

CAMANCHE CITY COUNCIL AGENDA
6:00 P.M. – CAMANCHE CITY HALL 818-7th Avenue
TO ATTEND BY PHONE: 1-717-275-8940 ACCESS CODE: 289 8487
ATTEND VIA INTERNET: <https://hello.freeconference.com/conf/call/2898487>
(PLACE YOUR PHONE ON MUTE UNTIL PUBLIC COMMENTS)
MAY 20, 2025

Roll Call
Moment of Silent Prayer
Pledge of Allegiance
Approval of Agenda

PUBLIC HEARING: Well #8 Test Well Bids

PUBLIC HEARING-CONTINUATION FROM PREVIOUS MEETING: Zoning Amendment 18.24.020
Permitted Uses AG-1 Agricultural Rural District

Guest: Kimberly Dickey, Rock Creek Solar: Project Updates

Guests: Caiden Rodriguez, Starlite Starbuck-Eagle Project, Bike Racks in Camanche Parks

Public Comments on Agenda Topics-State Your Name and Address (3 Minute Limit)

Consent Agenda:

- 1) Approve Minutes from Council meeting held on May 6, 2025
- 2) Approve bills and claims as submitted
- 3) Accept City Clerk/Treasurer's Report for April 2025
- 4) Receive, accept and place on file draft minutes from the Library Board meetings on January 3, 2024, April 3, 2024, April 24, 2024, May 1, 2024, May 6, 2024, June 12, 2024, July 3, 2024, August 7, 2024, August 18, 2024, September 4, 2024, October 2, 2024, November 6, 2024, December 17, 2024, January 8, 2025, January 15, 2025, March 5, 2025, April 2, 2025, April 19, 2025 and April 28, 2025
- 5) Receive, accept and place on file draft minutes from the Park and Recreation meeting on May 12, 2025
- 6) Receive, accept and place on file draft minutes from the Historical Board meeting on May 12, 2025
- 7) Approve renewal of Cigarette/Tobacco/Nicotine/Vapor permits as submitted by DOLGENCORP, LLC for Dollar General #6551, 1524 S Washington Blvd. Camanche

Unfinished Business:

New Business:

1-Planning and Zoning Commission

City of Camanche
May 6, 2025

The City Council of the City of Camanche, Iowa met in regular session May 6, 2025, at 6:00 p.m. at Camanche City Hall. Present on roll call: Mayor Pro Tem Bowman presiding, and Council members Edens and Klahn. Mayor Pruett attended online. Absent were Council members Farrell and Weller. Also present were City Attorneys Current, Frey and Roberts, City Administrator Andrew Kida, and Department Heads Grim (online), Pewe, Schmitz, Schutte and Schneider.

City Administrator Kida explained that the agenda was amended today to add a Public Hearing for Zoning Amendment 18.24.020 Permitted Uses AG-1 Agricultural Rural District.

Moved by Councilman Edens, second by Councilman Klahn to approve the Agenda, as amended. On roll call – all Ayes.

Mayor Pro Tem Bowman opened a Public Hearing for Zoning Amendment 18.24.020 Permitted Uses AG-1 Agricultural Rural District at 6:01 p.m. This is for construction of a commercial water tower by Iowa American Water to supply Atlas Roofing and Low Moor but no Camanche residents. In the absence of public comments, the Public Hearing ended but will remain open until the Council Meeting on May 20, 2025 due to not being on this agenda 24 hours in advance.

Mayor Pro Tem Bowman read a Mayoral Proclamation for Francis Boggus, Hometown Pride Coach. Mr. Boggus thanked Karlee Low, Kathy Klahn, the Hometown Pride Committee members, Kida, Schneider, the City of Camanche and everyone who supported him during the 8 years he served. Through the Proclamation, he was made an honorary citizen of Camanche.

Mayor Pro Tem Bowman called for public comments on Agenda topics. There were none.

Moved by Councilman Edens, second by Councilman Klahn to approve the Consent Agenda which covered the following: Approve minutes from the Council meetings held on April 15, 2025 and April 29, 2025; approve Abstract No. 871 which includes the following:

ALLIANT ENERGY	GAS SERVICE	1,271.27
CAMANCHE VOL FIRE DEPT	MONTHLY MAINTENANCE	500.00
CLINTON HUMANE SOCIETY	3 KITTENS 3 DAYS;2 DOGS 4 DAYS	425.00
CITY OF CLINTON	28E SEWER CONTRACT	24,000.00
CLINTON NATIONAL BANK	FED/FICA TAX WITHHOLDING	14,450.19
CL CO AREA SOLID WASTE	YARD WASTE, TIRE DISPOSAL	245.20
DAYMARK SOLUTIONS	LAW ENFORCEMENT ID BADGE	23.95
DAN'S OVERHEAD DOORS	REPAIR, CONTROL-FD DOOR	361.29
HOME DEPOT CREDIT SERVICE	PAINT,BRUSHES,BOLTS-CEM,PARKS	690.85
HYVEE	ILEA	2,825.50
IOWA PRISON INDUSTRIES	GOLF CART PERMIT STICKERS	115.00
VOYA	457 PLAN DEDUCT	1,212.00
INTERSTATE ALL BATTERY	BATTERIES-FIRE DEPARTMENT	57.60
IPERS	IPERS	9,889.38

KWIK TRIP/KWIK STAR STORE	198.069G PW; 14.264G FIRE DEPT	1,211.84
	196.301G POLICE; 24.591G CEMETERY	
ELECTRONICS INC	ALARM INSP,SVC-CHALL,LIBRARY	180.00
LIBRARY PETTY CASH	PROGRAM SUPPLIES-LIBRARY	71.36
WILLIAM LODGE	REIMBURSE GLASSES	200.00
MEDIACOM	INTERNET	706.94
MERCY MEDICAL CENTER-CLIN	JAN/FEB/MAR PHARMACEUTICALS	90.00
MIDAMERICAN ENERGY CO	ELECTRIC SERVICE	3,447.99
MISSISSIPPI VALLEY PUMP	VALVE,STARTER-7TH AVE LIFT ST	1,567.50
MUNICIPAL FIRE & POLICE	MUNICIPAL PENSION	15,074.00
LIFE INSURANCE	LIFE INSURANCE PREMIUMS	1,297.96
QUILL CORPORATION	PAPER PROD,TRASH BAGS-LIBRARY	245.13
SECRETARY OF STATE	NOTARY APP-MARTEN,DAVISON	60.00
KELLI ELLIOTT	REIMB MEALS-MTTU TRAINING	56.26
STANARD & ASSOCIATES INC	POST TESTS-POLICE DEPARTMENT	111.00
TREASURER STATE OF IOWA	STATE WITHHOLDING TAX	3,904.24
UNIFORM DEN	UNIFORMS-OFFICER MARTEN	2,513.97
US CELLULAR	CROSS LIFT STATION	108.96
PAUL VARNER	MILEAGE-CCASWA MTGS FEB-MAR 25	114.10
HAWKINS INC	130 GAL AZONE, 80 GAL LPC	2,970.25
MICHAEL YACKSHAW	REIMBURSE GLASSES	200.00
IOWA WORKFORCE DEV	UNEMPLOYMENT-HALL,PUTMAN	6,356.02
WINDSTREAM	PHONE/LONG DISTANCE	1,228.25
PREMIER PARTS INC	SYSTEM SAVER AIR DRYER-FD	140.46
CENTURYLINK	TELEPHONE EXPENSE	1,551.16
CLINTON ACE HARDWARE	BLACK 1" CAP	9.98
EASTERN IOWA EXCAVATING	PAY APPLICATION #3 SPLASH PAD	141,447.17
HENDERSON TRUCK EQUIP	PARTS-PLOW TRUCK SALT SPREADER	712.35
BLUE CROSS BLUE SHIELD	HEALTH INSURANCE PREMIUMS	22,244.30
AFLAC	AFLAC - PRETAX	465.00
CONTINUOUS TOUCH, LLC	SIP TRUNKING	165.23
TROY ALDERMAN	REIMBURSE CLOTHING ALLOWANCE	14.85
CASEY'S GENERAL STORES	146.39 G P WORKS; 84.83 GAL FIRE;	1,139.82
	57.57 GAL AMB; 80995 GAL POLICE	
HUGUNIN SEWER & PLBG	REPLACE TOILET-POLICE STATION	694.00
SPARKLEAN	APR25 CLEAN CH;PW;PD;COMMCTR	1,112.00
IA DEPT OF PUBLIC SAFETY	ONLINE WARRANTS APR-JUNE 2025	300.00
HSA ACCOUNTS	HSA- EMPLOYEES	1,230.00
VESTIS	RUGS,TOWELS-PW,CH;UNIF-PEWE	116.59
PLATINUM INFORMATION SVC	LAPTOP INSTALLATION	150.00
TONI SCHNEIDER	REIMBURSE GLASSES,WELLNESS	244.80
NATHAN CAMPIE	REIMBURSE SAFETY BOOTS	156.21
REPUBLIC SERVICES	MAY COLLECTION-PUBLIC WORKS	75.00
THE SHREDDER	ON-SITE SHREDDER	300.00
SPARKS SMALL ENGINE	TRIMMER STRING-CEMETERY	87.98
GENESIS OCC HEALTH	MEDICAL DIRECTOR SERVICES	156.25
GEMT	STATE SHARE-GEMT MAY 2025	1,208.90

BANKER PAINTING & DRYWALL	PAINT COMMUNITY CENTER INTERIOR	4,050.00
TEMP ASSOCIATES-IOWA, INC	LIBRARY-FINN THRU 4/13/25	159.50
HAROLD TEAGARDEN	REIMB WELLNESS, GLASSES, CLOTHING	617.48
AIRGAS USA, LLC.	CYLINDER RENTAL	13.95
CAMANACHE JUNIOR BASEBALL	PARK AND RECREATION FUNDS	1,000.00
ALTORFER, INC.	GENERATOR RENTAL-WELL #5	5,047.00
IMAGETREND, INC.	4/14/25-4/13/26 VISUAL PREPLAN	963.00
PCC AMBULANCE BILLING SER	MAR 25 AMBULANCE BILLING SERV	1,382.38
BOUND TREE MEDICAL, LLC	AMBULANCE SUPPLIES	353.41
LIBERTY NATIONAL	LIBERTY NAT PAYROLL DEDUCTIONS	266.72
VISA	FLASHING SIGN; PD, FD, PW, LIB SUPPL	3,025.41
FERGUSON WATERWORKS	WATER METER PROJECT	490.00
FIREPENNY FIREFIGHTER EQ	AUSSMAUL PUMP-TRUCK #1302 FD	1,409.52
T-MOBILE	POLICE DEPARTMENT CELL PHONES	67.70
MSA	CEMETERY PLATTING	6,700.00
AMERICAN FAMILY INSURANCE	REFUND DUPLICATE AMB PAYMENT	818.00
THOMAS PLADNA	AMB-PD BY PT + INSURANCE	122.60
WALLGUARD.COM	COMMUNITY CENTER CHAIR RAIL	1,268.61
CARTER MARTEN	MILEAGE TO ILEA	257.81
DEPOSIT REFUNDS	REFUND DATE 04/28/2025	128.41
PAYROLL CHECKS	PAYROLL CHECKS ON 04/25/2025	60,143.91
	CLAIMS TOTAL	359,790.46
	GENERAL FUND	131,924.22
	LIBRARY FUND	8,158.72
	PARKS FUND	3,599.94
	CEMETERY FUND	13,019.78
	ROAD USE FUND	8,865.19
	POLICE & FIRE PENSION FUND	111.00
	PFAS FUND	5,047.00
	SPLASH PAD PROJECT FUND	141,447.17
	WATER UTILITY FUND	15,963.23
	SEWER UTILITY FUND	30,637.60
	LANDFILL/GARBAGE FUND	1,016.61

Receive, Accept and Place on file draft minutes from the Park and Recreation Commission meeting on April 14, 2025; Receive, Accept and Place on file draft minutes from the Historical Board meeting on April 14, 2025; Approve Appointment of Tevin Stoecker to Park and Recreation Commission, term ending July 2027 - all Ayes.

Mayor Pro Tem Dave Bowman read the Second Reading of An Ordinance Amending Section 6-5-7 Utilities – Billing Charges-Lawn Water Meters of the Camanche Code of Ordinances by Title Only.

Moved by Councilman Klahn, Second by Councilman Edens to Approve the Second Reading of An Ordinance Amending Section 6-5-7 Utilities – Billing Charges-Lawn Water Meters of the Camanche Code of Ordinances by Title Only. On roll call – Ayes – Councilmen Edens, Klahn, Bowman. Nays – None. Absent – Councilmen Farrell, Weller.

Moved by Councilman Edens, Second by Councilman Klahn to Waive the Third Reading of An Ordinance Amending Section 6-5-7 Utilities – Billing Charges-Lawn Water Meters of the Camanche Code of Ordinances. On roll call – Councilmen Bowman, Klahn, Edens. Nays – None. Absent – Councilmen Farrell, Weller.

Moved by Councilman Klahn, Second by Councilman Bowman to Adopt An Ordinance Amending Section 6-5-7 Utilities – Billing Charges-Lawn Meters of the Camanche Code of Ordinances. On roll call – Councilmen Klahn, Edens, Bowman. Nays – None. Absent – Councilmen Weller, Farrell.

City Administrator Kida led a discussion regarding the Cemetery Sexton position, saying that last meeting we talked about bringing the Sexton position under Public Works and making it full time with 30 hours at the Cemetery and 10 hours at Public Works during the mowing season, then full time at Public Works in the winter. This will provide more consistency and make it easier to find an employee to fill the vacancy. He provided an updated job description showing the changes to duties and supervision and the requirement for a CDL so the person will be available for snow removal. Councilman Bowman asked what the next step will be. Councilman Edens expressed his concern that we tried to do this before, referencing the attempt to have Building Inspector under Public Works. Kida understands, but the Building Inspector position did not fit in the Public Works department, the function of that position belongs under Public Safety. Additionally, we did not completely understand the number of hours it took to do the Building Inspector and Nuisance Abatement job functions. The additional \$25,000 cost will come from Road Use, therefore not affect property taxes. Councilman Klahn wants to make sure the first priority will be the Sexton position; Kida agreed.

Moved by Councilman Klahn, second by Councilman Bowman to Approve the Full Time Cemetery Sexton/Public Works Position. On roll call – all Ayes.

Kida would like to form a Special Committee to review the Fee Schedule; he feels comfortable with some of the fees but not others. He would like a subcommittee with a couple of Council members on the committee who would also review the fees at least once a year. Councilman Klahn said he would volunteer.

Moved by Councilman Edens, second by Councilman Klahn to establish a Special Subcommittee for the Fee Schedule. On roll call – all Ayes.

Under New Business, a Permanent Budget Committee was discussed. Councilman Bowman asked why we wouldn't just have the Finance Committee do this. Kida said it would involve posting agendas and open meetings. Councilman Edens also thinks the Finance Committee is better. Kida is fine with the Finance Committee doing this function.

Moved by Councilman Klahn, second by Councilman Edens to Approve the City Insurance Policy Renewal as presented on April 1, 2025 and authorized the payment to Core-Vens \$227,584.06. On roll call – all Ayes.

There was a brief discussion regarding posting a No Right Turn sign at Washington Boulevard and 2nd Avenue for safety purposes. All were in agreement so Chief Schmitz asked Public Works Director Pewe to order the sign and have it installed.

Pewe informed Council that the generator at the Swan Slough Lift Station operates but will not start on its own. He called three places for bids but two did not respond. The bid he receive was from Cummins for \$11,250.00 and he asked for direction from Council.

Moved by Councilman Bowman, second by Councilman Edens to Approved the Proposal for the Control Panel for Swan Slough Lift Station Back Up Generator from Cummins Power Generation \$11,250.00. On roll call – all Ayes.

Chief Schutte gave a presentation on our ISO Rating. The most recent site visit was in the fall where they review the Department's records and do inspections. They take the data back and come up with a score. In 1988, we were a Class 7 with 33 out of 100 points. In 2025, we maintained a Class 3 with 76.32 points. The ISO rating has in impact on residents' insurance rates. The lower our Class, the lower insurance rates will be. Chief went over the numerous factors involved in the calculation of the score and the enormous amount of work it takes to reduce the score. In every category, our Fire Department is above the state and national average. Of 38,000 Fire Departments in the nation, ours is in the top 10%. Considering our size, that is quite an accomplishment.

Chief Schutte also presented the April 2025 Fire Department Report.

Mayor Pruett thanked Mayor Pro Tem Bowman for presiding over the meeting while he is not feeling well. Councilman Klahn said he was very impressed with the Fire Department Annual Meeting; the awards given to the volunteers and how involved the retirees remain. Councilman Bowman agreed with Klahn. Bowman said that he is concerned with ditches and drainage, wanting some clarification, so he would like this topic on the next agenda. Chief Schutte appreciates Councilmen Klahn and Bowman attending the Annual meeting; it means a lot to the staff and volunteers to see the Councilmembers there. Public Works Director Pewe said he will seek Council approval for summer help and approval for replacement of the retiring Public Works staff member at the next meeting. City Clerk Schneider thanked Schutte and his department for their hard work and dedication. None of us realize the amount of work involved in obtaining the ISO rating we have and it is greatly appreciated.

Mayor Pro Tem Bowman asked for Public Comments. John Dixon 1429 3rd Street also thanked the Fire Department. He has been lucky to be a part of the Fire Department for a long time and they have done such a great job with the volunteers and thanked the Council for all their support. He then moved on to some more prevention involving trains. He said on our side of the tracks, he has not been counting the trains but has been timing the trains and at least two instances where all the accesses were blocked for 6-7 minutes and that involves every access to the other side of the tracks. He understands we are not going to get a by-pass or make trains smaller. He understands we are going to get more trains. So again, fire and ambulance, he would like to see it looked at, at least, whether we can get EMS on the other side of the tracks. Again, that's a big ask. We've had big asks before from no paramedics to all paramedics. He thinks it is something that we should be looking at, at least for those of us on the other side of the tracks. There's going to be more trains, they are going slower. They don't

stop. He would like to see at least consideration of trying to get fire and ambulance to the other side of the tracks. Again, 6-7 minutes of response time doesn't sound like much but it's a difference of which side of the tracks you live on. He would like to have that looked at again, he's a preventative type of person. The other issue is sidewalks. But he assumes that new construction requires sidewalks. He encountered two women walking down the street on his side of town pushing baby strollers in the middle of the street, the parking is on both sides of the street, one came from behind a parked car out. She had no choice; I guess she could not walk in that part of town. He thinks that we should be looking at sidewalks. I have a sidewalk; I do shovel my sidewalk, by the way. He said the Administrator said people don't want to shovel their sidewalks, that's the reason we don't have sidewalks (Clerk's note: The Administrator did not say that). So, he does think we need to try to get sidewalks into the street system that we do have. He assumes that we can't really ask people to do that since they would ask to be grandfathered in if we try and get that into our budget as we do our streets then we also do sidewalks. Again, last week there were two young kids, probably 3 or 4 on bicycles with training wheels once again out in the street. It doesn't mean they will ride their bikes on the sidewalks. He asks that we put it in our budget. He doesn't expect it to be all done in one year. It is a good safety strategy to have as we go forward in our street department.

There were no other Public Comments.

Mayor Pro Tem Bowman asked Council for requests for placement of matters on future agendas. There were no additional items.

Mayor Pro Tem Bowman adjourned the meeting at 7:00 p.m.

