



City of Stanhope
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City Council Proceedings March 6, 2024

ROLL CALL

Mayor Kelly Wirtz, at the Community Center located at 600 Main Street, called the regular meeting of the Stanhope City Council to order at 6:00 P.M. on March 6, 2024 and led the Pledge of Allegiance. Members in attendance were: Vickie Anderson, Jill Haman, Shaunna Zanker and Beau Jensen. Public Works employee Tim Dally was also in attendance.

CONSENT AGENDA

Anderson made a motion to approve the consent agenda which consisted of the following:

- B-1: approval of March 6, 2024 agenda
- B-2: approval of February 13, 2024 council minutes
- B-3: claims report for March 6, 2024
- B-4: Treasurer's Report for February

Haman seconded the motion. Roll Call 4—0. Motion carried.

GENERAL AGENDA

- D-1: Zanker made a motion to set the property tax hearing for Tuesday, April 2 at 6:00 p.m. Anderson seconded the motion. Roll Call 4—0. Motion carried. The regular city council meeting will be at 6:30 p.m. on April 2.
- Zanker made a motion to accept the resignation of Councilman Terry Painton. Haman seconded the motion. Roll Call 4—0. Motion carried.
- Jensen made a motion to allow for the acceptance of application for the open council seat until 5:00 p.m. on April 2. Applications are at the city office and on the website. Zanker seconded the motion. Roll Call 4—0. Motion carried.
- Anderson made a motion to approve the 2024 Employee Handbook with the stipulation the council can vote to amend as needed. Zanker seconded the motion. Roll Call 4—0. Motion carried.
- Jensen made a motion to approve promoting Tim Dally to the full time Public Works Director position. Jensen recommended a pay of \$21.00/hour with benefits, \$500 in insurance and retro-active pay to February 1, when he took over the position. Haman seconded the motion. Roll Call 4—0. Motion carried.
- Zanker made a motion to approve the hiring of Vicky Anderson as the Stanhope City Clerk. Anderson would begin the position April 2, 2024 at a pay rate of \$20.00/hour with a pay increase after a 90 day review. Anderson will also receive benefits and a \$500 a month insurance allotment. Haman seconded the motion. Roll Call 3—0, with Anderson abstaining from voting.

- Anderson made a motion to approve Envision Stanhope’s budget request for \$3,000.00. Haman seconded the motion. Roll Call 4—0. Motion carried.
- Zanker made a motion to approve the payment of back taxes and legal fees for the Medical Center in the amount of \$1,996 this fiscal year. Jensen seconded the motion. Roll Call 4—0. Motion carried.
- Jensen made a motion to approve Upper Des Moines Opportunity’s request for financial support in the amount of \$300. Anderson seconded the motion. Roll Call 4—0. Motion carried.
- Zanker made a motion to approve South Hamilton Recreation baseball/softball donation request in the amount of \$500. Anderson seconded the motion. Roll Call 4—0. Motion carried.
- Jensen made a motion to approve a water/waste water contract with John Horrell, dba Horrell Environmental Services, Contractor. Anderson seconded the motion. Roll Call 4—0. Motion carried.
- Tanner Jensen fielded questions and gave information regarding a tree removal plan for the city of Stanhope. There are 35 trees in the row, with a fair amount of them in the power lines. The estimated average of cost per tree would range from \$11,000-\$13,000. Jensen will give a more precise estimate at the next council meeting on April 2.
- Stanhope’s Clean-up Day is set for May 11, 2024 from 8:00 a.m. – 11:00 a.m.
- Haman made a motion to approve the appointment of Brad Anderson as Fire Chief and the representative to the 911 Board. Mike Hanson had stepped down from fire chief, but will remain on the department. Jensen seconded the motion. Roll Call 3—0, with Vikki Anderson abstaining. Motion carried.
- F-PUBLIC WORKS: Tim Dally reported to the Mayor and Council pertinent information from the public works department:
 - Tim has been clearing the parks and fire station
 - There is crumbled asphalt free for the taking at the city shop
 - Snow plow is up and running
- J-MAYOR COMMENTS: Eric Hovland is requesting permission to do a softball fundraiser to obtain a new net for the city of Stanhope. He would like permission to use the softball field, get food vendors, and drink beer at the city park. The council and mayor discussed the pros and cons of such an event. Council will vote on the fundraiser at the council meeting on April 2.

ADJOURNMENT: Zanker made a motion to adjourn the meeting. Jensen seconded the motion. The meeting was adjourned at 8:21 p.m.

ATTEST:

Regina Beaune

Kelly Wirtz, Mayor

03/06/2024 CLAIMS

INTERNAL REVENUE SERVICE	FICA, IRS, MEDICARE	\$3,396.10
I.P.E.R.S.	JANUARY/FEBRUARY WAGES	\$3,944.03
BAKER & TAYLOR	BOOKS	\$256.68
BLACK HILLS/IOWA GAS	NAT GAS:EMS	\$744.50
COOPER AND ASSOCIATES	DRUG TESTING FEES	\$10.00
CIT SEWER SOLUTIONS	EMERGENCY JETTING	\$5,020.90
CITY OF WEBSTER CITY	READINGS, INSPECTION REPAIRS,	\$2,044.90
COOP TELEPHONE EXCHANGE	CITY PHONES	\$405.39
FIRST STATE BANK	LOCK BOX	\$22.00
HACH COMPANY	CHEMICALS	\$280.00
HEART OF IOWA PUBLISHING,	PUBLISHING CHARGES	\$125.00
IDA GROVE PUBLIC LIBRARY	BOOK	\$10.00
IMMENSE IMPACT, LLC	ANNUAL SUBSCRIPTION WEBSITE	\$665.00
MARTIN-MARIETTA MATERIALS	ROCK WATER MAIN BREAK	\$552.30
MILLER TRUCKING	WASHED FILLED SAND	\$725.85
PAUL PETERSON	REBATE WATER HEATER	\$200.00
REGINA BEAUNE	BEAUNE CLERK WAGES	\$831.25
STANHOPE MUNICIPAL UTILITIES	CITY BILLS	\$3,413.63
THE TRASH MAN	GARB/RECYCLING	\$3,812.70
TOWN & COUNTRY	FIRE	\$110.00
TOYNE, INC	LABOR, KIT CONV, REPAIR	\$622.55
TOTAL		\$27,192.78