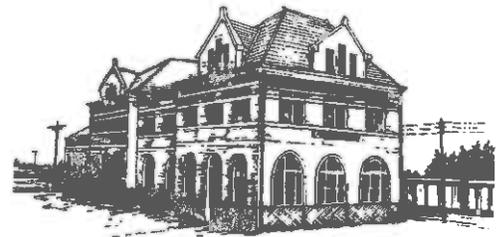


City of  
**CRESTON, IOWA**

116 W. Adams ● P.O. Box 449 ● Creston, Iowa 50801-0449  
Phone 641-782-2000 ● Fax 641-782-6377



*Creston's Restored Depot and City Hall*

**MAYOR:** Warren Woods

**COUNCIL:** Randy White, Loyal Winborn, Ann Levine, Marsha Wilson, Larry Wagner, Paul Vandevender, Nancy Loudon

**CITY CLERK:** Lisa Williamson

**CITY ADMINISTRATOR:** Mike Taylor

**CITY ATTORNEY:** Skip Kenyon & Todd Nielsen

**Regular Meeting Agenda**  
**City Hall/Restored Depot**  
**Council Chambers**  
**Tuesday, September 3, 2013**  
**6:00 p.m.**  
**08/30/2013 10:34 AM**

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Consideration of Agenda**
5. **Consider Adoption of the Consent Agenda – NOTE: These items are routine items and will be enacted by one motion without separate discussion unless a Council member requests an item be removed for separate consideration.**
  1. **Minutes:** August 20, 2013 – Regular Meeting
  2. **Claims & Fund Transfers:**
    - i. **Total Claims - \$183,115.86**
    - ii. **Fund Transfers - \$96,875.00**
6. **Public Forum – the Mayor and City Council welcome comments from the public on any subject pertaining to City business, including items on this agenda. You are asked to state your name and address for the record and to limit your remarks to 3 minutes in order that others may be given the opportunity to speak. The Order of Business is at the discretion of the Chair. No action will be taken.**
7. **New Business**
  1. Revisit house issue of 500 N. Vine Street
  2. Resolution to appoint Frank Gale to the Cemetery Board of Trustees
  3. Appointment with Robin Sevier, Greater Regional Outreach Public Health – to discuss MOU between Union County Health Care Coalition and the City of Creston
  4. Take action on MOU between Union County Health Care Coalition and the City of Creston, or table for future meeting
  5. Resolution to approve salary increase from \$15.22 to \$17.25 per hour for John Anderson, Assistant Park & Recreation Director
  6. Resolution to special assess mowing nuisances due to non-payment
  7. Resolution to approve Memorandum of Understanding & Software Use Policy between Iowa DOT, Motor Vehicle Division, Office of Motor Vehicle Enforcement and the City of Creston to use the MACH client software
  8. Resolution to appoint Trudy LaRosee to the Planning & Zoning Commission

9. Motion to approve request by Prairie View Assisted Living to operate golf carts on the Walking Trail on September 7<sup>th</sup>
  10. Motion to go into Executive Session pursuant to Iowa Code 21.5(j)
  11. Motion to come out of Executive Session pursuant to Iowa Code 21.5(j)
  12. Action – if any – on matters discussed in Executive Session
8. **Other**
  9. **Adjournment**

## REGULAR MEETING OF THE CRESTON CITY COUNCIL AUGUST 20, 2013

The Creston City Council met in regular session at 6:00 o'clock on the above date in the Council Chambers of the City Hall Complex with Mayor Woods presiding.

Roll call being taken with the following Council members present: Loudon, Vandevender, Wagner, Wilson, Levine and White. Winborn was absent.

Mayor Woods removed the following items from the agenda - #14 – Motion to go into Executive Session pursuant to Iowa Code 21.5(j), #15 – Motion to come out of Executive Session pursuant to Iowa Code 21.5(j) and #16 – Action – if any – on matters discussed in Executive Session.

Wilson moved seconded by Levine to approve the agenda as amended. All voted aye. Winborn was absent. Motion declared carried.

Wilson moved seconded by Vandevender to approve the consent agenda, which included approval of minutes of August 6, 2013, regular meeting; claims of \$144,907.84 and fund transfers of \$5,378.84; Liquor License renewals for Montgomery Street Pub, Fareway and Twilight Zone. All voted aye. Winborn was absent. Motion declared carried.

During Public Forum, Fire Chief Todd Jackson invited everyone to attend the Housing Ceremony hosted by the Creston Fire Department this evening at 7:00 p.m. to put the newest fire truck into service.

