

**CITY OF HAWARDEN  
REGULAR CITY COUNCIL MEETING AGENDA  
Hawarden City Hall – Council Chambers Room  
Wednesday, August 9, 2017 at 5:30 p.m.**

**Standard Agenda Items**

- 1a. Approval of July 26, 2017 Council Meeting Minutes.**
- 1b. Approval of August 9, 2017 Claims for Payment**
- 1c. Open business from the Community (limited to a maximum of 5 minutes per item).**
- 2a. Mayor’s Report**
- 2b. Council Comments**
- 2c. Staff Reports/Discussion**

**Other Agenda Items**

- 3. Hospital Update – Jayson Pullman**
- 4. Resignation of Ambulance Director**
- 5. Approval of First Reading Ordinance 699 amending the Code of Ordinances of the City of Hawarden, Iowa, 2011, by amending provisions pertaining to cigarette and tobacco permits**

# City of Hawarden

## Public Meeting Procedures

These Procedural rules are to provide for the orderly conduct of City business by the City Council, with the objective of providing for full, open and comprehensive debate of issues brought before the body for action in a forum open to the public, and which encourages citizens' awareness of City Council activities. These procedures do not increase or diminish the existing powers or authority of the Mayor or City Council members, but is intended merely to serve as a general set of guidelines to assist the governmental body in conducting City business.

### House Rules:

- No food or drink other than bottled water may be brought into the Council Chambers.
- Cell phones and pagers should be silenced in the Council Chambers.
- Signs and placards are not permitted in the Council Chambers.

### Citizens' Right To Be Heard:

It is the Council's goal that citizens resolve their complaints for service or regarding employees' performance at the staff level. However, it is recognized that citizens may from time to time believe it is necessary to speak to City Council on matters of concern. Accordingly, City Council expects any citizen to speak in a civil manner, with due respect for the decorum of the meeting, and with respect for all persons attending.

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing.
- Speakers must stand at the dais and speak into the microphone, unless unable to do so, and state your name and address for the record.
- Any citizen requesting to speak shall limit himself or herself to matters of fact regarding the issue of concern.
- Comments should be limited to five (5) minutes unless prior approval by the presiding officer.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- Personal attacks made publicly toward any citizen or city employee are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command in accordance with the City's Personnel policies.
- Any member of the public interrupting City Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing the City Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the Council Chambers by Police Department personnel or other agent designated by the City Council or City Administrator.

**UNAPPROVED MINUTES REGULAR CITY COUNCIL MEETING  
HAWARDEN CITY HALL - COUNCIL CHAMBERS ROOM**

**Wednesday, July 26, 2017 at 5:30 p.m.**

The Council Meeting was called to order at 5:30 p.m.

Present: Mayor Porter; Council Members: Olson, Kurth, Feldhacker, Harvey, Allen

Absent: None

Staff Present: Gary Tucker, City Administrator/City Clerk; Tom Kane, Public Works Director; Mike DeBruin, Chief of Police; Jim Pickner, City Attorney

Staff Absent: Pam Wakeman, Finance Officer

**Standard Agenda Items**

**1a. Approval of July 12, 2017 Regular Council Meeting Minutes.**

Moved by Olson/Kurth to approve July 12, 2017 Regular Council Meeting Minutes.

Motion carried 5-0.

**1b. Approval of Claims for payment.**

Moved by Kurth/Allen to approve the July 26, 2017 Claims for Payment. Motion carried 5-0.

**1c. No Open Business from the Community was held.**

**2a. Mayor's Report was given.**

**2b. Council Comments were given.**

**2c. Staff Reports were given.**

**Other Agenda Items**

**Item 3. Hospital Project Update.**

Jayson Pullman was present & gave an update.

**Item 4. Hawarden Public Library Annual Report by Director Lori Juhlin.**

Report was given.

**Item 5. Discussion of our new Fireworks Ordinance and its outcome.**

Discussion was held with no further action

**Item 6. Approval of Profile, Ad Placement and Salary Range for City Administrator Position.**

Discussion was held with consensus to move forward as presented

**Item 7. Consent Agenda**

- a. Request from Brian Engleman dba Sportsman's Lanes & Lounge for a Liquor License Transfer to Hawarden Community Center on Sat., August 12, 2017.
- b. Request from Hawarden Fraternal Order of Eagles #1865 for Renewal of Class C Liquor License for on-premise sales of Liquor, Beer, and Wine with Outdoor Service and Sunday Sales.

Moved by Kurth/Feldhacker to approve. Motion carried 5-0.

The next regular City Council Meeting will be Wednesday, August 9, 2017.

