



**PRINCETON CITY COUNCIL
REGULAR COUNCIL MEETING
THURSDAY, JANUARY 13, 2022
PRINCETON CITY HALL
AT 6 P.M.**

(PLEDGE OF ALLEGIANCE)

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AGENDA

A. ROLL CALL

B. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA

C. APPROVAL OF CONSENT AGENDA

"Consent Agenda" means that all items listed below will be automatically approved with one Roll Call vote approving the Consent Agenda. Any City Council member may ask to put an item from the "Consent Agenda" for discussion and a separate vote. The purpose of a "Consent Agenda" is to expedite routine items and allow Council time to discuss more important matters.

1. APPROVAL OF MINUTES:
2. APPROVAL OF BILLS

D. COMMENTS OR UPDATES OF CITY CLERK OR CITY ATTORNEY:

- 1.

E. MAYORS COMMENTS:

1. PATTY MORGAN RETIREMENT

F. PENDING BUSINESS:

- 1.

G. NEW BUSINESS

1. ARPA & WATER INFRASTRUCTURE FUNDING
2. LEAH KROEGER TO PRESENT WATER FLUORIDATION

H. PLANNING & ZONING ITEMS:

I. RESOLUTIONS:

1. RESOLUTION 2022-01; A RESOLUTION DESIGNATING THE FOLLOWING BANKS AS DEPOSITORIES FOR THE DEPOSIT OF PUBLIC FUNDS BELONGING TO THE CITY OF PRINCETON, IOWA
2. RESOLUTION 2022-02; AUTHORIZING THE CITY CLERK TO MAKE THE APPROPRIATE INTERFUND TRANSFERS OF SUMS FOR FY 2021/22 FOR THE CITY OF PRINCETON, IOWA

J. ORDINANCES:

1. SECOND READING OF ORDINANCE 06-2021; AN ORDINANCE AMENDING CHAPTER 92 (Water Rates)
2. SECOND READING OF ORDINANCE 07-2021; AN ORDINANCE AMENDING CHAPTER 99 (Sewer Service Charges)

K. REPORT OF APPOINTED COMMITTEES

Community Protection

Policy & Admin

Water & Sewer

Streets

Buildings & Inspector (Community Center)

Parks

Trail Committee

COMMENTS FROM THE AUDIENCE

CLOSING DIRECTION FROM CITY ATTORNEY

CLOSING COMMENTS FROM COUNCIL/MAYOR

ADJOURNMENT

NOTICE: *Items to be presented to the Council must be in the hands of the City Clerk no later than 4:00 pm on the Thursday before the week of the Council meeting. A packet containing the agenda and documentation for each item listed on the agenda is then prepared on Friday and delivered to each Council member. The next*

The City Council of the City of Princeton, Iowa met for a Regular meeting on Thursday, December 9, 2021, at 6:00 p.m. Mayor Kernan presided. Roll Call: Present: Stutting, Woomert, Phares, McDonough, Wolfe. Motion to approve consent agenda was made by Stutting and seconded by Woomert. Roll Call: All Ayes. MC.

PUBLIC COMMENTS:

Owner of Go Fish Kris Kay brought to Council’s attention that she is looking to partner with the Government and do a Work Visa program for college students from Jamaica and The Dominican Republic, but she has to prove safe housing for the individuals before the next steps can be taken and asked council if they knew anyone that would be willing to rent out a room and/or if council had any other ideas on housing. The program would reimburse the homeowners around \$650 a month per student. Kay asked if anyone was interested to please contact her at Go Fish Marina Bar and Grill.

MAYOR COMMENTS:

Mayor Kernan stated he had a meeting with the railroad company, and they were very nice and stated they wanted things to be civil. The railroad company stated that the number of trains that would be coming through town would be around 21.5 trains a day and this is set to begin in roughly 3 years.

PENDING BUSINESS:

Mayor Kernan asked council what they were thinking about the previously tabled rental ordinance and council stated they believe it is too in-depth and they would like to discuss with Planning and Zoning board before the next Council Meeting.

RESOLUTION:

A motion was made by Woomert to approve RESOLUTION 2021-23, A RESOLUTION AUTHORIZING THE CITY CLERK TO WRITE A CHECK TO THE PRINCETON RECREATIONAL TRAILS NON-PROFIT and was seconded by McDonough. Roll Call: All Ayes. MC

ORDINANCES:

A motion was made by Woomert to approve the first reading of ORDINANCE 06-2021, AN ORDINANCE AMENDING CHAPTER 92 (WATER RATES) OF THE CODE OF ORDINANCE OF THE CITY OF PRINCETON, IOWA and was seconded by McDonough. Roll Call: All Ayes. MC

A motion was made by Woomert to approve the first reading of ORDINANCE 07-2021, AN ORDINANCE AMENDING CHAPTER 99 (SEWER RATES) OF THE CODE OF ORDINANCE OF THE CITY OF PRINCETON, IOWA and was seconded by Wolfe. Roll Call: All Ayes. MC

A motion was made by Woomert to wave all readings of ORDINANCE 08-2021, AN ORDINANCE AMENDING CHAPTER 106 (COLLECTION OF SOLID WASTE) OF THE CITY OF PRINCETON, IOWA and was seconded by Wolfe. Roll Call: All Ayes. MC

A motion was made by Woomert to adopt ORDINANCE 08-2021, AN ORDINANCE AMENDING CHAPTER 106 (COLLECTION OF SOLID WASTE) OF THE CITY OF PRINCETON, IOWA and was seconded by McDonough. Roll Call: All Ayes. MC