A resolution was offered by Wilson seconded by Loudon to approve a Contract Agreement with SICOG to administer the Airport Ordinance Project and authorize the Mayor and Clerk to execute the proper documentation. Vandevender, Wagner, Wilson, Levine, White and Loudon voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wilson seconded by Vandevender to set the bid date and authorize publication of the Notice of Hearing and Letting for the T-Hangar Access Taxiway Project and authorize the Mayor and Clerk to execute the proper documentation. Wagner, Wilson, Levine, White, Loudon and Vandevender voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wilson seconded by Levine to approve a Grant Offer from FAA to Rehabilitate Runway Lighting (MIRL Runway 16/34) and authorize the Mayor and Clerk to execute the proper documentation. White, Loudon, Vandevender, Wagner, Wilson and Levine voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Vandevender seconded by Wilson to approve proceedings to abate a nuisance and special assess the cost to property taxes for the removal of a dead tree at 501 N. Birch and authorize the Mayor and Clerk to execute the proper documentation. Levine, White, Loudon, Vandevender, Wagner and Wilson voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wilson seconded by White to amend Resolution No. 143, dated May 6, 2008 – “RESOLUTION TO AMEND RESOLUTION NO. 119, (RESOLUTION APPROVING EMPLOYEE MEAL REIMBURSEMENT FOR THE CITY

OF CRESTON, IOWA), DATED JUNE 6, 1989 and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Vandevender, Wagner, Wilson, Levine and White voted aye. Winborn was absent. Resolution declared passed.

Councilperson Wagner and Roger Lanning spoke on behalf of the Airport Commission regarding the possibility of removing the current electrical pedestals at the airport and replacing them with new ones in a different location. The pedestals are currently located where the Balloon Days' vendors set up their booths, which creates a safety issue. The Airport Commission would like to see them moved to the north of their current location and Alliant Energy has agreed to provide their assistance at no charge. However, there would be an approximate cost of \$4,000 for the new pedestals that were not budgeted for this year.

A resolution was offered by Wilson seconded by Loudon to approve purchasing new electrical pedestals for the Creston Airport and placing them to the north of their current location and authorize the Mayor and Clerk to execute the proper documentation. Vandevender, Wagner, Wilson, Levine, White and Loudon voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by White seconded by Vandevender to accept an interest rate reduction to SRF Loan CW9407R from 3% to 1.75% and authorize the Mayor and Clerk to execute the proper documentation. Wagner, Wilson, Levine, White, Loudon and Vandevender voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by White to accept an interest rate reduction to SRF Loan CW9408R from 3% to 1.75% and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Vandevender, Wagner, Wilson, Levine and White voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by Wilson to accept an interest rate reduction to SRF Loan CW9704R from 3% to 1.75% and authorize the Mayor and Clerk to execute the proper documentation. Levine, White, Loudon, Vandevender, Wagner and Wilson voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wilson seconded by Vandevender to appoint Jeromy Brown to the Library Board with term expiring July 1, 2019 and authorize the Mayor and Clerk to execute the proper documentation. Wagner, Wilson, Levine, White, Loudon and Vandevender voted aye. Winborn was absent. Resolution declared passed.

A resolution was offered by Wilson seconded by Vandevender to reappoint Ann Coulter to the Library Board with term expiring July 1, 2019 and authorize the Mayor and Clerk to execute the proper documentation. Levine, White, Loudon, Vandevender, Wagner and Wilson voted aye. Winborn was absent. Resolution declared passed.

Wilson moved seconded by Levine to approve a temporary street closing request for the 1000 block of N. Vine Street on August 26<sup>th</sup> from 5 p.m. – 9 p.m. for a neighborhood block party. All voted aye. Winborn was absent. Motion declared carried.

Mayor Woods mentioned that it will be time to revisit the issue of the house located at 500 N. Vine at the September 2, 2013, Council Meeting.

Public Works Director Kevin Kruse told Council the painting had been done on Townline Street in front of the high school. They are looking into adding "No Parking" signs as well.

White moved seconded by Wilson to adjourn the meeting. All voted aye. Winborn was absent. Motion declared carried. Council adjourned at 6:14.

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Mayor

Attest:

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City Clerk

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-SEPT'13	2,744.43
			TOTAL:	2,744.43
PO. PROTECTION	GENERAL FUND	CARPENTER UNIFORM CO &	APPAREL	203.00
			POLICE SHIRTS	554.37
		WINDSTREAM	TELEPHONE	53.14
		LAW ENFORCEMENT SYSTEMS INC	TRAFFIC CITATIONS	219.00
		NAPA	MOBIL OIL	68.34
		PETTY CASH - MAINTENANCE	HEARTLAND TIRE-REPAIR TIRE	13.08
			HEARTLAND TIRE-REPAIR TIRE	14.00
		PETTY CASH - POLICE	USPS-STAMPS	46.00
		SUPREME CLEANERS	UNIFORM CLEANING - AUG'13	38.25
			TOTAL:	1,209.18
FIRE PROTECTION	GENERAL FUND	CARPENTER UNIFORM CO &	SHIRT & NAME PLATE	63.13
		ED M FELD EQUIP CO INC	EQUIPMENT - R-3 AND L-1	4,148.00
			SUPPLIES	573.00
		EQUIPMENT MANAGEMENT COMPANY	SERVICE EXTRACT TOOLS	712.50
		FARM & HOME SUPPLY INC	CHAIN SAW BOLT CUTTER-R3	368.31
		WINDSTREAM	TELEPHONE	233.71
		ALLIANT ENERGY-INT PWR&LGHT	GAS	17.32
			ELECTRICITY	593.86
		MUNICIPAL EMERGENCY SERVICES	GEAR	312.33
		NAPA	WELD CABLE	28.98
			PIPE FITTINGS	7.19
		PETTY CASH - FIRE	WALMART-CLEANER	5.22
			NAPA-FUSE HOLDER	3.45
			USPS-POSTAGE	0.40
			FARM & HOME-SIGNS	5.29
			FASTENAL-BOLTS	2.13
		PETTY CASH - MAINTENANCE	BARKERS-PIPE BUSHING	1.29
		K & J HARDWARE INC	LOCK BOX, DRILL BITS, TRASH	18.97
			LOCK BOX, DRILL BITS, TRASH	29.99
			LOCK BOX, DRILL BITS, TRASH	24.96
		WAL-MART COMMUNITY	TOTES FOR R3	29.91
			TOTES FOR R3	31.94
			TOTAL:	7,211.88
BUILDNG & HSNG SAFETY	GENERAL FUND	WINDSTREAM	TELEPHONE	55.46
			TOTAL:	55.46
ANIMAL CONTROL	GENERAL FUND	THOMPSON, LACEY	SUCCESSFUL ADOPTION	20.00
		ALLIANT ENERGY-INT PWR&LGHT	ANIMAL POUND-ELEC	45.19
			TOTAL:	65.19
STREET LIGHTING	GENERAL FUND	ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	9,083.81
		PETTY CASH - MAINTENANCE	AKIN-FLASHING	11.49
			TOTAL:	9,095.30
TRAFFIC SAFETY	GENERAL FUND	ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	1,044.30
			TOTAL:	1,044.30
AIRPORT	GENERAL FUND	WINDSTREAM	TELEPHONE	159.56
		ALLIANT ENERGY-INT PWR&LGHT	1945 S CHERRY ST GARAGE-EL	40.17
			ELECTRICITY	523.64
		SIRWA	WATER-AIRPORT	34.80

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		WEST AVIATION INC	FBO CONTRACT	1,354.17
			TOTAL:	2,112.34
LIBRARY SERVICES	GENERAL FUND	COPY SYSTEMS INC	COPIER CONTRACT	24.72
		GALE CENGAGE LEARNING	BOOKS-EDITORS	143.15
			BOOKS-CHRIST FICT	94.46
			BOOKS-GENTLE ROMANCE	89.96
			BOOKS-MYSTERY	71.97
			BOOKS-WESTERNS	96.74
			BOOKS-WESTERNS	54.96
		WINDSTREAM	TELEPHONE	222.56
		ALLIANT ENERGY-INT PWR&LGHT	GAS	18.03
			ELECTRICITY	1,459.21
		INGRAM	BOOKS	1,342.84
			BOOKS	78.94
		IOWA LIBRARY ASSOCIATION	CONFERENCE OCT 16-18	186.00
		J&J PLUMBING	REPAIR AIR CONDITIONER	343.63
		M&M SALES CO	CONTRACT	314.00
		OFFICE DEPOT	TONER, LABELS, ENVELOPES	147.16
		WAL-MART COMMUNITY	SUPPLIES	55.60
			TOTAL:	4,743.93
PARKS	GENERAL FUND	CRESTON CITY WATER WORKS	WATER-RAINBOW PARK	9.07
			WATER-RAINBOW PARK FOUNTAI	9.07
			WATER-TAYLOR PARK	9.07
			WATER-MCKINLEY PARK	9.07
			WATER-MCKINLEY BALLFIELD	9.07
			WATER-HISTORICAL COMPLEX	9.07
			WATER-MCKINLEY CAMPGROUND	41.47
			WATER-WWTP	248.43
			WATER-MCKINLEY PARK	309.72
			WATER-SEARS COMPLEX	9.07
			WATER-BILL SEARS FOUNTAIN	9.07
		FARM & HOME SUPPLY INC	MISC SUPPLIES	360.91
			PICKUP FUEL TANK & PUMP	563.97
		WINDSTREAM	TELEPHONE	51.17
		ALLIANT ENERGY-INT PWR&LGHT	MCKINLEY PARK VFW FLAGS	137.82
			MCKINLEY BANDSHELL	22.62
			MCKINLEY CAMPGROUND	380.27
			MCKINLEY PARK SEC LIGHT	12.76
			ELECTRICITY	737.11
		INNOVA DISC GOLF	DISC GOLF POST	62.43
		ECHO GROUP INC	PHOTO CELLS,BULB,GLOBES	128.04
		NAPA	CORDLESS IMPACT DRIVER	329.00
		PETTY CASH - MAINTENANCE	HEARTLAND TIRE-REPAIR TIRE	14.00
			QUALITY GLASS-TRAILER PLUG	7.25
		PETTY CASH - RECREATION	ECHO-GFI OUTLET	19.68
			AKIN-CONCRETE MIX	16.95
			NAPA - FUSE HOLDER	5.44
			NAPA-WASHERS	3.42
			NAPA-FUSES BOLTS	14.58
			FARM & HOME-BOLTS	3.63
		RJ'S PORTABLES	PORTAPOTTIES-CAMPGROUND	75.00
		WAL-MART COMMUNITY	POP UP TENT	201.88
			TOTAL:	3,820.11

