Carroll Recreation Center Building Improvements Project – 2021. Al Oberlander, Principal with RD&G Planning & Design, and Jean Ludwig, Carroll resident, addressed Council on this issue. At 5:35 p.m. Mayor Jensen closed said public hearing.

It was moved by Siemann, seconded by Fleshner, to approve Resolution No. 21-88, Adopting Plans, Specifications, Form of Contract and Estimated Cost for the Carroll Recreation Center Building Improvements Project – 2021. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Dirx, to approve Resolution No. 21-89, Agreement with Carroll Merchants Baseball Club for the lease of Merchants Park for the 2022 baseball season. Chris Whitaker and John Perrin, Carroll Merchants Baseball Club representatives, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Kots, seconded by Haley, to approve Resolution No. 21-90, Agreement Between the City of Carroll and the Carroll Merchants Baseball Club to fund the one-time M.I.N.K. League entrance fee in the amount of \$10,000. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Fleshner, to approve Resolution No. 21-91, Terminating the Concession Stand Lease at Carroll Baseball Stadium (aka Merchants Park) with Mr. Gary Magill. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Dirx, seconded by Fleshner, to waive Purchasing Policy #0501 and purchase four (4) Cybex R Series treadmills at a purchase price of \$23,651.64. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to adjourn at 5:51 p.m. On roll call, all present voted aye except Fleshner voted nay. Absent: None. Motion carried.

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
JANUARY 3, 2022

A New Council Orientation Session was held on this date at 3:00 P.M. in the Conference Room at City Hall. Members Present: Mayor Mark Beardmore, and Council Members Kyle Bauer, Tom Bordenaro, and JJ Schreck. The FY 2022 budget was reviewed. No Council action taken.

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The orientation session ended at 5:40 p.m.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE---
01-002553	ABM EQUIPMENT & SUPPLY IN	EQUIPMENT REPAIRS #36	34.36	0.00	000000 0/00/00	34.36
01-002553	ABM EQUIPMENT & SUPPLY IN	EQUIPMENT REPAIRS #36	1,109.65	0.00	000000 0/00/00	1,109.65
		** TOTALS **	1,144.01	0.00		1,144.01
01-001720	ACCESS SYSTEMS	COPIER MAINTENANCE	222.98	222.98-	122940 12/23/21	0.00
		** TOTALS **	222.98	222.98-		0.00
01-001621	ACE HARDWARE	SUPPLIES	62.95	0.00	000000 0/00/00	62.95
01-001621	ACE HARDWARE	BREAKFAST WITH SANTA SUPPLIES	2.92	0.00	000000 0/00/00	2.92
01-001621	ACE HARDWARE	SUPPLIES	95.01	0.00	000000 0/00/00	95.01
01-001621	ACE HARDWARE	CIRCULAR BLADES	52.98	0.00	000000 0/00/00	52.98
01-001621	ACE HARDWARE	WATER EPOXY	8.99	0.00	000000 0/00/00	8.99
01-001621	ACE HARDWARE	BATTERY	13.99	0.00	000000 0/00/00	13.99
		** TOTALS **	236.84	0.00		236.84
01-001698	ADVANCED LASER TECHNOLOGI	TONER	114.95	0.00	000000 0/00/00	114.95
		** TOTALS **	114.95	0.00		114.95
01-001910	AHLERS & COONEY P.C.	SPECIAL ASSESSMENT INFO	1,475.00	0.00	000000 0/00/00	1,475.00
01-001910	AHLERS & COONEY P.C.	7TH AMENDED UR PLAN	702.00	0.00	000000 0/00/00	702.00
		** TOTALS **	2,177.00	0.00		2,177.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	447.43	447.43-	122942 12/23/21	0.00
		** TOTALS **	447.43	447.43-		0.00
01-002370	ARNOLD MOTOR SUPPLY	OIL SEAL RETURNED	25.99-	0.00	000000 0/00/00	25.99-
01-002370	ARNOLD MOTOR SUPPLY	OIL AND OIL FILTER	33.55	0.00	000000 0/00/00	33.55
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	6.69	0.00	000000 0/00/00	6.69
01-002370	ARNOLD MOTOR SUPPLY	OIL SEAL	46.98	0.00	000000 0/00/00	46.98
01-002370	ARNOLD MOTOR SUPPLY	GEAR OIL	13.56	0.00	000000 0/00/00	13.56
01-002370	ARNOLD MOTOR SUPPLY	GEAR OIL	27.12	0.00	000000 0/00/00	27.12
01-002370	ARNOLD MOTOR SUPPLY	FILTERS	26.30	0.00	000000 0/00/00	26.30
01-002370	ARNOLD MOTOR SUPPLY	ENGINE OIL FILTER	9.68	0.00	000000 0/00/00	9.68
01-002370	ARNOLD MOTOR SUPPLY	WASH BRUSH TOOLS	51.56	0.00	000000 0/00/00	51.56
01-002370	ARNOLD MOTOR SUPPLY	CLEANER	60.09	0.00	000000 0/00/00	60.09
		** TOTALS **	249.54	0.00		249.54
01-001557	ATCO INTERNATIONAL	SUPPLIES	138.20	0.00	000000 0/00/00	138.20
		** TOTALS **	138.20	0.00		138.20
01-002539	AUTO GRAPHICS PLUS	#17 & 18 NEW GRAPHICS	1,010.00	0.00	000000 0/00/00	1,010.00
		** TOTALS **	1,010.00	0.00		1,010.00
01-002805	BADDING CONSTRUCTION CO.	ST. MAINT BLDG #12	201,810.67	0.00	000000 0/00/00	201,810.67

=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES : 12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022
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UNPAID ITEMS DATES :	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
** TOTALS **			201,810.67	0.00			201,810.67
01-002818	BAKER AND TAYLOR INC.	BOOKS	618.88	618.88-	122943	12/23/21	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	995.00	995.00-	122943	12/23/21	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	548.02	548.02-	122943	12/23/21	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	324.50	324.50-	122943	12/23/21	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	879.14	879.14-	122943	12/23/21	0.00
** TOTALS **			3,365.54	3,365.54-			0.00
01-003515	BOMGAARS	GLOVES	15.98	0.00	000000	0/00/00	15.98
01-003515	BOMGAARS	HOSE GARDEN	66.97	0.00	000000	0/00/00	66.97
01-003515	BOMGAARS	SUPPLIES	16.35	0.00	000000	0/00/00	16.35
01-003515	BOMGAARS	FILTERS	33.98	0.00	000000	0/00/00	33.98
01-003515	BOMGAARS	SUPPLIES	52.44	0.00	000000	0/00/00	52.44
01-003515	BOMGAARS	SUPPLIES	17.98	0.00	000000	0/00/00	17.98
01-003515	BOMGAARS	ANTIFREEZE AND OIL	28.77	0.00	000000	0/00/00	28.77
01-003515	BOMGAARS	OIL	73.91	0.00	000000	0/00/00	73.91
01-003515	BOMGAARS	PAINT	35.99	0.00	000000	0/00/00	35.99
01-003515	BOMGAARS	SUPPLIES	66.64	0.00	000000	0/00/00	66.64
01-003515	BOMGAARS	HOSE MENDERS	3.78	0.00	000000	0/00/00	3.78
01-003515	BOMGAARS	HOSE	69.99	0.00	000000	0/00/00	69.99
01-003515	BOMGAARS	CEMENT PATCH	10.49	0.00	000000	0/00/00	10.49
01-003515	BOMGAARS	PAINT- SHOP	9.58	0.00	000000	0/00/00	9.58
01-003515	BOMGAARS	TARP - SHOP TOOLS	29.94	0.00	000000	0/00/00	29.94
01-003515	BOMGAARS	WATER COOLER PARTS	103.21	0.00	000000	0/00/00	103.21
01-003515	BOMGAARS	WATER COOLER PARTS	5.27	0.00	000000	0/00/00	5.27
** TOTALS **			641.27	0.00			641.27
01-002311	BOOK FARM INC.	BOOKS	19.95	19.95-	122971	12/30/21	0.00
** TOTALS **			19.95	19.95-			0.00
01-003661	BREDA TELEPHONE CORPORATI	LOCAL AND LONG DISTANCE	2,277.95	2,277.95-	122972	12/30/21	0.00
** TOTALS **			2,277.95	2,277.95-			0.00
01-003670	BRIGGS INC OF OMAHA	FLUSH VALVE KIT	24.00	24.00-	122973	12/30/21	0.00
** TOTALS **			24.00	24.00-			0.00
01-003690	BROWN SUPPLY CO INC	UNIVERSAL CURB GUARDS	1,080.00	0.00	000000	0/00/00	1,080.00
** TOTALS **			1,080.00	0.00			1,080.00
01-003693	BRUNER & BRUNER	GENERAL WORK	864.00	0.00	000000	0/00/00	864.00
01-003693	BRUNER & BRUNER	POLICE/MAGISTRATE	270.00	0.00	000000	0/00/00	270.00
01-003693	BRUNER & BRUNER	PUBLIC WORKS/ENGINEER	162.00	0.00	000000	0/00/00	162.00
01-003693	BRUNER & BRUNER	PARKS AND RECREATION	27.00	0.00	000000	0/00/00	27.00