Dave Bowman
Mayor Pro Tem

Toni L. Schneider
City Clerk/Treasurer

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
ACCESS SYSTEMS LEASING	CHALL,PD,LIB MAY25COPIER LEASES	686.64	95433	5/20/2025
AIRGAS USA, LLC.	CYLINDER RENTAL	13.50	95434	5/20/2025
AMAZON CAPITAL SERVICES INC.	LIBRARY BOOKS,BLURAY,DVD,SUPPL	440.31	95412	5/9/2025
AMBITEC, INC DBA RTS TACTICAL	5 TAC MINI SHIELD CARRIER SYS	1,079.95	95435	5/20/2025
ANDREW KIDA	REIMB GLASSES,WELLNESS ALLOW	200.94	95413	5/9/2025
ARIAN STOWE	APR 25 AMBULANCE STIPEND	25.00	95392	5/9/2025
BI-STATE REGIONAL COMMISSION	MAC MEETING-KIDA SH COUNTRYCLB	20.93	95436	5/20/2025
BOUND TREE MEDICAL, LLC	AMBULANCE SUPPLIES	15.42	95414	5/9/2025
BRIAN PAUL WERNICK	APR 25 AMBULANCE STIPEND	24.00	95393	5/9/2025
CASEY'S BUSINESS MASTERCARD	96.29 GAL AMB; 32.15 GAL PUBL WORKS 99.5 GAL FIRE; 7.98 GAL SEWER JET	794.85	10320826	5/20/2025
CENTURYLINK	TELEPHONE EXPENSE	1,470.08	95437	5/20/2025
CHRISTIAN MARSH	APR 25 PAID ON CALL	140.00	95394	5/9/2025
CLINTON HERALD	LEGAL PUBLICATIONS	1,583.06	95415	5/9/2025
CLINTON NATIONAL BANK	FED/FICA TAX WITHHOLDING	12,576.69	10320800	5/9/2025
CLINTON NATIONAL BANK	FED/FICA TAX WITHHOLDING	10.32	10320819	5/13/2025
CLINTON REG WATER RECLAMATION	SAMPLE ANALYSIS	90.00	95438	5/20/2025
CORE-VENS & COMPANY	PROP,LIAB,AUTO,WC INS 4/25-4/26	227,584.06	95418	5/9/2025
COTIVITI	AMBULANCE REFUND	559.00	95439	5/20/2025
CULLIGAN	DISPENSER RENTAL-CITY HALL	10.00	95440	5/20/2025
DAVE SCHUTTE	GLASSES/EYE EXAM, PHYSICAL REIMB	306.30	95419	5/9/2025
DAVE SCHUTTE	REIMBURSE BOOT ALLOWANCE	200.00	95441	5/20/2025
EASTERN IA LIGHT & POWER	SECURITY LIGHT-9TH ST,ANAMOSA RD	121.57	95420	5/9/2025
ERIC MICHAEL DAU	APR 25 PAID ON CALL	100.00	95395	5/9/2025
FREY, HAUFE & CURRENT PLC	LEGAL SERVICES-APR 25	3,231.38	95442	5/20/2025
GENESIS OCCUPATIONAL HEALTH	MEDICAL DIRECTOR SERVICES	156.25	95443	5/20/2025
GRAINGER	SERRATED COMB VISE-PUBL WORKS	236.66	95444	5/20/2025
GREGORY EDWARD NELSON	APR 25 AMBULANCE STIPEND	12.00	95396	5/9/2025
HAROLD TEAGARDEN	APR 25 AMBULANCE STIPEND	108.00	95397	5/9/2025
HAWKINS, INC	140 GAL AZONE-WATER DEPARTMENT	506.29	95445	5/20/2025
HSA ACCOUNTS	HSA- EMPLOYEES	1,230.00	10320811	5/9/2025
INGRAM BOOK GROUP INC	BOOKS/DVDS	1,476.57	95447	5/20/2025
IOWA ONE CALL	359 ONE CALL LOCATES	323.10	95421	5/9/2025
J & C ENTERPRISES	APR 25 COLLECTION	95.68	95448	5/20/2025
JEFFREY D HACKNEY	APR 25 AMBULANCE STIPEND	24.00	95398	5/9/2025
JENNIFER BIELEMA	APR 25 AMBULANCE STIPEND	72.00	95399	5/9/2025
JEREMIAH JACOBSEN	APR 25 PAID ON CALL	170.00	95400	5/9/2025
JOSEPH T SNODGRASS	APR 25 AMBULANCE STIPEND	65.00	95401	5/9/2025
JOHN LUND	APR 25 AMBULANCE STIPEND	35.00	95402	5/9/2025
JORDAN STEVEN MOORE	APR 25 AMBULANCE STIPEND	40.00	95403	5/9/2025
KEVIN DECKER	APR 25 AMBULANCE STIPEND	132.00	95404	5/9/2025
KWIK TRIP INC.	361.214 G PUBL WORKS;39.462 G FIRE 330.402 G POLICE DEPT	2,036.85	10320827	5/15/2025
LYNCH DALLAS, P.C.	LEGAL SERVICES-WELL #8	20.00	95449	5/20/2025
MASTERCARD	FD AMAZON PRIME RENEWAL	179.00	95432	5/14/2025
MCMANUS CONSTRUCTION SERVICES	UNLOAD EQUIP;GRAVE-BOWERS	750.00	95422	5/9/2025
MEDIACOM	INTERNET	176.34	95450	5/20/2025

MICHAEL BURMAHL	APR 25 AMBULANCE STIPEND	48.00	95405	5/9/2025
MICHAEL YACKSHAW	WELLNESS, CLOTHING REIMBURSEMENT	270.50	95451	5/20/2025
MICHELLE ANN SOWLE	APR 25 AMBULANCE STIPEND	40.00	95406	5/9/2025
MID-AMERICAN RESEARCH CHEM	WEED CONTROL	625.00	95452	5/20/2025
MIDWEST GROUP BENEFITS	MONTHLY SERVICE FEE	152.25	95453	5/20/2025
MIDWEST GROUP BENEFITS	WEEKLY CLAIMS	45.00	10320816	5/7/2025
MUNICIPAL FIRE & POLICE	MUNICIPAL PENSION	13,109.43	10320802	5/9/2025
NAPA AUTO PARTS	V-BELTS, TRUCK 26-FIRE DEPT	154.63	95426	5/9/2025
NAPA AUTO PARTS	BATTERY-PUBLIC WORKS BOAT	162.36	95454	5/20/2025
PARALLEL AG	DOUBLE ROLL PULVERIZER-ALLEYS	3,427.00	95423	5/9/2025
PARTS AUTHORITY LLC	DRIVE BELT-TRUCK 26 FIRE DEPT	19.88	95424	5/9/2025
PAUL MCCOY	APR 25 AMBULANCE STIPEND	20.00	95407	5/9/2025
PCC AMBULANCE BILLING SERVICE	APR 25 AMBULANCE BILLING SERV	1,152.02	95455	5/20/2025
PETERSEN SANITARY INC	PORTABLE TOILETS-PARKS	1,190.00	95425	5/9/2025
PLATINUM INFORMATION SERVICES	IT SUPPORT,NETWORKMON,SPAM FLT	2,986.00	95456	5/20/2025
PLATINUM LEASING SERVICES, INC	MAY 25 LEASE PAYMENT	475.00	95457	5/20/2025
PLATINUM SMART INC.	DATA BACKUPS-JUNE 2025	400.00	95458	5/20/2025
TERMINEX PRESTO-X	PEST CTRL-CCTR,LIB,CHALL,HIST BLDG	238.26	95427	5/9/2025
QUILL CORPORATION	USB DRIVES,PAPERCLIPS-CITY HALL	39.00	95459	5/20/2025
REPUBLIC SERVICES	APR 25 CITY COLLECTION	32,264.50	95428	5/9/2025
RILEY SOWLE	APR 25 AMBULANCE STIPEND	20.00	95408	5/9/2025
SAM HAGENSON	APR 25 AMBULANCE STIPEND	84.00	95409	5/9/2025
SHIVE-HATTERY ENGINEERS	ENG-WELLS 5&8;SPLASHPAD;9TH CULVERT	20,694.00	95460	5/20/2025
UNIVERSITY OF IOWA	SAMPLE ANALYSIS	21.00	95461	5/20/2025
STRYKER SALES, LLC.	POWER COT MAINTENANCE AGREEMNT	9,369.48	95462	5/20/2025
TEMP ASSOCIATES-IOWA, INC	LIBRARY-FINN THRU 4/27/25	239.25	95429	5/9/2025
THOMAS FRANKLIN	APR 25 AMBULANCE STIPEND	168.00	95410	5/9/2025
ANTHONY RAYMOND BLOMME	APR 25 AMBULANCE STIPEND	72.00	95411	5/9/2025
TREASURER STATE OF IOWA	APRIL 2025 SALES TAX	196.99	10320817	5/9/2025
TREASURER STATE OF IOWA	APRIL 2025 WATER EXCISE TAX	2,597.19	10320818	5/9/2025
TROY ALDERMAN	REIMBURSE CLOTHING ALLOWANCE	101.83	95463	5/20/2025
VESTIS	RUGS,TOWELS-PW,CH;UNIF-PEWE	77.00	95464	5/20/2025
VISA	31 GAL TOW SPRAYER;CLERK MEETING	899.58	10320820	5/16/2025
VISA	FUEL-ILEA TRAVEL-DAVISON,TAC TABLE	693.79	10320821	5/16/2025
VISA	BATTERIES,TOOLS-CEM;CANS-PARKS	278.42	10320822	5/16/2025
VISA	PW,CEMETERY-METAL DETECTORS	2,308.32	10320823	5/16/2025
VISA	CHAIN -PARK SWINGS-ILEA FUEL	227.79	10320824	5/16/2025
VISA	POLICE DEPT PATCHES,NOTARY,TARGETS	845.96	10320825	5/16/2025
VOYA INSTITUTIONAL TRUST CO	457 PLAN DEDUCT	1,212.00	10320801	5/9/2025
VULCAN INDUSTRIES INC	SEAL KIT-TREATMENT PLANT	144.22	95465	5/20/2025
ACCOUNT 1100985005	WATER DEPOSIT REFUND	88.31	95431	5/13/2025
	PAYROLL PAID ON 5/9/25	54,676.12		
	PAYROLL PAID ON 5/13/25	48.06		
	***** REPORT TOTAL *****	411,010.88		

CHECK NO	DATE	EMP NO	PAY TO THE ORDER OF	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
1			CITIZEN'S FIRST BANK				
95391	5/09/2025	12900	CATALINA C FINN	142.64			
				142.64			
			ACH TRANSACTIONS				
8330	5/09/2025	12800	CARTER C MARTEN	1905.07			
8331	5/09/2025	9500	HAROLD W TEAGARDEN	1422.82			
8332	5/09/2025	10400	GAYLON S PEWE	2246.26			
8333	5/09/2025	11100	NOLAN S CAMPIE	372.69			
8334	5/09/2025	12400	GAIL L GRIM	1648.68			
8335	5/09/2025	12000	AVERY R DRAPER	423.82			
8336	5/09/2025	12600	NICOLE L DOHSE	337.28			
8338	5/09/2025	9600	JEFFREY R ANNEAR	541.89			
8339	5/09/2025	12300	MICHAEL E FINN	303.16			
8340	5/09/2025	3900	MICHAEL G YACKSHAW	365.00			
8341	5/09/2025	3900	MICHAEL G YACKSHAW	1434.67			
8342	5/09/2025	4000	DARYL W YODER	2104.27			
8343	5/09/2025	7700	NATHAN P CAMPIE	125.00			
8344	5/09/2025	7700	NATHAN P CAMPIE	1688.16			
8345	5/09/2025	1800	WILLIAM J LODGE	425.00			
8346	5/09/2025	1800	WILLIAM J LODGE	333.00			
8347	5/09/2025	1800	WILLIAM J LODGE	2086.22			
8348	5/09/2025	2800	RICHARD E SCHMITZ	1547.76			
8349	5/09/2025	2800	RICHARD E SCHMITZ	1400.00			
8350	5/09/2025	3200	KELLI J ELLIOTT	1654.46			
8351	5/09/2025	3200	KELLI J ELLIOTT	813.67			
8352	5/09/2025	8600	CORY J SNODGRASS	1235.00			
8353	5/09/2025	8600	CORY J SNODGRASS	1095.65			
8354	5/09/2025	9700	BRITTNEY R PARKS	2979.13			
8355	5/09/2025	11800	COLE D VANDEVOORDE	2262.33			
8356	5/09/2025	12700	JACK T DAVISON	1911.29			
8357	5/09/2025	1900	JEFFREY D MOORE	2447.33			
8358	5/09/2025	3000	DAVID C SCHUTTE	2867.77			
8359	5/09/2025	3300	JAMES F SOWLE	400.00			
8360	5/09/2025	3300	JAMES F SOWLE	1898.11			
8361	5/09/2025	9100	MITCHELL L JAHNS	2216.16			
8362	5/09/2025	9200	JACOB M VANZUIDEN	1300.00			
8363	5/09/2025	9200	JACOB M VANZUIDEN	600.00			
8364	5/09/2025	9200	JACOB M VANZUIDEN	1247.25			
8365	5/09/2025	10000	SHAINA J PAARMANN	531.66			
8366	5/09/2025	7000	ANDREW S KIDA	700.00			
8367	5/09/2025	7000	ANDREW S KIDA	1864.69			
8368	5/09/2025	7300	TONI L SCHNEIDER	55.00			
8369	5/09/2025	7300	TONI L SCHNEIDER	40.00			
8370	5/09/2025	7300	TONI L SCHNEIDER	185.00			
8371	5/09/2025	7300	TONI L SCHNEIDER	1510.27			
8372	5/09/2025	10700	SHAUNA E TEGELER	1158.04			
8373	5/09/2025	5000	CHRISTY J SCHUTTE	40.00			
8374	5/09/2025	5000	CHRISTY J SCHUTTE	150.00			
8375	5/09/2025	5000	CHRISTY J SCHUTTE	1169.43			
8376	5/09/2025	6600	TROY F ALDERMAN	1490.49			
				54533.48			

CHECK NO	DATE	EMP NO	PAY TO THE ORDER OF	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
BANK TOTAL				54676.12			
REPORT TOTAL				54676.12			

CHECK NO	DATE	EMP NO	PAY TO THE ORDER OF	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
1			CITIZEN'S FIRST BANK				
95430	5/13/2025	9600	JEFFREY R ANNEAR	48.06			
			BANK TOTAL	48.06			
			REPORT TOTAL	48.06			

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	276,866.65
002	LIBRARY	15,711.68
003	PARKS	9,158.57
004	CEMETERY	5,705.39
110	ROAD USE	9,298.81
117	POLICE & FIRE PENSION	28.68
333	PFAS	281.50
335	SPLASH PAD PROJECT	6,243.50
338	WELL 8	11,218.00
600	WATER UTILITY FUND	22,684.42
610	SEWER UTILITY FUND	20,981.39
670	LANDFILL/GARBAGE	32,832.29

TOTAL FUNDS		411,010.88

BALANCE SHEET

CALENDAR 4/2025, FISCAL 10/2025

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CASH ON HAND-GENERAL	672,269.53	700,646.94
001-000-1119	CASH - INSURANCE FUND	608.30	19,016.79
002-000-1110	CASH-LIBRARY	7,300.66	117,266.28
003-000-1110	CASH-PARKS AND REC	2,095.87	63,536.15
004-000-1110	CASH-CEMETERY	8,008.90-	16,160.15
110-000-1110	CASH-ROAD USE	38,436.36	589,900.06
112-000-1110	CASH - EMPLOYEE BENEFIT	39,316.77	131,249.57
117-000-1110	CASH - CIVIL SVC. RET. EX	75,008.16	103,918.07
125-000-1110	CASH - TIF	33,440.51	35,949.99
126-000-1110	CASH-CROSS TIF-E RIVER CT	4,922.00	6,689.22
145-000-1110	CASH-LOW/MODERATE HOUSING	16,975.87	136,292.19
146-000-1110	CASH-CROSS LMI-E RIVER CT	3,016.71	52,494.10
160-000-1110	CASH - ECONOMIC DEVELOP.	.00	.00
167-000-1110	CASH - TRUST & AGENCY	.00	.00
200-000-1110	CASH-DEBT SERVICE	212,078.99	561,931.36
312-000-1110	CASH - 9TH AV/ANAMOSA/21ST ST	.00	.00
315-000-1110	CASH-CITY HALL EXPANSION PROJ	.00	.00
315-750-1110	CASH	.00	.00
316-000-1110	CASH-21ST ST CULVERT	.00	.00
317-000-1110	CASH	.00	.00
318-000-1110	CASH-AMERICAN RESCUE PLAN	.00	.00
319-000-1110	CASH PHASE III SIP/EQUIPMENT	.00	.00
320-000-1110	CASH-ROUNDAABOUT PROJECT	.00	.00
321-000-1110	CASH-9TH STREET PROJECT	.00	140,575.32-
325-000-1110	CASH-ACC/GCC WATER LINE EXTENS	.00	.00
333-000-1110	CASH-PFAS-3M	5,579.50-	11,449.00-
334-000-1110	CASH-TRAIN DEPOT PROJECT	.00	365.00
335-000-1110	CASH-SPLASH PAD	145,261.35-	93,309.61
337-000-1110	CASH-WELL #7	.00	56,224.06
338-000-1110	CASH-WELL #8	11,866.45-	40,064.65-
600-000-1110	CASH-WATER	10,744.14	342,442.58
600-000-1111	WATER DEPOSITS	1,357.29	207,238.46
610-000-1110	CASH-SEWER	34,150.11	86,152.14
670-000-1110	CASH-GARBAGE	13,170.96	42,310.40
	CASH TOTAL	994,176.03	3,171,004.15
302-000-1111	CASH-CDBG	.00	.00
	CASH-CDBG TOTAL	.00	.00
001-000-1120	PETTY CASH - CLERK	.00	200.00
002-000-1121	PETTY CASH - LIBRARY	.00	100.00
600-000-1120	PETTY CASH	.00	200.00
	PETTY CASH TOTAL	.00	500.00
002-000-1160	LIBRARY SAVINGS	43.38	17,933.77

BALANCE SHEET
CALENDAR 4/2025, FISCAL 10/2025

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
	LIBRARY SAVINGS TOTAL	43.38	17,933.77
001-000-1161	BARGAIN UNIT WELLNESS PRG	.00	.00
320-000-1161	CD	.00	.00
321-000-1161	9TH ST CFB CD #36432	.00	.00
	WELLNESS SAVINGS TOTAL	.00	.00
167-000-1160	ROBERT HOWSON EST TRUST	.82	340.50
	ROBERT HOWSON SAVINGS TOTAL	.82	340.50
167-000-1161	PERP CARE TRUST SAVINGS	1,296.73-	96.12
	PERPETUAL CARE SAVINGS TOTAL	1,296.73-	96.12
167-000-1170	PERP CARE TRUST CD#19810	1,300.00	87,400.00
321-000-1170	CD #36432	.00	.00
	CD #01875 TOTAL	1,300.00	87,400.00
001-000-1170	GEN P.W.D. EQ C.D.#37804	.00	74,313.96
001-000-1171	GEN POL EQ PUR C.D.#37804	.00	103,525.23
001-000-1172	GEN FIRE EQ C.D. #37804	.00	451,783.59
001-000-1173	GENERAL C HALL-CD#37804	.00	16,498.95
001-000-1174	AMBULANCE EQUIP-CD#37804	.00	141,102.48
610-000-1171	SEWER EQ. PUR. C.D.04250	.00	.00
	CD #01875 TOTAL	.00	787,224.21
002-000-1176	EQUIPMENT RESERVE-CD19463	.00	34,685.99
	CD #01875 TOTAL	.00	34,685.99
001-000-1177	GEN CD #17954 VACATION/SICK	.00	137,095.48
	CD #02337 TOTAL	.00	137,095.48
001-000-1178	GENERAL CD 15758	.00	.00
	CD #01875 TOTAL	.00	.00