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
RECREATION	GENERAL FUND	SHELLY ROBINSON	SOCCER SHIRTS	877.25
		WINDSTREAM	TELEPHONE	55.46
		ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	442.56
			TOTAL:	1,375.27
CEMETERY	GENERAL FUND	BARKER IMPLEMENT & MOTOR CO INC	JD 2720 TRACTOR W 72" MOW	17,950.00
		WINDSTREAM	TELEPHONE	53.14
		ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	107.39
		SIRWA	WATER-CEMETARY	33.00
		WAL-MART COMMUNITY	MISC CLEANING SUPPLIES	58.25
			TOTAL:	18,201.78
SWIMMING POOL	GENERAL FUND	ACCO UNLIMITED CORPORATION	PUMP CONDITIONER	65.20
		AKIN BUILDING CENTER	CONCRETE	50.85
		FIRST NATIONAL BANK	NIGHT DEPOSIT SVC	10.00
		WINDSTREAM	TELEPHONE	59.13
		ALLIANT ENERGY-INT PWR&LGHT	GAS	16.82
			ELECTRICITY	1,976.41
		WAL-MART COMMUNITY	MISC SUPPLIES	3.50
			MISC CLEANING SUPPLIES	12.33
			MISC SUPPLIES	8.73
			MISC SUPPLIES	8.91
			MISC SUPPLIES	7.86
			TOTAL:	2,219.74
		FINANCIAL ADMINISTRATN	GENERAL FUND	ACCESS TECHNOLOGIES INC
	SWITCH, ETHERNET PORT,CABL			476.48
M & S TREE SERVICE	TREE REMOVAL 501N BIRCH-TU			1,100.00
CRESTON CITY WATER WORKS	WATER-1707 W ADAMS			13.28
CRESTON PUBLISHING CO	1 YR SUBSCRIPTION '13-'14			109.00
WINDSTREAM	TELEPHONE			363.24
HEARTLAND TECHNOLOGY SOLUTIONS	CONTRACT BUYOUT			621.43
ALLIANT ENERGY-INT PWR&LGHT	1707 W ADAMS - ELEC & GAS			116.26
OFFICE DEPOT	OFFICE SUPPLIES			126.68
SICOG	25% MATCH-403 1/2 ELM ST D			1,900.00
VEENSTRA & KIMM INC	REMAINING QUIET ZONE-RR			2,500.00
	REMAINING QUIET ZONE-RR	900.00		
	TOTAL:	8,281.37		
LEGAL SERVICES	GENERAL FUND	KENYON & NIELSEN PC-ATTYS AT LAW	ATTNY SVC AUG'13	460.00
			TOTAL:	460.00
CITY HALL	GENERAL FUND	PRECISION CONCRETE CUTTING	SIDEWALK REPAIR	783.56
		CRESTON CITY WATER WORKS	WATER-CITY HALL	39.20
		FELDHACKER CONTRACTING	REPAIR SIDEWALK	495.00
		ALLIANT ENERGY-INT PWR&LGHT	GAS	63.80
			ELECTRICITY	1,066.01
	TOTAL:	2,447.57		
NON-DEPARTMENTAL	ROAD USE TAX	TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-SEPT'13	955.31
			TOTAL:	955.31
ROAD MAINTENANCE	ROAD USE TAX	MURPHY HEAVY CONTRACTING	2500 TON CRUSHED CONCRETE	8,152.00
		AMERICAN CONCRETE PRODUCTS INC	8 1/2 YDS C4 NO ASH	1,008.80
		ARAMARK UNIFORM & CAREER APPAREL GROUP	LAUNDRY SERVICE	87.42
		BARKER IMPLEMENT & MOTOR CO INC	REPAIR PELICAN A/C	312.84