Moved by Feldhacker/Allen to adjourn the meeting. Motion carried 5-0.

Meeting adjourned at 6:02 p.m.

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Ricard R. Porter, Mayor

ATTEST:

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Gary W. Tucker, City Administrator/City Clerk

**CITY OF HAWARDEN  
COUNCIL MEETING  
AUGUST 9, 2017**

**CLAIMS REPORT**

<b>DATE</b>	<b>CHECK NO</b>	<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
7/28/2017	ACH	CITY OF HAWARDEN	PAYROLL	\$ 81,390.37
7/28/2017	11140520	IPERS	IPERS - CITY	\$ 14,758.59
7/28/2017	11140521	EFTPS	FED/FICA TAX	\$ 13,734.22
7/28/2017	11140522	IOWA DEPT OF REVENUE	STATE TAXES	\$ 4,327.00
8/4/2017	11140523	CLAYTON ENERGY CORPORATION	GAS PURCHASE	\$ 5,488.20
8/4/2017	11140524	TREASURER STATE OF IOWA	720 EXCISE TAX	\$ 471.33
7/24/2017	49988	VISA	PROGRAMMING LIBRARY	\$ 553.60
7/26/2017	49989 thru	APPROVED 7/26/17 COUNCIL MEETING		
7/26/2017	50066	APPROVED 7/26/17 COUNCIL MEETING		
7/24/2017	50067	AD-VERTISER	ADULT READING PROGRAM	\$ 120.00
7/24/2017	50068	AUDIO EDITIONS	AUDIO BOOKS	\$ 286.78
7/24/2017	50069	BRODART CO	OFFICE SUPPLIES	\$ 350.68
7/24/2017	50070	CITY OF HAWARDEN	UTILITIES	\$ 279.50
7/24/2017	50071	COUNSEL	COPIER MAINTENANCE	\$ 28.59
7/24/2017	50072	CULLIGAN WATER CONDITIONING	WATER SOFTENER	\$ 89.00
7/24/2017	50073	FARM & RANCH LIVING	MAGAZINE SUBSCRIPTION	\$ 14.98
7/24/2017	50074	GALE/CENGAGE LEARNING	LARGE PRINT BOOKS	\$ 268.24
7/24/2017	50075	GOOD HOUSEKEEPING	MAGAZINE SUBSCRIPTION	\$ 37.42
7/24/2017	50076	PETTY CASH	PETTY CASH POSTAGE	\$ 160.58
7/24/2017	50077	HITEC	TELEPHONE SVC	\$ 79.93
7/24/2017	50078	IOWA COMMUNICATIONS NETWORK	LONG DISTANCE	\$ 4.89
7/24/2017	50079	INGRAM LIBRARY SERVICES	BOOKS	\$ 1,595.28
7/24/2017	50080	JASON JANS	YARD CARE	\$ 320.00
7/24/2017	50081	LIBRARY IDEAS LLC	FREGAL MUSIC	\$ 1,125.00
7/24/2017	50082	LIFESTYLE LANDSCAPE	SPRINKLER MAINTENANCE	\$ 225.57
7/24/2017	50083	MPLC	MOVIE LICENSE	\$ 113.16
7/24/2017	50084	OLSONS PEST TECHNICIANS	PEST CONTROL	\$ 35.00
7/24/2017	50085	OVERDRIVE INC	ELECTRONIC DATABASE	\$ 571.75
7/24/2017	50086	READER'S DIGEST	1YR RENEWAL	\$ 19.98
7/24/2017	50087	READERS DIGEST LARGE PRINT	MAGAZINE SUBSCRIPTION	\$ 29.96
7/24/2017	50088	THE ROCK VALLEY BEE	NEWSPAPER SUBSCRIPTION	\$ 25.00
7/24/2017	50089	SIOUX CENTER PUBLIC LIBRARY	ONE BOOK ONE SIOUX CO	\$ 200.00
7/24/2017	50090	STATE LIBRARY OF IOWA	ELECTRONIC DATABASE	\$ 59.23
7/24/2017	50091	STATE LIBRARY OF IOWA	ELECTRONIC DATABASE	\$ 177.76
7/28/2017	50092 thru	CITY OF HAWARDEN	PAYROLL CHECKS	
7/28/2017	50106	CITY OF HAWARDEN	PAYROLL CHECKS	
7/28/2017	50107	ICMA-RC	457- ICMA	\$ 2,396.00
7/28/2017	50108	FLEX PLAN	URM/FLEX PLAN	\$ 1,479.44
7/28/2017	50109	WADDELL & REED	457- W&R	\$ 700.00
7/28/2017	50110	STATE OF SOUTH DAKOTA	REIMBURESEMENT	\$ 398.28
7/28/2017	50111	AFSCME/IOWA COUNCIL 61	UNION DUES	\$ 367.00

