City of Parkersburg March 3, 2025

Parkersburg, Iowa

The City Council of the City of Parkersburg, Iowa met in regular session on Monday, March 3, 2025 at 7:00 P.M. at the Parkersburg Civic Center. Council members present: Cuvelier, Manifold, Schneiderman, and Simon.

Mayor Mike Timmer called the meeting to order and led those in attendance in reciting the Pledge of Allegiance.

Mayor Timmer explained the process the city has used in the past when making appointments to fill a city council vacancy. After discussion, there was a motion by Schneiderman, seconded by Simon to adopt Resolution 1140 appointing Kent Madsen to fill the vacancy. Upon vote, all ayes. Kent Madsen was sworn in by Mayor Timmer and joined the meeting in progress.

There was a motion by Cuvelier, seconded by Schneiderman to approve the minutes. Upon vote, all ayes.

There was a motion by Cuvelier, seconded by Simon to approve the bills. Upon vote, all ayes.

A Public Works Department update was provided. Tim Kolder gave an update on the water meter replacement project. He also stated that they are getting quotes to replace the brine tank at the water plant. There was discussion about the repairs being done at the swimming pool as well.

Megan Kalkwarf spoke on behalf of the Parkersburg Fun Days Committee. She discussed some of the activities being proposed, sponsorship, and the budget for the events. There was also questions about insurance and potential liabilities.

Fire Chief Rus Boersma discussed the purchase of fire radios, gave an update on grants applied for radios and SCBAs, and equipment being repaired.

Officer Jordan Cobie provided a calls for service update. Police Chief Bruce Tierney provided a recommendation to hire Jeremiah Johnson as a part-time police officer working approximately two-three days per week. Bruce stated that Jeremiah currently is a fully certified officer and works part-time for the Butler County Sheriff’s Department as well. There was a motion by Schneiderman, seconded by Cuvelier to pay Officer Johnson $25.00/hr. Upon vote, all ayes.

Assistant Ambulance Chief Tyler Johnson gave an update of the Ambulance Service. He discussed the repairs being done to the 2009 Chevy Ambulance and the difficulty numerous mechanics have had in diagnosing the electrical problems taking place since last July. Thanks was provided to Councilman Schneiderman, Dusty Stotler, Clayton McDivitt, and to Tyler Johnson for the time and effort put forth at various times to get the ambulance repaired.

Librarian Julie Folken provided information on some bills being proposed by the State Legislature that will impact municipal libraries. She also provided information on recent programming offered last week and the programming taking place during spring break.

There was discussion about the Beaver Meadows Golf Course Board of Directors constructing a new clubhouse. There were no objections to the Board raising the funds or researching grants for this purpose.

There was a motion by Cuvelier, seconded by Manifold to adopt the required CDBG Resolution 1138 adopting a Parkersburg Code of Conduct to ensure the efficient, fair, and professional administration of federal grants funds in compliance with 2 CFR Part 200.318 and other applicable federal and state standards, regulations, and laws. Upon vote, all ayes.

There was a motion by Cuvelier, seconded by Simon to adopt the required CDBG Equal Opportunity Policy. Upon vote, all ayes.

There was a motion Simon, seconded by Schneiderman to adopt the required CDBG Mayor’s Proclamation regarding the Prohibition of the Use of Excessive Force. Upon vote, all ayes.

There was a motion by Manifold, seconded by Simon to adopt the required CDBG Resolution 1139 adopting the Procurement Policy for use during the implementation and administration of the City’s Community Development Block Grant Program. Upon vote, all ayes.

There was a motion by Schneiderman, seconded by Madsen to adopt the required CDBG Residential Anti-Displacement and Relocation Assistance Plan. Upon vote, all ayes.

There was a motion by Cuvelier, seconded by Simon to adopt the required CDBG Affirmative Fair Housing Policy. Upon vote, all ayes.

Engineer Lee Gallentine provided an update of the Newell Avenue Reconstruction and Trail project. There was a motion by Cuvelier, seconded by Schneiderman to approve the Newell Avenue Reconstruction Pay Estimate #1. Upon vote, all ayes. Lee stated he anticipates construction starting in April sometime depending on the weather.

Lee provided information about the Railroad Safety grants that have been applied for and what needs to be done to the property descriptions to be eligible.