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT	
		CRESTON CITY WATER WORKS	WATER-BARN	9.07	
			WATER-SHOP	72.27	
		FARM & HOME SUPPLY INC	WATER PIPE	9.37	
		WINDSTREAM	TELEPHONE	172.22	
		GREATER REG MEDICAL CNTR	DRUG SCREEN	94.00	
		HEARTLAND TIRE & AUTO	TIRE TUBE & LABOR	42.16	
		ALLIANT ENERGY-INT PWR&LGHT	GAS	38.37	
			ELECTRICITY	267.61	
		NAPA	CABIN FILTER	78.50	
			PAPERTOWELS, SCREWS	42.48	
			GREASE, SOLVENT, SCREW	50.00	
			GLASSES, HELMET, TAPE	28.14	
			TIRE REPAIR TOOL	45.98	
		PETTY CASH - MAINTENANCE	FARM & HOME-PIPE NIPPLE	1.06	
			HEARTLAND TIRE-REPAIR SKID	14.00	
			OFFICE MACHINES-TAPE	4.27	
			USPS-POSTAGE	7.45	
			USPS- POSTAGE	11.10	
			PKORNY BP-FUEL	8.00	
			FARM & HOME-PVC WATER TRUC	0.57	
		SERVICE TECHS INC	6PK OIL	20.99	
		SCHILDBERG CONSTRUCTION COMPANY INC	100T CLASS D ROCK	619.28	
			3/8' CHIPS	654.97	
			3/8' CHIPS	218.14	
			3/8' CHIPS	451.12	
			TOTAL:	12,522.18	
ADM	TREETS(ENGINR)	ROAD USE TAX	WINDSTREAM	TELEPHONE	55.46
				TOTAL:	55.46
		SELF FUNDING INSURANCE PAYROLL TAX BENEFIT	TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-SEPT'13	21,212.62
			TOTAL ADMINISTRATIVE SERVICES CORP	SVC PERIOD 10/1/13-10/31/1	102.00
				TOTAL:	21,314.62
		MC KINLEY PARK RENOVAT RESTRICTED GIFTS-M	WAL-MART COMMUNITY	FISHING TACKLE-FESTIVAL	315.02
				TOTAL:	315.02
		LIBRARY(RESTRICTED GIF RESTRICTED GIFTS-L	DOUBLE TREE BY HILTON HOTEL	ARSL CONF SEPT 24-28	467.91
			INGRAM	RTN BOOK	4.79-
				ISSB BOOKS	31.03
				ADULT BOOKS	16.09
				ISSB BOOKS	14.92
		IOWA LIBRARY SERVICES		EBSCO HOST ADDN'L DATABASE	4,675.50
				EBSCO HOST FY14	416.70
		MICROMARKETING LLC		BOOKS ON CD	24.99
				BOOKS ON CD	39.99
				TOTAL:	5,682.34
NON-DEPARTMENTAL	SEWER OPERATING FU	TRISTAR BENEFIT ADMINISTRATORS		GRP 93001 PREMIUM-SEPT'13	437.70
				TOTAL:	437.70
		SANITARY SEWER/WASTWTR SEWER OPERATING FU	FARM POWER INC	VACCUM PUMP	890.72
			WINDSTREAM	TELEPHONE	409.96
			ALLIANT ENERGY-INT PWR&LGHT	GAS	456.74
				ELECTRICITY	5,898.83
		NAPA		BATTERY	14.56

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BATTERY	58.14
			FITTING, RECEIVER	30.26
		NORTHERN TOOL & EQUIPMENT CO	HONDA GENERATOR	2,104.29
		OFFICE DEPOT	OFFICE SUPPLIES	21.11
		PETTY CASH - SANITATION	USPS-POSTAGE	4.65
			NAPA-FITTINGS	18.88
		UPS	POSTAGE	15.51
			POSTAGE	22.32
		USA BLUE BOOK	FILTERS #39280 & FRT	264.55
		VERIZON WIRELESS	ELECTRONIC FLOWMETER PHONE	80.14
		CHAT MOBILITY-RADIO SHACK DEALER	PORT RADIO BATTERIES	49.96
			TOTAL:	10,340.62
ANIMAL CONTROL	ANIMAL SHELTER	*AG CRESTON VET CLINIC PC	NEUTER DOG-LUDDINGTON	50.00
			EXAMINE TEST 2 KITTENS	197.70
		DOWNEY, MYCALE	ARL/GAS REIMBURSEMENT	90.16
		JONES, MICHELLE	REIMB BRACELET PURCH	184.00
			TOTAL:	521.86

===== FUND TOTALS =====

001	GENERAL FUND	65,087.85
110	ROAD USE TAX	13,532.95
112	PAYROLL TAX BENEFIT	21,314.62
166	RESTRICTED GIFTS-MCKNLY P	315.02
167	RESTRICTED GIFTS-LIBRARY	5,682.34
610	SEWER OPERATING FUND	10,778.32
953	ANIMAL SHELTER *AGENCY FU	521.86
	GRAND TOTAL:	117,232.96

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CITY OF CRESTON  
 MANUAL CHECKS/DEBITS - PERIOD ENDING 9/03/13

**NO DEPT ENTERED**

IOWA DEPARTMENT OF REVENUE - STATE WITHHOLDING		9,734.00
ELECTRONIC FEDERAL TAX		18,340.78
IPERS		20,560.25
TOTAL ADMINISTRATIVE SVC	FLEX	804.27