**CLAIMS REPORT**

<b>DATE</b>	<b>CHECK NO</b>	<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
7/31/2017	50112	IOWA LEAGUE OF CITIES	SUBSCRIPTION	\$ 50.00
	50113	LIBRARY CLAIM AUGUST		
8/4/2017	50114	ALPHA WIRELESS	SUPPLIES	\$ 92.00
8/4/2017	50115	BALTIC NETWORKS USA	SUPPLIES	\$ 269.85
8/4/2017	50116	BAYCOM INC	COMPUTER	\$ 4,023.00
8/4/2017	50117	BTN	TV PROGRAMMING COST	\$ 1,305.05
8/4/2017	50118	BOMGAARS	VEHICLE MAINTENANCE	\$ 981.05
8/4/2017	50119	BORDER STATES ELEC SUPPLY	SUPPLIES	\$ 5,139.36
8/4/2017	50120	BUDCO	SUPPLIES	\$ 60.40
8/4/2017	50121	CANNON TECHNOLOGIES INC	SUPPLIES	\$ 545.70
8/4/2017	50122	CASEYS GENERAL STORE INC	FUEL	\$ 2,347.24
8/4/2017	50123	CENTER SPORTS INC	SUPPLIES	\$ 388.00
8/4/2017	50124	CENTRAL PARTS & SUPPLY	SUPPLIES	\$ 205.21
8/4/2017	50125	DIGI-KEY CORP 758681	SUPPLIES	\$ 249.58
8/4/2017	50126	DUANE'S AUTOMOTIVE REPAIR	SERVICE	\$ 28.95
8/4/2017	50127	ENERGY ECONOMICS	SUPPLIES	\$ 134.42
8/4/2017	50128	ERICSON OIL LC	FUEL	\$ 1,307.65
8/4/2017	50129	FASTENAL COMPANY	SUPPLIES	\$ 182.53
8/4/2017	50130	FELD FIRE	SUPPLIES	\$ 721.36
8/4/2017	50131	FERGUSON WATERWORKS #2516	SUPPLIES	\$ 2,702.50
8/4/2017	50132	HAWARDEN REGIONAL HEALTHCARE	LOCAL OPTION SALES TAX	\$ 28,336.05
8/4/2017	50133	HAWARDEN SENIOR CITIZEN CENTER	RENT	\$ 250.00
8/4/2017	50134	HITEC	PHONE SVC	\$ 868.05
8/4/2017	50135	BRAD HOFLAND	CLEAN CC	\$ 75.00
8/4/2017	50136	MARY HULLEMAN	RETIREMENT BENEFIT	\$ 478.08
8/4/2017	50137	INTERSTATE TRS FUND	RELAY SVC	\$ 2,583.01
8/4/2017	50138	IOWA DNR	NPDES ANNUAL FEE	\$ 210.00
8/4/2017	50139	IOWA UTILITIES BOARD	ASSESSMENT	\$ 40.00
8/4/2017	50140	JEFFS RADIATOR & REPAIRS	VEHICLE MAINTENANCE	\$ 136.85
8/4/2017	50141	KNIFE RIVER MIDWEST LLC	MILLING	\$ 63,483.84
8/4/2017	50142	KTIV	RETRANSMISSION	\$ 1,936.73
8/4/2017	50143	L.G. EVERIST INC	SUPPLIES	\$ 703.94
8/4/2017	50144	LONG LINES	HIGH SPEED	\$ 15,623.79
8/4/2017	50145	LYNOTT IMPLEMENT INC	SUPPLIES	\$ 237.36
8/4/2017	50146	MOREAU MARKETING	SUPPLIES	\$ 171.48
8/4/2017	50147	MOW & GLOW LAWN & FLOOR CARE	CLEAN CC	\$ 75.00
8/4/2017	50148	MUELLER CO	SUPPLIES	\$ 638.20
8/4/2017	50149	MUNICIPAL UTILITIES	UTILITIES	\$ 525.59
8/4/2017	50150	NATIONAL CABLE TELEVISION	TV PROGRAMMING COST	\$ 24,013.15
8/4/2017	50151	NORTH WEST REC	POWER FOR WELLS	\$ 26.00
8/4/2017	50152	NORTHERN SAFETY CO INC	SUPPLIES	\$ 765.84
8/4/2017	50153	NOVELTY MACHINE & SUPPLY CO.	SUPPLIES	\$ 260.23
8/4/2017	50154	ONE OFFICE SOLUTION	SUPPLIES	\$ 113.96
8/4/2017	50155	PREMIER COMMUNICATIONS	SERVICE	\$ 423.25
8/4/2017	50156	SAFETY MADE SIMPLE	TRAINING	\$ 355.80