A motion was made by McDonough to wave all readings of ORDINANCE 09-2021, AN ORDINANCE AMENDING CHAPTER 70 (TRAFFIC CODE ENFORCEMENT PROCEDURES) OF THE CITY OF PRINCETON, IOWA and was seconded by Wolfe. Roll Call: All Ayes. MC

A motion was made by Woomert to adopt ORDINANCE 09-2021, AN ORDINANCE AMENDING CHAPTER 70 (TRAFFIC CODE ENFORCEMENT PROCEDURES) OF THE CITY OF PRINCETON, IOWA and was seconded by Wolfe. Roll Call: All Ayes. MC

A motion was made by McDonough to wave all readings of ORDINANCE 10-2021, AN ORDINANCE REPEALING CHAPTER 155 OF THE CITY OF PRINCETON, IOWA and was seconded by Wolfe. Roll Call: All Ayes. MC

A motion was made by McDonough to adopt ORDINANCE 10-2021, AN ORDINANCE REPEALING CHAPTER 155 OF THE CITY OF PRINCETON, IOWA and was seconded by Phares. Roll Call: All Ayes. MC

REPORT OF COMMITTEES:

Public Safety – Wolfe stated she met with Chief Carsten on Monday to discuss the upcoming budget and the possible hiring of two part-time officers when current part-time officer Carter retires. Woomert stated she had a current Camanche Firefighter reach out to her and ask about joining Princeton’s Fire Department because he recently bought a house here.

Park Board – Council Phares shared they were unable to have a meeting because they did not have a quorum.

Community Center – Council Stutting shared the Community Center did not have a December meeting because they wanted to enjoy the holiday season, but they are looking forward to meeting in 2022. Discussion was had among the council about what Princeton group would be hosting the “Princeton Garden Walk” this year and Council agreed to keep the Community Center Board in charge of the garden walk until they express, they no longer wish to be in charge.

Policy and Admin – Mayor Kernan and Council Phares requested the City Clerk hand out self-evaluation forms to all employees and once they receive the completed forms, they will schedule employee evaluations with departments.

Trails – Council McDonough shared they did not have a meeting and they were waiting to hear back on the TASA funding.

Water & Sewer – Council McDonough shared Governor Reynolds announced a \$75 million water infrastructure investment and that more information will be shared about the grant program on December 15, 2021.

CLOSING COMMENTS:

With nothing further to discuss the meeting adjourned at 7:01 p.m.

FOLLOWING THE REGULAR SESSION WAS A BUDGET HEARING TO DISCUSS PRINCETON’S FISCAL YEAR 2022-2023 BUDGET:

Mayor Kernan presided. Roll Call: Present: Stutting, Woomert, Phares, McDonough, Wolfe.

Budget Discussion – Mayor Kernan and Council discussed preliminary budget numbers. Clerk Tweed shared she has met individually with the Water & Sewer, Parks, and Streets departments to get preliminary numbers and Wolfe stated she met with Police Chief Carsten to get Preliminary numbers for the Police Department. Clerk Tweed was asked to investigate the most recent payments for property insurance because it was higher than usual. During the budget discussion council discussed raising the rate for the Community Center for celebrations of life from \$0 to \$50 a day. Stutting was vocal about her disagreement on the topic but would take it back to the community center board to discuss. Mayor Kernan stated it is ultimately a council decision, but he will take the Community Center Boards thoughts and concerns into consideration.

With nothing further to discuss the meeting adjourned at 8:23 p.m.

Approved:

Kevin Kernan, Mayor

Attest:

Kisa Tweed, City Clerk/Treasurer

TREASURER'S REPORT
CALENDAR 1/2022, FISCAL 7/2022

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	362,831.66	4,426.60	6,665.12	1,149.36	361,742.50
002 FLOOD FUND	1,524.85	.00	.00	.00	1,524.85
003 ENTERPRISE SALVAGE INSP	10,959.64-	280.00	593.97	99.87	11,173.74-
021 FIRE TRUCK RESERVE	16,762.64	.00	.00	.00	16,762.64
022 SQUAD CAR RESERVE	44,847.20	.00	.00	.00	44,847.20
023 CIVIC CENTER DONATIONS	10,716.25	.00	.00	.00	10,716.25
024 PARKS DONATIONS	8,847.05	.00	.00	.00	8,847.05
025 RAILROAD CROSSING	.00	.00	.00	.00	.00
026 TRUCK/EQUIPMENT RESERVE	112.36	.00	.00	.00	112.36
027 SPECIAL CENSUS RESERVE	6,250.00	.00	.00	.00	6,250.00
110 ROAD USE	33,974.84-	.00	2,846.41	487.00	36,334.25-
111 ROADS RESERVE FUND	1,104.32	.00	.00	.00	1,104.32
121 LOCAL OPTION SALES TAX	100,919.09	.00	.00	.00	100,919.09
125 TAX INCREMENT FINANCING	153,257.18	.00	.00	.00	153,257.18
126 LMI RESERVE	99,516.38	.00	.00	.00	99,516.38
177 ASSET FORFEITURE	513.79	.00	.00	.00	513.79
200 DEBT SERVICE	46,204.23	614.18	.00	.00	46,818.41
300 CAPITAL IMPROVEMENT	100,009.78	.00	.00	.00	100,009.78
301 CDBG	.00	.00	.00	.00	.00
302 CAPITAL IMP - GO REFUND	.47	.00	.00	.00	.47
303 CIVIC CENTER ROOF	.00	.00	.00	.00	.00
304 ECONOMIC DEV RESERVE	.00	.00	.00	.00	.00
305 SIDEWALKS-CAP OUTLAY	3,494.32	.00	.00	.00	3,494.32
306 POLICE DEPT ADDITION	50,000.00	.00	.00	.00	50,000.00
310 RECREATION TRAIL PROJ	20,000.00	.00	.00	.00	20,000.00
311 2019 FEMA DISASTER	132,804.53	.00	.00	.00	132,804.53
325 IDOT STIMULUS	.00	.00	.00	.00	.00
326 CAPITAL OUTLAY-SIDEWALK	.00	.00	.00	.00	.00
327 WATER/SEWER LOOP PROJEC	.00	.00	.00	.00	.00
600 WATER	45,869.15-	1,281.85	1,390.92	239.84	45,738.38-
601 ENTERPRISE LOAN FUND	94,895.15	1,746.02	.00	.00	96,641.17
602 METER DEPOSITS	13,744.37	.00	.00	.00	13,744.37
603 WATER PROJECT RESERVE	13,800.82	.00	.00	.00	13,800.82
604 WELL #3	4,007.37-	.00	.00	.00	4,007.37-
610 SEWER	32,907.09-	1,005.31	1,390.89	239.80	33,052.87-
611 SEWER PROJECT RESERVE	2,295.25	.00	.00	.00	2,295.25
740 STORM WATER	64,417.86	152.24	.00	.00	64,570.10
Report Total	1,221,151.46	9,506.20	12,887.31	2,215.87	1,219,986.22

BUDGET REPORT
CALENDAR 1/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	165,008.00	3,602.00	80,146.84	48.57	84,861.16
	FLOOD CONTROL TOTAL	.00	.00	.00	.00	.00
	FIRE DEPARTMENT TOTAL	100,565.00	.00	30,109.16	29.94	70,455.84
	EMERGENCY VEHICLES TOTAL	20,219.17	.00	21,230.12	105.00	1,010.95-
	BUILDING INSPECTIONS TOTAL	4,601.66	21.80	2,933.96	63.76	1,667.70
	ANIMAL CONTROL TOTAL	610.00	.00	.00	.00	610.00
	PUBLIC SAFETY TOTAL	291,003.83	3,623.80	134,420.08	46.19	156,583.75
	STREETS TOTAL	.00	43.72	373.67	.00	373.67-
	STREET CONSTRUCTION TOTAL	142,777.49	2,802.69	125,550.32	87.93	17,227.17
	STREET LIGHTS TOTAL	9,000.00	.00	4,092.47	45.47	4,907.53
	SNOW REMOVAL TOTAL	7,000.00	.00	3,924.00	56.06	3,076.00
	SANITATION TOTAL	59,436.00	.00	31,436.66	52.89	27,999.34
	PUBLIC WORKS TOTAL	218,213.49	2,846.41	165,377.12	75.79	52,836.37
	LIBRARY TOTAL	35,204.00	.00	17,602.00	50.00	17,602.00
	PARKS TOTAL	40,015.37	816.44	20,693.05	51.71	19,322.32
	CEMETERY TOTAL	300.00	.00	300.00	100.00	.00
	CIVIC CENTER TOTAL	25,662.08	801.34	18,296.67	71.30	7,365.41
	CULTURE & RECREATION TOTAL	101,181.45	1,617.78	56,891.72	56.23	44,289.73
	COMMUNITY BEAUTIFICATION TOTA	.00	.00	.00	.00	.00
	ECONOMIC DEVELOPMENT TOTAL	.00	.00	.00	.00	.00
	URBAN RENEWAL TOTAL	77,766.00	.00	.00	.00	77,766.00
	COMMUNITY & ECONOMIC DEV TOTA	77,766.00	.00	.00	.00	77,766.00
	COUNCIL TOTAL	4,720.00	.00	2,960.48	62.72	1,759.52
	MAYOR TOTAL	2,360.00	.00	.00	.00	2,360.00
	CLERK/TREASURER/FIN ADMIN TOTA	54,546.82	2,017.51	32,997.49	60.49	21,549.33
	ELECTIONS TOTAL	1,600.00	.00	.00	.00	1,600.00
	LEGAL SERVICES/ATTORNEY TOTAL	20,000.00	.00	6,200.00	31.00	13,800.00
	CITY HALL & GENERAL BLDGS TOTA	9,240.00	.00	3,749.14	40.58	5,490.86
	TORT LIABILITY TOTAL	5,000.00	.00	9,421.83	188.44	4,421.83-
	OTHER GENERAL GOVERNMENT TOTA	13,660.00	.00	8,951.20	65.53	4,708.80
	GENERAL GOVERNMENT TOTAL	111,126.82	2,017.51	64,280.14	57.84	46,846.68
	DEBT SERVICE TOTAL	105,259.00	.00	11,206.34	10.65	94,052.66
	DEBT SERVICE TOTAL	105,259.00	.00	11,206.34	10.65	94,052.66