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UNPAID ITEMS DATES :	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
** TOTALS **			1,323.00	0.00			1,323.00
01-003791	CAPITAL ONE	SUPPLIES RETURNED	13.92-	13.92	122974	12/30/21	0.00
01-003791	CAPITAL ONE	CLEANING SUPPLIES	3.98	3.98-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	PROGRAM SUPPLIES	35.73	35.73-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	BREAKFAST WITH SANTA SUPPLIES	33.33	33.33-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	REFRIGERATOR	144.00	144.00-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	BREAKFAST WITH SANTA SUPPLIES	22.82	22.82-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	CLEANING SUPPLIES	7.96	7.96-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	CLEANING SUPPLIES	16.84	16.84-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	PROGRAM SUPPLIES	154.05	154.05-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	SUPPLIES	207.08	207.08-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	SOCCER STORAGE TOTES	36.24	36.24-	122974	12/30/21	0.00
01-003791	CAPITAL ONE	BREAKFAST WITH SANTA SUPPLIES	109.98	109.98-	122974	12/30/21	0.00
** TOTALS **			758.09	758.09-			0.00
01-004138	CAPITAL SANITARY SUPPLY	RESTROOM SUPPLIES	102.20	0.00	000000	0/00/00	102.20
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	89.00	0.00	000000	0/00/00	89.00
01-004138	CAPITAL SANITARY SUPPLY	PAPER TOWELS	97.48	0.00	000000	0/00/00	97.48
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	66.84	0.00	000000	0/00/00	66.84
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	354.17	0.00	000000	0/00/00	354.17
01-004138	CAPITAL SANITARY SUPPLY	HAND SANITIZER	187.00	0.00	000000	0/00/00	187.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	66.00	0.00	000000	0/00/00	66.00
** TOTALS **			962.69	0.00			962.69
01-000747	CARROLL AUTO SUPPLY	FILTERS #53	21.53	0.00	000000	0/00/00	21.53
01-000747	CARROLL AUTO SUPPLY	AIR FILTERS	25.35	0.00	000000	0/00/00	25.35
** TOTALS **			46.88	0.00			46.88
01-004155	CARROLL COUNTY	GASOLINE	5,923.49	0.00	000000	0/00/00	5,923.49
** TOTALS **			5,923.49	0.00			5,923.49
01-004160	CARROLL COUNTY AUDITOR	CITY ELECTION	3,376.49	0.00	000000	0/00/00	3,376.49
** TOTALS **			3,376.49	0.00			3,376.49
01-004196	CARROLL HYDRAULICS	#31 REPAIR PARTS	52.45	0.00	000000	0/00/00	52.45
01-004196	CARROLL HYDRAULICS	CHIPPER HOSE	15.68	0.00	000000	0/00/00	15.68
01-004196	CARROLL HYDRAULICS	#27 HYDRAULIC HOSE	153.62	0.00	000000	0/00/00	153.62
** TOTALS **			221.75	0.00			221.75
01-004200	CARROLL LUMBER	BREAKFAST WITH SANTA SUPPLIES	28.52	0.00	000000	0/00/00	28.52
01-004200	CARROLL LUMBER	DRAIN TILE - TROY	40.10	0.00	000000	0/00/00	40.10
** TOTALS **			68.62	0.00			68.62

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
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PARTIALLY ITEMS DATES:	12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE---
01-004237	CARROLL VETERINARY CLINIC	FEB. DOG CARE CONTRACT	650.00	0.00	000000 0/00/00	650.00
	** TOTALS **		650.00	0.00		650.00
01-002998	CENTURYLINK	BACKUP PHONE BILL	67.13	67.13-	122944 12/23/21	0.00
01-002998	CENTURYLINK	BACKUP PHONE BILL	156.06	156.06-	122945 12/23/21	0.00
	** TOTALS **		223.19	223.19-		0.00
01-001148	CERTIFIED TESTING SERVICE	ST. MAINT. BLDG TESTING	2,723.60	0.00	000000 0/00/00	2,723.60
	** TOTALS **		2,723.60	0.00		2,723.60
01-004137	CHAMBER OF COMMERCE	TOURISM MARKETING	9,972.25	0.00	000000 0/00/00	9,972.25
	** TOTALS **		9,972.25	0.00		9,972.25
01-002867	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	57.59	0.00	000000 0/00/00	57.59
	** TOTALS **		57.59	0.00		57.59
01-004525	CITY OF CARROLL	DOWNTOWN RESTROOM WATER	50.00	50.00-	122938 12/21/21	0.00
	** TOTALS **		50.00	50.00-		0.00
01-003633	CLEANING SOLUTIONS INC	NOV. LIBRARY CLEANING	3,120.00	3,120.00-	122947 12/23/21	0.00
01-003633	CLEANING SOLUTIONS INC	DEC CITY HALL CLEANING	2,080.00	0.00	000000 0/00/00	2,080.00
01-003633	CLEANING SOLUTIONS INC	DEC. CITY HALL CLEANING	624.00	0.00	000000 0/00/00	624.00
01-003633	CLEANING SOLUTIONS INC	DEC REC CENTER CLEANING	1,932.00	0.00	000000 0/00/00	1,932.00
	** TOTALS **		7,756.00	3,120.00-		4,636.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	14,994.45	14,994.45-	001207 12/30/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	15,644.16	15,644.16-	001207 12/30/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,882.94	4,882.94-	001207 12/30/21	0.00
	** TOTALS **		35,521.55	35,521.55-		0.00
01-001463	COMMUNITY OF CONCERN	FY 22 FUNDING REQUEST	5,450.00	0.00	000000 0/00/00	5,450.00
	** TOTALS **		5,450.00	0.00		5,450.00
01-004836	COMMUNITY OIL CO. INC.	OIL	468.50	0.00	000000 0/00/00	468.50
	** TOTALS **		468.50	0.00		468.50
01-002071	COMPUTER REPAIR & SERVICE	INTERNET NETWORKING CHANGE	660.00	0.00	000000 0/00/00	660.00
01-002071	COMPUTER REPAIR & SERVICE	MISC COMPUTER ISSUES	510.00	0.00	000000 0/00/00	510.00
01-002071	COMPUTER REPAIR & SERVICE	COMPUTER/INTERNET NETWORKING	346.00	0.00	000000 0/00/00	346.00
01-002071	COMPUTER REPAIR & SERVICE	COMPUTER REPAIRS	233.75	0.00	000000 0/00/00	233.75
01-002071	COMPUTER REPAIR & SERVICE	COMPUTER ISSUES	297.50	0.00	000000 0/00/00	297.50
01-002071	COMPUTER REPAIR & SERVICE	LAPTOP/EMAIL SETUP	195.00	0.00	000000 0/00/00	195.00
01-002071	COMPUTER REPAIR & SERVICE	RENEW ANTI-VIRUS	30.00	0.00	000000 0/00/00	30.00
	** TOTALS **		2,272.25	0.00		2,272.25

=====PAYMENT DATES=====		=====ITEM DATES=====	=====POSTING DATES=====				
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022			
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022			
UNPAID ITEMS DATES	:	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022			
VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-001539	CONFLUENCE	STREETSCAPE PHASE 10	1,417.65	0.00	000000	0/00/00	1,417.65
		** TOTALS **	1,417.65	0.00			1,417.65
01-004865	COON RAPIDS ENTERPRISE	PERIODICAL RENEWAL	32.00	32.00-	122951	12/23/21	0.00
		** TOTALS **	32.00	32.00-			0.00
01-001384	COPY SYSTEMS INC.	FOLDER/INSERTER REPAIRS	185.25	0.00	000000	0/00/00	185.25
		** TOTALS **	185.25	0.00			185.25
01-003145	CORE AND MAIN LP	SUPPLIES	190.00	0.00	000000	0/00/00	190.00
		** TOTALS **	190.00	0.00			190.00
01-000854	DEARBORN NATIONAL	JAN. LIFE INSURANCE PREMIUMS	330.49	330.49-	122970	12/30/21	0.00
		** TOTALS **	330.49	330.49-			0.00
01-001965	DIANE TRACY	SUMMER READING AND OUTREACH	127.32	127.32-	122941	12/23/21	0.00
		** TOTALS **	127.32	127.32-			0.00
01-006270	DREES HEATING & PLUMBING	CAMERA RESET SYSTEM	103.00	0.00	000000	0/00/00	103.00
01-006270	DREES HEATING & PLUMBING	GPS CLOCK SYSTEM REPAIRS	103.00	0.00	000000	0/00/00	103.00
		** TOTALS **	206.00	0.00			206.00
01-006275	DREES OIL CO. INC.	PROPANE	122.63	122.63-	122953	12/23/21	0.00
		** TOTALS **	122.63	122.63-			0.00
01-001075	E & F CUSTOM PUMPING INC.	LAGOON CLEANING	36,815.10	0.00	000000	0/00/00	36,815.10
		** TOTALS **	36,815.10	0.00			36,815.10
01-012590	ECHO ELECTRIC SUPPLY	ELECTRIC BOX COVER	362.76	362.76-	122976	12/30/21	0.00
01-012590	ECHO ELECTRIC SUPPLY	ELECTRIC BOX COVER	169.79	169.79-	122976	12/30/21	0.00
		** TOTALS **	532.55	532.55-			0.00
01-006810	ECOWATER SYSTEMS	COOLER RENT AND WATER	114.96	114.96-	122954	12/23/21	0.00
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	14.60	0.00	000000	0/00/00	14.60
		** TOTALS **	129.56	114.96-			14.60
01-007253	ELECTRIC MOTOR SERVICE LL	PROCESS PUMP #2 REPAIRS	146.00	0.00	000000	0/00/00	146.00
01-007253	ELECTRIC MOTOR SERVICE LL	PROCESS PUMP #1 CONTACTS	145.05	0.00	000000	0/00/00	145.05
01-007253	ELECTRIC MOTOR SERVICE LL	HSPS #3 MOTOR REPAIR	486.25	0.00	000000	0/00/00	486.25
		** TOTALS **	777.30	0.00			777.30
01-008050	FASTENAL COMPANY	MARKING PAINT	30.57	0.00	000000	0/00/00	30.57
		** TOTALS **	30.57	0.00			30.57