There was discussion about the 3rd Street East Alley Construction Project and the additional services needed due to the special circumstances of the project. There was a motion by Manifold, seconded by Cuvelier to adopt Resolution 1141 approving the Engineering Services Agreement with Clapsaddle-Garber Associates, INC for the 3rd Street East Alley Reconstruction Project. Upon vote, all ayes.

There was a motion by Schneiderman, seconded by Madsen to adopt Resolution 1142 approving the Engineering Services Agreement with Clapsaddle-Garber Associates, INC for the conceptual planning services necessary for the 3rd Street West Alley Reconstruction Project. Upon vote, all ayes.

There was a motion by Cuvelier, seconded by Simon to approve the final pay estimate for $21,335.00 to TanksCo for the final / release of retainage, to acknowledge the subcontractor(s) release and waiver of claims and liens, and approve the acceptance of completion of the 2024 Parkersburg Water Tower Rehabilitation Project. Upon vote, all ayes.

Lee also discussed the proposed bid letting / date of acceptance for the Wemple Street / Lincoln Street Watermain Reconstruction Project on April 28, 2025. He stated they are working on capturing the storm water that flows down Wemple Street from the west in intakes constructed at the intersection with Lincoln Street. He also provided information on the enhanced handicap signage being installed at that intersection as well.

There was discussion about the proposed property tax levy notices being sent to property owners and the public hearing taking place on April 7th. As shared at the meeting, the information provided on the public notices does not accurately represent the certification of taxes by the City of Parkersburg or in any city in the State of Iowa due to how the notice was drafted with hypothetical property valuations. There was discussion on the best ways of getting accurate information to property tax owners in the future.

There was a motion by Cuvelier, seconded by Schneiderman to approve the liquor license renewal for Brothers Market, Inc subject to ABD approval. Upon vote, all ayes.