BALANCE SHEET
CALENDAR 4/2025, FISCAL 10/2025

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
003-000-1179	RECREA. RIP-RAP CD#04965	.00	.00
004-000-1175	CEMETERY TRACTOR CD19463	.00	21,127.02
	CD #01883 TOTAL	.00	21,127.02
003-000-1176	RECRE. MOWER CD19463	.00	74,136.45
110-000-1170	R.U.T. C. D. #07997	.00	.00
	CD #01883 TOTAL	.00	74,136.45
600-000-1170	WATER METER C.D. #19802	.00	.00
	CD #02303 TOTAL	.00	.00
600-000-1171	WATER UT RES CD 07450	.00	.00
	CD #07450 TOTAL	.00	.00
001-000-1179	KATSIS MEMORIAL FUND-CD #00976	.00	.00
610-000-1170	SEW NE CO FUT DS #80644	.00	.00
	CD #00976 TOTAL	.00	.00
600-000-1172	WATER MAINTENANCE-CD #19422	.00	.00
	CD #01289 TOTAL	.00	.00
	TOTAL CASH	994,223.50	4,331,543.69

OUTSTANDING TRANSACTION REGISTER

OPEN

MOD CODE	BANK NO	NAME	DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
1 CITIZEN'S FIRST BANK						STATEMENT DATE: 4/30/2025					
BK DEP	86664	8/01/24	02/25	ubi sarah heister			56.13				
GL DEP	87199	4/03/25	10/25	ELECTRONIC DEPOSIT			2,677.95				
RM DEP	87212	4/30/25	10/25	DEPOSIT			531.00				
BK DEP	87215	4/30/25	10/25	CR Card Deposit			2,408.67				
BK DEP	87228	4/29/25	10/25	Split Forte Deposit Apr/M			234.95				
UB CHK	86229	7/01/21	01/22	GRAMS KENDALL				1.55			
AP CHK	86271	7/12/21	01/22	JESSE SCHNEEBERGER				15.00			
AP CHK	86406	8/06/21	02/22	DREW HACKNEY				15.00			
AP CHK	86420	8/06/21	02/22	JESSE SCHNEEBERGER				10.00			
AP CHK	86555	9/07/21	03/22	JESSE SCHNEEBERGER				10.00			
AP CHK	87481	2/15/22	08/22	JESSE SCHNEEBERGER				25.00			
AP CHK	87575	3/04/22	09/22	JESSE SCHNEEBERGER				5.00			
AP CHK	87749	4/08/22	10/22	JESSE SCHNEEBERGER				30.00			
AP CHK	87901	5/17/22	11/22	JESSE SCHNEEBERGER				5.00			
AP CHK	88025	6/10/22	12/22	JESSE SCHNEEBERGER				5.00			
AP CHK	88232	7/19/22	01/23	JESSE SCHNEEBERGER				5.00			
AP CHK	88794	11/02/22	05/23	MICHAEL ANDERSON JR				12.00			
UB CHK	88972	12/09/22	06/23	KIMMER SARAH				9.82			
UB CHK	88973	12/09/22	06/23	O'NEAL MARCIA				1.98			
AP CHK	89300	2/15/23	08/23	TRISH ANN ANDERSON				20.00			
UB CHK	89559	4/11/23	10/23	NILES BRADLEY				8.69			
UB CHK	89867	6/08/23	12/23	COOK THOMAS J				78.03			
UB CHK	89869	6/08/23	12/23	HOENICKE HANNAH				53.32			
UB CHK	89994	6/27/23	12/23	CARBAJAL JESSE				117.90			
AP CHK	92557	9/22/23	03/24	SECRETARY OF STATE				30.00			
UB CHK	93131	1/16/24	07/24	CARBAJAL ANDREW				115.97			
AP CHK	93189	2/06/24	08/24	BRANDON SMITH				12.00			
UB CHK	93233	2/07/24	08/24	HIDES IA LLC				18.58			
AP CHK	93798	3/22/24	09/24	BIG DOCKS/BIG BILLET				100.00			
UB CHK	93849	6/10/24	12/24	POWELL AVRIANA				48.12			
AP CHK	94131	8/06/24	02/25	JOE SNODGRASS				10.00			
UB CHK	94218	8/26/24	02/25	HANSEN JEROME				16.02			
UB CHK	94220	8/26/24	02/25	VOGEL PAYTON				13.29			
UB CHK	94674	12/09/24	06/25	BLOOMFIELD DREW				.70			
AP CHK	94709	12/10/24	06/25	SAM HAGENSON				84.00			
UB CHK	94715	12/11/24	06/25	HEIKEN STEVE				1.00			
AP CHK	94866	1/13/25	07/25	KYLE DEWITT				72.00			
AP CHK	94868	1/13/25	07/25	RILEY SOWLE				20.00			
AP CHK	94982	2/07/25	08/25	JESSIE BAUGHMAN				12.00			
UB CHK	95057	2/27/25	08/25	HEWER DIORA				20.00			
AP CHK	95097	3/07/25	09/25	ARIAN STOWE				10.00			
AP CHK	95106	3/07/25	09/25	JESSIE BAUGHMAN				12.00			
AP CHK	95113	3/07/25	09/25	RILEY SOWLE				20.00			
AP CHK	95117	3/07/25	09/25	TONY BLOMME				84.00			
AP CHK	95122	3/18/25	09/25	CAMANCHE SHARING TREE				500.00			
AP CHK	95180	3/21/25	09/25	JEREMIAH JACOBSEN				44.08			
PR CHK	95228	4/01/25	10/25	EDENS, ROBERT J				277.05			
AP CHK	95240	4/04/25	10/25	J & C ENTERPRISES				95.68			
UB CHK	95257	4/11/25	10/25	DAU DARRELL				106.36			
AP CHK	95268	4/14/25	10/25	JEFFREY HACKNEY				24.00			
AP CHK	95271	4/14/25	10/25	JESSIE BAUGHMAN				48.00			
AP CHK	95278	4/14/25	10/25	RILEY SOWLE				20.00			

OUTSTANDING TRANSACTION REGISTER

OPEN

MOD CODE	BANK NO	NAME	NUMBER	DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
AP CHK	95282	4/14/25	10/25	TONY BLOMME					24.00			
AP CHK	95286	4/15/25	10/25	CLINTON PRINTING COMPANY					1,080.00			
AP CHK	95292	4/15/25	10/25	FERGUSON WATERWORKS					3,290.61			
AP CHK	95297	4/15/25	10/25	MABAS DIV 30					476.00			
AP CHK	95300	4/15/25	10/25	MIDWEST BREATHING AIR					231.75			
AP CHK	95305	4/15/25	10/25	QC CLOWN AROUND					500.00			
AP CHK	95306	4/15/25	10/25	REPUBLIC SERVICES					32,264.50			
AP CHK	95313	4/14/25	10/25	JOE SNODGRASS					15.00			
AP CHK	95316	4/17/25	10/25	BANKER PAINTING & DRYWALL					4,050.00			
AP CHK	95318	4/17/25	10/25	CAMANCHE JUNIOR BASEBALL					1,000.00			
AP CHK	95321	4/17/25	10/25	FERGUSON WATERWORKS					490.00			
AP CHK	95337	4/18/25	10/25	PREMIER PARTS INC					138.91			
AP CHK	95341	4/25/25	10/25	LIFE INSURANCE					273.27			
AP CHK	95342	4/25/25	10/25	BLUE CROSS BLUE SHIELD					2,404.16			
AP CHK	95343	4/25/25	10/25	LIBERTY NATIONAL					266.72			
UB CHK	95344	4/28/25	10/25	JOHNSON BRAD &					48.96			
UB CHK	95345	4/28/25	10/25	TIESMAN ANGIE					79.45			
AP CHK	95346	4/29/25	10/25	ALLIANT ENERGY					1,271.27			
AP CHK	95347	4/29/25	10/25	BLUE CROSS BLUE SHIELD					19,840.14			
AP CHK	95348	4/29/25	10/25	HAROLD TEAGARDEN					128.60			
AP CHK	95349	4/29/25	10/25	LIFE INSURANCE					1,024.69			
AP CHK	95351	4/29/25	10/25	MIDAMERICAN ENERGY CO					3,447.99			
AP CHK	95352	4/29/25	10/25	TONI SCHNEIDER					244.80			
AP CHK	95353	4/29/25	10/25	TROY ALDERMAN					14.85			
AP CHK	95354	4/29/25	10/25	WILLIAM LODGE					200.00			
AP CHK	95355	4/30/25	10/25	LIBRARY PETTY CASH					71.36			
AP CHK	95356	4/30/25	10/25	CARTER MARTEN					257.81			
AP CHK	95357	4/30/25	10/25	HYVEE					2,825.50			
AP CHK	95358	4/30/25	10/25	IOWA WORKFORCE DEV					6,356.02			
AP CHK	95359	4/30/25	10/25	MEDIACOM					706.94			
AP CHK	95360	4/30/25	10/25	REPUBLIC SERVICES					75.00			
BK SRV	129	3/28/25	09/25	DELINDA CARD NSF					178.34			
BK SRV	130	4/29/25	10/25	nsf check n mcMahon					261.02			
BK SRV	131	4/29/25	10/25	e-check nsf shut off peri					275.00			
AP ETR	10320773	4/25/25	10/25	IPERS					9,889.38			
AP ETR	10320775	4/25/25	10/25	TREASURER STATE OF IOWA					3,904.24			
AP ETR	10320776	4/25/25	10/25	AFLAC					465.00			

BANK TOTAL	5,908.70	100,314.42	.00
DEPOSITS-CHECKS	94,405.72-		

BANK NO	DATE	JOURNAL	PENDING DEPOSITS	ADJUSTMENTS*
1	10/01/2024	RM 5051	679.67	.00
1	10/03/2024	RM 5066	243.96	.00
1	10/01/2024	RM 5058	679.67-	.00
1	10/03/2024	RM 5082	243.96-	.00
1	1/08/2025	RM 5495	141.60	.00
1	1/08/2025	RM 5503	141.60-	.00

OUTSTANDING TRANSACTION REGISTER

OPEN

MOD CODE	BANK NO	NAME	NUMBER	DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
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BANK NO	DATE	JOURNAL	PENDING DEPOSITS	ADJUSTMENTS*
1	2/04/2025	RM 5640	138.50-	.00
1	3/25/2025	RM 5813	178.34	.00
1	4/03/2025	RM 5866	307.64	.00
1	4/03/2025	RM 5874	307.64-	.00
1	4/08/2025	RM 5910	674.39	.00
1	4/08/2025	RM 5966	674.39-	.00
1	4/30/2025	RM 6023	995.73	.00
BANK TOTAL			1,035.57	.00
REPORT TOTAL			1,035.57	

*Adjustments include fees and returns that reduce GWorks Payments Deposits.

BANK CASH REPORT

2025

BANK NAME FUND GL NAME	MARCH CASH BALANCE	APRIL RECEIPTS	APRIL DISBURSMENTS	APRIL CASH BALANCE	OUTSTANDING TRANSACTIONS	APR BANK BALANCE
CITIZEN'S FIRST BANK						
BANK CITIZEN'S FIRST BANK						3,264,235.80
001 CASH ON HAND-GENERAL	28,377.41	931,994.45	259,724.92	700,646.94		
001 CASH - INSURANCE FUND	18,408.49	1,207.70	599.40	19,016.79	41,076.75	
002 CASH-LIBRARY	109,965.62	24,278.50	16,977.84	117,266.28	4,051.69	
003 CASH-PARKS AND REC	61,440.28	7,352.85	5,256.98	63,536.15	2,288.70	
004 CASH-CEMETERY	24,169.05	94,224.56	102,233.46	16,160.15	4,017.45	
110 CASH-ROAD USE	551,463.70	55,505.23	17,068.87	589,900.06	3,071.26	
112 CASH - EMPLOYEE BENEFIT	91,932.80	48,586.67	9,269.90	131,249.57		
117 CASH - CIVIL SVC. RET. EX	28,909.91	94,315.29	19,307.13	103,918.07		
125 CASH - TIF	2,509.48	33,440.51	0.00	35,949.99		
126 CASH-CROSS TIF-E RIVER CT	1,767.22	4,922.00	0.00	6,689.22		
145 CASH-LOW/MODERATE HOUSING	119,316.32	16,975.87	0.00	136,292.19		
146 CASH-CROSS LMI-E RIVER CT	49,477.39	3,016.71	0.00	52,494.10		
160 CASH - ECONOMIC DEVELOP.	0.00	0.00	0.00	0.00		
167 CASH - TRUST & AGENCY	0.00	0.00	0.00	0.00		
200 CASH-DEBT SERVICE	349,852.37	212,078.99	0.00	561,931.36		
301 CASH-STORM SEWER IMP PROJ	0.00	0.00	0.00	0.00		
303 ACC/GCC CASH	0.00	0.00	0.00	0.00		
304 CASH - MRT	0.00	0.00	0.00	0.00		
305 CASH-WASHINGTON BLVD.	0.00	0.00	0.00	0.00		
306 CASH - 9TH STREET BRIDGE	0.00	0.00	0.00	0.00		
307 CASH-9TH ST REC TRAIL	0.00	0.00	0.00	0.00		
308 CASH-EMERGENCY GENERATOR	0.00	0.00	0.00	0.00		
309 CASH-9TH AVE CURB & RECONST	0.00	0.00	0.00	0.00		
310 CASH-3RD ST MILL & OVERLAY	0.00	0.00	0.00	0.00		
311 CASH-21ST CULVERT	0.00	0.00	0.00	0.00		
312 CASH - 9TH AV/ANAMOSA/21ST ST	0.00	0.00	0.00	0.00		
313 CASH - WASH BLVD ENHANCEMENT	0.00	0.00	0.00	0.00		
314 CASH-CITY HALL PROJECT	0.00	0.00	0.00	0.00		
315 CASH-CITY HALL EXPANSION PROJ	0.00	0.00	0.00	0.00		
316 CASH-21ST ST CULVERT	0.00	0.00	0.00	0.00		
317 CASH	0.00	0.00	0.00	0.00		
318 CASH-AMERICAN RESCUE PLAN	0.00	0.00	0.00	0.00		
319 CASH PHASE III SIP/EQUIPMENT	0.00	0.00	0.00	0.00		
320 CASH-ROUNDAABOUT PROJECT	0.00	0.00	0.00	0.00		
321 CASH-9TH STREET PROJECT	140,575.32-	0.00	0.00	140,575.32-		
325 CASH-ACC/GCC WATER LINE EXTENS	0.00	0.00	0.00	0.00		
333 CASH-PFAS-3M	5,869.50-	0.00	5,579.50	11,449.00-		
334 CASH-TRAIN DEPOT PROJECT	365.00	0.00	0.00	365.00		
335 CASH-SPLASH PAD	238,570.96	5,034.71	150,296.06	93,309.61	3,290.61	
337 CASH-WELL #7	56,224.06	0.00	0.00	56,224.06		
338 CASH-WELL #8	28,198.20-	0.00	11,866.45	40,064.65-		
600 CASH-WATER	331,698.44	48,286.66	37,542.52	342,442.58		
600 WATER DEPOSITS	205,881.17	1,800.00	442.71	207,238.46	7,519.35	
610 CASH-SEWER	52,002.03	67,164.55	33,014.44	86,152.14	1,794.83	
615 CASH-SEWER SINKING FUND	0.00	0.00	0.00	0.00		
620 CASH-SEWER RESERVE	0.00	0.00	0.00	0.00		
670 CASH-GARBAGE	29,139.44	53,095.49	39,924.53	42,310.40	32,489.42	
PENDING CREDIT-CARD DEPOSITS					1,174.07	
DEPOSITS					5,908.70	
WITHDRAWALS					714.36	

BANK CASH REPORT
2025

BANK NAME FUND GL NAME	MARCH CASH BALANCE	APRIL RECEIPTS	APRIL DISBURSMENTS	APRIL CASH BALANCE	OUTSTANDING TRANSACTIONS	APR BANK BALANCE
CITIZEN'S FIRST BANK TOTALS	2,176,828.12	1,703,280.74	709,104.71	3,171,004.15	93,231.65	3,264,235.80
TOTAL OF ALL BANKS	2,176,828.12	1,703,280.74	709,104.71	3,171,004.15	93,231.65	3,264,235.80

TREASURER'S REPORT

CALENDAR 4/2025, FISCAL 10/2025

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	971,305.59	887,929.93	215,052.10	.00	1,644,183.42
002 LIBRARY	162,642.00	22,115.54	14,771.50	.00	169,986.04
003 PARKS	135,576.73	6,564.75	4,468.88	.00	137,672.60
004 CEMETERY	45,296.07	7,336.25	15,345.15	.00	37,287.17
110 ROAD USE	551,463.70	53,471.75	15,035.39	.00	589,900.06
112 EMPLOYEE BENEFIT	91,932.80	48,586.67	9,269.90	.00	131,249.57
117 POLICE & FIRE PENSION	28,909.91	94,315.29	19,307.13	.00	103,918.07
125 EDENS - TIF	2,509.48	33,440.51	.00	.00	35,949.99
126 CROSS TIF	1,767.22	4,922.00	.00	.00	6,689.22
145 LOW/MODERATE HOUSING	119,316.32	16,975.87	.00	.00	136,292.19
146 LOW/MODERATE HOUSING CR	49,477.39	3,016.71	.00	.00	52,494.10
160 ECONOMIC DEVELOPEMENT	.00	.00	.00	.00	.00
167 P.C. & R. HOWSON TRUST	87,832.53	4.09	.00	.00	87,836.62
200 DEBT SERVICE	349,852.37	212,078.99	.00	.00	561,931.36
302 CDBG	.00	.00	.00	.00	.00
312 9TH AV/ANAMOSA/21ST ST	.00	.00	.00	.00	.00
315 CITY HALL EXPANSION PRO	.00	.00	.00	.00	.00
316 21ST STREET CULVERT	.00	.00	.00	.00	.00
317 LANHART PROPERTY	.00	.00	.00	.00	.00
318 ARP-AMERICAN RESCUE PLA	.00	.00	.00	.00	.00
319 PHASE III SIP/EQUIPMENT	.00	.00	.00	.00	.00
320 ROUNDABOUT-7TH AVE/HWY	.00	.00	.00	.00	.00
321 9TH STREET PROJECT	140,575.32-	.00	.00	.00	140,575.32-
325 ACC/GCC WATER LINE EXTE	.00	.00	.00	.00	.00
333 PFAS	5,869.50-	.00	5,579.50	.00	11,449.00-
334 TRAIN DEPOT PROJECT	365.00	.00	.00	.00	365.00
335 SPLASH PAD PROJECT	238,570.96	.00	145,261.35	.00	93,309.61
337 WELL 7	56,224.06	.00	.00	.00	56,224.06
338 WELL 8	28,198.20-	.00	11,866.45	.00	40,064.65-
600 WATER UTILITY FUND	537,779.61	43,646.51	32,834.47	1,289.39	549,881.04
610 SEWER UTILITY FUND	52,002.03	66,210.97	32,115.92	55.06	86,152.14
670 LANDFILL/GARBAGE	29,139.44	46,747.29	33,576.33	.00	42,310.40
Report Total	3,337,320.19	1,547,363.12	554,484.07	1,344.45	4,331,543.69

Library Minutes for January 3, 2024

The January 2024 meeting of the Board of Trustees of the Camanche Public Library was called to order by Bill Goble. Roll call was held. Members present were Director Anna Evans, City Liason Dave, Linda Foster, and Shannon McManus.

