

**CITY OF MERRILL, IOWA COUNCIL MEETING MINUTES  
SEPTEMBER 18, 2023, REGULAR MEETING**

1. CALL TO ORDER: Mayor Norgaard called the meeting to order at 7:00 pm. The pledge of allegiance was led by Mayor Norgaard. Council members present: Conley, Hoyt, Held, and Pierson, Dice was absent. Also, present Attorney P. Murphy.
2. APPROVE AGENDA: Motion by Held to approve the agenda, seconded by Pierson, all aye, motion carried.
3. APPROVE CONSENT AGENDA: a. Minutes from 8/21/2023: Motion by Conley to approve consent agenda, seconded by Held, all aye, motion carried.
4. APPROVE AUGUST 2023 TREASURERS REPORT: Motion by Conely to approve the August 2023 Treasurers Report, seconded by Hoyt, roll call vote, ayes: Conley, Hoyt, Pierson Held. Nays: None. Motion carried.
5. APPROVE PAYMENT OF BILLS: Motion by Pierson to approve payment of bills, seconded by Hoyt, all ayes, motion carried. 6. PUBLIC FORUM: No audience participation.
7. DEPARTMENT REPORTS: (a) City Clerk: Reported 38 delinquent utility bills, shutoff notices mailed. Continuing to work on policies. (b) Fire/EMS: 8 calls. The fall picnic fundraiser event had a positive turnout. SCBA Equipment ordered and should arrive later this month. (c) Library: August book circulation included 179 in-house and 141 online, with 174 visitors. The first early out was on Wednesday, Sept 13<sup>th</sup> with 10 kids in attendance and 1 volunteer, currently looking for one more volunteer. Discussing changing library hours from 2p-7p Mon-Thurs to add more consistency to the library and allow some crossover with staff. Working on getting expired library cards current. Expired cards can be renewed by either calling the library or in person visit. (d) MCB Committee: Ongoing planning for Merrill Daze 2024. Food trucks will continue into October with one Sunday a month through the year. (e) Maintenance: Inquired about the best possible route to put in a sewer line for 220 Main St. (f). Police: 16 Citations and 6 Calls. \$3443.01 Fine money received for August. Radio for car is in, will be dropping off to get programed.
8. UNFINISHED BUSINESS: (a) Surplus Land: Motion by Held to declare three (3) 15,000 sq ft parcels in the S.E ¼- N.E. ¼ of Section 10-91-46 surplus property, seconded by Conley, roll call vote, ayes: Conley, Held, Hoyt, Pierson. Nays: None. Motion carried. (b) Building Permit Variance-Barkley: Motion by Held to approve building permit variance, no seconded motion. Motion denied.
9. NEW BUSINESS: (a) FY2022-23 Annual Finance Report: Motion by Conely to approve the FY2022-23 Annual Finance Report as presented, seconded by Hoyt, roll call vote, ayes: Held, Pierson, Hoyt, Conley. Nays: none. Motion carried. (b) Resolution 2023-17 Credit Card Policy: Motion by Held to approve resolution 2023-17 Credit card policy with changes to remove Assistant Fire Chief from card holders, seconded by Conley, roll call vote, ayes: Held, Pierson, Conley, Hoyt. Nays: None. Motion carried. (c) Ordinance No. 2023-3 CH 41 Fireworks: Motion by Pierson to approve Ordinance No. 2023-3 Ch. 41 Fireworks as drafted, seconded by Held, roll call vote, ayes: Held, Pierson, Conley Hoyt. Nays: none. Motion carried. Motion by Hoyt to waive the second and third readings, seconded by Held, roll call vote, ayes: Conely, Hoyt, Pierson, Held. Nays: none. Motion carried. (d) Police Dept Reserve Officer Discussion: Motion by Pierson to start the Police Reserve process for current fiscal year, seconded by Held, roll call vote, ayes: Conely, Hoyt, Pierson, Held. Nays: none. Motion carried. (e) AG Farm Lease 2024: Motion by Held to offer current tenant same cash value lease renewal for 2024, otherwise advertise and accept bids for Oct 2023 meeting, seconded by Conley, roll call vote, ayes: Held, Pierson, Hoyt, Conley. Nays: none. Motion carried.
10. OTHER BUSINESS: a. Consider/Approve Building Permits: No building permits
11. Motion by Conely to adjourn, seconded by Hoyt, all ayes, motion carried. Meeting Adjourned at 8:40 p.m.