BUDGET REPORT
CALENDAR 1/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	CIVIC CENTER TOTAL	.00	.00	.00	.00	.00
	OTHER CULTURE/RECREATION TOTA	.00	.00	.00	.00	.00
	CAPITAL IMPROVE STREETS TOTAL	4,371.59	.00	1,625.19	37.18	2,746.40
	CDBG SEWER TOTAL	.00	.00	.00	.00	.00
	CAPITAL IMPROVE SEWER TOTAL	.00	.00	.00	.00	.00
	CAPITAL IMPROVE WATER TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	4,371.59	.00	1,625.19	37.18	2,746.40
	 WATER TOTAL	 153,997.38	 1,390.92	 180,686.39	 117.33	 26,689.01-
	SEWER TOTAL	132,374.85	1,390.89	78,084.18	58.99	54,290.67
	STORM SEWER TOTAL	.00	.00	.00	.00	.00
	ENTERPRISE FUNDS TOTAL	286,372.23	2,781.81	258,770.57	90.36	27,601.66
	 TRANSFERS IN/OUT TOTAL	 242,271.00	 .00	 159,688.65	 65.91	 82,582.35
	TRANSFER OUT TOTAL	242,271.00	.00	159,688.65	65.91	82,582.35
	 TOTAL EXPENSES	 1,437,565.41	 12,887.31	 852,259.81	 59.28	 585,305.60

REVENUE REPORT
CALENDAR 1/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	632,053.00	4,426.60	461,846.85	73.07	170,206.15
	FLOOD FUND TOTAL	.00	.00	.00	.00	.00
	ENTERPRISE SALVAGE INSP TOTAL	36,000.00	280.00	12,080.00	33.56	23,920.00
	FIRE TRUCK RESERVE TOTAL	5,200.00	.00	34.06	.66	5,165.94
	SQUAD CAR RESERVE TOTAL	5,220.00	.00	34.06	.65	5,185.94
	CIVIC CENTER DONATIONS TOTAL	700.00	.00	1,184.06	169.15	484.06-
	PARKS DONATIONS TOTAL	.00	.00	134.03	.00	134.03-
	RAILROAD CROSSING TOTAL	.00	.00	.00	.00	.00
	TRUCK/EQUIPMENT RESERVE TOTAL	5,220.00	.00	34.06	.65	5,185.94
	SPECIAL CENSUS RESERVE TOTAL	.00	.00	.00	.00	.00
	ROAD USE TOTAL	115,062.00	.00	58,944.66	51.23	56,117.34
	ROADS RESERVE FUND TOTAL	.00	.00	.00	.00	.00
	LOCAL OPTION SALES TAX TOTAL	140,300.35	.00	100,919.09	71.93	39,381.26
	TAX INCREMENT FINANCING TOTAL	129,610.00	.00	.00	.00	129,610.00
	LMI RESERVE TOTAL	33,958.00	.00	.00	.00	33,958.00
	ASSET FORFEITURE TOTAL	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	105,109.00	614.18	49,296.16	46.90	55,812.84

REVENUE REPORT
CALENDAR 1/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	CAPITAL IMPROVEMENT TOTAL	40,409.00	.00	54,627.06	135.19	14,218.06-
	CDBG TOTAL	.00	.00	.00	.00	.00
	CAPITAL IMP - GO REFUND TOTAL	.00	.00	.00	.00	.00
	CIVIC CENTER ROOF TOTAL	.00	.00	.00	.00	.00
	ECONOMIC DEV RESERVE TOTAL	.00	.00	.00	.00	.00
	SIDEWALKS-CAP OUTLAY TOTAL	1,500.00	.00	500.00	33.33	1,000.00
	POLICE DEPT ADDITION TOTAL	.00	.00	.00	.00	.00
	RECREATION TRAIL PROJ TOTAL	10,000.00	.00	.00	.00	10,000.00
	2019 FEMA DISASTER TOTAL	.00	.00	.00	.00	.00
	IDOT STIMULUS TOTAL	.00	.00	.00	.00	.00
	CAPITAL OUTLAY-SIDEWALKS TOTA	10,000.00	.00	.00	.00	10,000.00
	WATER/SEWER LOOP PROJECT TOTA	.00	.00	.00	.00	.00
	WATER TOTAL	95,500.00	1,281.85	43,426.32	45.47	52,073.68
	ENTERPRISE LOAN FUND TOTAL	198,926.00	1,746.02	61,504.85	30.92	137,421.15
	METER DEPOSITS TOTAL	1,100.00	.00	600.00	54.55	500.00
	WATER PROJECT RESERVE TOTAL	.00	.00	.00	.00	.00
	WELL #3 TOTAL	280,000.00	.00	101,111.30	36.11	178,888.70

REVENUE REPORT
CALENDAR 1/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	SEWER TOTAL	85,800.00	1,005.31	36,734.49	42.81	49,065.51
	SEWER PROJECT RESERVE TOTAL	50,642.00	.00	.00	.00	50,642.00
	STORM WATER TOTAL	9,031.00	152.24	4,666.17	51.67	4,364.83
	TOTAL REVENUE BY FUND	=====	=====	=====	=====	=====
		1,991,340.35	9,506.20	987,677.22	49.60	1,003,663.13
		=====	=====	=====	=====	=====