A discussion was held to discuss organization and being prepared while being mindful of everyone's time.

Financials:

\$802.68

\$1,696.76

\$279.76

Center Point \$289.17

Access \$185.25

Mid-American \$218.57

Alliant \$278.14

Spark Clean \$125

Presto X \$41.58

Water Fountain (Friends paid for half of total) \$1,118.90

4,178.13 TOTAL

A discussion was held to determine the wages of the new Children's Librarian and Library Assistant as well as their official hire dates by the City (February 2024)

90-day Period Ending: Amber—January 14th Melissa—January 23rd

CHILDREN'S LIBRARIAN \$18? (3% raise in June)

Amber gave background: Bachelor of Science Early Childhood Education. Experience: organizing programs, working with children, working with the community, etc.

Motion to implement Children's Librarian wage of \$18 with a 3% raise in June and set hire date for February 1, 2024. ALL IN FAVOR.

ASSISTANT TO DIRECTOR \$11.50/hr currently—motion to raise to \$13.50 on hire date and then \$15.50 contingent upon receiving training/certificate. ALL IN FAVOR.

Prior assistant made \$15.53

Discussed the future hire of clerk: (20 hours/week) currently makes \$11 -- @ 90 days raise to \$12.75/hr

BUDGET INCREASES

OFFICE SUPPLIES

MISCELLANEOUS: water fountain, odds & ends, staplers, etc.

PROGRAM INCREASES

ARCHITECTURE—cranes are not cheap \$\$

Motion to approve resignation of Janeen Reuter. ALL IN FAVOR.

DAVE: Planning, with 30 days' notice.

No progress on the budget: couldn't discuss at council meeting.

SHANNON: as CHAIR of Board: strategies that can be used to keep everyone under control and the focus on AGENDA TOPICS

Next meeting Dave will be gone (will have another council member fill in) and Linda Foster will be gone.

Still need to recruit another board member.

Next meeting is scheduled for February 7, 2024 at 4 p.m.

The meeting was adjourned.

Respectfully,

Youth Librarian

Amber Springer

CAMANCHE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING -

April 3, 2024, at 4:00 PM

This Meeting of the Board of Trustees of the Camanche Public Library was called to order by President McManus at the Camanche Public Library at 4:02 PM.

ROLL CALL: Members present were Bambi Blaess, Linda Foster, Shannon McManus, City Liaison Dave Bowman, City Administrator Andrew Kida, City Attorney Randy Currant and Library Director Anna Evans.

APPROVE Agenda: President McManus made a motion to approve the agenda with the modification to move the line item "Personnel Issues Re: Library Director" to after the line item "Possible Closed Session Item." Trustee Foster seconded the motion. Approved with all Ayes.

APPROVE Minutes from February Meeting: Meeting notes were not available to share with new Trustee Blaess. Tabled until next meeting so new Trustee Blaess can review.

APPROVE AND SIGN the Financials for the Library: President McManus made a motion to approve the Financials for February 2024 and March 2024. Trustee Foster seconded. Motion passed unanimously. McManus, Foster, and Blaess signed the financials.

APPROVE New Bills and Book Orders: Trustee Foster made a motion to approve the new bills and book orders. Trustee Blaess seconded. Motion passed unanimously.

DIRECTORS REPORT:

- **FINANCIAL- Discuss payment of library insurance.**
 - Motion made By Trustee Foster to pay the library insurance bill. Trustee Blaess seconded. Motion passed with all ayes.
- **PERSONNEL -- Discuss making the new library clerk an employee.**
 - Employee Avery has been working at the library since December 2023. Director Anna states that she is doing a good job and would like to add her as a library employee. President McManus made a motion to add Avery as an employee with the wage of \$12.75/per hour as approved from the Jan 2024 meeting notes. Trustee Foster seconded. Motion passed unanimously.
 - **Library Directors Assistants retirement** - Retirement party for Nancy on April 26. There will be cake.
- **PROGRAMMING-** Nothing to note.
- **COLLECTION DEVELOPEMENT-** Nothing to note.
- **FACILITIES -Discuss the library renovation development.**

- The next meeting with the architects will be on April 11, 2024 @ 9:30AM. Encouraged Director Evans to forward Trustee Blaess the information received so far. Director Evans agreed.
- **SUMMER READING PROGRAM – Updates -**
 - Director Evans reports that she's been purchasing prizes and working on activities and shared that some companies donate gift cards for the children.
- **MISCELLANEOUS- Welcome the new Trustee to the Library Board.**
 - Trustee Blaess attended tonight's meeting. Trustee Hoerschelmann was approved and will attend the next meeting.
 - Discuss approval of MakerSpace policy. – Director Evans shared the MakerSpace policy. Motion to approve the MakerSpace policy was made by Trustee Foster. Trustee Blaess seconded the motion, and it passed unanimously.

OLD BUSINESS: Discuss payment for the library parking lot.

- Motion made By Trustee Foster to pay the library insurance bill. Trustee Blaess seconded. Motion passed with all ayes.

NEW BUSINESS: Accept James Griswold's resignation. - President McManus made a motion to accept the resignation. Trustee Blaess seconded the motion, passed unanimously.

Discuss the quotes for new library cards. Director Evans presented a new company from which to purchase Library cards. She will request samples to review. Tabled for now until the Board can see samples and discuss.

Time Clock to be purchased and used by all staff at the library. (Per Shannon) – Discussed the need for a time clock to be used by all staff to deter any further timing issues. Policy to be made to advise all staff to Punch In / Punch Out personally. Director Evans has already purchased a time clock and will install, effective immediately.

Time Clock timesheets will be reviewed for discrepancies (Per Shannon) – Library President will work with City Clerk to review times and determine that they match with time sheets turned in. Encouraged Director Evans to have all staff physically sign their own timesheet and not let the computer do an auto sign. She agreed.

Working from home for all staff must now be reported to the Board and will be approved on a case-by-case basis (Per Shannon) – Work should be done in the workplace. The Board understands that there will be times where working from home is ideal (meetings), but the bulk of the work should be completed onsite. Director Evans agreed.

Personnel Issues Re: Library Director (Per Shannon) – Moved this item to under Possible Closed Session line item.

ADD to next Agenda:

- Held over from February Meeting - Discuss having minute notes corrected and approved before end of meeting.
- Per City Liaison Bowman – An update to the Library Bylaws is needed to be in Compliance with the City Code.

Five Minute Recess called, reconvene in Directors Office for Closed Session.

Possible Closed Session: Iowa Code 21.5: Employee Performance – Library Director

- A motion to move into closed session was made by President McManus. Trustee Blaess seconded and was passed unanimously.
 - Roll Call: Director Anna Evans, City Attorney Randy Currant, Trustee Bambi Blaess, Trustee Linda Foster, President Shannon McManus, City Liaison Dave Bowman, and City Administrator Andrew Kida.
 - Closed Session ended at 6:25pm
 - A motion was made by President McManus to return to open session. Trustee Foster seconded. Passed with all ayes.

Personnel Issues Re: Library Director (Per Shannon)– Regarding the Closed Session –

- A motion was made from Trustee Blaess to have the Board authorize the City Administrator to interview and gather facts regarding previous administrative actions taken regarding management of the staff and facility. Trustee Foster seconded the motion and it passed unanimously.
- A motion was made by Trustee Blaess regarding the handling of the recent employee situation and the actions taken by the Library Director, the Board hereby issues a written reprimand to the Director and encourages the Director to address issues regarding examples of management deficiencies. Trustee Foster seconded the motion and it passed unanimously.

LIAISON REPORT: City Council Liaison Dave Bowman shared that the city water meters will be changed out in the near future. The Splash Pad is moving forward, construction is set to start in the late spring/early summer.

PUBLIC MEETING: Nothing to report.

NEXT MEETING:

- The Next Board of Trustee's Meeting will be held Wednesday, May 1, 2024, at 4:00pm.

ADJOURMENT: The meeting was adjourned by President McManus at 6:27PM.

Respectfully submitted,

Shannon McManus, President

Camanche Public Library

April 24th, 2024

4:00pm at Camanche City Hall

Special Meeting Agenda

This special meeting of the Board of Trustees of the Camanche Public Library was called to order by President McManus at the Camanche City Hall at 4:02 PM.

1. **ROLL CALL:** Members present were Bill Goble, Bambi Blaess, Shannon McManus, Linda Foster, Amanda Hoerschelmann, City Liaison Dave Bowman, City Administrator Andrew Kida, City Attorney Randy Current and Library Director Anna Evans.
2. **APPROVE Agenda:** President McManus made a motion to approve the special meeting agenda. Trustee Foster seconded the motion. Approved with all Ayes.

Possible Closed Session: Iowa Code 21.5: Employee Performance – Library Director

- A motion, pursuant to Iowa Code Chapter 21.5(1)(i) regarding confidential personnel evaluation of an employee and where a request has been made by the employee to discuss the matter in closed session was made by President McManus. Trustee Goble seconded and was passed unanimously.
 - Closed Session started at 4:05pm.
 - Roll Call: Director Anna Evans, City Attorney Randy Current, Trustee Bambi Blaess, Trustee Linda Foster, President Shannon McManus, Trustee Bill Goble, Trustee Amanda Hoerschelmann, City Clerk Toni Schneider, City Liaison Dave Bowman, and City Administrator Andrew Kida.
 - Closed Session ended at 5:30pm
 - A motion was made by President McManus to return to open session. Trustee Foster seconded. Passed with all ayes.

Board Action Based on Discussion of Closed Session - Library Director

- Upon review and discussion, a motion was made from Trustee Blaess to move and terminate the at-will employment of Anna Evans as Library Director. The termination will be effective immediately, but that she be compensated her monthly salary through April 30, 2024. Additionally, that she be compensated for her accrued vacation benefits as calculated by the Camanche City Clerk. Trustee Hoerschelmann seconded the motion and it passed unanimously.

Library Organization Structure

- A motion was made by Trustee Blaess to appoint Nancy McDougall as Interim Facility Manager. This will be considered a temporary part-time position and will have oversight of the day-to-day operations of the facility. Nancy McDougall will report to the Library Board President or the Board's designee on necessary matters. Trustee Foster seconded. Passed with all ayes.
- In issues regarding Library personnel, Trustee Blaess made a motion to authorize the Camanche City Administrator to make personnel decisions which would normally be made by the Library Director. Trustee Goble seconded the motion and it passed unanimously.

The Library Board reserves the right to abolish the position of Interim Facility Manager and terminate the authority of the Camanche City Administrator regarding Library personnel matters at such times that the Library Board feels appropriate.

Liaisons Report: None.

Public Comments: None.

Adjournment: The meeting was adjourned by President McManus at 5:54PM.

The Next Board of Trustee's Meeting will be held May 1st, 2024, at 4:00 pm

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

CAMANCHE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, May 1, 2024, at 4:00PM

ROLL CALL - Shannon McManus, Amanda Hoerschelmann, Bill Goble, Linda Foster, Bambi Blaess, City Administrator Andrew Kida, City Liaison Dave Bowman, City Mayor Austin Pruett, Friend of the Library (FOTL) Mary Griswold, Interim Director Nancy McDougall, Melissa Zamora, Shaina Paarmann, Amber Springer, and Avery Draper.

GUEST SPEAKER - BECKY HEIL - Gave New Library Director Information by Zoom. Will reach out to Becky as needed with questions.

APPROVAL OF AGENDA, MINUTES, NEW BILLS/BOOK ORDERS - A motion was made to approve the Agenda and Minutes by Trustee Foster. Trustee Goble seconded the motion. All ayes, motion approved unanimously. Approving New bills/Book Orders was tabled until the next meeting so the board can get further information on what is being ordered.

APPROVAL OF FINANCIALS - Board President McManus made a motion to approve the financials. Trustee Goble seconded the motion. All ayes, motion approved.

DIRECTORS REPORT

Financial -

- City Administrator Andrew Kida discussed the status of cleaning the library.

Personnel/Operational -

- **Job Description /Advertisement for new Director.**
 - **Hiring Committee formed and includes:** Trustee Blaess, Trustee Hoerschelmann, City Liaison Dave Bowman, City Administrator Andrew Kida, Interim Director Nancy McDougall, Past Library Director Beth Blumer and possibly a member of the Friends of the Library (Mary Griswold will mention to the Friends to see if anyone is interested).
- **Interim Director Assistant, Melissa completed her Library Certification and is requesting more hours.**
 - Motion was made by Board President McManus to give Melissa up to 30 hours a week on a temporary and amendable basis based on the recommendation of the new Library Director. Motion was seconded by Trustee Blaess. All ayes. Motion passed unanimously.

Programming -

- Renewing passes for Putnum, Zoo, Botanical Center through Grimes Library.
 - FOTL Mary Griswold stated that usually the Friends purchase these but are not sure if they will cover again. Gave invoice to Mary to present at their next meeting. She will let us know if they offer to purchase again this year. If not, the library will pay for the passes.

Collection Development - Nothing to note.

Facilities -

- Discuss the library renovation development.
 - The next meeting with the architects will be on May 9, 2024 @ 9:00AM

Summer Reading Program -

- Children's Librarian Amber Springer presented the SRP Schedule of events.
 - Summer program starts on June 8, 2024. She is still working on adding activities. Prizes are ready.

Misc -

OLD BUSINESS -

- Discuss the quotes for new library cards.
 - The past director was going to ask for samples of the cards she was wanting. Advised Nancy to let us know when/if samples of library cards arrive. We will also consider requesting a quote from Clinton Printing.
- Time Clock to be purchased and used by all staff at the library.
 - So far, all but Shaina are using the Time Clock. Once Interim Director, Nancy, reads the instructions, she will add Shaina to the device.
- Time Clock timesheets will be reviewed for discrepancies.
 - Once the instructions are evaluated, we can work on getting the times sent to the City Clerk. Staff are still required to use paper time sheets for now.
- Working from home for all staff must now be reported to the Board and will be approved on a case-by-case basis.

- Reiterated that work should be happening at work. Staff agreed.
- Per City Liaison Bowman – An update to the Library Bylaws is needed to be in Compliance with the City Code.
 - Board President McManus will work on updating the Bylaws and including a section stating that the new Library Director will be reporting to both the Board and the City Administrator.
- Did past Director Evans forward Trustee Blaess the information on the architect?
 - Trustee Blaess reports that she was not given information on the architect. Will forward her Information.

NEW BUSINESS - Nothing to report.

ADD TO AGENDA –

- Review Bills/Book orders from last meeting and approve.
- Trustee Hoerschelmann needs a meeting binder made.
- Officially Accept termination of Anna Evans, former Library Director.
- Hiring Committee will be led by Trustee Blaess.
- Appointment of Secretary for Board Meetings

LIASONS REPORT –

- City Liaison Bowman reports that the new Splash Pad was approved and should be starting fabrication soon.

PUBLIC COMMENTS (3 MINUTE LIMIT)-

- Mary Griswald from the FOTL wanted to share that she did not understand how the Board did not see the clutter and debris around the Library as she has noticed it for the last 5 years. Board President McManus acknowledged that there are a lot of books, supplies, and library items in the back and apologized to Mary for letting it go for so long. McManus stated that the Board is aware now and will not let this happen again. We are all working toward bringing the Library up to status.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held June 5, 2024, at 4:00PM

ADJOURNMENT –

- Board President McManus adjourned the meeting at 5:48pm.

CAMANCHE PUBLIC LIBRARY
BOARD OF TRUSTEES SPECIAL MEETING
Monday, May 6, 2024, at 4:00PM

ROLL CALL - Amanda Hoerschelmann, Bill Goble, Shannon McManus, City Liaison Dave Bowman

APPROVAL OF NEW BILLS/BOOK ORDERS - Reviewed New Bills / Book Orders. Trustee Hoerschelmann made a motion to approve the New Bills and Book Orders. Trustee Goble seconded the motion. All Ayes. Motion passed unanimously.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held June 5, 2024, at 4:00PM

ADJOURNMENT – Board President McManus adjourned the meeting at 4:10pm.

CAMANCHE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Wednesday, June 12, 2024, at 4:00PM

ROLL CALL - Shannon McManus, Amanda Hoerschelmann, Bill Goble, Linda Foster, Bambi Blaess, City Administrator Andrew Kida, City Liaison Dave Bowman, Gail Grim, Friend of the Library (FOTL) Ashley Streed, Interim Director Nancy McDougall, and Library Clerk Avery Draper.

APPROVAL OF AGENDA – President McManus requested that a motion to approve the agenda with an amendment that the Closed Session be moved to the beginning of the meeting. Trustee Foster made the motion, with Trustee Hoerschelmann seconding. All Ayes and the Closed Session was moved.

Possible Closed Session: – Library Director Update

- Open Closed Session – Trustee Foster made a motion to move to Closed Session. Trustee Hoerschelmann seconded the motion, approved with all ayes. Closed Session began at 4:02pm.
- Roll Call - Shannon McManus, Amanda Hoerschelmann, Bill Goble, Linda Foster, Bambi Blaess, City Administrator Andrew Kida, City Liaison Dave Bowman, Gail Grim
- End Closed Session – Closed Session ended at 4:27pm
- Motion to return to open session was made by Trustee Foster with a second by Trustee Blaess. Approved with all Ayes.

Board Action Based on Discussion of Closed Session - Library Director

- President McManus made a motion to approve Gail Grim as the new Library Director under the terms of the contract as amended in closed session. Trustee Goble seconded the motion, and it was approved with all Ayes.

APPROVAL OF LAST MEETING MINUTES – A motion to approve the last meetings minutes was made by Trustee Blaess and seconded by Trustee Foster. Motion approved with all Ayes.

APPROVAL OF NEW BILLS/BOOK ORDERS - A motion was made to approve the New bills/Book Orders by Trustee Goble and seconded by Trustee Hoerschelmann. Motion was approved unanimously with all Ayes.

APPROVAL OF FINANCIALS – Trustee Foster made a motion to approve the financials. Trustee Goble seconded the motion. All ayes, motion approved.

DIRECTORS REPORT

Financial – Nothing to note.

Personnel/Operational – Nothing to note.

Programming –

- Renewing passes for Putnum, Zoo, Botanical Center through Grimes Library for Camanche residents to check out. FOTL offered to pay \$400. Card prices are \$702, and the software is \$225. The Library would need to pay \$527. Next year we can look at other programs that maybe would include just two options at a lower rate.
 - A motion to pay the \$527 for the new passes was given by Trustee Foster. Trustee Hoerschelmann seconded the motion, and it was approved with all Ayes. Advised Interim Director, Nancy to discuss payment with the City Clerk.
- Discuss renewing Movie License for \$130. This is so the Library can show movies on movie nights or during the Children's Program.
 - Discussed starting Family Friday Movie nights again. Trustee Foster made a motion to approve renewing the movie license. Trustee Blaess seconded the motion. Motion approved with all Ayes. Advised Interim Director, Nancy to again discuss the payment with City Clerk.

Collection Development - Nothing to note.

Facilities –

- Discuss the library renovation development.
 - Present Boards and Community Outreach.
 - The architect Building Boards are on display at City Hall right now. Gail Grim offered to pick up the boards and bring them to the Library to display.

Summer Reading Program –

- Interim Director, Nancy, stated that there have been many sign ups for the Summer Reading Program, but the Kickoff night was not well attended. Encouraged Nancy to make sure all program information is being shared on social media. She agreed.