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE----
01-006860	FELD FIRE EQUIPMENT CO.	JAN-MAR SECURITY MONITORING	120.00	0.00	000000 0/00/00	120.00
01-006860	FELD FIRE EQUIPMENT CO.	KITCHEN HOOD INSPECTION	175.00	0.00	000000 0/00/00	175.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHER INSPECTION TRUCKS	231.00	0.00	000000 0/00/00	231.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHER MAINTENANCE	25.00	25.00-	122955 12/23/21	0.00
01-006860	FELD FIRE EQUIPMENT CO.	SAFETY SUPPLIES & EQUIPMENT	111.00	0.00	000000 0/00/00	111.00
01-006860	FELD FIRE EQUIPMENT CO.	FIRE EXTINGUISHER INSPECTION	415.00	0.00	000000 0/00/00	415.00
01-006860	FELD FIRE EQUIPMENT CO.	6 VOLT BATTERIES/CLEANING PADS	45.50	0.00	000000 0/00/00	45.50
		** TOTALS **	1,122.50	25.00-		1,097.50
01-008212	FELDMANN & CO. CPA'S PC	FY 21 AUDIT SERVICES #2	4,733.00	0.00	000000 0/00/00	4,733.00
		** TOTALS **	4,733.00	0.00		4,733.00
01-001946	FIRE SERVICE TRAINING BUR 7	FFI STUDY GUIDES	803.25	0.00	000000 0/00/00	803.25
		** TOTALS **	803.25	0.00		803.25
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	13,829.16	13,829.16-	001208 12/30/21	0.00
		** TOTALS **	13,829.16	13,829.16-		0.00
01-003095	FOSTER GRANDPARENTS	1/2 FY 22 FUNDING REQUEST	1,500.00	0.00	000000 0/00/00	1,500.00
		** TOTALS **	1,500.00	0.00		1,500.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	1,193.50	0.00	000000 0/00/00	1,193.50
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	1,314.20	0.00	000000 0/00/00	1,314.20
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	914.90	0.00	000000 0/00/00	914.90
		** TOTALS **	3,422.60	0.00		3,422.60
01-003534	FUSEBOX MARKETING	DEC. WEB MAINTENANCE	255.00	0.00	000000 0/00/00	255.00
01-003534	FUSEBOX MARKETING	JAN WEB MAINTENANCE	255.00	0.00	000000 0/00/00	255.00
		** TOTALS **	510.00	0.00		510.00
01-002567	GEHLPRO WELDING	DRILL BIT	33.00	0.00	000000 0/00/00	33.00
		** TOTALS **	33.00	0.00		33.00
01-009540	GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL EQUIPMENT	162.00	0.00	000000 0/00/00	162.00
		** TOTALS **	162.00	0.00		162.00
01-010156	GRAPHIC EDGE LLC	CBD YELLOW SIGNS	480.00	0.00	000000 0/00/00	480.00
		** TOTALS **	480.00	0.00		480.00
01-010615	HALEY IMPLEMENT CO.	REPAIR PARTS	3.68	0.00	000000 0/00/00	3.68
		** TOTALS **	3.68	0.00		3.68
01-010660	HAWKEYE TRUCK EQUIPMENT	EQUIPMENT REPAIRS	176.92	0.00	000000 0/00/00	176.92

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====			
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022		
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022		
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022		
VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-010660	HAWKEYE TRUCK EQUIPMENT	#23 SNOW REMOVAL SUPPLIES	628.00	0.00	000000	0/00/00	628.00
		** TOTALS **	804.92	0.00			804.92
01-005410	HERALD PUBLISHING COMPANY	PUBLICITY	75.00	75.00-	122952	12/23/21	0.00
01-005410	HERALD PUBLISHING COMPANY	HEALTH VIEW AD	85.00	0.00	000000	0/00/00	85.00
		** TOTALS **	160.00	75.00-			85.00
01-003649	ICE TECHNOLOGIES INC	IT MAINTENANCE	514.68	514.68-	122948	12/23/21	0.00
01-003649	ICE TECHNOLOGIES INC	IT MAINTENANCE	18.50	18.50-	122948	12/23/21	0.00
		** TOTALS **	533.18	533.18-			0.00
01-003295	IMPACT7G INC	ASBESTOS INSPECTION	700.00	0.00	000000	0/00/00	700.00
		** TOTALS **	700.00	0.00			700.00
01-012540	IMWCA	WORK COMP #7	5,635.00	0.00	000000	0/00/00	5,635.00
		** TOTALS **	5,635.00	0.00			5,635.00
01-012552	INDUSTRIAL BEARING SUPP.	CHIPPER BELTS	56.79	0.00	000000	0/00/00	56.79
01-012552	INDUSTRIAL BEARING SUPP.	#32 ROLLER BEARINGS	472.87	0.00	000000	0/00/00	472.87
		** TOTALS **	529.66	0.00			529.66
01-012625	IOWA DEPT OF NATURAL RESO	2 TANK TAGS	130.00	130.00-	122969	12/29/21	0.00
		** TOTALS **	130.00	130.00-			0.00
01-005825	IOWA DIVISION OF LABOR SE	BOILER INSPECTION	40.00	0.00	000000	0/00/00	40.00
		** TOTALS **	40.00	0.00			40.00
01-012642	IOWA LAW ENFORCE ACADEMY	CTE CERTIFICATION - HELLER	2,075.00	0.00	000000	0/00/00	2,075.00
		** TOTALS **	2,075.00	0.00			2,075.00
01-012660	IOWA LIBRARY ASSOCIATION	MEMBERSHIP DUES	360.00	360.00-	122956	12/23/21	0.00
		** TOTALS **	360.00	360.00-			0.00
01-012666	IOWA ONE CALL	NOV. 21 LOCATES	82.90	0.00	000000	0/00/00	82.90
		** TOTALS **	82.90	0.00			82.90
01-012685	IOWA SMALL ENGINE CENTER	HONDA GENERATOR AIR FILTERS	33.82	0.00	000000	0/00/00	33.82
		** TOTALS **	33.82	0.00			33.82
01-002994	IOWA STATE POLICE ASSOCIA	POLICE ASSOCIATION DUES	600.00	0.00	000000	0/00/00	600.00
		** TOTALS **	600.00	0.00			600.00
01-012706	IPERS	IPERS CONTRIBUTIONS	19,865.96	19,865.96-	001209	12/30/21	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	125.09	125.09-	001209	12/30/21	0.00

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE----
01-012706	IPERS	IPERS CONTRIBUTIONS	35.72	35.72-	001209 12/30/21	0.00
		** TOTALS **	20,026.77	20,026.77-		0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	960.00	0.00	000000 0/00/00	960.00
		** TOTALS **	960.00	0.00		960.00
01-013917	JEO CONSULTING GROUP INC.	US 30 SANITARY SEWER	1,371.25	0.00	000000 0/00/00	1,371.25
01-013917	JEO CONSULTING GROUP INC.	SYSTEM CL RESIDUALS	3,037.50	0.00	000000 0/00/00	3,037.50
		** TOTALS **	4,408.75	0.00		4,408.75
01-025020	JOHN DEERE FINANCIAL	CLEANER	28.68	28.68-	122939 12/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	#35 REPAIR PARTS	29.85	29.85-	122939 12/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	65.81	65.81-	122939 12/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS AND FILTERS	377.60	377.60-	122939 12/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	1575 MOWER REPAIR PARTS	59.26	59.26-	122939 12/22/21	0.00
		** TOTALS **	561.20	561.20-		0.00
01-014520	KASPERBAUER CLEANING SER	LAUNDER RUGS	109.57	0.00	000000 0/00/00	109.57
01-014520	KASPERBAUER CLEANING SER	LAUNDER RUGS	109.57	0.00	000000 0/00/00	109.57
		** TOTALS **	219.14	0.00		219.14
01-003319	KEISER CORPORATION	BIKES FOR FITNESS CLASS	3,362.50	0.00	000000 0/00/00	3,362.50
01-003319	KEISER CORPORATION	NEW PEDAL FOR BIKE	136.66	0.00	000000 0/00/00	136.66
		** TOTALS **	3,499.16	0.00		3,499.16
01-001345	KELTEK INCORPORATED	OPERATING SUPPLIES	126.85	0.00	000000 0/00/00	126.85
		** TOTALS **	126.85	0.00		126.85
01-014815	KEYSTONE LABORATORIES	BAC-T SAMPLE ANALYSIS	165.50	0.00	000000 0/00/00	165.50
		** TOTALS **	165.50	0.00		165.50
01-003864	KIMMES ENTERPRISES LLC	KIDS NIGHT OUT PIZZAS	324.00	0.00	000000 0/00/00	324.00
		** TOTALS **	324.00	0.00		324.00
01-014940	KITT PLBG. AND HTG. INC.	FURNACE FILTERS	150.00	150.00-	122957 12/23/21	0.00
		** TOTALS **	150.00	150.00-		0.00
01-003862	LAWSON PRODUCTS INC	GLOVES	169.50	0.00	000000 0/00/00	169.50
		** TOTALS **	169.50	0.00		169.50
01-003481	MARCO TECHNOLOGIES LLC	COPIER CONTRACT	175.37	0.00	000000 0/00/00	175.37
		** TOTALS **	175.37	0.00		175.37
01-017133	MASTERCARD	IRC CODE REVIEW	247.26	247.26-	122958 12/23/21	0.00