---

Angela Gray, City Clerk/Treasurer

---

Bruce Norgaard, Mayor

MERRILL, IOWA  
 AUGUST 2023 RECEIPTS/DISBURSEMENTS

**DISBURSEMENTS**

ACCESS PMT PROCESSING	CC MONTHLY SERVICE FEE	\$10.00
ACS	LAB TESTING FEES	\$74.25
AGRIVISON EQUIP. GROUP	JD Z970R MOWER LEASE	\$3,446.80
BLUE VALLEY PUBLIC SAFETY	SIREN REPAIRS	\$1,927.00
BOMGAARS	WEED KILLER	\$1,333.91
BRADY HAVENER	QTR 2 2023 WATER READ	\$250.00
CAG	CLAIMS PROCESSING	\$23.76
CASEY'S BUSINESS CARD	PD FUEL	\$363.61
CENTRAL INSURE	INCREASE 2021 CHARGER VALUE	\$80.00
CHASE CARD SERVICES	RENT-ALL- PUMP	\$1,571.62
CHEM-SULT, INC.	CHEMICALS-WATER/WELL	\$3,261.35
DELUXE	CITY OF MERRILL CHECKS	\$589.80
DNR	ANNUAL NPDES FEE FY2023-24	\$210.00
EAKES OFFICE SOLUTIONS	OFFICE SUPPLIES	\$160.43
GUS PECH MFG CO INC	FD ENGINE BOX FOR EXTRAC. TOOL	\$829.50
INGRAM LIBRARY SVS	LIBRARY MATERIALS	\$437.51
IOWA DEPT OF REVENUE	AUG 2023 WET TAX	\$1,597.95
IOWA INFORMATION	LEGAL PUBLICATIONS	\$146.90
IOWA ONE CALL	LOCATOR FEES	\$12.80
IOWA STATE BANK	FIRE TRUCK PMT	\$2,709.81
JOSH JURGENS	SHOOTING RANGE BERM MAINT	\$900.00
KELTEK	PD-PJ883 POCKETJET8 PRINTER	\$543.60
MENARDS	SHELF/BRACKETS	\$65.94
MIDAMERICAN ENERGY	UTILITIES	\$3,819.38
MUELLER CO, LLC	YRLY METER MAINT SUPPORT FEE	\$1,193.64
MURPHY COLLINS MCGILL	LEGAL SERVICES	\$348.10
OC SANITATION	JULY 2023 GARBAGE SERVICE	\$3,775.11
OVERDRIVE INC	LIBRARY EBOOK SUBSCRIPTIONS	\$450.57
PEOPLES BANK	POLICE CHARGER LOAN PMT	\$1,116.06
PLUMB SUPPLY	ALUM ANODE ROD	\$71.09
PLY CO HIST MUSEUM	PLY CO MUSEUM RENT FY2023-24	\$250.00
PLY CO SOLID WASTE	LANDFILL FEES JULY 2023	\$3,015.79
PREMIER COMM	INTERNET/PHONE	\$410.08
SANDRY FIRE SUPPLY	2023 ANNUAL SERVICE	\$607.00
SAPP BROTHERS	BULK FUEL	\$1,097.28
THOMPSON	LABOR-03/20/23	\$420.00
USA BLUE BOOK	WELL REPAIRS- STENNER PUMP	\$708.48
VERIZON	WIRELESS COMMUNICATION	\$181.37
	PAYROLL: WAGES, FICA, IPERS, UNION	\$22,858.54

**CLAIMS TOTAL \$60,869.03**

GENERAL FUND	\$38,141.32
ROAD USE TAX FUND	\$5,275.11
DEBT SERVICE FUND	\$3,825.87
WATER FUND	\$10,053.09
SEWER FUND	\$3,573.64

**RECEIPTS**

GENERAL	\$38,028.04
LIBRARY	\$5.74
AMBULANCI	\$643.47
POLICE	\$2,194.37
FIRE DEPT	\$1,152.04
PARKS	\$7,715.00
EDC	\$0.00
ROAD USE	\$7,985.98
EMPL BEN	\$0.00
LOST	\$11,413.87
WATER	\$9,784.31
WATER DEP	\$5.84
SEWER	\$14,610.89
TOTAL:	\$93,539.55