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| APRIL BOVY  | CITY HALL JANITORIAL  |  $ 100.00  |
| CRISSA BROUWER  | LIBRARY JANITORIAL  |  $ 275.00  |
| A-P TAX & ACCOUNTING, LTD  | CONTRACT SERVICES  |  $ 450.00  |
| AG VANTAGE FS  | FUEL  |  $ 217.54  |
| AMAZON CAPITAL SERVICES  | SUPPLIES/BOOKS  |  $ 583.39  |
| BAKER & TAYLOR  | LIBRARY BOOKS  |  $ 782.31  |
| ASHLEE BAUSMAN  | REIMBURSEMENT  |  $ 64.35  |
| BROTHERS MARKET  | JOLLY JAMBOREE  |  $ 36.09  |
| BUTLER CO SOLID WASTE COMM.  | GARBAGE/RECYCLING  |  $ 8,563.75  |
| BUTLER COUNTY COMPUTERS  | FLASH DRIVE  |  $ 19.99  |
| CENTURY LINK  | TELEPHONE  |  $ 796.51  |
| CHICAGO CENTRAL & PACIFIC  | CONTRACT SERVICES  |  $ 383.00  |
| CITY SANITARY SERVICE  | GARBAGE/RECYCLING  |  $ 5,472.88  |
| CLAPSADDLE-GARBER ASSOC  | 3RD STREET ALLEY  |  $ 2,580.50  |
| CLAPSADDLE-GARBER ASSOC  | ENGINEERING WEMPLE ST  |  $ 22,780.00  |
| CLAPSADDLE-GARBER ASSOC  | ENGINEERING NEWELL AVE  |  $ 310.00  |
| CLAPSADDLE-GARBER ASSOC  | ENGINEERING SEWER LINING  |  $ 120.00  |
| CLAPSADDLE-GARBER ASSOC  | ENGINEERING WATER TOWER  |  $ 245.00  |
| CLIA LABORATORY PROGRAM  | CERTIFICATE FEE  |  $ 248.00  |
| JORDAN COBIE  | REIMBURSE POLICE  |  $ 20.54  |
| COLUMN SOFTWARE PBC  | PUBLISHING  |  $ 298.20  |
| DAKOTA SUPPLY GROUP  | WATER PARTS  |  $ 249.13  |
| DOLLAR GENERAL-REGIONS 410526  | PROGRAMMING  |  $ 50.85  |
| DUMONT TELEPHONE COMPANY  | BROADBAND  |  $ 688.31  |
| EMS LEARNING RESOURCES CENTER  | CPR CARDS  |  $ 119.00  |
| JULIE FOLKEN  | LIBRARY REIMBURSEMENT  |  $ 439.54  |
| HAWKINS INC  | CHEMICALS  |  $ 70.00  |
| IMS ALLIANCE  | FIRE SUPPLIES  |  $ 30.25  |
| INRCOG  | COMP PLAN  |  $ 5,730.00  |
| IOWA ONE CALL  | CONTRACT SERVICES  |  $ 4.50  |
| IOWA STATE UNIVERSITY  | TRAINING  |  $ 240.00  |
| JOHN DEERE FINANCIAL  | PARTS  |  $ 8.92  |
| JOHNSONS PLUMBING & HEAT  | REPAIRS  |  $ 6,711.15  |
| KONKEN ELECTRIC, INC  | REPAIRS  |  $ 394.43  |
| KWIK TRIP,INC  | FUEL  |  $ 1,248.96  |
| LEGACY EMERGENCY VEHICLES  | AMBULANCE COT  |  $ 47,278.00  |
| LUHRING MONUMENTS  | REPAIRS  |  $ 150.00  |
| MED COMPASS  | PHYSICALS  |  $ 2,180.00  |
| MEDIACOM  | TELEPHONE  |  $ 47.97  |
| MERCY-ONE WATERLOO MEDICAL CEN | MUTUAL AID  |  $ 160.00  |
| MID-AMERICAN PUBLISHING CO  | MAGAZINE SUBSCRIPTION  |  $ 59.00  |
| MIDAMERICAN ENERGY  | UTILITIES  |  $ 8,313.93  |
| MILLER WINDOW SERVICE  | WINDOW CLEANING  |  $ 48.00  |
| MJ SERVICES LLC  | SNOW REMOVAL  |  $ 25.00  |
| NAPA AUTO PARTS  | PARTS/SUPPLIES  |  $ 24.29  |
| NELSON & TOENJES LAW  | LEGAL  |  $ 6,964.12  |
| NORTH IOWA AREA COMM COLLEGE  | TRAINING  |  $ 1,972.25  |
| PARKERSBURG HARDWARE  | PARTS/SUPPLIES  |  $ 408.83  |
| PATROL PC  | PARTS/SUPPLIES  |  $ 415.85  |
| PCC AMBULANCE BILLING  | AMBULANCE BILLING  |  $ 1,014.80  |
| LAURA ROEGNER  | LIBRARY REIMBURSEMENT  |  $ 382.07  |
| SHIELD PEST CONTROL, LLC  | SERVICE  |  $ 65.00  |
| SUPERIOR WELDING CO  | MEDICAL SUPPLIES  |  $ 252.06  |
| TRIONFO SOLUTIONS  | INSURANCE  |  $ 789.41  |
| US CELLULAR  | TELEPHONE  |  $ 364.42  |
| VAN WERT COMPANY  | METERS  |  $ 27,200.00  |
| VERIZON WIRELESS  | POLICE DATA  |  $ 80.02  |
| WILLIAMS UNDERGROUND SERVICES  | REPAIRS  |  $ 2,673.00  |
| IPERS  | IPERS  |  $ 5,640.03  |
| UHS PREMIUM BILLING  | INSURANCE  |  $ 13,906.67  |
| WAGES | FEBRUARY | $ 32,680.65 |
| EFTPS  | FED/FICA TAX  |  $ 5,752.47  |
| IOWA DEPARTMENT OF REVENUE  | STATE TAXES  |  $ 918.67  |
| EFTPS  | FED/FICA TAX  |  $ 2,232.47  |
| IOWA DEPARTMENT OF REVENUE  | EXCISE TAX  |  $ 1,371.64  |
| REPORT TOTAL  |  $ 223,702.71  |  |
| GENERAL FUND  |  $ 118,077.66  |  |
| SPECIAL REVENUE FUND  |  $ 22,311.03  |  |
| CAPITAL PROJECT FUND  |  $ 22,755.50  |  |
| WATER  |  $ 41,136.26  |  |
| SEWER  |  $ 16,422.26  |  |
| REVENUES |  |  |
| GENERAL | $59,795.10 |  |
| SPECIAL REVENUE | $20,785.44 |  |
| LOCAL OPTION SALES | $14,516.48 |  |
| TAX INCREMENT FINANCE | $56.88 |  |
| DEBT SERVICE | $159.32 |  |
| WATER | $28,199.93 |  |
| SEWER | $20,287.72 |  |

There was a motion by Manifold, seconded by Cuvelier to adjourn the meeting. Upon vote, all ayes.

Mayor Michael Timmer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest: Christopher M. Luhring

 City Clerk/Administrator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_