OLD BUSINESS -

- Trustee Hoerschelmann needs a meeting binder made.
 - Completed.
- Officially Accept termination of Anna Evans, former Library Director.
 - Trustee Blaess made a motion to accept the termination of Anna Evans as Library Director and Trustee Foster seconded the motion. Motion approved with all Ayes.
- Hiring Committee will be led by Trustee McManus.
 - Completed.
- Policy regarding Lunch Breaks and Time Clock needed. The policy will reiterate the need for punching out whenever leaving the library for lunch or break. Reviewed policy. A special meeting was had, and the Time Clock policy was approved.
 - It was discussed that the Time Clock policy for Clocking In was vague and should be re-written. The Time Clock Policy will be amended to include "Employees are expected to be clocked in and at their workstations at their scheduled time, ready to work." Trustee Foster made a motion to accept those changes. Trustee Hoerschelmann seconded the motion. Motion approved with all Ayes. The policy will be rewritten and sent to Interim Director Nancy to have the employee's sign.

NEW BUSINESS -

- Appointment of Secretary for Board Meetings to take and type up notes within the week.
 - Trustee Goble agreed to be the Secretary for the meetings on a trial basis. We can revisit this, as necessary.
- Per City Liaison, Dave Bowman – An update to the Library Bylaws was made using recommendations from the City Attorney. Changes were made, approved by the City Liaison and City Administrator.
 - Motion to approve updated Bylaws given by Trustee Foster and seconded by Trustee Goble. Motion approved unanimously.
- Per City Administrator, Andrew Kida, motion to approve a wage increase for Interim Director Nancy McDougall to \$22 / hour and to be retroactive to when the Interim Director position was given.
 - Motion to approve the wage increase for Nancy McDougall was made by Trustee Goble. Trustee Hoerschelmann seconded the motion and was approved with all Ayes. Advised Nancy to discuss the change with the City Clerk.

- Per City Administrator Andrew Kida, purchase a new timeclock with cards to review easier.
 - This will be tabled for the moment. Trustee Blaess and Gail Grim will work together to find a suitable solution to the timeclock issue.
- Per City Administrator, Andrew Kida, Motion to pay the April invoice from the City Attorney's office.
 - Discussed the \$5950.10 bill from the Attorney that was used during the termination of Library Director. A motion was made to pay the bill by Trustee Hoerschelmann and seconded by Trustee Foster. Approved with all Ayes. Advised Interim Director, Nancy to discuss the bill and payment with the City Clerk.

ADD TO AGENDA –

- Revisit at July's meeting. Per City Administrator Andrew Kida, purchase a new timeclock with cards to review easier. This will be tabled for the moment. Trustee Blaess and Gail Grim will work together to find a suitable solution to the timeclock issue.
- New Director, Gail Grim, will officially start on July 2, 2024.
- Discussed having Gail Grim look into becoming a Notary Public and the details on Proctoring exams. Advised Gail to reach out to Becky Heil from the State Library.

LIASONS REPORT –

- Nothing to report.

PUBLIC COMMENTS (3 MINUTE LIMIT)-

- Ashley Streed, from the FOTL wanted to share that the next FOTL meeting will be June 25, 2024, at 11am at the Library.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held July 3rd, 2024, at 4:00PM

ADJOURNMENT –

- Board President McManus adjourned the meeting at 5:10pm.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

CAMANCHE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Wednesday, July 3, 2024, at 4:00PM

ROLL CALL - Shannon McManus, Bill Goble, Linda Foster, City Liaison Dave Bowman, Library Director Gail Grim, Friend of the Library (FOTL) Ashley Streed, Interim Director Nancy McDougall, Director Assistant Melissa Zamora, ILLS Shaina Paarman, and Library Clerk Avery Draper.

APPROVAL OF AGENDA – President McManus requested a motion to approve the agenda as listed. Trustee Foster made the motion, with Trustee Goble seconding. All Ayes and the motion was approved.

Approval of Last Meeting Minutes– President McManus requested a motion to approve the last meeting minutes. Trustee Foster made the motion with Trustee Goble seconding. Motion approved with all Ayes.

Approval of New Bills/Book Orders– Interim Director Nancy said there was nothing new at this time and explained that she showed new Library Director Grim how book orders worked.

Approval of Financials– A motion was made by Trustee Foster to approve the financials. Motion was seconded by Trustee Goble. All ayes and the motion was approved.

DIRECTORS REPORT

Financial – Nothing to note.

Personnel/Operational – Library Director GrIm gave an emotional endorsement of the work the library staff has done while she transitioned into the new role. She said they “held down the fort” and we are “lucky to have the staff here” at the library.

- o **CPR Training**: President McManus asked if CPR training would be beneficial for all staff at the library in case of an emergency with staff or patrons and noted that this could be completed with Jim Sowle at the Camanche Fire Dept. All agreed this was a good idea that will be looked into. President McManus also brought up possible ALICE training, Stop the Bleed and Mandatory Abuse Reporting. Liaison Bowman said that Emergency Management does offer trainings by Chance Kness. Director GrIm will look into this. Trustee Foster asked if the library had a Panic Button in place. Staff said that they do, and it does work as it has been assessed recently.
- o **Dress Code Policy**: President McManus encouraged having a Dress Code policy in place, but City Administrator Kida was not present to discuss. Liaison Bowman and Kida had discussed that open-toed shoes

and pants with holes should not be allowed. Director Grim also agreed that hoodies should not be allowed and that the staff should stand out so that patrons know who is working. The discussion led to getting shirts, name tags and lanyards that staff could wear. Staff mentioned that the past director had ordered shirts, so the staff will be looking into that. Liaison Bowman said to table the discussion on dress code until Kida could be present.

- Inventory Non-Book Items/Large Ticket Items: President McManus stated that City Administrator Kida suggested that the Library Director should inventory non-book and large ticket items as soon as she can. The discussion quickly steered to the past Children's Librarian possibly coming in to get her things 'after' her key was returned. Library staff noticed that her desk had been cleaned off completely and that seemed suspicious.

- The discussion moved to re-keying the library doors in case someone had an extra key made. Also suggested was having a set of keys made that were numbered and would be assigned to each individual staff as well. President McManus requested a motion to change locks/key entrances. Trustee Foster made the motion. Trustee Goble seconded, All ayes.

- Director's Assistant request to move to Children's Librarian position and ILLS request to move to the Director's Assistant position: The discussion started with asking Director Grim her opinion. Director Grim believes they both could handle the move, but they should have a trial period. Liaison Bowman suggested a 90-day trial period with increased wages during this time. Both staff were advised that if the positions do not work out, then they would be returned to their original positions/wages. Staff agreed.

- President McManus asked if we need to hire another clerk. Director Grim thought it would be good to do that, but the discussion will be tabled and re-evaluated after the trial period.
- Director Grim would like all staff to know each job description as they all share the workload

for the time being and would be able to step into another position in an emergency.

- President McManus made a motion to assign staff their new positions for a trial period of 90 days. Children's Librarian receiving 30 hours at \$18/hour and Director's Assistant to 25 hours at \$15.53/hour. Trustee Foster seconded. All ayes.

Programming – Nothing to note.

Collection Development – Nothing to note.

Facilities –

- Nightly Tracking of Patrons: President McManus suggested tracking patrons. We do have the capability to track each patron that comes into the library. Staff know how to use it and will show Director Grim. Nightly tracking will be recorded.

Summer Reading Program –

- Interim Director, Nancy, stated that the petting zoo was a huge success with 188 people in attendance. The nerf war had a great turnout with Melissa creating teams and a prize for the winning team. Community members have been coming in as guest readers/activity leaders and that is going well. It was suggested that we continue to try to get community members/leaders to come in and continue these activities with the patrons throughout the year.
 - A discussion was had about not posting pictures of children's faces on social media without a signed consent from the parent on file.
 - Encouraged having consent forms on hand during these activities that parents could instantly fill out. If no consent is signed, children's faces need to be blocked out completely and/or those pictures cannot be posted to social media. Staff agreed.

Old Business –

- Movie License – Paid/Complete
- Putnam Passes- Paid/Complete
- New Timeclock- Director Grim found a downloadable time clock that she will begin using on one computer. They will

work with this one and give an update at the next meeting.
At that time an updated Time Clock Policy can be made.

- Attorney Invoice – Paid/Complete

NEW BUSINESS -

- Director Grim found a personnel policy handbook. She is going to review and compare it with the city employee handbook. She would like there to be an “on-boarding” procedure for future new employees to the library.
- Director Grim brought up the Hotspot Borrowing Service and whether we should continue with it as there is only one patron who is using it and abusing the privilege- keeping it longer than 7 days and then bringing it in and saying it isn’t working only to receive another one (rinse/repeat). Director Grim will have a discussion with this patron about it and maybe look to get the patron some assistance with obtaining his own WI-Fi. Advised to revisit at July’s meeting.
- The discussion turned to whether or not we should get a Cricut subscription. Many patrons are asking about using the Cricut, but without a subscription, the machine cannot be used.
- The AWE computer in the children’s section is not working. It offers math and reading activities. Advised staff to look into it and get it working again.

Add to Agenda-

- Discuss the need to hire another clerk.

LIASONS REPORT –

- Liaison Bowman brought up having a Consent Agenda to streamline future board meetings. The board would like to try this at the next meeting. As long as everyone looks over the agendas ahead of time, this would be possible to effectively implement.
- Liaison Bowman noted that the library ended the fiscal year at 92% of the budget and complimented the board for this achievement.

PUBLIC COMMENTS (3 MINUTE LIMIT)-

- Ashley Streed, from the FOTL wanted to know what happens if the bond referendum fails on the library expansion project. Liaison Bowman said if it fails, we will try again next year. It is important to get word out to the community why this is a need. The board discussed making the architect drawings more available to the public by placing them in high traffic locations around the city and giving citizens an opportunity to vote on which of the two designs they would prefer.

NEXT MEETING - The Next Board of Trustee’s Meeting will be held August 7th, 2024, at 4:00PM

ADJOURNMENT – Board President McManus adjourned the meeting at 4:58 PM.

CAMANCHE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Wednesday, August 7, 2024, at 4:00PM

ROLL CALL - Shannon McManus, Linda Foster, Bambi Blaess, Amanda Hoerschelmann, City Liaison Dave Bowman, Library Director Gail Grim, and Library Clerk Avery Draper.

APPROVAL OF AGENDA – Trustee Foster made a motion to approve the agenda as listed. Trustee Blaess seconding. All Ayes and the motion was approved.

Approval of Consent Agenda - President McManus requested a motion to approve the Consent Agenda line items 1 and 3. Trustee Foster made the motion with Trustee Blaess seconding. Motion approved with all Ayes. Consent Agenda line item 2 (Approve New Bills and Book Orders) was discussed and tabled until the next meeting when Director Grim has items organized and ready to present. She asked if there was a preapproved amount that she can spend without needing board approval and Liaison Bowman advised checking past minutes for the amount we approved in the past. She agreed.

DIRECTORS REPORT

Financial –

- Library Director Grim shared that she received a \$25 check from FOTL from their Book/Bake sale items. Advised to give to City Clerk for deposit.
- Director Grim shared that it's time for renewal on several magazine subscriptions. She shared that past Interim Director McDougall had been keeping track of what magazines were popular and she'll look into renewing those and add to the New Bills list for the next meeting.

Personnel/Operational –

- **Discuss adding another clerk per Director** - Library Director Grim shared that it is getting very hard to have all of the library's open hours covered with just the 4 employee's they have. She asks to add another Library Clerk for 20 hours a week to help cover hours. City Liaison Bowman discussed the budget with the Board and a motion was made by President McManus to have Director Grim start contacting Temp Associates for applicants. The new Library Clerk would have 20 hours a week and start at \$11 / hour for the first 90 days. After 90 days, the applicant and rate will be reviewed and adjusted as needed. Trustee Hoerschelmann seconded the motion and it was passed with all Ayes.
- **Discuss changing start and end hours for staff.** – Discussed leaving hours as is since a new Clerk will help cover all open hours.
- **Received an application for Children's Librarian position.** – Per Director Grim, this is not an option at this time.

Programming –

- Director Grim shares several different programming ideas that will be starting in the next few months. A few ideas shared was a new Music Series and Travel Series. See the calendar of events for details and dates.
- Director Grim shared that they are looking for ways to get more Teens into the library for programs. Trustee Hoerschelmann encouraged talking to CHS Key Club about getting teens involved. Grim agreed.
- Discussed the need for Signed Waivers by Parents/Guardians for all programming activities. Director Grim agreed. Also, a sign needs to be posted during programs that states: "Camanche Public Library Staff is not responsible for accidents or unsupervised children."

Collection Development –

- Director Grim shares that it appears there hasn't been an audit of library books and collections in several years. She is starting to audit and scan all library items that can be "checked out" by patrons. This may be a long process, but she is excited to get started.

Facilities –

- Schedule of Board Placement -- Director Grim shares that she had a discussion with City Administrator Kida, and they decided to schedule a Public Display for the Architect Boards where the public can ask questions. Results from the Library Vote show the community favors the 2-Story Design at a 53 to 12 ratio. Next step is to contact the architect so they can move forward on the 2-story plan.
- Director Grim shared that the flag outside was tangled so she called Public Works to assist with replacing it.
- Director Grim shared that we have been paying "Sparklean" to clean the library twice a month during the summer and once a month from September to May. The Board discussed these services and reviewed the budget. The Board decided to cancel their services based on the frequency of cleaning versus the cost due to the budget. A motion was made by Trustee Blaess to advise Director Grim to go ahead and terminate services due to the budget. Grim agreed. Trustee Hoerschelmann seconded, and the motion passed unanimously.

Summer Reading Program –

- Summer Reading Program Update – Children's Librarian Melissa was absent from the meeting so Director Grim shared the update. She shared that the SRP had a total of 415 participants. The petting zoo and the sting rays were favorites. Children's Librarian Melissa is looking for assistance with a Back to

School Carnival. FOTL will donate baked goods for a cake walk. Encouraged reaching out to the Key Club again for volunteers.

Miscellaneous – Director Grim wanted to mention that she reviewed her contract, and it appears that there are no vacation days offered. The Board discussed amending her contract to include 5 PTO days per contract year for the first year, which can be taken as a Full Day (8hrs) or as a Half Day (4hrs). After the first year, the amount of PTO days can be reviewed. Trustee Blaess made a motion to approve this amendment, with Trustee Foster seconding. Motion approved with all Ayes. **UPDATE – Talked to Andrew and he stated that leaving out the Vacation/PTO was an omission on his part. He is encouraging us to have the contract amended to say "10 Vacation Days Banked". He will update the contract and when it's completed, the Board can review and have a special meeting to approve.

Old Business –

- CPR/Mandatory Abuse Reporting, RunHideFight, Stop the Bleed - Trustee Hoerschelmann offered to do the CPR training for the staff and Director Grim has an appointment set for Emergency Management to line up RHF trainings. She did look into the Mandatory Abuse Reporting, and it did not appear that library staff needed to have that training, so that will be tabled for now. Director Grim met with Fire Department staff to discuss the need for a KnoxBox. This is a black box attached to the building with a Library key inside that firefighters will have access to if there is a fire within the building. The amount of the KnoxBox was \$559.09 which Director Grim promptly ordered. She did review this order with President McManus and City Clerk Toni Schneider before purchasing. Website for review: <https://www.knoxbox.com/>
- Dress Code Policy – Lanyards have been made and staff are wearing daily.
- Bills/Book Orders – Director Grim is working on Bills and Book orders. Advised to put bills/orders on a spreadsheet so she can present and have approved at the Board Meetings.
- Inventory of Non-Book Items/ Large ticket items – Per Director Grim, photos and a spreadsheet have been started to inventory non-book/large ticket items.
- Hartz Lock – New locks have been placed with keys numbered, listed with Do Not Duplicate and distributed.
- Discuss Director Asst's move to Children's Librarian – Fine as of now per Grim.
- Discuss ILL Specialist's move to Directors Assistant – Fine as of now per Grim.
- Nightly Tracking of Patrons – Grim shared that between July 8 – July 31, there were 1796 people through the doors of the library! Then from Aug 1-6 there have already been 234. Advised to keep track of numbers to share with the community regarding the need for the library expansion.

- Usage numbers for website activities – Per Library Clerk Avery, there is not a great way to keep track of “clicks” for the library website activities.
- Awe Computer – Director Grim called and received a quote to fix the Awe computer, but the quote was very high. After talking to the staff, they decided that they have other library items that they can utilize in place of purchasing a new Awe system. They decided they are not going to replace.
- Personnel Policy Update – The employees will follow the city handbook’s policy’s.
- Updated Time Clock Policy – Director Grim is going to utilize the fingerprint time clock they have presently.
- Personnel Folders – All employees have personal folders.
- Hot Spots WI-FI – *This is going to be tabled for now. Will revisit at next meeting.*
- Cricut subscription – *There is a need for the Cricut subscription, but they have not been able to get enough information to move forward on this yet. Tabled for now.*

NEW BUSINESS -

- Talked to Jim Sowle at the Fire Department – he would be happy to help organize a group/community CPR training. Trustee Hoerschelmann offered to provide the CPR training for the Library so they will work together to find a time for the training.
- Sent an email to Kurt Wagner in Bellevue regarding having a Story time with Anthony the Mouse. - No reply was sent. Director Grim stated that his schedule looked full, so she wanted to table this idea for now. Advised to send a reply that we will reach out again to schedule a visit. Trustee Hoerschelmann encouraged checking the schools schedules for over Thanksgiving and Christmas breaks as the schools are taking more days off this year.
- Pay \$150 bill for New Life Computers. Sent to City Clerk. Paid.
- President McManus will be out of town for November meeting. Advised board that we need at least 3 members to have a quorum. Will discuss with Vice President Foster that she will need to be present and lead the meeting.

Add to Agenda-

- Director Grim asked if we could look into replacing the parking lot again. Discussed with Grim that we did have the parking lot worked on not long ago but suggested that she present quotes/estimates at the next meeting. Email received from Andrew Kida regarding new parking lot shared here:

From: Daniel C. Seichenberger <dcs@shive-hattery.com>
Sent: Friday, August 9, 2024 9:54:14 AM
To: Andrew Kida (akida@camanchela.org) <akida@camanchela.org>
Subject: Library Parking Info

Hi Andrew,

Here is some information that is out there on Library and parking requirements.

It looks like the existing library footprint is around 6,776 SF, which based on this information would require 14 parking stalls with an ADA van accessible stall with an accessible pathway to the library. I have included some reference information for your use.

In my opinion, I would "limp" along with the existing parking area until the library buildings improvements are undertaken because in all likelihood the new building improvements will require more parking spaces. The new building improvements will likely require regrading of the parking area to accommodate new access points, or drainage patterns, not to mention construction traffic.

Please take a look at this information and let me know if you have any questions.

Thanks,

Dan

Daniel C. Seichenberger, P.E.
Civil Engineer
Shive-Hattery
2144 50th Avenue West | Bullentown, VA 22722
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SHIVE-HATTERY
ARCHITECTURE • ENGINEERING

- Director Grim shared that she received a quote from Per Mar security to take over servicing our security items. Discussed calling Lectronics first, since we are paying them for these services, and having them come in and service the items. Grim agreed.

LIASONS REPORT --

- Liaison Bowman brought up that the city is having a public meeting regarding having Quiet Zones installed at train crossings. He shared that this could cost the city approximately \$1M.

PUBLIC COMMENTS (3 MINUTE LIMIT)- No public present.

NEXT MEETING - The Next Board of Trustees Meeting will be held September 4th, 2024, at 4:00PM

ADJOURNMENT -- Board President McManus adjourned the meeting at 5:40PM.

