

November 13, 2023

The Harpers Ferry City Council met on Monday, November 13th at 1:00 p.m. The meeting was held at City Hall. Mayor Jerry Valley presided over the meeting. Council members in attendance were Daren Kaepfel, Tom Diggins, Kenny Barta and Sandi Riha. Alan Garin was absent. Minutes were recorded by Kelli Melcher, City Clerk.

Public Comments: None.

Motion was made by Riha, second by Barta to approve the Consent Agenda, the October 9, 2023, Minutes, the Treasurer Report ending October 31, 2023, and approval of the payment of claims. Roll Call Vote: Ayes: Riha, Kaepfel, Barta, Diggins. Nays: None. Motion was carried.

Funds	Claims Paid	Revenues Received	Fund Totals
General Fund	\$16,919.99	\$108,878.22	\$665,217.35
Garbage	\$5,466.94	\$83.96	\$93,304.91
Library	\$4,997.86	\$575.36	\$43,935.16
Hotel/Motel	\$0	\$0	\$2,945.37
Road Use	\$4,793.69	\$2,491.81	\$5,489.28
Local Options	\$79.22	\$2,736.71	\$30,010.40
Debt Service	\$0	\$0	\$0
ARPA Funds	\$0	\$0	\$24,228.58
Sewer Operations	\$12,024.33	\$213.67	\$141,285.56
Sewer Rev Bond Sink	\$0	\$6,333.00	\$70,003.00
Sewer Revenue Surplus	\$0	\$375.00	\$36,979.47
Capital Project – Sewer Upgrade	\$0	\$0	(\$41.36)

Claims Paid:

Date	Name	Memo	Credit
10/10/2023	Christine Cota	Paycheck	261.28
10/10/2023	Dianne L Nation	Paycheck	134.92
10/10/2023	Jody Delaney	Paycheck	396.09
10/10/2023	Follett School Solutions, Inc.	Services fees and annual licensing and maintenance fees	3,520.00
10/10/2023	Baker & Taylor	Acct L5178052 Books ordered September 2023	242.46
10/10/2023	Acentek-Library	INV 12626218-Library Phone-October 2023	143.74
10/10/2023	Harpers Ferry Library	Reimbursement from city for internet upgrade-October 2023	45.00
10/10/2023	Chris Cota-Vendor	Library Cleaning-September 2023	40.00
10/10/2023	U.S. Postal Service	Postage Stamps	132.00
10/11/2023	Jerry C Valley	Mileage to Waukon for court for golf cart citation on 10/11/23	22.00
10/16/2023	Jason S Sullivan	Paycheck	407.69

10/16/2023	Kelli L Melcher	Paycheck	1,460.78
10/16/2023	Paul J Deason	Paycheck	1,343.40
10/16/2023	Shelby Schwartz	Paycheck	323.57
10/17/2023	People's State Bank	Bank charge for return ACH payment for Lauren Elliott- Did not charge to customer due to incorre...	5.00
10/18/2023	Howard Jones	Cut down and clean up trees in city- Greeley, Fourth St, First St, Tillinhast Park, Cemetery, Ch...	1,850.00
10/21/2023	City of Harpers Ferry	Transfer from Sewer Checking to Revenue Bond Sinking Savings	6,333.00
10/21/2023	City of Harpers Ferry	Transfer from Sewer Checking to Revenue Bond Sinking Savings	375.00
10/30/2023	Jason S Sullivan	Paycheck	407.69
10/30/2023	Kelli L Melcher	Paycheck	1,460.78
10/30/2023	Paul J Deason	Paycheck	1,343.40
10/30/2023	Shelby Schwartz	Paycheck	319.80
10/31/2023	IPERS	03301	2,351.11
10/31/2023	United States Treasury	42-1076054	3,244.26
10/31/2023	Iowa Department of Revenue and Finance	69-0424458-001	473.00
10/31/2023	People's State Bank	Service Charge	25.28
11/13/2023	Allamakee-Clayton Electric	Electrical Bills for October 2023	2,722.55
11/13/2023	Portside One Stop	INV 23096-Gas for city truck	196.66
11/13/2023	LnM Truck and Trailer Repair, LLC	Invoice 7416 - filter, gasket, idicato SOB, HD constant tension size, brake fluid 3gal	419.38
11/13/2023	Ken's Window Services	Inv 0673-44 Window Cleaning Outside	80.00
11/13/2023	Waukon Standard Newspaper	INV WS180353 - Ordinance 336, WS180354 - minutes 10/9/23, WS179281 - RFP 2023-001	255.19
11/13/2023	Waste Management	INV 1481226-2813-1 - November garbage service	5,011.69
11/13/2023	Decorah Tech, LLC	INV 8204- Installing AP and NWK switch (two techs), POE NWK switch, Server monthly cleanup, tune...	779.41
11/13/2023	Culligan	Account #81356- water softener	11.00