CLAIMS REPORT
 Vendor Checks: 12/01/2021-12/31/2021

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AMERICAN MARKETING&PUBLISHING	TEXT CLUB		1,250.00	21708	12/28/21
ANN STAHL			100.00	21709	12/28/21
ASPEN EQUIPMENT COMPANY		1,925.52		21649	12/13/21
ASPEN EQUIPMENT COMPANY		883.94	2,809.46	21710	12/28/21
AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	222.46		21650	12/13/21
AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	223.66	446.12	21711	12/28/21
BLACKHAWK BANK & TRUST			911.36	21712	12/28/21
CASEY'S BUSINESS MASTERCARD	POLICE DEPT FUEL		123.91	21651	12/13/21
CITY OF PRINCETON	WATER/SEWER		164.25	21639	12/01/21
DENISE MESS	REFUND		100.00	21652	12/13/21
EFTPS	FED/FICA TAX	2,800.46		12158822	12/01/21
EFTPS	FED/FICA TAX	2,554.94		12158826	12/15/21
EFTPS	FED/FICA TAX	2,908.84	8,264.24	12158833	12/29/21
GIS BENEFITS	LIFE/DISABILITY PREMIUM		129.61	21713	12/28/21
GREAT WESTERN SUPPLY CO			43.23	21666	12/13/21
HAWKINS INC.	AZONE		409.59	21714	12/28/21
IA ASSOC OF CHIEFS OF POLICE			125.00	21653	12/13/21
IL STATE WITHHOLDING			58.39	21654	12/13/21
IMWCA	WORKER'S COMP PREMIUM		738.00	21655	12/13/21
IOWA BATTERY COMPANY			82.00	21640	12/01/21
IOWA ONE CALL	LOCATES		28.00	21715	12/28/21
IPERS	IPERS		8,892.16	12158834	12/29/21
JUDY HANSEN	CC DEPOSIT		100.00	21716	12/28/21
K & K HARDWARE			59.38	21641	12/01/21
MEDIACOM	PCC CABLE SERVICE	14.45		21643	12/01/21
MEDIACOM	PCC CABLE SERVICE	84.23	98.68	21717	12/28/21
MENARDS		35.93		21644	12/01/21
MENARDS		44.49	80.42	21718	12/28/21
MIDAMERICAN ENERGY	GAS & ELECTRIC		1,948.70	21719	12/28/21
PRINCETON RECREATION TRAILS	FUNDS		4,525.11	21656	12/13/21
QC ANALYTICAL SERVICES	WATER TESTING		1,285.00	21720	12/28/21
REPUBLIC SERVICES #400	GARBAGE/RECYCLING	60.00		21645	12/01/21
REPUBLIC SERVICES #400	GARBAGE/RECYCLING	5,281.22	5,341.22	21657	12/13/21
RICK HAMILTON	SANTA AT THE CENTER		50.00	21667	12/13/21
RK DIXON	LANIER LEASE		35.04	21658	12/13/21
SHARED IT, INC.			222.50	21646	12/01/21
SHIVE-HATTERY		345.50		21647	12/01/21
SHIVE-HATTERY		1,960.84	2,306.34	21721	12/28/21
TREASURER -STATE OF IOWA	STATE TAXES		2,620.00	12158835	12/29/21
TERESA KRAFT	COMMUNITY CENTER DEPOSIT		100.00	21722	12/28/21
THE NORTH SCOTT PRESS	LEGAL PUBLICATIONS		287.39	21648	12/01/21
PS3	TOILET RENTAL		37.14	21660	12/13/21
TIM BACLET TRUCKING LLC			700.00	21661	12/13/21
UECO			800.00	21662	12/13/21
VAN WERT INC.			1,828.99	21663	12/13/21
VERIZON	POLICE DEPT BROADBAND		35.86	21723	12/28/21
VISU-SEWER			61,830.00	21724	12/28/21
WELLMARK BLUE CROSS	INSURANCE		4,306.99	21725	12/28/21
WINDSTREAM	TELEPHONE SERVICE	46.45		21664	12/13/21
WINDSTREAM	TELEPHONE SERVICE	119.92	166.37	21726	12/28/21

CLAIMS REPORT
Vendor Checks: 12/01/2021-12/31/2021

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
WOODHULL OIL CO.	FUEL		1,265.32	21665	12/13/21
	Accounts Payable Total		<u>114,705.77</u>		
	Payroll Checks		26,553.15		
	Report Total		<u>141,258.92</u>		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	39,543.87
003	ENTERPRISE SALVAGE INSP	1,872.27
110	ROAD USE	13,782.99
305	SIDEWALKS-CAP OUTLAY	204.43
310	RECREATION TRAIL PROJ	4,525.11
311	2019 FEMA DISASTER	61,830.00
600	WATER	10,947.91
604	WELL #3	2,306.34
610	SEWER	6,246.00

	TOTAL FUNDS	141,258.92



Water Infrastructure Fund

Eligibility and Instructions – Onsite Wastewater Systems in Unsewered Communities Grant

Eligible Applicants and Properties

- Applicant must be owner of record of property
- Max one grant award per person and one per property
- Property must currently be occupied as a primary residence or place of business
- For onsite systems that have not yet been installed - if a permit has been issued and construction has not commenced, the project is still eligible
- Must be a residential or commercial property that is not served by a centralized system

Priority Properties (Phase 1)

- Property must be located in an unsewered community
- Properties constructed after July 1, 1983 are not eligible in Phase 1
- Properties that have transferred ownership since July 1, 2009 are not eligible unless the transfer was exempt from time of transfer requirements