**NO DEPT ENTERED**

	<b>TOTAL</b>	<b>49,439.30</b>
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FINANCE DEPARTMENT

UNION CO RECORDER	FEES	272.00
NEOPOST	POSTAGE DRAWDOWN	95.00
<b>FINANCE DEPARTMENT</b>	<b>TOTAL</b>	<b>367.00</b>

AIRPORT DEPARTMENT

UNION CO RECORDER	FEES	12.00
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**AIRPORT DEPARTMENT**

	<b>TOTAL</b>	<b>12.00</b>
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**SELF FUNDING INSURANCE**

TRISTAR BENEFIT	INV CHECK RUN	11,282.09
TRISTAR BENEFIT	INV CHECK RUN	4,782.51
<b>SELF FUNDING INSURANCE</b>	<b>TOTAL</b>	<b>16,064.60</b>

**MANUAL CHECKS/DEBITS TOTAL**

	<b>65,882.90</b>
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FUND TRANSFERS FOR PERIOD ENDING:

09/04/13  
POSTING DATE

ACTG PER GLJ NO.

THE FOLLOWING TRANSFERS ARE SCHEDULED TO BE MADE AFTER COUNCIL APPROVAL:

AMOUNT	FROM	TO	-G/L ACCT-	DR	CR
\$ 1,900.00	126 HOTEL-MOTEL TAX	001 GENERAL FUND	126 6910	1,900.00	
	<div style="border: 1px solid black; padding: 2px;">                     FOR: 403 1/2 ELM ST DEMO 25% MATCH                      VENDOR: SICOG                 </div>		126 1110		1,900.00
			001 1110	1,900.00	
			001 4830		1,900.00
\$ 94,975.00	121 L.O.S.T.-PROP TAX RELIEF (50%)	125 TIF JAMES 75%	121 6910	94,975.00	
	<div style="border: 1px solid black; padding: 2px;">                     FOR: COTTONWOOD - NOT LMI CLASSIFICATION                      VENDOR:                 </div>		121 1110		94,975.00
			125 1110	94,975.00	
			125 4830		94,975.00
					94,975.00

## Memorandum of Understanding (MOU)

**Introduction:** This Memorandum of Understanding (hereafter referred to as Agreement) is made and entered into by and between **UNION COUNTY HEALTHCARE COALITION** (hereafter referred to as Coalition) and **CITY OF CRESTON** (hereafter referred to as Partner):

**Purpose:** To maintain a formal partnership between the Coalition and Partner in the development, enhancement, sustainment, and implementation of plans and procedures to prepare for, respond to, and recover from short or long term incidents within the Union Healthcare Coalition jurisdiction that have a public health and medical impact.

**Common Vision:** The goals of this Agreement shall be applied as a whole to the healthcare system within the Union County Healthcare Coalition jurisdiction. The Union County Healthcare Coalition jurisdiction shall be defined as the geographical boundaries of Union County of Iowa.

### **Duties of Parties:**

1. Partner agrees to:
  - a. Provide a qualified member to the Coalition to represent the best interest of the **CITY OF CRESTON** without personal biases; participate at a minimum of 75% of scheduled meetings.
  - b. Collaborate with members of the Coalition in achieving Coalition goals.
  - c. Provide Partner situational awareness information to the Coalition when requested during a jurisdictional emergency with a public health or medical impact.
  - d. Whenever possible provide appropriate resources to the Coalition in response to or recovering from a jurisdictional emergency with a public health or medical impact.
2. Coalition agrees to:
  - a. Provide coordination of Coalition members and goals through the elected Coalition Advisory Group.
  - b. Schedule and conduct a meeting of Coalition members at a minimum of 4 (four) times each fiscal year.
  - c. Provide notes from each meeting to each member within 14 working days from each meeting.
  - d. Maintain a non-emergency point of contact (POC) list of all Coalition members.
  - e. Maintain an emergency POC list of all Coalition members.
  - f. At all times represent the best interest of the Coalition and its defined jurisdiction.