Camanche Public Library
August 18th, 2024 @ 4pm
Special Meeting Notes

1. **Roll Call** – VIA PHONE: 1-717-275-8940 ACCESS CODE: 289 8487 - Shannon McManus, Bill Goble, Amanda Hoerschelmann and Gail Grim.
2. **Approve Library Directors Amended Contract.**
 - Motion made by Trustee Hoerschelmann to approve the Library Directors Amended Contract. Trustee Goble 2nd the motion. Amended Contract passed with all Ayes.
3. **Approve Library Director to Hire New Clerk.**
 - The Library Clerk position would be part time. This position would include working up to 20 hours per week, for an \$11.00 per hour wage through Temp Associates. The first 90 days she would be working under their leadership, and we would then evaluate whether to hire her permanently through the city and at what wage. She will begin working at the library on Thursday, August 22.
 - Motion made by Trustee Goble to approve having Library Director Grim hire a new clerk. Trustee Hoerschelmann approved and second the motion. Approved with all Ayes. Advised Library Director to move forward with hiring the new clerk.

Public Comments (3-minute max) – No public present.

Adjournment: President McManus adjourned the meeting at 4:05pm.

The Next Board of Trustee's Meeting will be held Sep 4th, 2024, at 4:00 pm

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

CAMANCHE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Wednesday, September 4, 2024, at 4:00PM

ROLL CALL: Shannon McManus, Bambi Blaess, Gail Grim, Avery Draper, Linda Foster, Tom Klahn, Amanda Hoerschelmann.

APPROVAL OF AGENDA: A Motion was made to approve the Agenda as written by Trustee Foster. Trustee Hoerschelmann seconded the motion. Approved with all Ayes.

CONSENT AGENDA: A motion was made by Trustee Foster to approve the Consent Agenda. Trustee Blaess offered a second. The motion was approved unanimously.

- 1) Approve Minutes from Board meeting held on August 7, 2024, and Special Meeting held on August 18, 2024.
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial - Director Grim shared that she is working with City Clerk Toni to get bills and orders organized.

Personnel/Operational –

- Interviewing Candidates from Temp Associates
 - Director Grim shared that she performed interviews and decided to hire a fabulous and organized Library Clerk – Nicole Dohse. So far, she is fitting in nicely.

Programming -

- Director Grim shared that they are still working on the Fall Festival, scheduled for Sept 28, 2024, from 10a to noon. The activities will be held outside. They are contacting the Key Club, National Honor Society members and Friends of the Library for assistance.
- Director Grim shared that they have been able to update the Calendar of Events on the website. All programs and activities should be listed online and reservations for activities can be made online as well.

Collection Development –

- Grim stated that she is starting inventory of the items we have, so they can be utilized, before ordering more books/magazines.

Facilities –

- *Nightly Tracking of Patrons Monthly Update:* August Monthly Count was approximately 1300.
- *Parking Lot Quotes:* This has been tabled for now. Discussed asking if City Works can fill potholes for now. Director Grim would like to reach out to them for information.
- *Bench outside Library Entry:* Director Grim shared that the bench in front of the library is rusty, sharp, and breaking down. Discussed having City Works remove the bench and any sharp areas. Will revisit the idea of getting a new bench at the next meeting.
 - President McManus made a motion to have Library Director Grim contact City Works to have old bench removed and grind down any sharp areas that remain. Trustee Hoerschelmann seconded the motion, and it passed with all Ayes.

Summer Reading Program –

- Summer Reading Program Update: SRP is complete. Staff are working on next years schedule of events.

OLD BUSINESS –

- CPR etc. Date Scheduled? Not yet. Trustee Hoerschelmann will discuss dates with Director Grim and get something scheduled.
- Reply email sent to Kurt Wagner in Bellevue regarding having a Story time with Anthony the Mouse. Discussed Kurt Wagner's fees and Director Grim will decide how to set up a time to have him visit.
- Pay \$150 bill for New Life Computers – Completed.
- President will be out of town for November meeting. - Advised board that we need at least three members to have a quorum. Discussed with Board. All are aware of the need to be present for the November Board meeting.
- Hot Spots Wi-Fi – Discussed the need to have all 3 Hot Spots redone manually by the supplier for a fee.
 - Due to the cost of having the Hot Spots fixed up and working, a motion was made by Trustee Hoerschelmann to discontinue Hot Spot services due to budget. Trustee Blaess seconded the motion. Motion approved with all Ayes.
- Cricut Subscription – The Cricut subscription is almost ready. Staff are still working on it.
- Magazine Subscription Renewals – Renewals were discussed and approved with the Bills and Book orders.

- Contact Key Club for Teens – Director Grim is contacting the High School for assistance.
- Back to School Carnival that was scheduled for August is rescheduled for Saturday, September 28th. The newly named Fall Festival will have activities outside from 10a-noon.
- Program Waivers and Sign – Director Grim is getting the correct wording for the Waivers and Sign.
- L'Ectronics Called – Director Grim talked to L'Ectronics yesterday and will meet with them regarding the Alarm System.

NEW BUSINESS –

- L'Ectronics After Hours phone call – Since the Alarm had gone off, the L'Ectronics After Hours agent contacted Board President to discuss. They stated that this could happen if the internet goes out. Advised Director Grim to discuss a plan with L'Ectronics to follow if the alarm is set off or the internet does go down. Director Grim agreed.

ADD TO AGENDA

- Discuss Director Grim's meeting with Emergency Management and the formation of an Emergency Plan for the library.
- Discuss GoDaddy website upgrade.
- Discuss the need to rename Budget Account Titles.
 - Per City Clerk – The one that was called Misc. (Acct. # 002-410-6507) should be changed to Library Program Supplies.
 - Then creating one with the Acct # 002-410-6598 and naming it Misc.

LIASONS REPORT: City Liaison Dave Bowman was absent, but City Council member Tom Klahn was able to fill in for him. Council member Klahn shared that the city is discussing doing away with the storm sirens. They are advising the usage of a weather radio or downloading "IowaAlert" on your phone to be advised when inclement weather may be close.

PUBLIC COMMENT (3 min limit). None present.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held October 2, 2024, at 4:00PM

ADJOURNMENT: President McManus adjourned the meeting at 4:41pm.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Camanche Public Library
Board of Trustees Meeting
Wednesday, October 2, 2024, at 4:00PM

ROLL CALL - Shannon McManus, Bill Goble, Linda Foster, City Liaison Dave Bowman, Gail Grim, Amanda Hoerschelmann, Bambi Blaess

APPROVAL OF AGENDA – President McManus requested that a motion to approve the agenda. Trustee Foster made the motion. Trustee Hoerschelmann seconded. All ayes.

CONSENT AGENDA - President McManus requested a motion to approve the consent agenda as listed. Trustee Foster made the motion with Trustee Hoerschelmann seconding. All Ayes.

- 1) Approve Minutes from Board meeting held on September 4, 2024
- 2) Approve New Bills and Book Orders
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial –

- Director Grim asked to change the miscellaneous category to program supplies. Liaison Bowman recommended moving \$200 from program supplies to the miscellaneous account. President McManus made a motion to approve this request. Trustee Foster seconded. All ayes.

Personnel/Operational – Director Grim said personnel are good.

Programming –

- Director Grim shared a pie chart showing programs offered and the number of participants in attendance.

Collection Development-

- Director Grim stated that she has started doing inventory but has not made much progress and will continue working on it. Grim also shared that the State Library encourages a 12% average for adding and deleting materials and she'd like to work towards that.

Facilities-

- Director Grim shared that there were 1209 patrons tracked nightly for the month. She also discussed her Emergency Management Plan meeting. The Emergency Management Plan was drawn up with the help of Chance Kness from Clinton County Emergency Management, along with our fire chief, Dave Schutte, and our police chief, Richard Schmitz. Their recommendations included: Having Doors Re-Keyed, Place Key Box for Fire Dept. and Check and charge the AED nightly. Outdoor cameras were also recommended by Chief Schutte. He also recommended enhancing the wiring to the panic button so if the alarm is tripped, it would immediately alert the fire department. Jared Parker with L'Ectronics did a thorough look at everything, checking each smoke alarm, and all the wiring, etc., as the Emergency Management team suggested. In order to connect the fire/smoke alarms to the fire station, he thought it would cost about \$300-\$400 dollars, or maybe a little more.

- President McManus made a motion for Director Grim to get a quote from L'Ectronics and approve the work to be done if the quote was no more than \$500. Trustee Foster seconded. All ayes.

Children's Programming-

- President McManus brought up the idea of a Winter Festivus. Director Grim stated that they are working on a Winter Program that will include doing bingo cards that kids can complete and win prizes during the winter party.

Misc.-

- President McManus made a motion to discontinue paying for World Trade Press items due to lack of interest. Trustee Bless seconded. All ayes.
- President McManus made a motion to cancel Heritage Quest due to lack of interest. Trustee Hoerschelmann seconded. All ayes.
- Discussed cancelling the Kanopy video streaming service, but Director Grim would like it tables for now until she has time to research it to see if it is something she wants to keep.
- Go Daddy website fee was paid by Director Grim.

OLD BUSINESS --

- CPR training to be done by the Fire Dept. Director Grim will schedule.
- L'Ectronics- Director Grim will get a quote for wiring.
- Cricut subscription is on hold for now.
- 10 teens from Key club volunteered.
- 70 people attended the Fall Festival.
- Bench outside library- Director Grim stated that it has been added to Gaylon Pewe's list and he will work on it when he can.

NEW BUSINESS -

- None

ADD TO AGENDA -

- Director Grim would like to update the policies and procedures handbooks.
- Director Grim's desired days off.

LIAISONS REPORT --

- Liaison Bowman recommended letting people know that they need to replace their water meter to avoid losing their water.
- Liaison Bowman reminded about the quiet zone meeting tomorrow (October 3rd)

PUBLIC COMMENTS (3 MINUTE LIMIT)-

- No Comments

NEXT MEETING

- The Next Board of Trustees Meeting will be held November 6th, 2024, at 4:00PM

ADJOURNMENT – Board President McManus adjourned the meeting at 5:04 PM.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Camanche Public Library
Board of Trustees Meeting
Wednesday, November 6, 2024, at 4:00PM

ROLL CALL: Linda Foster, Bambi Blaess, City Liaison Dave Bowman, Library Director Gail Grim, Bill Goble

APPROVAL OF AGENDA: Vice President Foster asked for a motion to approve the agenda. Trustee Blaess made the motion. Trustee Goble seconded. All ayes

CONSENT AGENDA: Trustee Blaess made a motion to approve the consent agenda as listed. Trustee Goble seconded. Motion passed with all ayes.

- 1) Approve Minutes from Board meeting held on October 2, 2024.
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial –

- Director Grim stated that the World Trade Press webpages were canceled.
 - She also shared that Spot Free was used to clean windows and they were concerned that when winter weather gets here it will need more cleaning. Wanted to give a quote. Director Grim will present the quote at the next meeting.

Personnel/Operational –

- Nicole Dohse's 3-month probation period is ending. Director Grim asked if she could be hired through the library budget. Trustee Goble made a motion to hire Nicole for \$12.75 per hour not to exceed 20 hours per week. Trustee Blaess seconded the motion, and it passed with all ayes.
- Inventory has been ongoing. Two staff are trained on how to perform the inventory procedure when there is time available. Grim shared that they are having a hard time in certain areas but will keep at it.

Programming –

- Director Grim shared a slide with the Board outlining the number of total patrons that visited the library in October (1217) and the number of people who have library cards now from May-October. The slide also showed circulation statistics of how many materials have been checked out and renewed.
 - She also showed the Board the programming presentation from September and October that she shared with the City Council. She thanked the Board for their approval of the Doc Cam as that has been a handy addition to the library.

Facilities –

- Nolan Campie, a high school student, works for the city a couple of hours a week and Grim had him replace dirty carpet tiles.
- Director Grim installed hook and eye to keep the door closed.
- She also reported that she needs new light bulbs and asked where to purchase them. Trustee Foster said to purchase at Home Depot. City Liaison Bowman shared that she could use the Repairs & Improvements budget line to buy bulbs. Grim has been using a spreadsheet to keep track of when regular maintenance jobs have been done.

OLD BUSINESS –

- Grim hasn't spoken to anyone about CPR yet but still plans to do so.

NEW BUSINESS –

- Grim stated she wants to update the Policies/Procedures handbook but will reach out to President McManus for the PDF version of the most recent edition.
- Grim requests three full vacation days for December 10, 11, 12. Trustee Blaess made a motion to approve the request. Trustee Foster seconded it. It passed with all ayes.
- Grim stated that there are staff interested in working the Saturday following Thanksgiving. She stated that she doesn't think there will be two employees available, so we are not going to pursue having the library open that day. Grim shared that the library will be closed on Christmas Eve, Christmas Day, and New Years Day.
- Director Grim asked the Board if we could skip the December Library Board Meeting as we are allowed to skip one meeting per year. Trustee Blaess made the motion to skip the December Board meeting. Trustee Goble seconded and motion passed with all Ayes.

LIAISONS REPORT

- City Liaison Bowman reminded Board members to sign necessary forms at each board meeting.
- Bowman reminded everyone to get community members to come to the library.

PUBLIC COMMENT (3 min limit) No comments.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held January 8, 2025, at 4:00PM

ADJOURNMENT Trustee Blaess made the motion to adjourn the meeting at 5:07pm. Trustee Goble seconded. All ayes.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

**Camanche Public Library
December 17th, 2024 @ 4pm
Special Meeting Agenda**

1. Roll Call – Bill Goble, Amanda Hoerschelmann, Gail Grim and Shannon McManus
2. Approve December Financials and New Bills.
 - Motion to approve December Financials and New Bills was presented by Trustee Goble. Motion seconded by Trustee Hoerschelmann. Approved with all Ayes.
 - Trustees reminded to sign the financial statements at the library.
3. Approve November 2024 meeting minutes.
 - Motion to approve the November 2024 minutes was made by President McManus. Motion was seconded by Trustee Goble. Motion passed with all Ayes.
4. Accept Linda Foster's resignation from the Library Board.
 - Motion to approve Trustee Foster's resignation was given by President McManus and seconded by Trustee Hoerschelmann and passed with all Ayes.

To Add To Next Meeting Agenda

- Review FY 2025 Budget Worksheet
- Review Quote from Manatt's Asphalt
- Review Quote for Heating/Air
- Summer Reading Programs Letters for Funding
- Donations for the Library/Friends of the Library
- Review best way to contact Board Members

Public Comments (3-minute max): No public present.

Adjournment: Meeting adjourned at 4:16p by President McManus

The Next Board of Trustee's Meeting will be held January 8th, 2025, at 4:00 pm

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

should be on
1/21/25 council meeting

CAMANCHE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Wednesday, January 8, 2025, at 4:00PM

ROLL CALL: Bambi Blaess, Dave Bowman, Gail Grim, Bill Goble, Shannon McManus, Amanda Hoerschelmann.

APPROVAL OF AGENDA: President McManus asked for a motion to approve the agenda. Trustee Blaess made the motion. Trustee Hoerschelmann seconded. Motion passed with all ayes.

CONSENT AGENDA: Trustee Hoerschelmann made a motion to approve the Consent Agenda as listed. Trustee Blaess seconded. Motion passed with all ayes.

1) Approve Minutes from Board meeting held on November 6 and December 17, 2024.

2) Approve New Bills and Book Orders.

3) Approve Financials as submitted.

DIRECTORS REPORT

Financial -

- Reallocate money from the budget to the Temporary Staff line item.
 - Library Director Grim needs to reallocate money to the "Temp Staff" line from the "Salaries" budget line. City Liaison Bowman suggested adding more than initially thought, but Grim decided to wait on choosing an amount. Discussion tabled until the Director is ready.
- Discuss a way for patrons to pay fines by Credit/Debit Card.
 - Director Grim asked for suggestions on ways that patrons could pay fines using debit/credit cards. Trustee Hoerschelmann suggested having patrons pay fines at City Hall. Grim decided to table this until she had time to talk to Christy Schutte at City Hall.

Personnel/Operational -

- Employee Update
 - Accept resignation from Children's Librarian – last day on 1/16/25.
 - Motion made to approve Children's Librarian resignation by President McManus. Trustee Blaess seconded. All ayes.
 - Placing advertisement for new Children's Library Services Coordinator position.
 - Director Grim informed the Board that she has received one person interested in the Children's Librarian position.
 - Director Grim would like to fill the Children's Librarian position with another Library Clerk for now, through Temp Services in order to get another body on the staff at a rate of \$11 per hour.

President McManus made a motion to approve the hiring from Temp Associates. Trustee Hoerschelmann seconded. All ayes.

- Discuss Form for Goal Setting Sessions: Director Grim informed the Board that she is creating a self-evaluation form for staff and is developing a rubric for what criteria she would like to evaluate them with.

Programming –

- Programming Update: Library Director Grim shared programming pie graph statistics with the Board.
 - Director Grim would like to do family game days on days when students do not have school. The Board likes this idea.

Collection Development –

- Inventory Update: Director Grim gave an inventory update. All DVD's and audio books have been gone through. ¾ of the large print fiction items have been gone through as well. Books taken out of circulation go in the back to save for the Friends of the Library.

Facilities –

- Nightly Tracking of Patrons – Monthly Update: Library Director Grim shared nightly tracker numbers for November and December. She shared that more patrons came in December than in November.
- Discuss needing security cameras inside and out. Director Grim *spoke to a rep about getting security cameras for the library and to be aligned with City Hall. This discussion was tabled until a quote is received.*

Children's Programming – Nothing to note.

OLD BUSINESS –

- CPR Date will be scheduled by the end of January 2025.
 - CPR scheduled for Feb 1st with Trustee Hoerschelmann.

NEW BUSINESS –

- Review FY 2025 Budget Worksheet – The Board decided to set the Budget at the next meeting.
- Review Quote from Manatt's Asphalt – Quote received by Manatt's for asphalt overlay and line striping for \$10,870.

- Review Quote for Heating/Air – Director Grim shared there haven't been any new issues with the Heating/Air but received a quote of \$8,485 for one new air handler but to repair one would cost \$2,296.
- Summer Reading Programs Letters for Funding – Letters have been sent.
- Donations for the Library/Friends of the Library – Donations have been received and given to the City Clerk.

ADD TO AGENDA – Nothing to note.

LIASONS REPORT – City Liaison Bowman reminded Director Grim and the Board to be conservative on the upcoming budget.

PUBLIC COMMENT (3 min limit). No public in attendance.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held February 5, 2025, at 4:00PM

ADJOURNMENT – President McManus adjourned the meeting at 5:07pm.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Camanche Public Library
January 15th, 2025 @ 4:30pm
Special Meeting Agenda

1. **Roll Call**: Bambi Blaess, Bill Goble, Gail Grim, Dave Bowman, Shannon McManus

2. **Approve FY 2025 - 2026 Budget**

- FY2025-2026 Budget was discussed. Director Grim shared the line items and the reasoning behind the proposed amounts. Motion made by President McManus to approve the FY2025-2026 Budget with the Board addressed changes. Trustee Blaess seconded the motion. Motion approved with all ayes.

3. **Motion to Extend Approved Budget to City Council**

- Motion made to Extend Approved Budget to City Council by President McManus. Trustee Goble seconded the motion. Motion approved with all ayes.

Public Comments (3-minute max): No public in attendance.

Adjournment: President McManus adjourned the meeting at 4:52pm.

The Next Board of Trustee's Meeting will be held February 5th, 2025, at 4:00 pm

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Should be on
3/18/25 council
meeting

CAMANCHE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Wednesday, March 5, 2025, at 4:00PM

ROLL CALL: Gail Grim, Bill Goble, Amanda Hoerschelmann, Tom Klahn, Bambi Blaess, Boni Hugunin by phone.

APPROVAL OF AGENDA: Trustee Blaess made a motion to approve the agenda with Trustee Hoerschelmann providing a second. All Ayes. Motion approved.