Awards and Conditions

- Grant awards may fund all costs directly related to the design, permitting and construction of the private sewage disposal system. Eligible costs include the removal of existing structures, such as abandoned septic tanks and earth moving related to proper wastewater treatment
- Depending on demand and available funding a cap per grant award may be implemented
- Assistance can be provided only for the repair, rehabilitation, or replacement of existing private sewage disposal systems as defined by Chapter 69 IAC 567
- A system serving an equivalent of 16 individuals or more (with an average daily flow of 1,500 gallons or more) is considered a public system (requiring permitting by the DNR) and is not eligible under this program
- **Some uses of American Rescue Plan State and Local Fiscal Recovery Funds may trigger tax consequences. In general, any grant payment(s) received must be included in the calculation of gross income unless an exclusion applies. For further information, please consult with a tax advisor**

Application Process

1. Applicant works with county sanitarian to determine eligibility
2. If eligible, applicant works with county sanitarian to complete application after construction permit has been issued by the county
3. Submission of application material to Iowa Finance Authority (IFA) at waterinfrastructure@iowafinance.com
 - a) County sanitarian submits application and construction permit
 - b) Applicant completes and submits ACH form
4. Application reviewed by IFA and;
 - a) If approved, notifies applicant and county sanitarian of award amount
 - b) If denied, notifies applicant and county sanitarian of denial and reason for denial
5. Applicant works with contractor to construct project as permitted by the county sanitarian
6. County sanitarian inspects work and reviews expenses – determines final actual costs
7. County sanitarian sends certification and supporting documents (map, permit, invoice(s)) to Jane Larson at waterinfrastructure@iowafinance.com
8. Iowa Finance Authority reimburses documented eligible costs, not to exceed the grant award. Awards will be disbursed to applicant via ACH
9. **Iowa Finance Authority will issue a 1099G and send to award recipients**

Water Infrastructure Fund

Onsite Wastewater Systems in Unsewered Communities - Grant Application

Project Location and Description

County	
City/Town	
Property Street Address	
Year Property Constructed	
Problem With Existing System	

Applicant Information

Property Owner Name	
Phone	
Email	
Street Address	

Property is connecting to a Public Treatment Facility (if Yes, skip to signature line) Yes No

Total # Number of bedrooms	
Commercial Use and Estimated Water Usage	
Total System Design Flow (Gallons/Day)	

Onsite Wastewater System Plan

# Septic Tanks		Size of Tank in Gallons		Tank Material	
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System Type

Subsurface Soil Absorption System <input type="checkbox"/>	Mound <input type="checkbox"/>
At Grade System <input type="checkbox"/>	Intermittent Sand Filter System <input type="checkbox"/>
Packaged Treatment Media System <input type="checkbox"/>	Other <input type="checkbox"/>

Is this a surface discharging system? Yes No If yes, has applicant applied for an NPDES Permit? Yes No

System Description	
Estimated Cost	

Plan Approval

1. Signature of Applicant		Date	
2. Signature of County Sanitarian		Date	

By signing, I attest that the proposed project and applicant are eligible to receive water infrastructure funding. Further, I attest that the system has been permitted and will be installed in accordance with applicable law. I also acknowledge that the construction must be finalized within 6 months from the date of IFA approval.

Grant Award Approval	Amount	
Iowa Finance Authority (IFA) Signature		Date

Final Inspection and Review of Invoices

Signature of County Sanitarian		Date	
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By signing, I attest that the permitted system has been installed in accordance with applicable law and that the costs are directly related to the installation of the permitted system.

Actual Cost (IFA Use Only)		Final Grant Award (IFA Use Only)	
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Iowa Finance Authority
Automated Clearinghouse (ACH) Transfer Authorization

Name (exactly as it appears on tax documents)

First Name			
Middle Name			
Last Name			
Business Name (if applicable)			
Address		Email Address	
City		State	Zip

Social Security Number or Federal ID#	
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It is understood that the grant award will be made only upon receipt of the necessary project certification form and corresponding invoices.

I (we) hereby authorize the Iowa Finance Authority (IFA) to initiate a deposit to my (our) bank account. I understand that the amount deposited will only be from the bank account established for ACH transfer. The amount of the deposit will be the total actual eligible costs of the onsite wastewater system or the grant award, whichever is less. **There is no charge for an ACH transfer.**

Bank Name			
City		State	Zip
Bank Account Number			
Local Bank Routing Number (ABA#)			
Account Name			
Bank Tax ID#			

Checking Savings (check one)

Authorization

Authorized Representative		Title	
Signature		Date	

This authorization is to remain in full force and effect until Iowa Finance Authority has received written notice of its termination or modification.

Please return this form to:
waterinfrastructure@iowafinance.com
or
Iowa Finance Authority
Attention: Jane Larson
1963 Bell Ave, Suite 200, Des Moines, IA 50315

RESOLUTION NO. 2022-01

RESOLUTION designating the following banks as depositories for the deposit of public funds belonging to the City of Princeton, Iowa, or coming into its possession, pursuant to duly executed Deposit Agreements or any other Agreement to receive and repay deposits of Public Funds.

BE IT RESOLVED, that the following banks are hereby authorized and designated by the City of Princeton as Depositories for the deposit of public funds.