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE----
01-017133	MASTERCARD	SUPPLIES AND NOTARY FEE	382.19	382.19-	122959 12/23/21	0.00
01-017133	MASTERCARD	TRAINING AND SUPPLIES	74.98	74.98-	122960 12/23/21	0.00
01-017133	MASTERCARD	SUPPLIES	1,406.20	1,406.20-	122961 12/23/21	0.00
01-017133	MASTERCARD	SUPPLIES AND MLA	184.98	184.98-	122962 12/23/21	0.00
01-017133	MASTERCARD	DAY PLANNER - REFILL	53.00	53.00-	122963 12/23/21	0.00
		** TOTALS **	2,348.61	2,348.61-		0.00
01-002993	MC CLURE ENGINEERING CO.	ADAMS ST RECONSTRUCTION	26,074.00	0.00	000000 0/00/00	26,074.00
		** TOTALS **	26,074.00	0.00		26,074.00
01-003863	MID-IOWA ENVIRONMENTAL	ASBESTOS REMOVAL WELL 11TH ST	2,325.00	0.00	000000 0/00/00	2,325.00
		** TOTALS **	2,325.00	0.00		2,325.00
01-017585	MIDWEST WHOLESALE	SHOP STEPS TO UPPER STORAGE	606.07	0.00	000000 0/00/00	606.07
01-017585	MIDWEST WHOLESALE	REPAIR PARTS	31.90	0.00	000000 0/00/00	31.90
01-017585	MIDWEST WHOLESALE	BARRICADE REPAIRS	66.80	0.00	000000 0/00/00	66.80
01-017585	MIDWEST WHOLESALE	SUPPLIES	72.00	0.00	000000 0/00/00	72.00
		** TOTALS **	776.77	0.00		776.77
01-017730	MOORHOUSE READY MIX CO.	ROW - 5TH STREET (THEATER)	792.00	0.00	000000 0/00/00	792.00
		** TOTALS **	792.00	0.00		792.00
01-018408	NAPA AUTO PARTS	#36 ALTERNATOR CORE DEPOSIT	55.00-	0.00	000000 0/00/00	55.00-
01-018408	NAPA AUTO PARTS	CHIPPER FILTER	11.13	0.00	000000 0/00/00	11.13
01-018408	NAPA AUTO PARTS	#36 ALTERNATOR	300.18	0.00	000000 0/00/00	300.18
01-018408	NAPA AUTO PARTS	#26 SWITCH & SOLENOID	86.04	0.00	000000 0/00/00	86.04
		** TOTALS **	342.35	0.00		342.35
01-003840	NATHAN KULT	ILEA ACADEMY MILEAGE	1,344.00	1,344.00-	122975 12/30/21	0.00
		** TOTALS **	1,344.00	1,344.00-		0.00
01-018610	NELSON WOOD WORK & UPHOLS	WEIGHT EQUIP. UPHOLSTERED	340.00	0.00	000000 0/00/00	340.00
		** TOTALS **	340.00	0.00		340.00
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	673.25	0.00	000000 0/00/00	673.25
		** TOTALS **	673.25	0.00		673.25
01-020326	OPTIONS INK	BUSINESS CARDS	109.50	0.00	000000 0/00/00	109.50
01-020326	OPTIONS INK	FREIGHT - WATER SAMPLES	29.79	0.00	000000 0/00/00	29.79
		** TOTALS **	139.29	0.00		139.29
01-021050	P & H WHOLESALE INC.	PUMP #2 PLUMBING SUPPLIES	47.57	47.57-	122977 12/30/21	0.00
		** TOTALS **	47.57	47.57-		0.00

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PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
PARTIALLY ITEMS DATES:	12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE---
01-001949	PERFORMANCE TIRE & SERVIC	TIRES AND BALANCE	648.00	0.00	000000 0/00/00	648.00
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE AND TIRES #20	736.20	0.00	000000 0/00/00	736.20
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE AND TIRES #14	730.85	0.00	000000 0/00/00	730.85
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #15	30.60	0.00	000000 0/00/00	30.60
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #17	30.60	0.00	000000 0/00/00	30.60
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #19	30.60	0.00	000000 0/00/00	30.60
		** TOTALS **	2,206.85	0.00		2,206.85
01-003148	PFM FINANCIAL ADVISORS LL	FINANCIAL ADVISOR RETAINER	7,500.00	0.00	000000 0/00/00	7,500.00
		** TOTALS **	7,500.00	0.00		7,500.00
01-003127	PLANET TECHNOLOGIES, INC.	MICROSOFT OFFICE SOFTWARE	369.60	0.00	000000 0/00/00	369.60
01-003127	PLANET TECHNOLOGIES, INC.	EMAILS	197.12	0.00	000000 0/00/00	197.12
		** TOTALS **	566.72	0.00		566.72
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,664.27	1,664.27-	122964 12/23/21	0.00
		** TOTALS **	1,664.27	1,664.27-		0.00
01-003769	PRECISION ARC LLC	CEMETERY FENCE & GATE REPAIRS	2,368.88	0.00	000000 0/00/00	2,368.88
		** TOTALS **	2,368.88	0.00		2,368.88
01-021860	PRESTO-X-COMPANY	PEST CONTROL 627 N ADAMS ST	85.00	0.00	000000 0/00/00	85.00
		** TOTALS **	85.00	0.00		85.00
01-023128	QUILL CORPORATION	DESK CALENDARS	104.03	0.00	000000 0/00/00	104.03
		** TOTALS **	104.03	0.00		104.03
01-003137	RDG PLANNING & DESIGN	REC CENTER BLDG IMPROVEMENTS	34,578.02	0.00	000000 0/00/00	34,578.02
		** TOTALS **	34,578.02	0.00		34,578.02
01-023828	RETIRED SENIOR VOLUNTEER	1/2 FY 22 FUNDING REQUEST	4,750.00	0.00	000000 0/00/00	4,750.00
		** TOTALS **	4,750.00	0.00		4,750.00
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	2,160.71	0.00	000000 0/00/00	2,160.71
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	2,135.20	0.00	000000 0/00/00	2,135.20
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	1,999.79	0.00	000000 0/00/00	1,999.79
		** TOTALS **	6,295.70	0.00		6,295.70
01-002987	RIESBERG AUDIO AND DETAIL	#18 CIRCUIT BREAKER, LABOR	3,100.00	0.00	000000 0/00/00	3,100.00
		** TOTALS **	3,100.00	0.00		3,100.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM BAGS	20.99	0.00	000000 0/00/00	20.99
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	24.99	0.00	000000 0/00/00	24.99
		** TOTALS **	45.98	0.00		45.98

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
PAID ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
PARTIALLY ITEMS DATES	: 12/17/2021 THRU 1/06/2022	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE----
01-000155	SHIVE HATTERY INC	ARPA TOURISM GRANT	3,380.00	0.00	000000 0/00/00	3,380.00
		** TOTALS **	3,380.00	0.00		3,380.00
01-025335	SNYDER TREE SERVICE	ASH TREE REMOVAL - FINAL	24,300.00	0.00	000000 0/00/00	24,300.00
		** TOTALS **	24,300.00	0.00		24,300.00
01-004178	SOLID WASTE MANAGEMENT CO	LANDFILL DISPOSAL FEES	3.50	0.00	000000 0/00/00	3.50
		** TOTALS **	3.50	0.00		3.50
01-001778	SPRAYER SPECIALTIES INC	BRINE PUMPS	760.64	0.00	000000 0/00/00	760.64
		** TOTALS **	760.64	0.00		760.64
01-028180	STATE HYGIENIC LABORATORY	BACTERIA SAMPLE	13.50	0.00	000000 0/00/00	13.50
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	42.50	0.00	000000 0/00/00	42.50
		** TOTALS **	56.00	0.00		56.00
01-025880	STONE PRINTING CO.	SUPPLIES	9.48	0.00	000000 0/00/00	9.48
01-025880	STONE PRINTING CO.	SUPPLIES	2.00	2.00-	122965 12/23/21	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	4.50	0.00	000000 0/00/00	4.50
01-025880	STONE PRINTING CO.	CALENDAR	5.99	0.00	000000 0/00/00	5.99
01-025880	STONE PRINTING CO.	PRINTER INK	49.99	0.00	000000 0/00/00	49.99
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	8.37	0.00	000000 0/00/00	8.37
01-025880	STONE PRINTING CO.	UTILITY BILL ENVELOPES	1,130.00	0.00	000000 0/00/00	1,130.00
01-025880	STONE PRINTING CO.	CALL/DRILL ATTENDANCE LOG	136.74	0.00	000000 0/00/00	136.74
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	23.97	0.00	000000 0/00/00	23.97
01-025880	STONE PRINTING CO.	SUPPLIES	195.25	195.25-	122965 12/23/21	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	33.14	0.00	000000 0/00/00	33.14
01-025880	STONE PRINTING CO.	BUDGET BINDER INDEX TABS	59.90	0.00	000000 0/00/00	59.90
01-025880	STONE PRINTING CO.	COLOR PRINTER	899.99	0.00	000000 0/00/00	899.99
01-025880	STONE PRINTING CO.	CRO CHAIR	189.99	0.00	000000 0/00/00	189.99
		** TOTALS **	2,749.31	197.25-		2,552.06
01-003860	THE OBSERVER	PERIODICAL RENEWAL	35.00	35.00-	122950 12/23/21	0.00
		** TOTALS **	35.00	35.00-		0.00
01-026605	TIEFENTHALER AG-LIME	ICE CONTROL SAND	2,320.50	0.00	000000 0/00/00	2,320.50
01-026605	TIEFENTHALER AG-LIME	ICE CONTROL SAND	305.25	0.00	000000 0/00/00	305.25
		** TOTALS **	2,625.75	0.00		2,625.75
01-001116	TONY VONNAHME	DEGREASER	433.73	0.00	000000 0/00/00	433.73
		** TOTALS **	433.73	0.00		433.73
01-027060	TREASURER OF IOWA	12/1-12/15/2021 SALES TAX	402.00	402.00-	000000 12/27/21	0.00