- d. The Advisory Group of the Union County Health Care Coalition, on an ongoing basis, will review the composition of the membership and actively recruit and invite participation of representatives to ensure that membership is inclusive of all eligible sectors.
- e. Organizations, agencies, groups, facilities, and individuals may submit a written request to the Coalition Advisory Group for membership and representation in the coalition. The Coalition members shall approve or reject all applications for membership at a general or special meeting. A limit of no more than two (2) individuals shall be allowed to represent an agency, entity, organization, group, business, or government within the Coalition. All applicants approved for membership in the Coalition shall be provided a copy of the membership list.
- f. Any member may resign from the Coalition or committees by written notification to the Chairperson of the Advisory Group.
- g. This agreement will become effective on the date of the last signature found at the end of the Agreement, and will remain effective until the Partner or Coalition provides thirty (30) days written notice in advance of the cancellation or termination of this agreement or for a three(3) year period from the Agreement's effective date.
- h. This Agreement may be amended by mutual consent of both parties; however, such agreements must be in writing and signed by both parties.
- i. The advisory Group shall serve as the governing body of the Coalition.
- j. Officers: Officers of the Coalition Advisory Group shall consist of the Chairperson, Vice-Chairperson, Secretary, and Treasurer.
- k. Duties of Elected Officers: At a minimum, the following duties shall be completed by the listed officers:
  - i. Chairperson: The Advisory Group Chairperson shall preside at all meetings of the Coalition and Advisory Group; approve meeting agendas; shall sign an instrument which the Coalition has authorized to be signed or executed, except in cases where the signing or executing may be expressly delegated to some other office; and in general the Chairperson shall perform all duties related to the office and such other duties as may be prescribed and approved by the Coalition membership.
  - ii. Vice-Chairperson: It shall be the duty of the Advisory Group Vice-Chairperson to act as Chairperson in the absence of or inability of the Chairperson to act.
  - iii. Secretary: The Secretary shall develop meeting agendas and submit to the Chairperson for approval; maintain minutes/notes of each meeting of the Coalition and Advisory Group; shall maintain a current roster and contact information of Coalition membership; shall be the custodian of the records of the Coalition; and in general perform all other duties related to the office.
  - iv. Treasurer: The Treasurer shall keep records of all monies due to the Coalition; shall be responsible for recording expenses on behalf of the

Coalition; shall maintain and prepare or have prepared, at a minimum of each quarter, financial reports of the Coalition; and in general perform all other duties related to the office. The Treasurer shall work with the Fiscal Agent and ensure financial reports are reviewed and balanced monthly.

- l. Election of Officers: Officers of the Advisory Group shall be elected from received nominations by a majority vote of the Coalition membership at the last general meeting of each fiscal year that coincides with the elected officer's term of office. Nominations for Advisory Group Officers shall be made by any Coalition member in good standing either in writing or verbally. Coalition members may be nominated for office by themselves or by other Coalition members. Election of the Chairperson and Secretary shall occur during odd numbered years. Election of the Vice-Chairperson and Treasurer shall occur during even number years.
- m. Terms of Office: The terms of office for each of the elected officers of the Advisory Group shall be two (2) years, from July 1st through June 30th of the second year. Exceptions to the terms of office following the initial election of officers may be required. No officer may serve in the same elected position for more than three (3) consecutive terms. The Vice-Chairperson may not be an employee of or represent the same agency or organization as the Chairperson.
- n. Vacancies of Office: Vacancies of elected positions shall be filled by vote of the membership at the next general or special meeting of the Coalition following the vacancy of the elected position.
- o. Advisory Group Meeting: The Chairperson shall identify meeting dates, times, and agenda items for the Advisory Group.
- p. No Officer of the Advisory Group shall enter into business or obligate the Coalition without expressed approval of the membership.
- q. Meeting: No meeting of the Coalition can be called to order or conduct Coalition business without a majority of the membership in attendance. A majority is defined as any number greater than 50% of the Coalition's total membership at the time of the meeting in question. Each meeting of the Coalition shall adhere to all applicable open meeting laws. Minutes or notes from each meeting shall be made available to each Coalition member within two (2) weeks following the meeting.
- r. Meeting Attendance: Meeting attendance is defined as the member being present in- - person; via telephone; via webinar; or by other electronic means approved by the Coalition membership. Coalition members in attendance at a meeting regardless of method of attendance shall be afforded all rights and privileges of a Coalition member.
- s. General Meeting: The membership of the Coalition shall be invited to attend a general meeting to discuss and approve Coalition business at least quarterly. Notification and agenda shall be sent to each Coalition member at least one (1) week prior to the meeting. Agenda items relevant to Coalition business may be added to the agenda by Coalition members during the general meeting.

- t. Should a procedural dispute arise, the rules of parliamentary procedure, according to the latest edition of Robert's Rules of Order shall govern.

**Signatures and Dates:**

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Partner's Signature

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Date

---

Union County Healthcare Coalition

Chairperson

---

Date

**RESOLUTION NO. ?? – 14**

**RESOLUTION TO SPECIAL ASSESS NUISANCE ABATEMENT CHARGES DUE TO NON-PAYMENT BY PROPERTY OWNERS:**

**WHEREAS**, the Creston City Council was presented with an estimate and a list of mowing nuisance abatements for the Summer of 2013, and;

**WHEREAS**, the City's Mowing Ordinance is advertised in the local newspaper and posted each season, and;

**WHEREAS**, if the length of vegetation is 12 inches or taller by the 1<sup>st</sup> and the 15<sup>th</sup> of each month, May through October, the City may mow said properties and charge the property owners, and;