BANK	MAXIMUM DEPOSIT AMOUNT
Blackhawk Bank and Trust Princeton, Iowa	\$1,000,000.00

BE IT FURTHER RESOLVED, that the following officers are hereby authorized and directed to execute said Agreement, to execute and deliver signature cards to Depository concurrently therewith, and to execute all drafts, checks and other documents and correspondence regarding any account of City of Princeton, Iowa at Depository:

Markisa Tweed, City Clerk/Treasurer
Nicole Matzen, Deputy Clerk
Kevin Kernan, Mayor
Jami Stutting, Mayor Pro Tem

BE IT FURTHER RESOLVED, that the officers described above are hereby authorized and directed to take such action, and execute such documents and agreements as may be necessary to secure the repayment of the deposits of public funds authorized hereunder, including, but not limited to: Security Agreements, Bailment Agreements, Notices, and any documents or instruments supplemental or incidental thereto.

BE IT FURTHER RESOLVED, that the Clerk shall forward a certified copy of this Resolution to each Depository, upon deposit of funds, and any other parties which may request it for purposes of effectuating the deposit of public funds authorized hereunder or any security therefore, together with a certificate attesting to the names and signatures of the present incumbents of the offices described above; and that the Clerk further certify to Depository or other parties from time to time the signatures of any successors in office of any of the present incumbents.

Attest:

Approved: January 13, 2022

Kisa Tweed
City Clerk/Treasurer

Kevin Kernan, Mayor

RESOLUTION 2022-2

A RESOLUTION AUTHORIZING THE CITY CLERK TO MAKE THE APPROPRIATE INTERFUND TRANSFERS OF SUMS FOR FY 2021/22 FOR THE CITY OF PRINCETON, IOWA

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Princeton, Iowa as follows:

The City Clerk is hereby authorized by the City Council to make the appropriate inter-fund transfer of sums and record the same in the appropriate manner for FY 2021/22:

1. Transfer \$123,183.62 from the TIF-Checking fund (125-000-1110) to the LMI Reserve – Checking fund (126-000-1110)

PASSED, APPROVED AND ADOPTED by the City Council of the City of Princeton, Iowa, this 13th day of January, 2022.

Approved:

Attest:

Kevin Kernan, Mayor

Kisa Tweed, City Clerk/Treasurer

ORDINANCE NO. 06-2021

AN ORDINANCE AMENDING CHAPTER 92 (Water Rates)
OF THE CODE OF ORDINANCES
OF THE CITY OF PRINCETON, IOWA

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PRINCETON, IOWA:

CHAPTER 92 OF THE CODE OF ORDINANCES OF THE CITY OF PRINCETON, IOWA IS AMENDED BY DELETING Section 92.02 IN ITS ENTIRETY AND SUBSTITUTING THE FOLLOWING THEREFOR:

92.02. **RATES FOR SERVICE.** Effective no earlier than March 1, 2022, the monthly charge for water consumed by each customer for residential and commercial use shall be
(Code of Iowa 384.84)

1. First 2000 gallons or less per month per meter - \$26.25. This monthly charge shall be increased by an additional 3.0% on the 1st day of July of the next four years, as follows:

July 1, 2023	\$27.04
July 1, 2024	\$27.85
July 1, 2025	\$28.69
July 1, 2026	\$29.55

Thereafter, this water rate shall be set by the City Council.

2. All gallons consumed in excess of 2,000 gallons per month shall be charged at the rate of \$5.74 per 1,000 gallons.
3. There shall be a \$18.00 per month per meter charge to each occupancy unit served by the meter for Capital Improvement Cost.
4. Contract for Bulk Sales. The contract for sold in bulk is \$20.00 per day service charge and \$2.90 per 1,000 gallons.
5. For the purposes hereof, the term "occupancy unit" means any of the following, whether occupied or vacant:
 - A. A separate apartment in a multi-family building of three or more apartments.
 - B. A mobile home, whether mounted or dismounted and whether or not permanently affixed to the ground.

THE BALANCE OF CHAPTER 92 remains unchanged and in full force and effect.

EFFECTIVE DATE: This ordinance shall be in full force and effect from and after the date of passage and publication as required by law.

Passed, Approved, and Adopted by the Council of the City of Princeton, Iowa this _____ day of _____, 2021.

Attest:

Kevin Kernan, Mayor

Markisa Tweed, City Clerk

ORDINANCE NO. 07-2021

AN ORDINANCE AMENDING CHAPTER 99 (Sewer Service Charges)
OF THE CODE OF ORDINANCES
OF THE CITY OF PRINCETON, IOWA

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PRINCETON, IOWA:

CHAPTER 99 OF THE CODE OF ORDINANCES OF THE CITY OF PRINCETON, IOWA IS AMENDED BY DELETING Section 99.02 IN ITS ENTIRETY AND SUBSTITUTING THE FOLLOWING THEREFOR:

99.02. **RATES FOR SERVICE.** Effective no earlier than March 1, 2022, the monthly charge for sanitary water service, to each occupancy unit for commercial and/or residential use, supplied by the municipal sanitary sewer systems shall be in accordance with the following:

1. First 2000 gallons or less per month per meter - \$10.32. This monthly charge shall be increased by an additional 3.0% on the 1st day of July of the next four years, as follows:

July 1, 2023	\$10.63
July 1, 2024	\$10.95
July 1, 2025	\$11.28
July 1, 2026	\$11.62

Thereafter, this water rate shall be set by the City Council.

2. All gallons in excess of 2,000 gallons per month shall be charged at the rate of \$4.89 per any portion of 1,000 gallons.
3. There shall be a \$12.00 per month per meter charge to each occupancy unit served by the meter for Capital Improvement Cost.
4. For the purposes hereof, the term "occupancy unit" means any of the following, whether occupied or vacant:
 - A. A separate apartment in a multi-family building of three or more apartments.
 - B. A mobile home, whether mounted or dismounted and whether or not permanently affixed to the ground.