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====		
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UNPAID ITEMS DATES	:	12/17/2021 THRU	1/06/2022	12/17/2021 THRU	1/06/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT	----BALANCE----
		** TOTALS **	402.00	402.00-		0.00
01-003220	TURFWERKS	MOWER PARTS	220.55	0.00	000000 0/00/00	220.55
		** TOTALS **	220.55	0.00		220.55
01-001088	TYLER TECHNOLOGIES	ONLINE BILLING/SOFTWARE MAINT.	832.25	0.00	000000 0/00/00	832.25
		** TOTALS **	832.25	0.00		832.25
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 12/18/2021	45.92	45.92-	122978 12/30/21	0.00
		** TOTALS **	45.92	45.92-		0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	221.49	221.49-	122979 12/30/21	0.00
		** TOTALS **	221.49	221.49-		0.00
01-028290	USA BLUE BOOK	OPERATING SUPPLIES	314.04	0.00	000000 0/00/00	314.04
		** TOTALS **	314.04	0.00		314.04
01-028814	VAN METER COMPANY, THE	POWER SUPPLY SCADA MONITOR	467.70	0.00	000000 0/00/00	467.70
		** TOTALS **	467.70	0.00		467.70
01-029009	VESSCO INC.	OPERATING SUPPLIES	223.62	0.00	000000 0/00/00	223.62
01-029009	VESSCO INC.	OPERATING SUPPLIES	41.44	0.00	000000 0/00/00	41.44
		** TOTALS **	265.06	0.00		265.06
01-003377	WELLMARK BLUE CROSS/BLUE	JAN. HEALTH INSURANCE PREMIUMS	44,221.67	44,221.67-	122946 12/23/21	0.00
		** TOTALS **	44,221.67	44,221.67-		0.00
01-034110	ZIEGLER INC.	GENERATOR REPAIRS	1,619.23	0.00	000000 0/00/00	1,619.23
		** TOTALS **	1,619.23	0.00		1,619.23
01-003747	ZOOBEAN INC.	DATABASE RENEWAL	1,029.00	1,029.00-	122949 12/23/21	0.00
		** TOTALS **	1,029.00	1,029.00-		0.00
	* Payroll Expense		170,579.17			

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PARTIALLY ITEMS DATES:	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022
UNPAID ITEMS DATES :		12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	305,116.89	305,116.89CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	450,666.01	0.00	450,666.01
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	755,782.90	305,116.89CR	450,666.01

U N P A I D R E C A P

UNPAID INVOICE TOTALS	450,747.00
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	80.99CR
** UNPAID TOTALS **	450,666.01

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
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PARTIALLY ITEMS DATES:	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022
UNPAID ITEMS DATES :		12/17/2021 THRU 1/06/2022	12/17/2021 THRU 1/06/2022

FUND TOTALS

001	GENERAL FUND	165,809.01
010	HOTEL/MOTEL TAX	10,003.76
110	ROAD USE TAX FUND	23,933.06
121	LOCAL OPTION SALES TAX	50.00
125	U.R. DOWNTOWN S.R.	702.00
304	C.P. STREETS	26,074.00
309	C.P. - CORRIDOR OF COMM.	1,417.65
313	C.P. - REC CENTER BLDG	34,578.02
314	C.P.-STREETS MAINT BLDG	204,534.27
600	WATER UTILITY FUND	18,861.58
602	WATER UTILITY CAP. IMP.	3,037.50
610	SEWER UTILITY FUND	50,279.47
612	SEWER UTILITY CAP. IMP.	1,371.25
850	MEDICAL INSURANCE FUND	44,552.16
	* PAYROLL EXPENSE	170,579.17
GRAND TOTAL		755,782.90

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MSPW*

DATE: January 6, 2022

SUBJECT: Policy on implementing OSHA Emergency Temporary Standard (ETS) on COVID-19 Vaccine or Testing

Federal OSHA has adopted an Emergency Temporary Standard (ETS) for certain businesses, including city governments, who employ 100 or more employees as of September 2021. In September of 2021, the City of Carroll had 150 employees on the payroll. Accordingly, we fall under the OSHA mandate, and therefore are required to comply with the OSHA mandate.

The ETS mandates impacted employers to implement a COVID-19 Vaccine or Testing policy. To be clear, the ETS, nor the proposed City policy, requires an employee to receive a COVID-19 vaccine but rather sets out masking and weekly testing requirements for those employees who elect to not receive the COVID-19 vaccine. While there are a number of details outlined and required by the ETS policy, in summary, the ETS mandates that impacted employers establish a policy which includes following:

- Effective January 10, 2022, all covered employees must meet one of the following requirements:
 - 1) Be fully vaccinated, or
 - 2) If not fully vaccinated for any reason, wear a face covering at work at all times unless otherwise outlined in this policy.
- Effective February 9, 2022, all covered employees must meet one of the following requirements:
 - 1) Be fully vaccinated, or
 - 2) If not fully vaccinated for any reason, do both of the following:
 - a) Provide proof of a weekly COVID-19 test, and
 - b) Wear a face covering at work at all times unless otherwise outlined in this policy.

OSHA has faced several legal challenges related to the ETS and shortly after it was initially implemented a preliminary stay was issued by Federal Courts. On December 17, 2021, the Sixth Circuit Court of Appeals lifted all injunctions against the ETS and reinstated the Biden Administration's vaccine/testing mandate for employers with 100 employees or more. The case is now scheduled for oral arguments on January 7, 2022 before the US Supreme Court. The Supreme Court could stay enforcement pending its review. That would mean the enforcement dates set forth by OSHA and outlined above would be unenforceable unless/until the Supreme

Court rules in favor of the ETS (as the Sixth Circuit Court of Appeals did here). The City continues to monitor this situation and will provide guidance as new information becomes available.

While much of this policy is dictated to the City by Federal OSHA, there are two specific items staff is seeking direction from Council. These include:

- On page 6 of the policy, an employee who is required to be tested, will the test cost be the responsibility of the employee or employer?
- On page 7 of the policy, if an employee who voluntarily chooses to receive a COVID-19 vaccination and needs time off from work to recover from side effects experienced, will the employee be required to use their accrued leave (sick time) or be granted additional vaccination time off that will not count toward their accrued leave banks?

Fundamentally, this is not a policy the City wants to implement but rather is a Federal OSHA mandate we are forced into. If the Supreme Court would act to prevent this from taking effect, the recommendation would be that the City NOT implement this policy. However, with potential OSHA citations and penalties, which can be up to \$13,653 per violation, and any additional citations or penalties as determined by OSHA or state OSHA for willful or egregious failures to comply, if this is still in effect at the time of the Council meeting on Monday, the recommendation is for the City Council to implement the policy. The policy is written so that if the Supreme Court at any point issues an injunction or overturns the ETS, then the City policy will stop being in effect at that point.

RECOMMENDATION: City Council review and consider adopting a policy on implementing OSHA Emergency Temporary Standard (ETS) on COVID-19 Vaccine or Testing.

RESOLUTION NO. _____

**A RESOLUTION APPROVING A POLICY ON IMPLEMENTING OSHA EMERGENCY
TEMPORARY STANDARD (ETS) ON COVID VACCINE OR TESTING**

WHEREAS, the Occupational Safety and Health Administration (OSHA) has released an emergency temporary standard (ETS) that will obligate employers with 100 or more employees to require COVID-19 vaccination or weekly testing and masking for their unvaccinated employees and;

WHEREAS, the attached COVID-19 Vaccination Policy has been prepared based upon the OSHA ETS; and

WHEREAS, the City Council of the City of Carroll, Iowa, finds that the policy is acceptable and should, therefore, be approved.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the attached COVID-19 Vaccination Policy is approved.

PASSED AND APPROVED this 10th day of January, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Mark E. Beardmore, Mayor

Attest:

Laura A. Schaefer, City Clerk

COVID-19 Vaccination Policy
City of Carroll
Effective January 10, 2022

This policy does NOT require covered employees to receive a COVID-19 vaccine

The Occupational Safety and Health Administration (“OSHA”) has released an emergency temporary standard (“ETS”) that will obligate employers with 100 or more employees to require COVID-19 vaccination or weekly testing and masking for their unvaccinated employees. The ETS requires covered employers to ensure all unvaccinated employees working in-person begin wearing masks before January 10, 2022, and provide a negative COVID-19 test on a weekly basis before February 9, 2022.

This policy is effective immediately upon City Council approval and remains in effect only during such time as OSHA is permitted by law and pursuant to applicable court rulings to enforce the ETS. If at any point OSHA is prohibited from enforcing the ETS, the requirements under this policy will not be in effect. *There have been several legal challenges to the OSHA requirements. While Carroll’s policy may change based on the outcome of those legal challenges, employees should prepare for this policy remaining in effect until further notice.*

Definitions:

A “**Covered Employee**” is an employee of a covered employer who does not qualify for any of the following exceptions: (1) the employee does not report to a workplace where other individuals such as coworkers or customers are present; (2) the employee exclusively works from home; or (3) the employee exclusively works outdoors.¹ The employer shall have the final determination as to whether an employee qualifies as a covered employee.

A “**Covered Employer**” is an employer with 100 or more employees at any time the ETS is in effect.

“**COVID-19**” is the disease caused by SARS-CoV2 (severe acute respiratory syndrome coronavirus 2).

A “**COVID-19 test**” is a test for COVID-19 that must include the following: (1) a test that is cleared, approved, or authorized, including in an Emergency Use Authorization (EUA), by the FDA to detect current infection with COVID-19 (e.g., a viral test); (2) that is administered in accordance with the authorized instructions; and (3) that is not both self-administered and self-read unless observed by the employer or an authorized telehealth proctor. Examples of tests that

¹ An employee who exclusively works outdoors is permitted to go inside the workplace so long as the employee’s entrance into the workplace is de minimus. This would include going to the bathroom or clocking in, as necessary. The employee shall wear a face covering while inside the workplace for these limited purposes.

satisfy this requirement include tests with specimens that are processed by a laboratory (including home or on-site collected specimens which are processed either individually or as pooled specimens), proctored over-the-counter tests, point of care tests, and tests where specimen collection and processing is either done or observed by an employer.