CONSENT AGENDA: Trustee Blaess made a motion to approve the consent agenda as listed. Trustee Hugunin seconded the motion. All Ayes and motion approved.

- 1) Approve Minutes from Board meeting held on February 5, 2025
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial -

- *Financial Update:* Director Grim stated that with \$101,000 in savings for the Library, some of that may need to be used toward the budget. Director Grim will keep us informed if savings monies need to be used.

Personnel/Operational -

- *Employee Update:* Director Grim suggests hiring new employee, Kat Finn for 16 hours a week once her Temp Associates position ends.
- Director Grim states that she is still overwhelmed with the amount of work needed and would like to discuss hiring an Assistant Director on the April meeting agenda. Discussion tabled for now and will be added to the agenda.

Programming -

- *Programming Update:* Programs are listed on bookmark style flyer plus information was given to Clinton Herald.
- The price of Adventure Pass is going up, \$450. Director Grim needed to give the company an answer on needing next years pass, so President McManus gave approval. Director Grim will plan to advertise and promote for increased usage.
- April 25-26 the FOL are planning a Book Sale.

Collection Development -

- *Inventory Update:* Done with books for now. Starting on DVD's.

Facilities -

- Nightly Tracking of Patrons – Monthly Update – 849 for February 2025.

Children's Programming –

Misc- 119 new patrons. 2058 total.

OLD BUSINESS –

Director Grim talked to City Hall about patrons paying for fines there so they can use a credit card. A discussion will be needed with the City Administrator.

NEW BUSINESS –

Director Grim discussed closing the library on Good Friday due to other city buildings closing. Motion to approve closing the library for Good Friday given by Trustee Hoerschelmann and seconded by Trustee Goble. Ayes: Hoerschelmann, Goble, Hugunin. Against: Blaess. Motion passed.

ADD TO AGENDA

Discuss hiring an Assistant Director in the near future.

Discuss moving Library Board meetings to a new night.

LIASONS REPORT: Councilman Klahn filled in for City Liaison Dave Bowman, nothing to report.

PUBLIC COMMENT (3 min limit). None present.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held April 2, 2025, at 4:00PM

ADJOURNMENT: Meeting adjourned at 4:51pm.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

CAMANCHE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING NOTES

Wednesday, April 2, 2025, at 4:00PM

ROLL CALL: Boni Hugunin, Amanda Hoerschelmann, Dave Bowman, Gail Grim, Shannon McManus and Bill Goble.

APPROVAL OF AGENDA: Motion to approve the agenda as listed made by Trustee Hoerschelmann. Seconded by Trustee Goble. Motion carried with all ayes.

CONSENT AGENDA: Motion to approve the Consent Agenda as listed made by Trustee Goble and seconded by Trustee Hoerschelmann. Motion passed with all ayes.

- 1) Approve Minutes from Board meeting held on March 5, 2025
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial - Director Grim shared that we will need to move funding from one line item to another to cover the possibility of hiring another temporary staff member. Will add to next month's agenda.

Personnel/Operational –

- Employee Update: Director Grim states that she is still overwhelmed with the amount of work needed and would like to discuss hiring an Assistant Director on the April meeting agenda. Grim shared that ideally hiring an Assistant Director at 40 hours per week would help ease the burden of the daily programming schedule and be able to offer assistance in other areas of the daily library tasks.
 - Motion to allow Director Grim to start the hiring process for a full time 40 hr. per week Assistant Director was made by President McManus. Motion seconded by Trustee Hoerschelmann and approved with all ayes.
 - Hiring Committee formed and includes Director Grim, President McManus, Trustee Hoerschelmann and City Liaison Bowman.

Programming –

- Programming Update – Nothing New to share.

Collection Development –

- Inventory Update: Inventory on books has been paused and transitioned over to DVD's.

Facilities –

- Nightly Tracking of Patrons – Monthly Update: March = 1120 patrons.
- A snake was found in the library. Possibly a water moccasin. Director Grim removed the snake and will take a walk around the building to look for entry ways in and work on closing.
- Discussed having carpets cleaned and windows cleaned after summer.

Children's Programming – Calendar of events is being finalized for the Summer Reading Program. Director Grim shared that she is transitioning the Summer Reading Program to include family programs and adult activities as well.

Misc- The library was gifted a bicycle and Director Grim is very excited to add a cart to the back and make a "rolling library!"

OLD BUSINESS –

- Director Grim talked to City Hall about patrons paying for fines there so they can use a credit card. A discussion will be needed with the City Administrator. Director Grim shared that after discussing this need with the City Administrator, they concluded that if a patron needs to use a credit card for a fine, they will need to go to City Hall and make the payment there.
- Discuss hiring an Assistant Director in the near future. Motion made during today's meeting.
- Discuss moving Library Board meetings to a new night. Checked the schedule and decided to move Library Board meetings to the 2nd Wednesday of the month.
 - President McManus made a motion to change Library Board meetings to the 2nd Wednesday of the month, still at 4pm, starting with the next meeting in May. Motion seconded by Trustee Hoerschelmann. Motion passed with all ayes.

NEW BUSINESS – Nothing to note.

ADD TO AGENDA –

- Look at Budget line items to adjust for hiring a new staff member.
- Discuss having Carpets cleaned and Windows cleaned after summer.

LIASONS REPORT: Nothing to Report.

PUBLIC COMMENT (3 min limit) No public in attendance.

NEXT MEETING:

- The Next Board of Trustee's Meeting will be held May 14, 2025, at 4:00PM

ADJOURNMENT: Library Board meeting adjourned at 5:01pm.

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Should have been on
5/6/25 meeting

Camanche Public Library

April 19, 2025 @ 9am

Special Meeting Notes

1. Roll Call: Shannon McManus, Boni Hugunin, Dave Bowman, Bambi Blaess, Gail Grim.

City Liaison, Dave Bowman, requests these motions to be tabled until he can get more information from the City Administrator. He will make an appointment with City Administrator Kida and share that appointment time with President McManus, who will then share that time with the Board if anyone would like to meet as well.

Motion made to table this meeting until City Liaison can get more information to share made by President McManus. Trustee Hugunin seconded. Motion passed with all ayes.

2. Motion to amend the vote that allowed Director Grim to hire a full-time Assistant Director. Tabled for now.
3. Motion to allow Director Grim to hire a part-time seasonal employee. Tabled for now.

Public Comments (3-minute max). No public present.

Adjournment: Meeting adjourned at 9:17am.

The Next Board of Trustee's Meeting will be held May 14th, 2025, at 4:00 pm

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Camanche Public Library

April 28, 2025 @ 4pm

Special Meeting Notes

1. Roll Call: Shannon McManus, Boni Hugunin, Dave Bowman, Bambi Blaess, Bill Goble

2. Motion to amend the vote that allowed Director Grim to hire a full-time Assistant Director.

- Motion made to amend the vote that allowed Director Grim to hire a full-time Assistant Director made by Trustee Hugunin. Motion seconded by Trustee Blaess. Motion approved with all Ayes.

3. Motion to allow Director Grim to hire a part-time seasonal employee.

- Motion made to allow Director Grim to hire a PRN "as needed" Part-Time Seasonal employee to work anywhere from 0-30 hours a week at \$15 per hour made by Trustee Hugunin. A second to the motion was given by Trustee Goble. Motion approved with all Ayes.

Public Comments (3-minute max) – No Public Present.

Adjournment: Meeting adjourned at 4:10pm.

The Next Board of Trustee's Meeting will be held May 14th, 2025, at 4:00 pm

Interested Citizens are invited to attend.

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.

Park and Rec Minutes

The meeting was called to order at 6:00 p.m. on May 12, 2025.

Present at the meeting was Linda Putman, Bill Siefken, Tevin Stoecker, and Casey Green.

A motion was made to approve the April 14th Minutes. 1st by Bill Siefken and 2nd Linda Putman. All in favor so motion carried.

A motion was made to approve the April Financials. 1st Linda Putman and 2nd Bill Siefken. All in favor so motion carried.

There was a discussion on the Splash Pad. Things are moving along and Casey said there is discussion on different restroom options. All is ready for the concrete to be poured and the features placed. Casey said they are telling him they will still have it ready for Memorial Day weekend. Casey would like to get a DJ for the grand opening and have a 50/50 raffle. A motion was made to disperse the \$250.00 for party in the park to get their funds. 1st Bill Siefken and 2nd Tevin Stoecker. All in favor so motion carried.

Hometown Pride want to donate a water fountain along with the 4 benches.

Jean Morgan would like to donate some more flowers to Central Park. She originally wanted to hang baskets on the poles, but that is not allowed, so Casey suggested hanging them on the pavilion.

Picnic tables do need some work. Casey will check and see how many need boards and get with public works. We would like to see the Scouts of America or the school paint the picnic tables. They could assign a bench to a student and then once a year have them re-painted like the seniors do their parking spots.

Boys' baseball will maintain all the fields. We need someone to do some grading and fill work on the softball fields. Tevin said he can get us a quote for someone to do the girl's field. Casey talked to the gentlemen who does DeWitt fields and he is not available.

Casey still wants to meet on Memorial Day so we can get things to council for approval.

Meeting adjourned at 6:40.

Respectfully submitted,

Linda Putman

Camanche Historical Board met 12 May 2025. President Kris Melenbacker opened the meeting with all members present, Madonna Obren, Ruth Evans and Cindi Lind. Also present were Liaison Bob Edens, society members Ed Evans and Carolyn Wilkerson.

Minutes for 14 April were read. Kris motioned, seconded by Madonna to approve as read. Carried.

Treasurer's report was given by Madonna. Cindi motioned to approve, Kris seconded. Accepted.

Old business: Bob said he is still waiting for a timeline from City Administrator, Andrew Kida, about the overhead lights. Ownership of land next door to the museum will probably need to have a certified surveyor map it. Madonna will check on the bricks.

New business: Schedules were planned-- see calendar. Cindi will work at the depot on 14 June. Bob will check about getting black dirt for landscaping. Heating bill too high. Everyone should check the temperature after using. Chairs were checked for damage as they arrived by several people. One found damaged. Cindi had a picture of a butter churn to be donated. Madonna motioned to accept it, Cindi seconded. Approved.

Kris adjourned.

Respectfully submitted,

Ruth Evans, secretary



< CITY OF CAMANCHE

Retail Tobacco License Review

CITY OF CAMANCHE
1309371806



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP	: DOLGENCORP LLC
Type of ownership	: Limited Liability Company
Primary office address	: 100 MISSION RDG GOODLETTSVILLE TN 37072-2171
Legal Ownership Phone	: 615-855-4000
Legal Ownership Email	: tax-beerandwinelicense@dollargeneral.com

Application Information

City/County Permit Number	: 24-03
Sales and Use Permit Number	: 123016417
Location Name	: DOLLAR GENERAL # 6551
Location Phone Number	: 615-855-4000
Location Address	: 1524 S WASHINGTON BLVD CAMANCHE IA 52730-1710
Location Mailing Address	: 100 MISSION RDG GOODLETTSVILLE TN 37072-2171
Renewal	: Yes
Start Date	: 01-Jul-2025
End Date	: 30-Jun-2026

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step : No

Corporate Officers

Title	Name	Address
Managing Officer	TAYLOR, EMILY	100 MISSION RDG DEPT TAXLICENSING GOODLETTSVILLE TN 37072-217

Suppliers List

ITG Brands
RJ Reynolds
Liggett Vector Brands
Altria- Phillip Morris
Xcaliber Internation / Edgefield
Futura

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision



Approve

Deny

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

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May 15, 2025

Mr. Andrew Kida, City Administrator
818 7th Avenue
Camanche, IA 52730

RE: Recommendation of Award
Camanche Well #8 Test Well
City of Camanche, IA

Dear Andrew:

Two bids were received on May 14, 2025, for the Camanche Well #8 Test Well:

Gingerich Well & Pump Service, LLC – \$1,188,860.00
Cahoy Pump Service, Inc. - \$1,675,440.00

We have reviewed the bids that were provided to us. In our review of the bid forms that were provided to us, we discovered no irregularities that may relate to the responsiveness of the bidders.

We recommend that City of Camanche proceed with your award process on the basis of the low bid of \$1,188,860.00 submitted by Gingerich Well & Pump Service, LLC.

This bid consists of the construction of a Test Well approximately 1,300 feet deep, with steel casing pipe in these approximate lengths and outside diameters: 110 feet of 16 inch, 320 feet of 10.75 inch, 900 feet of 7 inch. Grouting, development of the well, disinfection, installation of a 250 gpm submersible test pump with associated piping, meter, and sampling ports.

This award may be subject to the submittal of acceptable bonds, insurance, and other requirements of the City of Camanche. We are enclosing a copy of the bid tabulation for your use.

Please contact our office of the award decision and we will proceed with obtaining the agreement, bonds, and insurance.

We look forward to working with you and the City of Camanche on this project. If you have any questions, please give me a call.

Sincerely,
SHIVE-HATTERY, INC.



Dan Solchenberger, PE
Civil Engineer
City of Camanche - Engineering Representative

DCS/wma

Enc: Bid Tab results



SHIVE-HATTERY, INC.

2144 56th Avenue West
Bettendorf, IA 52722
(563) 635-7300

TABULATION OF BIDS

Client: City of Camanche

Bid Date & Time: May 14, 2025

10:00:00 AM

Location: City of Camache

Project Name: Camanche Well #8 Test Well

S-H Project #: 2132201054

Shive-Hattery Cost Opinion

Gingerich Well & Pump Service, LLC
1331 Hwy 1
Kalona, IA 52247

Cahoy Pump Service, Inc.
24568 150th St.
Sumner, IA 50674

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL PRICE	UNIT PRICE	ESTIMATED TOTAL PRICE	UNIT PRICE	ESTIMATED TOTAL PRICE
1	Mobilization / Demobilization	LS	1	\$ 450,000.00	\$ 450,000.00	\$ 400,000.00	\$ 400,000.00	\$480,000.00	\$ 480,000.00
2	General Permit 6/ WWPPP Compliance	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 25,000.00	\$ 25,000.00	\$340,000.00	\$ 340,000.00
3	Drill 21-inch diameter hole	LF	100	\$ 500.00	\$ 50,000.00	\$ 415.00	\$ 41,500.00	\$717.00	\$ 71,700.00
4	Furnish and Install 16-inch casing	LF	100	\$ 400.00	\$ 40,000.00	\$ 285.00	\$ 28,500.00	\$222.00	\$ 22,200.00
5	Grout Set-Up 16-inch casing	EA	1	\$ 10,000.00	\$ 10,000.00	\$ 18,000.00	\$ 18,000.00	\$6,500.00	\$ 6,500.00
6	Cement Grout	CF	140	\$ 60.00	\$ 8,400.00	\$ 52.00	\$ 7,280.00	\$49.00	\$ 6,860.00
7	Drill 15-inch diameter hole	LF	220	\$ 390.00	\$ 85,800.00	\$ 320.00	\$ 70,400.00	\$452.00	\$ 99,440.00
8	Furnish and Install 10.75" casing	LF	320	\$ 225.00	\$ 72,000.00	\$ 175.00	\$ 56,000.00	\$149.00	\$ 47,680.00
9	Grout Set-Up 10.75" casing	EA	1	\$ 8,000.00	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00	\$8,200.00	\$ 8,200.00
10	Cement Grout	CF	260	\$ 60.00	\$ 15,600.00	\$ 52.00	\$ 13,520.00	\$49.00	\$ 12,740.00
11	Drill 10 inch diameter hole	LF	580	\$ 330.00	\$ 191,400.00	\$ 210.00	\$ 121,800.00	\$240.00	\$ 139,200.00
12	Furnish and Install 7" casing	LF	900	\$ 90.00	\$ 81,000.00	\$ 105.00	\$ 94,500.00	\$52.00	\$ 46,800.00
13	Grout Set-Up 7" casing	EA	1	\$ 8,000.00	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00	\$68,000.00	\$ 68,000.00
14	Cement Grout	CF	300	\$ 60.00	\$ 18,000.00	\$ 52.00	\$ 15,600.00	\$49.00	\$ 14,700.00
15	Drill 6" Open Hole	LF	420	\$ 150.00	\$ 63,000.00	\$ 88.00	\$ 36,960.00	\$88.00	\$ 36,960.00
16	Acid Injection set-up	LS	1	\$ 45,000.00	\$ 45,000.00	\$ 55,000.00	\$ 55,000.00	\$36,000.00	\$ 36,000.00
17	Acidize	Gallons	5000	\$ 15.00	\$ 75,000.00	\$ 10.00	\$ 50,000.00	\$10.00	\$ 50,000.00
18	Development	LS	1	\$ 18,000.00	\$ 18,000.00	\$ 12,000.00	\$ 12,000.00	\$29,000.00	\$ 29,000.00
19	Test pump installment and removal	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$28,300.00	\$ 28,300.00
20	Test pumping	Hours	24	\$ 250.00	\$ 6,000.00	\$ 325.00	\$ 7,800.00	\$390.00	\$ 9,360.00
21	Water quality samples	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	\$11,900.00	\$ 11,900.00
22	Cleaning & Disinfection	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$9,500.00	\$ 9,500.00

SHIVE-HATTERY, INC.

2144 56th Avenue West
Bettendorf, IA 52722
(563) 635-7300

TABULATION OF BIDS

Client: City of Camanche

Bid Date & Time: May 14, 2025

10:00:00 AM

Project Name: Camanche Well #8 Test Well

Location: City of Camache

S-H Project #: 2132201054

				Shive-Hattery Cost Opinion		Gingerich Well & Pump Service, LLC 1331 Hwy 1 Kalona, IA 52247		Cahoy Pump Service, Inc. 24568 150th St. Sumner, IA 50674	
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL PRICE	UNIT PRICE	ESTIMATED TOTAL PRICE	UNIT PRICE	ESTIMATED TOTAL PRICE
23	Plugging and Abandonment	EA	1	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$82,400.00	\$ 82,400.00
24	Water Delivered to Site	10,000 gallons	60	\$ 750.00	\$ 45,000.00	\$ 1,500.00	\$ 90,000.00	\$300.00	\$ 18,000.00
					\$ 1,333,200.00		\$ 1,188,860.00		\$ 1,675,440.00

**AN ORDINANCE AMENDING ZONING ORDINANCE CHAPTER 18.20.020 AG-1 AGRICULTURAL RURAL:
PERMITTED USES OF THE CAMANCHE, IOWA CODE OF ORDINANCES**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMANCHE, IOWA:

Section 1. Purpose. The purpose of this ordinance is to amend Zoning Chapter 18.20.020 of the Camanche, Iowa Code of Ordinances, for the regulation of the permitted uses in areas zoned AG-1 Agricultural Rural in the City of Camanche

Section 2. Facts Found. The City Council hereby makes the following findings of fact:

- 1) The City of Camanche Zoning Ordinance regulates permitted uses in the Zoning Ordinance Chapter 18
- 2) The current ordinance does not permit the installation of water towers for commercial use in areas where a water tower may increase regional development
- 3) Recent advancements in the regional rail park have developed requirements for additional water service
- 4) The City of Camanche Water System does not have intention to build or planning to install infrastructure in this area
- 5) The Camanche Planning and Zoning Commission has reviewed and recommended adoption of amended language to incorporate in the Zoning Ordinance
- 6) The City of Camanche finds it appropriate to amend the Zoning Ordinance

Section 3. Amendment. The Camanche, Iowa, Code of Ordinances for Zoning Chapter 18.20.020 is hereby amended by adding the following language

E. Commercial Water Towers are permitted with approval of a Special Use Permit. Service lines from any Commercial Water Tower or its associated water network may service properties in Camanche City Limits with a Special Use Permit.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

Section 5. 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 this ordinance as a whole, or any section, provision, or part thereof not adjudicated invalid or unconstitutional.

