

**MINUTES OF REGULAR COUNCIL MEETING  
VENTURA, IOWA**

**Item # 1 - Call Meeting to order/roll call**

A regular meeting of the City Council of Ventura, Iowa was held on September 11, 2023. The meeting was called to order at 7:00 p.m. by Mayor Joe Schmit. The meeting was held at Ventura City Hall, with the following Council Members present: John Quintus, Daryl Heinemann, Mike Thackery and John Horrigan. Also present were: City Administrator/Clerk Donna Powers, Public Works Director Bill Bredlow, and Interim Chief Mike Colby with the Clear Lake Police Department. Absent: Brad Peterson.

**Item # 2 - Consent Agenda**

Motion by Quintus/Thackery to approve the consent agenda for September 11, 2023. Passed unanimously.

- a. Agenda September 11, 2023
- b. Regular Minutes August 28, 2023
- c. Claims Register September 11, 2023
- d. August Treasurer's Report

643e	STATE OF IOWA	30-Aug-23	\$1,857.22	WET TAX END AUGUST 2023 WT BILLING
644e	INTERNAL REVENUE SERVICE	31-Aug-23	\$1,615.98	941 PR TAXES
645e	IPERS	31-Aug-23	\$4,080.92	AUGUST RETIREMENT 2023
646e	STATE OF IOWA	31-Aug-23	\$769.09	AUG 23 PR WITHHOLDING
647e	INTERNAL REVENUE SERVICE	01-Sep-23	\$1,124.43	941 PR TAXES
648e	FARMERS STATE BANK	07-Sep-23	\$44.62	DEPOSIT BOOKS
30320	BREDLOW, WILLIAM D	30-Aug-23	\$1,714.79	PAYROLL
30321	POWERS, DONNA, M	30-Aug-23	\$1,655.69	PAYROLL
30322	SHROPSHIRE, COUGAN	30-Aug-23	\$1,350.26	PAYROLL
30323	DELANEY, GERI	01-Sep-23	\$2,117.17	PAYROLL
30324	LECKBAND, CHRISTY	01-Sep-23	\$500.32	PAYROLL
30325	MATHEW NOLAN, CLARK	01-Sep-23	\$227.25	PAYROLL
30326	PASCHAL, DEBBIE	01-Sep-23	\$622.64	PAYROLL
30327	ROENFANZ, LOUANNA KAY	01-Sep-23	\$304.07	PAYROLL
30328	TAYLOR, ELSE	01-Sep-23	\$145.48	PAYROLL
30329	WESTRUM LEAK DETECTION	07-Sep-23	\$650.00	REISSUE CK#30318 WRONG ADDRESS
30330	ABSOLUTE WASTE REMOVAL	11-Sep-23	\$6,600.00	SANITATION/RECYCLING/LANDFILL
30331	BMC AGGREGATES L.C.	11-Sep-23	\$74.38	ROADSTONE
30332	BOUND TREE MEDICAL	11-Sep-23	\$41.48	FD - REGULATOR/O2 WRENCH
30333	BROTHERS ACE HARDWARE	11-Sep-23	\$53.03	CC & PW SUPPLIES
30334	CITY OF CLEAR LAKE	11-Sep-23	\$700.00	STREET SWEEPING & AMBULANCE SVC
30335	CLEAN-VIEW WINDOW CLEANING	11-Sep-23	\$25.00	LB - SUPPLIES
30336	CLTEL	11-Sep-23	\$84.98	CHLORINE ALARM TELE LINE
30337	DONNA POWERS	11-Sep-23	\$729.98	REIMBURSE - PRINTER/COPIER STAPLES
30338	EDWARDS BRANDT & ASSOCIATES	11-Sep-23	\$272.00	INS PREMIUM - 205 HILLCREST BLDG
30339	FASTENAL COMPANY	11-Sep-23	\$266.64	PW - SAWZ ALL
30340	HACH	11-Sep-23	\$2,197.00	WT - LAB EQUIPMENT
30341	HANCOCK COUNTY COOP OIL	11-Sep-23	\$507.33	PW & FD- FUEL
30342	INGRAM LIBRARY SERVICES	11-Sep-23	\$654.27	LB - BOOKS
30343	LARSEN PLUMBING & HEATING, INC	11-Sep-23	\$8,876.38	CH - FURNACE/AC UNIT
30344	MASON CITY POWERSPORTS	11-Sep-23	\$509.96	FD - 2016 RANGER REPAIR
30345	MID-AMERICA PUBLISHING CORP.	11-Sep-23	\$367.12	PUBLICATIONS - MINUTES & LB SUBSCRIP
30346	MIDWEST WHEEL	11-Sep-23	\$83.15	TRACTOR MIRROR
30347	NELSON SEPTIC SERVICES LLC	11-Sep-23	\$125.00	WEST LAKE RESTROOM RENTAL
30348	PIONEER CRITICAL POWER	11-Sep-23	\$2,824.13	CC - GENERATOR SERVICE
30349	QUILL CORPORATION	11-Sep-23	\$89.77	LB - SUPPLIES
30350	SANDRY FIRE SUPPLY LLC	11-Sep-23	\$648.00	FD - EQUIPMENT BATTERIES
30351	TRUCK CENTER COMPANIES	11-Sep-23	\$889.95	PW - DUMPTRUCK MAINTENANCE
30352	VENTURA LIBRARY	11-Sep-23	\$8.86	PETTY CASH
30353	VTEL	11-Sep-23	\$2,305.19	TELECOMMUNICATIONS
			\$47,713.53	