A “**face covering**” means a covering that (1) completely covers the wearer’s nose and mouth; (2) is made with two or more layers of breathable fabric that is tightly woven (i.e., the fabric does not let light pass through when held up to a light source); (3) is secured to the head with ties, ear loops, or elastic bands that go behind the head (if gaiters are worn, they should have two layers of fabric or be folded to make two layers); (4) fits snugly over the nose, mouth, and chin with no large gaps on the outside of the face; and (5) is a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings. This definition includes clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet this definition and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker’s mouth or facial expressions to understand speech or sign language, respectively. The City Manager shall have the final authority on whether any item qualifies as a “face covering” pursuant to this policy.

A “**facemask**” means a surgical, medical produce, dental, or other isolation mask that is FDA-cleared, authorized by an FDA EUA, or offered or distributed as described in an FDA enforcement policy.

An individual is “**fully vaccinated**” when means at least two weeks have passed since an individual has received both primary doses of a two-dose COVID-19 vaccine (i.e., Pfizer or Moderna) in accordance with the minimum recommended interval between doses OR has received the only primary dose of a single-dose COVID-19 vaccine (i.e., Johnson & Johnson). Whether or not an employee has received a “booster shot” is not considered in determining whether an individual is fully vaccinated.

A “**workplace**” is a physical location that can be either fixed or mobile where the Covered Employer’s work or operations are performed. Workplace does not include an employee’s residence.

Vaccination Status and Acceptable Forms of Proof of Vaccination:

All vaccinated employees are required to provide proof (physical or digital) of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status shall be submitted to the City Clerk.

Acceptable proof of vaccination status is:

1. The record of immunization from a healthcare provider or pharmacy.
2. A copy of the COVID-19 Vaccination Record Card.
3. A copy of medical records documenting the vaccination.
4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine(s).

Proof of vaccination generally should include the employee’s name, the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site; in those circumstances the City of Carroll will still accept the state immunization record as acceptable proof of vaccination.

If an employee is unable to produce one of these acceptable forms of proof of vaccination, despite attempts to do so (e.g., by trying to contact the vaccine administrator or state health department), the employee can provide a signed and dated statement attesting to their vaccination status (fully vaccinated or partially vaccinated); attesting that they have lost and are otherwise unable to produce one of the other forms of acceptable proof; and including the following language:

“I declare (or certify, verify, or state) that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.”

An employee who attests to their vaccination status in this way should, to the best of their recollection, include in their attestation the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine.

All employees must inform the City of Carroll of their vaccination status. The following table outlines the requirements for submitting vaccination status documentation.

Vaccination Status	Instructions	Deadline (on or prior to)
Employees who are fully vaccinated.	Submit proof of vaccination that indicates full vaccination.	January 10, 2022

Vaccination Status	Instructions	Deadline (on or prior to)
Employees who are partially vaccinated (i.e., one dose of a two dose vaccine series).	Submit proof of vaccination that indicates when the first dose of vaccination was received, followed by proof of the second dose when it is obtained.	January 10, 2022
Employees who have not yet been vaccinated.	Submit statement that you are unvaccinated.	January 10, 2022

Policy:

GENERAL REQUIREMENTS

Effective January 10, 2022, all covered employees must meet one of the following requirements:

- 1) Be fully vaccinated, or
- 2) If not fully vaccinated for any reason, wear a face covering at work at all times unless otherwise outlined in this policy.

Effective February 9, 2022, all covered employees must meet one of the following requirements:

- 1) Be fully vaccinated, or
- 2) If not fully vaccinated for any reason, do both of the following:
 - a) Provide proof of a weekly COVID-19 test, and
 - b) Wear a face covering at work at all times unless otherwise outlined in this policy.

It is the policy of the City that no employee, contractor, customer, or agent of the employer shall discriminate, harass, or retaliate against an individual due to the individual’s actual or perceived vaccination status or for reporting concerns pursuant to this policy. If an individual believes such discrimination, harassment, or retaliation has occurred, the individual should report that conduct pursuant to the City’s complaint policies.

SPECIFIC REQUIREMENTS

It is the policy of the employer that, effective January 10, 2022, all covered employees must be vaccinated as soon as practicable OR if a covered employee chooses not to vaccinate for any reason, the covered employee must wear a face covering at work at all times unless otherwise stated in this policy.

Effective February 9, 2022, covered employees who choose not to vaccinate for any reason must always wear a face cover at work unless otherwise stated in this policy and provide proof of a weekly COVID-19 test.

It is further the policy of the employer that no employee, contractor, customer, or agent of the employer shall discriminate, harass, or retaliate against an individual due to the individual's actual or perceived vaccination status or for reporting concerns pursuant to this policy. If an individual believes such discrimination, harassment, or retaliation has occurred, the individual should report that conduct pursuant to the employer's complaint policies.

Determination of Employee Vaccination Status

The ETS requires that covered employers determine whether each of its covered employees are fully vaccinated. As such, if a covered employee wishes to be considered fully vaccinated by the City of Carroll and relieved of the requirement to wear a face covering and test weekly for COVID-19, the covered employee shall provide proof of vaccination to the City of Carroll City Clerk's Office who retains all confidential medical records by January 10, 2022. If a covered employee fails to provide proof of vaccination by January 10, 2022, the covered employee will be required to wear a face covering at work on January 10, 2022 and then beginning February 9, 2022 test for COVID-19 as provided in this policy until such time when the covered employee provides proof of vaccination.

Requirements for Employees who are Not Fully Vaccinated

If a covered employee is not fully vaccinated, the covered employee is required to take the following action:

- (1) Beginning January 10, 2022, the covered employee shall wear a face covering at all times while in the workplace unless (1) the covered employee is alone in a room with floor to ceiling walls and a closed door; (2) the covered employee is eating or drinking for a limited period of time at the workplace; (3) it is necessary for the covered employee to remove the covered employee's face covering for a limited period of time to comply with safety or security requirements; or (4) when the covered employee is wearing a respirator or facemask. The City of Carroll shall bear the cost for face coverings. Face coverings shall be replaced when wet, soiled, or damaged. A face shield may be worn in addition to a face covering, but not lieu of a face covering unless a shield is used as a reasonable accommodation based on an allowable exemption. Nothing in this policy shall be construed to prohibit or otherwise prevent any employee from wearing a face covering unless such face covering would create a hazard of serious injury or death.

- (2) Beginning February 9, 2022, the covered employee shall receive a COVID-19 test at least once every seven (7) days².

Employees undergoing weekly testing can choose to test with a local provider, Test Iowa, or by using a self-administered test. All testing will be at the **employee's or employer's (select one option)** expense. Please note that any self-administered and self-read test must be proctored by a designated City of Carroll proctor or an authorized telehealth proctor. If an employee chooses the City proctor option, they must register in advance for an appointment. City of Carroll proctored tests will be scheduled one day per week at a set time. Generally, time spent by employees receiving employer required tests will be treated as compensable.

The covered employee shall provide written proof of a COVID-19 test that includes the date of the COVID-19 test and the outcome of the COVID-19 test (either positive or negative for COVID-19) each week. The City Clerk will be notified of all positive test. The employee will communicate the positive test to the City Clerk to determine the necessary quarantine period.

These policies shall apply to all covered employees who are not fully vaccinated, including if a covered employee does not become fully vaccinated due to health, disability, and/or religious reasons. If a covered employee is unable to comply with the "Requirements for Employees who are Not Fully Vaccinated" for a disability or religious reason, the covered employee should contact the City Clerk's Office to discuss if a reasonable accommodation is available.

If the covered employee fails or otherwise refuses to wear a face covering or to provide a COVID-19 test as required by this policy, the employee shall be immediately removed from the workplace and subject to discipline up to and including termination.

Positive COVID-19 Test and/or COVID-19 Diagnosis

All employees of the City of Carroll are required to promptly notify the City Clerk's Office if at any time the employee receives a positive COVID-19 test or COVID-19 positive diagnosis by a licensed healthcare provider. This applies to all employees of the employer, including those employees that do not qualify as covered employees. If an employee receives a positive COVID-19 test or COVID-19 diagnosis by a licensed healthcare provider, the employer shall immediately remove that employee from the workplace. The employee shall not return to the workplace until the employee meets the requirements outlined in the Iowa Department of Public Health Epi Manual on COVID-19 (SARS-CoV-s) for controlling spread³.

² A covered employee who has received a positive COVID-19 test or a COVID-19 diagnosis by a licensed healthcare provider is not required to produce another test result for 90 days from the date of the test result/diagnosis.

³ The City will follow the most current recommendations found in the Iowa Department of Public Health Epi Manual found using this link: <https://wiki.idph.iowa.gov/epimanual/Home/CategoryID/522>

Allowable Exemptions for Covered Employees

This policy does not require covered employees to receive a COVID-19 vaccine

If a covered employee does not become fully vaccinated from COVID-19 due to a religious, health, or disability reason, the employee should follow the “Requirements for Employees who are Not Fully Vaccinated” in this policy.

Employer Support for Vaccination

It is the City of Carroll’s policy to provide a reasonable amount of time for each employee to obtain each of the employee’s primary vaccine doses. An employee may use up to four (4) hours of paid time off (“vaccination time off”) to obtain either of the primary vaccine doses (i.e., four (4) hours per dose). The City of Carroll will not deduct this vaccination time off from the employee’s other accrued time provided as an employment benefit; rather, this vaccination time off is in addition to any other paid time off the employee has accrued. Employees shall use vaccination time for the purpose of obtaining their vaccine doses only and shall not use their vaccination time for other personal errands. In many instances, it will take less than four (4) hours for the employee to receive a vaccine dose; in which case, the employee should return to work. In rare instances, it may take more than four (4) hours for an employee to receive a vaccine dose. If this occurs, the City of Carroll will grant any additional, necessary leave for the employee to receive the employee’s vaccine dose beyond four (4) hours as unpaid leave.

An employee shall be **required to use their accrued leave or granted vaccination time off (select one option)** to recover from side effects experienced.

Under no circumstances will the City of Carroll or any employee of the city interfere with an employee vaccination time off nor will the City or any employee of the City retaliate against an employee for taking vaccination time off.