THE BALANCE OF CHAPTER 99 remains unchanged and in full force and effect.

EFFECTIVE DATE: This ordinance shall be in full force and effect from and after the date of passage and publication as required by law.

Passed, Approved, and Adopted by the Council of the City of Princeton, Iowa this _____ day of _____, 2021.

Attest:

Kevin Kernan, Mayor

Markisa Tweed, City Clerk



Princeton Recreation Trails Meeting Minutes

Wednesday, November 3, 2021 6:00 – 7:00 p.m.

Virgil Grissom Elementary 500 Lost Grove Road Princeton, IA 52768

I. Welcome

Christina McDonough, President; Kim Hildebrand, Vice-President; Tara Flesch, Treasurer; Kathy Wine, Member; Ethan Bettis, Member; Bryan Schmid, Bi-State Regional Commission; Melissa Frazer, Zion Lutheran Church

II. Approval of Minutes

Tara motioned, Christina seconded the approval of the 10/2/2021 meeting minutes.

III. Treasurer's Report

- **City of Princeton** *Christina reported a balance of \$24, 525.11 after 5k bills were paid. At the 10/14/2021 City Council meeting, Jami Stutting, City Trail Board liaison, asked the Mayor and Council for their input on using City funds for fundraising, such as the Princeton 5k. Christina reminded the Mayor and Council that previous fundraiser profits and private donations have been deposited to the City account. After discussion, the Mayor and Council agreed that the remaining fundraised balance can be transferred from the City to the non-profit account. The City Clerk expects the transferred balance to be \$4,525.11 and likely needs to be approved by Resolution at the City Council meeting on 11/18/2021. Moving forward, City funds will only be used for engineering and construction costs, not fundraising.*
- **Blackhawk Bank & Trust** *Tara reported a balance of \$11,566.31 following the below deposits.*
 - i. *\$1,105.75 from GetMeRegistered for the Princeton 5k*
 - ii. *\$1,000 River Action donation for engineering*
 - iii. *\$20 private donation from Dean Mathias*

IV. Bi-State Regional Commission

Christina and Bryan explained that in our jurisdiction, Davenport and Princeton submitted applications to the Transportation Alternatives Set-Aside (TASA) Program. The City of Princeton's funding request was passed along for special consideration since funds are typically not used for engineering. Bryan explained that if awarded, the City of Princeton would receive funds in Federal Fiscal Year 2023 (begins 10/1/2022) and be expected to meet federal requirements. Highlights below:

- *Project must be initiated within 5 years for TASA*
- *Construction must start before the 10th fiscal year (~FY2032) after funds are programmed, engineering would be completed prior to that date*
 - *To do so, funds would have to be obligated by the State DOT to have a firm date on when the project would be let*
- *ROW purchases at market value, allows for another 20 years*

Christina reached out to several engineers asking for estimates on engineering costs based on concept designs. One engineer estimates \$240,000 for engineering based on a rough \$1.6 million construction budget. Using the previous Shive-Hattery quote, the CPI inflation calculator estimates \$344,000 for engineering. Bi-State Regional Commission and attendees agreed to estimate high since funds can be

returned if unused. JD Shulte, Hutchinson Engineering offered preliminary estimates at no cost. He expressed right-of-way concerns on three properties that were also identified during concept designs:

- 212 Hwy 67 front porch
- Zion Lutheran Church garden bed
- 116 Hwy 67 steps

Melissa inquired about Zion Lutheran Church's desire to improve the front landscape and expressed a desire to work with PRT. Melissa confirmed that Kevin Stutting owns the other properties and will connect him with Christina.

After discussion, attendees agreed to recommend the City of Princeton moves forward with TASA funds if awarded. Christina invited PRT members to attend the 11/18/2021 City Council meeting in support.

V. Old Business

- Kathy expects Federal Recreational Trails Application funding announcements in January 2022.
- Ethan volunteered to serve as the PRT Secretary. Tara motioned and Kim seconded Ethan serving as PRT Secretary beginning at the next meeting. All ayes, motion carries. Attendees thanked Ethan for volunteering!

VI. New Business

- Christina followed up with Keith & Co. about an apparel fundraiser. Inventory remains low, Keith & Co. will contact us when ready.

VII. Round Robin

- Attendees discussed grant opportunities.
 - Bryan explained that TASA funds can be used as match dollars for state and other funding, not federal. Attendees brainstormed:
 - Regional Development Authority grants
 - Open Space Land Acquisition and Development grants in Illinois, maybe Iowa?
 - Wellmark Community Impact
 - People for Bikes
 - Carver Foundation
 - Kathy encouraged Christina to follow-up with Scott County regarding the \$500,000 trail relief/rescue funds as Davenport, Eldridge, Buffalo, and Princeton were mentioned in the North Scott Press as possible recipients.
 - Kathy explained that the City of Princeton can ask engineers for in-kind contributions and negotiate costs.
 - Kim suggested inquiring about private donations; Kathy suggested 1:1 match fundraisers.
- Tara asked about Princeton 5k sponsor thank you cards; Christina will work on cards.
- Kathy visited the new bioswale in Pineo Grove that was funded by River Action.

VIII. Closing & Next Meeting

- Tuesday, December 7th, 6:00-7:00 p.m.

Motion to adjourn at 7:00 p.m., passed unanimously.

Minutes recorded by Christina McDonough