**CLAIMS REPORT**

<b>DATE</b>	<b>CHECK NO</b>	<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
8/4/2017	50157	SCHOENEMAN BROS CO	SUPPLIES	\$ 244.26
8/4/2017	50158	SCOTTS ELECTRIC PLUMBING	REPAIR	\$ 252.50
8/4/2017	50159	SECRETARY OF STATE	NOTARY PUBLIC	\$ 30.00
8/4/2017	50160	SHEEHAN MACK SALES	SUPPLIES/SWEEPER	\$ 964.41
8/4/2017	50161	SIMMERING-CORY	PERMITS	\$ 235.00
8/4/2017	50162	SINCLAIR BROADCAST GROUP	RETRANSMISSION	\$ 3,384.32
8/4/2017	50163	SIOUX FERTILIZER INC	SUPPLIES	\$ 50.12
8/4/2017	50164	SIOUXLAND DISTRICT HEALTH DEPT	LAB FEES	\$ 117.00
8/4/2017	50165	SMITH ELECTRIC	REPAIRS	\$ 428.38
8/4/2017	50166	SUBSCRIBER TECHNOLOGIES INC	TV PROGRAMMING COST	\$ 225.00
8/4/2017	50167	TOWER DISTRIBUTION COMPANY	TV PROGRAMMING COST	\$ 198.30
8/4/2017	50168	USA BLUEBOOK	SUPPLIES	\$ 5,517.21
8/4/2017	50169	USAC	USAC FEES	\$ 5,127.53
8/4/2017	50170	VISA	SUPPLIES	\$ 2,166.64
8/4/2017	50171	VISA	MEETING	\$ 128.28
8/4/2017	50172	WEST SIOUX VETERINARIANS	ANIMAL CONTROL	\$ 482.00
8/4/2017	50173	WIGMAN COMPANY	SUPPLIES	\$ 164.32
		***** REPORT TOTAL *****		\$ 315,062.63

Cathy Winterfeld  
1201 Avenue F  
Hawarden, IA 51023  
712-551-7012  
bushbyc@gmail.com

July 28, 2017

City of Hawarden  
1150 Central Avenue  
Hawarden, IA 51023

Dear Mr. Gary Tucker:

I am writing to formally notify you of my resignation from my position as ambulance director for the Hawarden Ambulance. I was recently offered a position in Sioux Falls, and have decided to accept their offer. I deeply appreciate the opportunities you've provided with me during my time serving as the director and I do plan to continue with the service on a volunteer basis. I am very grateful for all of your assistance along the way.

My last day of employment with the City of Hawarden will be August 18, 2017.

My time as ambulance director has been a great experience. I will miss my job and the incredible people I have had the pleasure of working with. I cannot thank you enough for all of the opportunities and experiences you have provided me during my time with the city. As I stated, I plan to continue my service with the ambulance as a volunteer and will be more than happy to answer any questions anyone may have until a replacement can be established.

I appreciate your support and understanding, and I wish you all the very best. Please let me know if I can be of any assistance during the last few weeks of my time here.

Sincerely,

Catherine A. Winterfeld

**ORDINANCE NO. 699**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HAWARDEN, IOWA, 2011, BY AMENDING PROVISIONS PERTAINING TO CIGARETTE AND TOBACCO PERMITS**

Be It Enacted by the City Council of the City of Hawarden, Iowa:

**SECTION 1. SUBSECTION MODIFIED.** Subsection 3 of Section 121.01 of the Code of Ordinances of the City of Hawarden, Iowa, 2011, is repealed and the following adopted in lieu thereof:

3. "Place of business" means any place where cigarettes, tobacco products, alternative nicotine products, or vapor products are sold, stored, or kept for the purpose of sale or consumption by a retailer.

**SECTION 2. SECTION MODIFIED.** Section 121.05 of the Code of Ordinances of the City of Hawarden, Iowa, 2011, is repealed and the following adopted in lieu thereof:

**121.05 ISSUANCE AND EXPIRATION.** Upon proper application and payment of the required fee, a permit shall be issued. Each permit issued shall describe clearly the place of business for which it is issued and shall be nonassignable. All permits expire on June 30 of each year. The Clerk shall submit a duplicate of any application for a permit to the Alcoholic Beverages Division of the Department of Commerce within 30 days of issuance.

**SECTION 3. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
City Clerk