Information For Employees

The City of Carroll shall provide each employee with the following information in the employee’s language and at the employee’s literacy level: (1) a copy of this policy that include the requirements of OSHA’S ETS; and (2) the “Key Things to Know About COVID-19 Vaccines” documents provided by the Centers for Disease Control⁴ (See link below for a link to this information).

If at any time an employee has questions about this information, the employee should contact the City Clerk’s Offices.

⁴ This document provides information regarding COVID-19 vaccine efficacy, safety, and the benefits of being vaccinated, and is available at <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/keythingstoknow.html>.

Record Keeping

The Clerk's Office will maintain a record of each covered employee's proof of vaccination, a roster of each employee's vaccination status, and record of each COVID-19 test result. These records are confidential medical records and will be maintained in the covered employee's confidential medical file separate from the employee's personal records. These records will not be produced to anyone unless required or authorized by state or federal law. These records will be maintained at least for the duration of the ETS or as otherwise required by state or federal law.

If an employee wishes to examine and/or copy their own records regarding their proof of COVID-19 vaccine or COVID-19 test results, the employee should make such request to the City Clerk's Office and the city shall provide those records by the end of the next business day.

Further, the City of Carroll must make available the aggregate number of fully vaccinated employees and the total number of employees at the workplace upon request from any employee within one (1) business day of the request. If an employee seeks this information, the employee should contact the Clerk's Office.

The employer is required to report the following information to OSHA: (1) any work-related COVID-19 fatality within eight (8) hours of the employer learning about the fatality; and (2) any work-related COVID-19 in-patient hospitalization within twenty-four (24) hours of the employer learning about the in-patient hospitalization.

Attestation by Employee Regarding Proof of Vaccination

I, _____ (*printed name*) attest the following about my vaccination status (check box to applies to employee’s vaccinated status):

_____ I am fully vaccinated as defined by City of Carroll’s COVID-19 vaccination policy.

_____ I am partially vaccinated and anticipate that I will be fully vaccinated defined by the City of Carroll’s COVID-19 vaccination policy on _____ (*date*). I agree to provide proof of vaccination upon becoming fully vaccinated as defined by city’s COVID-19 vaccination policy.

_____ I am not partially vaccinated or fully vaccinated as defined by City of Carroll’s COVID-19 vaccination policy or I choose not to provide this information to the City and understand I will be considered NOT fully vaccinated by the City.

_____ I attest that I have lost and are otherwise unable to produce proof of vaccination. To the best of my recollection, the following is true about my vaccination status (for employees who are not fully or partially vaccinated, please put “n/a” for not applicable):

The type of vaccine administered: _____

The name of the healthcare professional(s) or clinic site(s) administering any vaccine(s): _____

I certify that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties. I further understand that knowingly providing false information regarding my vaccination status on this form and/or not fully complying with this policy will result in immediate termination from the City of Carroll

Employee Signature

Date

Employee Name (Printed)

If under 18, Parent Signature

Parent Name (Printed)

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members
FROM: Mike Pogge-Weaver, City Manager *MSPW*
DATE: January 6, 2022
SUBJECT: 2021-2022 Annual Planning Session - Work Plan

The 2021-2022 Annual Planning Session Report was approved by the City Council on November 13, 2021. Attached to this report is the work plan for the 2021-2022 Annual Planning Session Report. This work plan details the priority items from the Annual Planning Session Report and shows the responsible party, potential work session dates (if needed), anticipated/tentative timeline, anticipated/possible funding sources for each item, and budgeted or CIP planned expenditures. In addition to the new priority items the work plan includes past on-going commitments that the Council has made.

The work plan provides a realistic schedule for each of the projects. Future approvals of each item in the work plan are still subject to final approval of the Council. Additional, financial resources in future budgets will be necessary for several of the projects to ultimately move forward.

With that in mind, this work plan should be viewed as a guide for the Community on how staff will proceed with each item. As with any good guide, it should be viewed as a document that will help “show us the way” but not as a document that is “set in stone” or forces the City to act in a certain way. It will be subject to change when a change in course is necessary. The request is for the Council to review and ask questions on the work plan, make desired changes, and approve the document.

RECOMMENDATION: Approve the attached work plan for the 2021-2022 Annual Planning Session Report as presented.

2022 Priority Items

New Initiative	Item	Responsible Party	Potential Work session Date	Time Line	Anticipated Funding Source	Budgeted or CIP Planned Expenditures
Creating a Vibrant Community						
New	Sidewalk connecting Timberline to Pleasant Ridge	City Engineer	None Anticipated	CY 2022	General Fund Local Option Sales Tax	\$15,000 FY 2023 \$160,000 FY 2024
New	Create a 5-10 year plan/phases for implementing the Carroll Corridor of Commerce Plan 2.0	City Manager City Engineer	None Anticipated	After Streetscape Phase XI in FY 2024	L.O.S.T. Tax Increment Financing	\$100,000 FY 2024
Ongoing	Recreation Center Improvements, including HVAC, locker rooms, plumbing and backflow improvements and raised running track and gym.	Parks and Recreation	None Anticipated	February 1, 2022 Receive Project Bids February 14 or 28 Consider award of project Spring 2022 Start of construction Spring 2023 Finish construction	General Fund Hotel/Motel Tax L.O.S.T. G.O. Bond	\$1,090,801 FY 2022 \$6,482,950 FY 2023
Ongoing	Graham Park District Improvements, including parking and enclosed shelter	Parks and Recreation	04/22/2019 Completed	<u>Creek</u> Bid winter 2022-2023 Construct CY 2023 <u>Other work</u> Over the next 20+ Years	G.O. Bond Hotel/Motel Tax Local Option Sales Tax	\$297,072 FY 2022
Ongoing	Continue the Master Trails Plan – Work with the Parks, Recreation, and Cultural Advisory Board to prioritize next phases of trail development	Parks and Recreation	None Anticipated	<u>Phase 3</u> - Parks, Rec and Cultural Advisory Board to consider next project for Council consideration Overall 10+ Years to complete	Hotel/Motel Tax Local Option Sales Tax Grants (when available)	\$250,000 FY 2023 \$307,200.35 available at the end of FY 2023
Ongoing	All-inclusive playground system at Northeast Park/Kellan’s Kingdom, including exercise stations and enclosed shelter	Parks and Recreation	None Anticipated	- Kellan’s Kingdom Complete - Parking Lot Spring of 2022 - Park Trail and exercise stations 3-5 years	General Fund Hotel/Motel Tax Local Option Sales Tax Grants/Private Fund Raising	\$330,000 FY 2022 for Parking Lot
Ongoing	Miracle Field – Fund and Implement plan for parking, shelter, and trail	Parks and Recreation	None Anticipated	- Parking Lot Spring of 2022 - Shelter by Volunteers CY 2022 - Park Trail 3-5 years	General Fund Hotel/Motel Tax Local Option Sales Tax Grants/Private Fund Raising	Covered with previous item
Ongoing	Restrooms at the Cemetery	Parks and Recreation	None Anticipated	Staff to complete some improvements in FY 2022 - Budgeted at \$10,000 - City Staff to complete	Hotel/Motel Tax	\$10,000 FY 2022
Ongoing	Train Horn Mitigation – Update the study, Fund quiet zone (QZ) improvements and implement	Public Works	Following completion of study update	FY 2023 or beyond	General Fund Local Option Sales Tax Tax Increment Financing	Waiting on completion of QZ Study
Ongoing	Continue Streetscape on planned basis o Phase XI (FY 2023/2024)	Public Works	Review sidewalks along US Highway - CY 2021	<u>Phase 11</u> Final Plan FY 22 and FY 23 Construction FY 24	Tax Increment Financing	- \$1,000,000 FY 2023 TIF Revenue - \$25,000 FY 2023 Design Expense - \$600,000 FY 2024 TIF Revenue - \$1,600,000 FY 2024 Construction Expense

2022 Priority Items

New Initiative	Item	Responsible Party	Potential Work session Date	Time Line	Anticipated Funding Source	Budgeted or CIP Planned Expenditures
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Efficient and Effective Government

New	Update the 2013 City Comprehensive Plan	City Manager	Summer of 2022 - Kickoff Meeting Fall of 2022 - Community Workshop Spring of 2023 - Final Review	FY 2023	General Fund	\$35,000 FY 2023
Ongoing	Council adoption of Financial Policies	Administration	None Anticipated	Ongoing	General Fund	Staff time. No additional expense.
Ongoing	Review all sustainability efforts of the aquatic center, golf course and rec center, including fiscal and rate reviews	Parks and Recreation	None Anticipated	Ongoing	User Fees General Fund	Staff time. No additional expense.
Ongoing	Review and revise the City's zoning and subdivision ordinance. This needs to be a process that uses an open and inclusive process to help guide the future.	City Manager City Engineer Building Department	As needed	Start Subdivision in FY 2022 Consider Zoning in FY 2024	General Fund	\$2,500 FY 2022

Economic Opportunity

Ongoing	Implement the Housing Study - Recruit Builders - Consider creating an incentive program	City Manager Mayor Council	Hold meetings with the builders/developers/real estate community in CY 2022	Ongoing	Housing TIF Local Option Sales Tax General Fund	\$60,000 FY 2023
Ongoing	Acting on the RDG/Retail Coach Plan - The City needs to become more proactive in economic development—promoting Carroll—its assets/opportunities—in the media, especially social media, online at the City website, small events? Develop an ongoing marketing plan.	City Manager	None Anticipated	<u>RDG Downtown Plan</u> March 2021 Plan Completed 2025 Implement phases after completion of Streetscape Phase XI <u>Retail Coach</u> Current business outreach continues New Retail recruitment continues	Tax Increment Financing General Fund Local Option Sales Tax	\$50,000 FY 2022 \$50,000 FY 2023
Ongoing	Loss of downtown retailers; need Downtown Revitalization and continue to aggressively recruit new retail businesses	City Manager	None Anticipated	Continue to work with CADC and Retail Coach on new retail recruitment continues	General Fund	Covered with previous item