**WHEREAS**, the City Administrator ordered the nuisances abated, and;

**WHEREAS**, the City Clerk billed the property owners and the City was never paid.

**BE AND IT IS HEREBY RESOLVED** that the Creston City Council approves that the charges shall be collected in the same manner as general property taxes for the properties legally described as –

908 W Adair – Lot 23, West Creston, Section C; Parcel #24010-30-019-00 .....	\$175.00
208 N Cedar – Lot 161, McDonald's N. Section B; Parcel #24010-400-059-00 .....	\$250.00
100 S Sumner – Lot 99 & N 20' Lot 100, WC, Section C; Parcel #24010-360-086-00 .....	\$175.00
606 S Elm – Lot 150, OP; Parcel #24010-320-125-00 .....	\$137.50
610 W Mills – Lot 91, West Creston, Section A; Parcel #24010-340-095-00 .....	\$137.50

**BE AND IT IS FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to execute the proper documentation necessary.

**BE AND IT IS FURTHER RESOLVED** that any Resolution in conflict herewith is hereby repealed.

**BE AND IT IS FURTHER RESOLVED** that this Resolution be effective immediately upon its passage and approval by the Creston City Council.

**MEMORANDUM OF UNDERSTANDING & SOFTWARE USE POLICY  
BETWEEN  
IOWA DEPARTMENT OF TRANSPORTATION  
AND  
< CITY OF CRESTON >**

**Background**

The Mobile Architecture for Communications Handling (MACH) client software application is co-owned by the Iowa Department of Transportation (DOT) and the developer, Technology Enterprise Group, Inc. (TEG). DOT is making the MACH client software available for use by Iowa's public safety agencies.

DOT has a license from TEG for the MACH server software. The Iowa Department of Public Safety (DPS) hosts a MACH server(s) for Iowa's public safety agencies.

**Purpose**

This is a cooperative agreement between the Iowa DOT, Motor Vehicle Division, Office of Motor Vehicle Enforcement and the <agency name> to allow <agency name> to use the MACH client software.

**Goals**

Through the integration of new technologies and products, implementing this MOU is intended to:

- Improve highway and public safety data.
- Increase employee efficiency.
- Provide the capability for communications within and between public safety agencies.
- Enhance employee safety.
- Identify the location of resources and assist in deploying those resources

## General Provisions

The DOT will:

1. Provide the MACH client software, version 2, and subsequent releases. DOT's Traffic and Criminal Software (TraCS) Team will install MACH on computers in compliance with the DOT MACH Software Use Policy.
2. Have the TraCS Team determine, to the best of their ability, whether any problem with MACH is software or hardware related. If software related, the resolution of the problem will be the responsibility of the DOT. If hardware related, the DOT may offer suggestions but the resolution of the problem will be responsibility of the user agency.
3. Provide training, either directly or through train-the-trainer, in the use of MACH.
4. Provide technical support as requested. This support will occur via telephone, e-mail, or Bomgar (a remote support tool). If necessary, on site visits will be provided.
5. Host an annual User Group meeting to receive user input and share future plans.

The Agency will:

1. Provide and maintain equipment capable of efficiently running MACH and subsequent versions as they become available. MACH requires a GPS unit or a GPS equipped computer and a method to communicate with the MACH server over the Internet. A computer may use MACH without a GPS unit such as an administrator's desktop within an agency's offices.
2. Pay \$12 annually for each GPS equipped computer using MACH to cover the cost of Google Maps. If accessing the IOWA System, the map fee will be included with the fees charged by the DPS. These map fees will then be forwarded by the DPS to the DOT. If not accessing the IOWA System, the map fees will be charged directly by the DOT.
3. Pay the fees assessed by DPS if the agency uses MACH to access the IOWA System and initiate NCIC queries.
4. Submit all motor vehicle crash reports to DOT using TraCS. The agency understands that crash reports must be submitted timely and must use the Incident Location Tool to locate all crashes submitted to the Iowa DOT. **This crash reporting process is a requirement to qualify for the use of MACH.**

5. Designate an agency contact(s) for problem resolution and training.
6. Not modify MACH other than through use of the customizing afforded by the application.
7. Accord all information contained in MACH the same security and protection as other highly sensitive intelligence information and conform to all privacy and confidentiality laws and regulations that may apply to that information. The agency will use the MACH NCIC capability in strict adherence with the DPS policy regarding mobile data terminals.

**Signatures**

To deploy MACH at <agency name> the undersigned parties agree to all provisions contained in this MOU and affirm that they are authorized to enter into this agreement on behalf of the agencies involved.

Evidence of Political Subdivision Acceptance  
By < CITY OF CRESTON >

Evidence of State Agency Acceptance  
By Iowa DOT

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Signature of Authorized Official

WARREN WOODS  
Printed Name

\_\_\_\_\_  
Printed Name

MAYOR  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date