11/13/2023	Skyline Salt Solutions	INV 2640- Salt for streets - Winter season 2023-2024	2,779.40
11/13/2023	Swartz Law Firm, PLLC	INV 2053	990.00
11/13/2023	Acentek - City	INV 12658905 Telephone for November 2023	55.18
11/13/2023	Iowa Rural Water Association	IRWA Dues Membership - Jan 1, 2024-Dec 31, 2024	305.00
11/13/2023	Carquest - Waukon	INV 5583-340932	10.64
11/13/2023	Iowa One Call	INV 255535-Monthly locate fees for July 2023 - August 2023	27.90
11/13/2023	Allamakee County Sheriff	INV OCTOBER2023B-Contract law enforcement for October 2023	2,500.00
11/13/2023	Microbac Laboratories, Inc	Lab Analysis/Sewer Testing-INV NT2316821, NT2316378, NT2316290, WL2303353, NT2315822	369.50
11/13/2023	Cunningham Hardware	INV 2310-191673 - flush valve kit, FV Kit, Performax fill valve, gasket kit w/ bolts, INV 2311-1...	126.44
11/13/2023	Elan Financial Services	Acct xx6293-October pymt-cell phone, office supplies, garbage bags, batteries for fire alarm sys...	285.07
11/13/2023	Speedee	INV 898545, 901041, 903682, 906865 -Shipping for sewer samples	88.68
			43,674.94

Motion by Kaepfel, second by Diggins to approve the renewal of Portside One Stop’s LE0003817, Class E Liquor License and Living Quarters. Roll Call Vote: Ayes: Kaepfel, Diggins, Riha, Barta. Nays: None. Motion carried.

Motion by Barta, second by Kaepfel to approve the Annual Finance Report for FY 2022/2023. The city clerk explained the ending balances were in alignment with city fund balances. Roll Call Vote: Ayes: Barta, Kaepfel, Riha, Diggins. Nays: None. Motion carried.

Upon motion by Riha, second by Diggins, the following Resolution was approved:

Resolution 494 – City Street Finance Report for FY 2022/2023.

Roll Call Votes: Ayes: Diggins, Barta, Kaepfel, Riha. Nays: None. Motion was carried.

Motion by Kaepfel, second by Diggins to approve the request for a variance at 222 N 2nd Street. Roll Call Vote: Riha, Kaepfel, Diggins. Barta abstained from voting due to a conflict of interest. Nays: None. Motion carried.

The approval of the insurance policy quote was tabled due to valuations being re-estimated.

Miscellaneous: None.

Motion by Barta, second by Diggins to adjourn the meeting. Roll Call Vote: Ayes: Kaepfel, Riha, Barta, Diggins. Nays: None. Motion was carried.

Meeting was adjourned at 1:10 pm.

Kelli Melcher

Kelli Melcher, City Clerk

Jerry Valley

Jerry Valley, Mayor