2022 Priority Items

New Initiative	Item	Responsible Party	Potential Work session Date	Time Line	Anticipated Funding Source	Budgeted or CIP Planned Expenditures
Infrastructure						
New	Consider LED Light replacement for airport runway	Airport Commission	None Anticipated	FY 2023	General Fund Federal AIP Funds (Grant)	<u>Local Expense</u> \$47,750 FY 2023 \$47,750 FY 2024 <u>Federal Grant</u> \$429,750 FY 2023 \$429,750 FY 2024
New	Commit funds to repair and preserve the cemetery's stone walls, fence, pillars, buildings, and monuments	Parks and Recreation	None Anticipated	FY 2023 and ongoing	General Fund Local Option Sales Tax	\$20,000 FY 2023
Ongoing	Wastewater Treatment Plant Improvements o Copper Compliance - 2023 o Nutrient Reduction - 2024 Implement multi-year plan	Public Works	Jan/Feb 2021 to review rate report from V&K	<u>Copper Compliance</u> Compliance Date 10/1/2023 <u>Nutrient Reduction</u> Compliance Date 9/1/2024	Sewer Utility Fund	<u>Copper Compliance</u> \$100,000 FY 2022 \$100,000 FY 2023 <u>Nutrient Reduction</u> \$100,000 FY 2022 \$100,000 FY 2023
Ongoing	Drainage Study/Improvements	Public Works	None Anticipated	Planning List FY 21-22	Construction not anticipated at this time	\$175,000 FY 2023
Ongoing	Adams Street Road Reconstruction Project. The Adams Street reconstruction project from US Highway 30 (6th Street) north to 13th Street in 2022 will be a good project addressing just one of the many streets that need to be totally rebuilt. This project could be as much as \$4 million to complete.	Public Works and Administration	None Anticipated	<u>Adams Street Reconstruction - 2022</u> Design FY 21-23 Construction 2022 or 2023 - Depended on Special Assessments <u>Street Restoration - 2023</u> Design FY 21-23 Construction Summer 2022 or 2023 - Depended on Adams St project	Electric Franchise Fee Local Option Sales Tax Road Use Tax Storm Water Utility G.O. Bond	<u>Street</u> \$1,409,000 FY 2022 \$2,966,000 FY 2023 <u>Utility</u> Additional

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, December 13, 2021, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Kevin Wittrock and Dick Fulton. Commissioner Gene Vincent and airport manager Don Mensen did not attend. Also present was Carol Schoeppner, recording secretary. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES

The minutes of the previous meeting were reviewed by the Commission. A motion by Comm. Fulton and seconded by Comm. Siemann was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Wittrock and Fulton.

CITY TOUR MINUTES

Comm. Siemann presented the City Tour meeting minutes. A motion by Comm. Siemann and seconded by Comm. Wittrock was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Wittrock and Fulton.

CAR RENTAL

A resolution was made by Comm. Fulton and seconded by Comm. Siemann to extend the car rental contract with Wittrock Motor for six months. Resolution approved. Comm. Wittrock did not vote. The Commission determined that all airport contracts should coincide with the fiscal year. If the City did not approve the extended contract the car rental contract will go out for bids. The new contract will be for 3 1/2 years.

TOPICS DISCUSSED:

Mr. Crawford sent the final version of the FY23 CIP 5 year plan for approval. A motion by Comm. Siemann and seconded by Comm. Wittrock was made to approve the 5 year CIP plan. Motion carried by Commissioners Hutcheson, Siemann, Wittrock and Fulton.

Don checked to put a light in the A-7 but the canopy latch is malfunctioning. He suggested mounting a flood light to light the entire plane. He checked into this and with labor is would cost \$520.00.

Don will keep an eye on a low spot on the taxiway to runway 21. Page 38

The following bills were presented to the Carroll Airport Commission for approval:

Carroll Aviation	Contract	\$ 6,800.00
R&R Septic Services	septic filter	45.00
Wittrock Motor	November car rental	349.00
Feld Fire	recharge extinguishers	311.00
Petroleum Marketers Management Ins	underground tank insurance	2,794.00
Syntech	Fuelmaster maintenance contract	550.00
Echo Group	bulb	10.13
Murray's Welding	equipment repair	42.00
Unified Contracting	leak detector testing	653.50
Raccoon Valley Elec	Nov electric service	1,295.73
Ecowater	cooler rent/water	114.96
Kitt Plumbing	furnace filters	150.00
Drees Oil	propane	122.63
State of Iowa	2 tank tags	130.00
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the bills as presented to the Carroll Airport Commission. Motion carried by Commissioners Hutcheson, Siemann, Wittrock and Fulton.

There being no further business, a motion by Comm. Siemann and seconded by Comm. Wittrock was made to adjourn at 6:15 P.M..

The next regular meeting of the Carroll Airport Commission will be January 10, 2022, at the Arthur Neu airport.

Chairman/Vice-Chairman

ATTEST:

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, January 10, 2022

5:30 P.M.

Arthur Neu Airport

Agenda

Approve previous meeting minutes

Car Rental Contract

A-7 Lighting

New Business

Approve monthly bills

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION EXECUTIVE BOARD MEETING-UNOFFICIAL MINUTES

December 21, 2021

1. The meeting was called to order at 6:34 a.m. by Vice-Chair Dr. Eric Jensen, Mayor of Carroll at the Carroll County Recycling Center. Others in attendance were: Scott Johnson, Carroll County Board of Supervisor; Harvey Dales, City of Manning; Mary Wittry, Director and Cathy Toms, Office Manager.
2. Dales moved and Johnson seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Dales moved and Dr. Jensen seconded to approve the minutes of the November 9, 2021 meeting as presented. Motion carried, all voting aye.
4. Dales reviewed the bills payable -see attached. Wittry discussed the following bills: Bowman & Miller - \$13,450, annual audit; Central States Wire - \$8,433.30, baler wire; Foth Infrastructure and Environment -\$8,340.89, general consulting, Aerial survey, and video; Harmony Enterprise - \$9,008.09, preventative maintenance and repairs on balers; Omni-site - \$549.00, lift station metering; Rehrig Pacific - \$12,130, recycling containers; and Superior Jetting - \$9,835, leachate line jetting. Johnson moved and Dales seconded to approve the bills as presented. Motion carried, all voting aye.
5. Toms presented the financial report, review of set aside accounts and market prices. Johnson moved and Dales seconded to approve the reports as presented. Motion carried, all voting aye.
6. Wittry presented the proposed amended budget for FY 2022. Johnson moved and Dr. Jensen seconded to approve and forward the budget as presented for discussion and approval at the annual meeting. Motion carried, all voting aye. Dales moved and Dr. Jensen seconded to move the C/PC funds from the closed landfill to a Board designated fund for future expenditures. Motion carried, all voting aye.
7. Wittry presented the proposed budget for FY 2023. Dales moved and Johnson seconded to approve and forward the budget with an increase in tipping fees for municipal solid waste, construction and demolition, and special waste starting July 1, 2022. Motion carried, all voting aye.
8. Landfill operations have changed to winter operations and there is a vast amount of litter from the storm last week.
9. The Executive Board meeting will be Wednesday, January 12th at 5:00 p.m. and the Annual meeting will start at 7:00 p.m. at the same location.
10. Johnson moved and Dr. Jensen seconded to adjourn at 8:34 a.m. Motion carried.

Respectfully submitted,

Mary Wittry

PARKS, RECREATION AND CULTURAL ADVISORY BOARD MEETING MINUTES

January 3rd, 2022 @ 5:15 P.M.

Carroll Recreation Center – Activities Room

The Parks, Recreation and Cultural Advisory Board met in person on this date at 5:16 P.M. Members Present: Jeff Aden, Mary Bruner (via Phone), Brook Mikkelsen, Chad Ross, Josh Sporrer, and Lois Neu. Absent: Dr. Casey Berlau, Matt Hodges and Deb Quandt. Staff Present: Chad Tiemeyer and Jack Wardell.

The meeting was called to order at 5:16 P.M.

* * * * *

It was moved by Neu and seconded by Ross to approve the January 3, 2022 agenda as presented. All present voted Aye.

* * * * *

It was moved by Mikkelsen and seconded by Bruner to approve the November 1, 2021 minutes. All present voted Aye.

* * * * *

Pat Tigges commented on the new fencing at Northeast Park and Kellan’s Kingdom. Minor setbacks have occurred but they are looking for a late spring start to building concessions and bathrooms, opening fall of 2022. No action required.

* * * * *

Josh Sporrer arrived at 5:26 P.M.

* * * * *

Tiemeyer discussed progress of the Graham Park Amphitheater project- meeting with engineers/architects this week to start preliminary findings for improvements and costs. No action required.

* * * * *

Tiemeyer discussed vandalism at the Ice-Skating Rink at Rolling Hills Park. Damage has been done to the ice. Parks workers were busy fixing the damages and are hopeful for a quick reopening. Cameras and locked benches were also discussed. No action required.

* * * * *

Tiemeyer asked for guidance for continuing trail projects. Discussion was held regarding alternate routes. Re-evaluate next phase of trail projects, updated plans needed- last updated 2007. No action required.

* * * * *

Tiemeyer updated the board on the proposed upgrades to Merchants Park project. A cost estimate was presented to the board. Aden recommended moving forward with the project, all present voted Aye.

* * * * *

Tiemeyer reviewed the latest Carroll Recreation Center Building Improvements schedule with the board. No action required.

* * * * *

Discussion of upcoming terms expiring was had. Preparing to find replacements for after the May 2022 meeting. No action required.

* * * * *

It was moved by Hodges and seconded by Mikkelsen to adjourn at 5:54 P.M. All present voted Aye.