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August 2023 Revenue Totals by Fund	
General Fund	\$12,585.50
Road Use Fund	\$7,906.04

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August 2023 Claim Totals by Fund	
General Fund	\$189,669.90
Road Use Fund	\$15,994.68

Local Option Sales Tax	\$15,854.31	Local Option Sales Tax	\$6,188.22
Special Assessments	\$0.00	Special Assessments	\$0.00
Debt Service	\$613.61	Debt Service	\$0.00
Capital Project	\$0.00	Capital Project	\$0.00
Water Fund	\$35,634.68	Water Fund	\$15,348.58
Sewer Fund	\$7,078.56	Sewer Fund	\$2,246.27
Total	\$79,672.70	Total	\$229,447.65

**Item # 3 - Police Report**

Interim Chief Mike Colby presented the police report. 28 calls for service from 8/28/2023 – 9/10/2023: Assist Other Agency (1), Business Alarm (1), Business Check (4), CL Medical Call (4), Follow up (1), Found Property (1), Golf Cart Permit (2), Parking Complaint (5), Park or Event Check (2), Property Damage Collision (2), Reckless Driver Complaint (2), Repossessed Vehicle (1), Structure/Building Fire (1), Traffic Stop (1).

Colby noted the new dispatcher started last week. Scam calls and emails are ongoing; use caution when opening email attachments. Colby reported officers will be attending rifle training in the next two weeks.

**Item #4 – Jason Petersburg, Veenstra & Kimm, Inc. - Water Treatment Plant Improvement Project**

a. Project Update. Petersburg reported the main control center for the Water Treatment Plant is scheduled to ship on September 15<sup>th</sup>. Electricians are scheduled to be onsite on September 25<sup>th</sup>. The Joseph Company has been finalizing open-ended tasks. Filters and valves on backorder have been received and will be installed.

a. Review and Approval of Pay Estimate No. 14 for The Joseph Company. Petersburg presented a request for Pay Estimate No. 14 to The Joseph Company for \$47,547.50. Motion by Thackery and seconded by Heineman to approve Pay Estimate No. 14. Ayes: Thackery, Heinemann, Quintus and Horrigan. Nays: none. Motion passed unanimously.

**Item #5 – First Reading – Ordinance #203 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF VENTURA, IOWA, BY AMENDING PROVISIONS PERTAINING TO LIQUOR LICENSES AND CIGARETTE AND TOBACCO PERMITS**

Powers presented an ordinance amending the Code of Ordinances, Chapters 120 & 121, Sections 120.04, 120.05, and 121.05 changing the responsible department for alcohol and tobacco to Iowa Department of Revenue.

In addition, Chapter 120, Section 120.05 Prohibited Sales and Acts, changing the age that employees are required to be to sell or serve alcoholic beverages and the requirements for hiring a person under 18 years of age.

Motion by Quintus and seconded by Thackery to approve Ordinance No. 203, 1st Reading – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF VENTURA, IOWA, BY AMENDING PROVISIONS PERTAINING TO LIQUOR LICENSES AND CIGARETTE AND TOBACCO PERMITS.

Ayes: Quintus, Heinemann, Thackery and Horrigan. Nays: none. Motion passed unanimously. The second reading of Ordinance 203 will be on the September 25, 2023 agenda.

**Item #6 – First Reading – Ordinance #204 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF VENTURA, IOWA, BY AMENDING PROVISIONS PERTAINING TO FISCAL MANAGEMENT**

Powers presented an ordinance amending the Code of Ordinances, Chapter 7, Sections 7.05 changing the process of preparing a City’s budget by adding the requirement of an Annual Statement that notifies property owners of the proposed property tax levy for all political subdivisions and amending the process for approval of a tax levy. Additionally, amending Section 7.08 to change the information reported in the City’s Annual Financial Report.

Motion by Thackery and seconded by Heinemann to approve Ordinance No. 204, 1st Reading – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF VENTURA, IOWA, BY AMENDING PROVISIONS PERTAINING TO FISCAL MANAGEMENT.

Ayes: Thackery, Heinemann, Quintus and Horrigan. Nays: none. Motion passed unanimously. The second reading of Ordinance 204 will be on the September 25, 2023 agenda.

**Item #7 – Mayoral Appointment on the Board of Adjustment to fill vacancy – Michele Badker**

Mayor appointed Michele Badker to fill the vacancy held by Jim Sholly on the Board of Adjustment. Term expires December 31, 2024.

**Item #8 - Public Works Update** Bredlow reported windows have been ordered for the 205 Hillcrest building. Bredlow and Shropshire have been working on painting the dump truck.

**Item #9 - Old Business**

Petersburg gave an update on the East Lake St. Recreational Trail project. He reported the project is waiting permit approval.

Powers reported Cerro Gordo County is in the process of updating the 2018 Hazard Mitigation Plan. The plan identifies projects and strategies aimed at enhancing community resilience and preparedness for specific hazards. Powers encouraged Council and the public to complete a survey created to better understand the impacts and concerns in the community. The public survey can be accessed: <https://forms.office.com/r/Te7KgYrT14>

**Item #10 - New Business** none

**Item #11 - Public Forum** none

**Item #12 - Adjournment**

Motion by Thackery and seconded by Horrigan to adjourn the meeting at 7:59 p.m. Passed unanimously.

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Joe Schmit, Mayor

Donna Powers, City Clerk/Administrator