Section 6. When Effective. This ordinance shall be in full force and effect from and after its final approval, passage, and publication as provided by law.

Passed by the Camanche City Council this _____ day of _____, 2025 and approved this _____ day of _____, 2025.

Austin Pruett, Mayor

Attest: Toni L. Schneider, City Clerk

Adoption date: _____

I Toni L. Schneider, City Clerk do hereby certify that three copies of this ordinance were posted according to law on _____, 2025 at City Hall, Clinton National Bank, Camanche Public Library.

Date

Toni L. Schneider, City Clerk

AGREEMENT FOR THE ADMINISTRATION OF A UNION LIBRARY CATALOG CONSORTIUM FOR THE CLINTON COUNTY PUBLIC LIBRARY ASSOCIATION

The undersigned participating agencies agree pursuant to Chapter 28E of the Code of Iowa as follows:

SECTION 1

Purpose and the Agreement

This agreement is made to create and set the administration for a Union Library Catalog Consortium for Clinton County Public Libraries utilizing integrated library software (Insignia Software). The Union Library catalog is a collaborative effort to better service and share library resources within Clinton County to provide an overall higher level of service for all Clinton County residents.

The objectives of this Agreement are to define the responsibilities of each of the parties for the administration and operation of the union library catalog.

SECTION 2

Administration

The DeWitt Community Library shall be the administrative agent for the union library catalog.

The DeWitt Community Library shall:

- a) Maintain a subscription to Insignia Software, a comprehensive, fully integrated library automation system for public libraries, which will serve as the online platform to host the union library catalog.
- b) Assist other Clinton County Libraries with installing the Insignia Software at no cost.
- c) Assist other Clinton County Libraries with basic training on the Insignia system at no cost.
- d) Provide limited ongoing technical assistance and support.

Participating Libraries of the Clinton County Union Library Catalog Consortium shall:

- a) Maintain a subscription to Insignia Software, a comprehensive, fully integrated library automation system for public libraries, which will serve as the online platform for the union library catalog.
- b) Be an active member of the Clinton County Public Library Association.
- c) Each library shall maintain its list of collections and patron data on the Insignia System.
- d) Provide a staff person who shall serve as the contact and local administrator of the Insignia System for that library.

SECTION 3

Withdrawal/Termination

Participating agencies of the Union Library Catalog Consortium may withdraw from the program with 90 days notice to the DeWitt Community Library and the Clinton County Public Library Association. The withdrawing participating agency will be liable for all costs associated with withdrawal.

Any participating agency that fails to meet its responsibilities to the Union Library Catalog Consortium may be terminated by written notice from the DeWitt Community Library and the Clinton County Library Association.

Any participating agency that either withdraws or is terminated will be responsible for communicating such status to those individuals participating in the program through said library.

SECTION 4

Agreement Termination

The Clinton County Union Library Catalog Consortium 28E Agreement will be terminated on June 30, 2029, in the absence of a renewal of this agreement or an amendment to this agreement.

SECTION 5

HOLD HARMLESS

Each party agrees to hold the other parties free and harmless from any liability associated with their respective performance under the terms of the agreement other than intentional misconduct or negligence.

SECTION 6

ENTIRE AGREEMENT

This Agreement sets forth all of the covenants, promises, agreements, and conditions among the parties. There are no other covenants, promises, agreements, or conditions, either oral or written or binding and effective.

SECTION 7

SIGNATURES

City of DeWitt, Iowa

Attest:

By _____
Mayor

City Clerk

DeWitt Library Board of Trustees

Attest:

By _____
DeWitt Library Board of Trustees, President

City of Camanche, Iowa

Attest:

By _____
Mayor

City Clerk

Camanche Library Board of Trustees

Attest:

By 
Camanche Library Board of Trustees, President

City Clerk

Clinton County Public Library Association

Attest:

By _____
Authorized Representative

RESOLUTION _____

A RESOLUTION SETTING THE TIME AND PLACE FOR A PUBLIC HEARING ON A PROPOSAL TO AMEND THE FY 2025 BUDGET

WHEREAS, Iowa law required cities to file a budget with the State establishing the amounts of money that may be spent within certain program areas, and

WHEREAS, it may be necessary to amend the filed budget to increase the amount of money authorized to be spent in certain program areas, and

WHEREAS, to amend the budget, the City must publish notice and hold a public hearing in accordance with the provisions of Iowa law, and

WHEREAS, the City of Camanche proposes to amend its fiscal year ending 2025 annual budget.

NOW THEREFORE BE IT RESOLVED that a public hearing on the proposal to amend the FY 2025 budget is hereby set for May 30, 2025 at 3:00 P.M. at the City Hall.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish notice of the public hearing as required by Iowa law.

Adopted by the Camanche City Council this 20th day of May 2025.

Austin Pruett, Mayor

Attest:

Toni L. Schneider, City Clerk/Treasurer

RESOLUTION _____

A RESOLUTION SETTING THE TIME AND PLACE FOR A PUBLIC HEARING ON A PROPOSAL TO ENTER INTO A 28E AGREEMENT WITH THE CLINTON COUNTY PUBLIC LIBRARY ASSOCIATION

WHEREAS, Iowa law requires a public hearing when entering into official agreements under Iowa Code 28E, and

WHEREAS, the Camanche Public Library Board has voted to approve a 28E agreement with the Clinton County Public Library Association for a Union Library Catalog Consortium.

NOW THEREFORE BE IT RESOLVED that a public hearing on the proposal to enter into a 28E agreement between the Camanche Public Library and the Clinton County Public Library Association is set for June 3, 2025 at 6:00 P.M. at the Camanche City Hall.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish notice of the public hearing as required by Iowa law.

Adopted by the Camanche City Council this 20th day of May 2025.

Austin Pruett, Mayor

Attest:

Toni L. Schneider, City Clerk/Treasurer

AGREEMENT FOR THE ADMINISTRATION OF A UNION LIBRARY CATALOG CONSORTIUM FOR THE CLINTON COUNTY PUBLIC LIBRARY ASSOCIATION

The undersigned participating agencies agree pursuant to Chapter 28E of the Code of Iowa as follows:

SECTION 1

Purpose and the Agreement

This agreement is made to create and set the administration for a Union Library Catalog Consortium for Clinton County Public Libraries utilizing integrated library software (Insignia Software). The Union Library catalog is a collaborative effort to better service and share library resources within Clinton County to provide an overall higher level of service for all Clinton County residents.

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Participating agencies of the Union Library Catalog Consortium may withdraw from the program with 90 days notice to the DeWitt Community Library and the Clinton County Public Library Association. The withdrawing participating agency will be liable for all costs associated with withdrawal.

Any participating agency that fails to meet its responsibilities to the Union Library Catalog Consortium may be terminated by written notice from the DeWitt Community Library and the Clinton County Library Association.

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The Clinton County Union Library Catalog Consortium 28E Agreement will be terminated on June 30, 2029, in the absence of a renewal of this agreement or an amendment to this agreement.

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Each party agrees to hold the other parties free and harmless from any liability associated with their respective performance under the terms of the agreement other than intentional misconduct or negligence.

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This Agreement sets forth all of the covenants, promises, agreements, and conditions among the parties. There are no other covenants, promises, agreements, or conditions, either oral or written or binding and effective.

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Attest:

By _____
Mayor

City Clerk

DeWitt Library Board of Trustees

Attest:

By _____
DeWitt Library Board of Trustees, President

City of Camanche, Iowa

Attest:

By _____
Mayor

City Clerk

Camanche Library Board of Trustees

Attest:

By 
Camanche Library Board of Trustees, President

City Clerk

Clinton County Public Library Association

Attest:

By _____
Authorized Representative

RESOLUTION _____

A RESOLUTION SETTING THE TIME AND PLACE FOR A PUBLIC HEARING ON AMENDING THE CAPITAL IMPROVEMENT PLAN

WHEREAS, Iowa law requires a public hearing when adopting or amending a Capital Improvement Plan, and

WHEREAS, the Camanche City Council has held workshops for recommendations to amend the Capital Improvement Plan.

NOW THEREFORE BE IT RESOLVED that a public hearing on the proposal to amend the Capital Improvement Plan is set for June 3, 2025 at 6:00 P.M. at the Camanche City Hall.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish notice of the public hearing as required by Iowa law.

Adopted by the Camanche City Council this 20th day of May 2025.

Austin Pruett, Mayor

Attest:

Toni L. Schneider, City Clerk/Treasurer

MONTHLY REPORT

APRIL 2025

CAMANCHE POLICE DEPARTMENT



Monthly Statistics		3 yr. Average
Squad Miles Driven	3952	4076
Monthly Calls for Service	713	832
Annual Calls for Service	2756	Annual Total 9984
New Cases	39	24.6
Ambulance/FD Assists	42	41.6
MV Collisions	8	5.25
Arrests	10	9.17
Traffic Stops	103	68.6
Citations	33	23.2
Warnings/Memos	74	43.67
Mutual Aid *	39	29
SIFA Logged	487	566.8

Self-Initiated Field Activity

Business checks
Citizen assists
Community policing
Foot patrol
Found property
Out with vehicle
School checks
Subject stops
Suspicious subjects
Suspicious vehicles
Traffic stops
Etc.

Mutual Aid calls are both to and from other agencies and reflect the total number of officers involved. For example, if two Camanche Officers are dispatched to assist the Clinton County Sheriff's Office that would account for two mutual aid calls. The average is based on 2022-2024 statistics.



Investigations & Patrol

- CAP25000083 – On 4/01/25 CAFD and CAPD responded to and investigated a grass fire on a rural property near the north end of Dunn Rd.
- CAP25000084 – On 4/02/25 CAPD conducted a traffic stop on a vehicle for failing to use headlights. The driver, Vincent Vegas Vandyk (23) was cited for failure to use headlamps and possession of marijuana.
- CAP25000085 – On 4/03/25 CAPD opened a report in regards to a domestic assault between a child and step father at a residence in the 700 block of 3rd Street.
- CAP25000086 – On 4/04/25 CAPD investigated a property damage accident on Hwy 67 at 21st Street. Driver Ethan Warren Bielema (25) was cited for failure to obey stop sign and yield the right of way.
- CAP25000087 – On 4/04/25 CAPD took a fraud/identity theft report from a resident in the 500 block of 7th Street.
- CAP25000088 – On 4/04/25 CAPD took a forgery report from a representative of Citizens First Bank.
- CAP25000089 – On 4/09/25 CAPD investigated a report of a verbal domestic in the Cedar Heights. The suspected party was gone upon arrival.
- CAP25000090 – On 4/09/25 CAPD took an assault report involving two juveniles at Platt Park.
- CAP25000091 – Opened in error
- CAP25000092 – On 4/11/25 CAPD was dispatched to a residence in the 1200 block of 7th Ave for a domestic assault. Taylor Alex Yaddof (29) was subsequently arrested and charged with domestic assault.
- CAP25000093 – On 4/12/25 CAPD was dispatched to Casey's General Store for an intoxicated male about to leave the parking lot. Tyler Ray Sukut (39) was subsequently arrested for OWI and cited for open container.
- CAP25000094 – On 4/13/25 CAPD responded to a residence in the 300 block of 5th Ave for an assault that was later turned over to Iowa HHS.
- CAP25000095 – On 4/13/25 CAPD opened a case regarding a cell phone that was located in Rosehill Cemetery.
- CAP25000096 – On 4/16/25 CAPD opened a case regarding a found cooler in the 800 block of S. Washington Blvd.
- CAP25000097 – On 4/14/25 CAPD took a theft report from Q3 Contracting for several aluminum panels that were taken from a construction site near 9th St/49th Ave. Items were valued at \$6300.
- CAP25000098 – On 4/14/25 CAPD was dispatched to the 900 block of 3rd Street for a vehicle that had struck a building. The incident was turned over to Iowa State Patrol.



Investigations & Patrol

- CAP25000099 – On 4/15/25 CAPD responded to the 1400 block of Woods Ave for a hit and run accident. The driver of the offending vehicle returned to the scene and exchanged insurance information with the complainant.
- CAP25000100 – On 4/15/25 CAPD conducted a traffic stop at Kwik Star in Clinton for an equipment violation that occurred in Camanche. The driver, Kayla Marie Kunz (30) was arrested for possession of marijuana 3rd and cited for the equipment violation.
- CAP25000101 – On 4/16/25 CAPD was made aware of a backpack located at the Camanche High School with two vapes inside. The backpack was determined to belong to a 17 year old juvenile female who was referred to the PRI420 program.
- CAP25000102 – On 4/17/25 CAPD opened a sexual assault investigation involving juveniles.
- CAP25000103 – On 4/17/25 CAPD responded to and investigated a two vehicle personal injury accident in the 1000 block of 7th Ave. Driver, Laisha Marie Griffin (39) was cited for failure to obey/yield stop sign.
- CAP25000104 – On 4/16/25 CAPD received a harassment/sexual assault complaint from a Camanche Middle School Student.
- CAP25000105 – On 4/17/25 CAPD investigated a dog bite at a residence in the 400 block of 9th Ave.
- CAP25000106 – On 4/18/25 CAPD opened a harassment investigation regarding harassing communication online.
- CAP25000107 – On 4/18/25 CAPD conducted a traffic stop on 13th Ave/8th St for a vehicle with no headlights. The driver, Samuel Patrick Drennen (36) was subsequently arrested for OWI and possession of marijuana. Drennen was cited for failure to use headlamps when required.
- CAP25000108 – On 4/19/25 CAPD was dispatched to the area of 7th Ave/21st Street for a male subject walking away from a vehicle that was in the marsh. The subject, Ross De La Rosa Ortiz (20) was cited for failure to maintain control and possession of a vape under 21.
- CAP25000109 – On 4/20/25 CAPD conducted a traffic stop for speeding, an equipment violation and weaving in its lane. The driver, Zachary Joseph Stratton (23) was subsequently arrested for OWI and cited for speeding and an equipment violation.
- CAP25000110 – On 4/21/25 CAPD conducted a traffic stop on 14th Ave/9th St for equipment violations. The driver, Dennis David Swift (66) was cited for possession of drug paraphernalia and issued warnings for the equipment violations.
- CAP25000111 – On 4/22/25 CAPD responded to and investigated a report of a cat bite at a residence in the 400 block of 5th Ave.
- CAP25000112 – On 4/23/25 CAPD took a criminal mischief report from a resident in the 1400 of Westfield Ln. Damage to his vehicle is estimated at \$900.



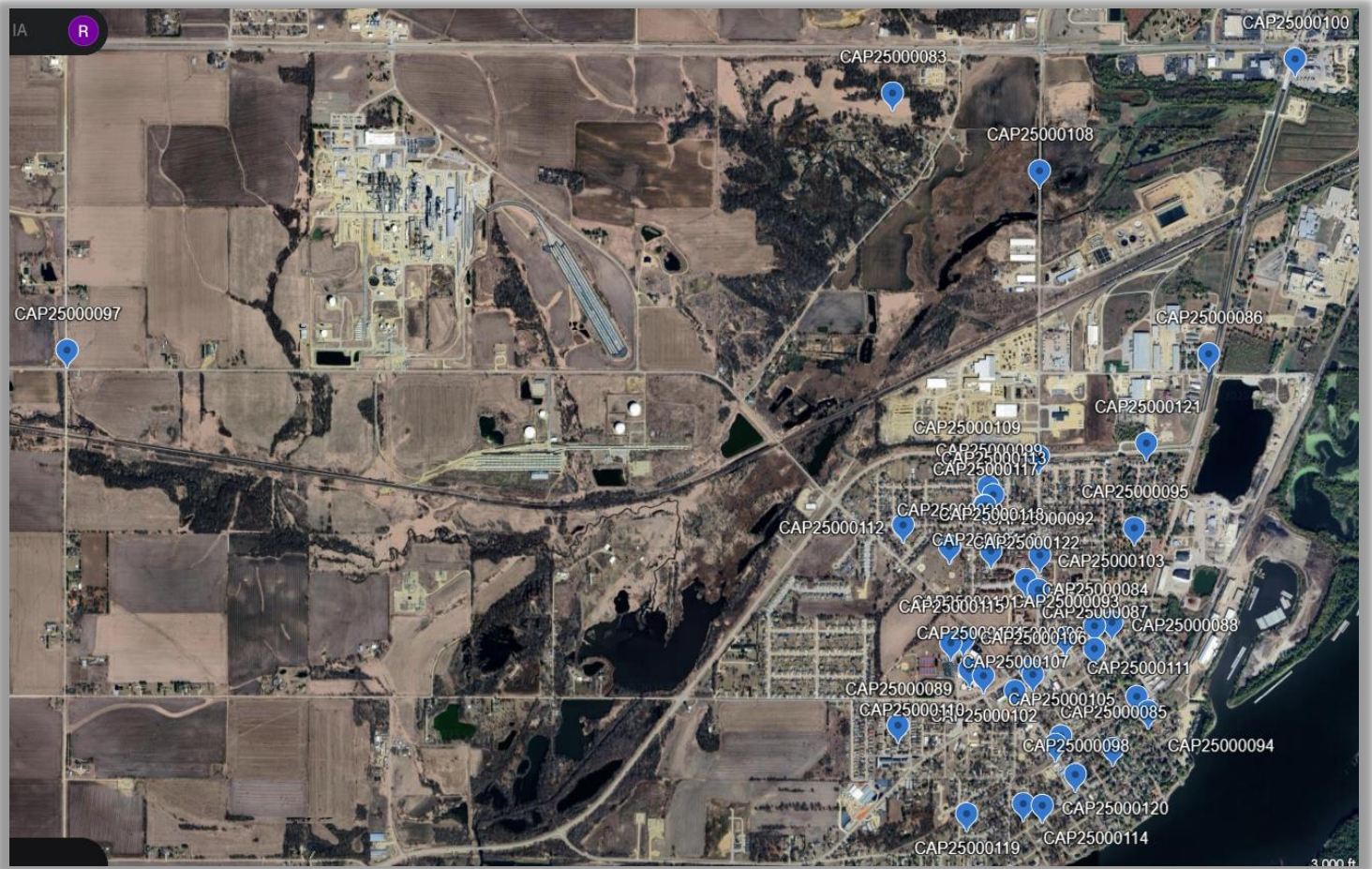
Investigations & Patrol

- CAP25000113 – On 4/23/25 CAPD is investigation a report of a sexual exploitation of a minor.
- CAP25000114 – On 4/23/25 CAPD is investigating an incident of disorderly conduct between two juvenile males that took place at Anthony Park.
- CAP25000115 – On 4/25/25 CAPD is investigating a two vehicle property damage accident that took place in the High School parking lot.
- CAP25000116 – On 4/26/25 CAPD investigated a report of an elderly male subject driving recklessly in the 900 block of Middle Rd and later determined to have driven his car through the front wall of his garage.
- CAP25000117 – On 4/26/25 as a result of the previous investigation in the 900 block of Middle Rd, an animal welfare case was opened.
- CAP25000118 – On 4/26/25 CAPD investigated a domestic assault at a residence in the 800 block of Blackhawk Ln.
- CAP25000119 – On 4/25/25 CAPD took a criminal mischief report from a resident in the 1400 block of Anthony Place regarding damage to a window. The damage is valued at \$300.
- CAP25000120 – On 4/28/25 CAPD opened a report in reference to animal hoarding after conducting a welfare check at a residence in the 1100 block of 3rd Street.
- CAP25000121 – On 4/29/25 CAPD took a fraud report from a resident in the 200 block of 16th Place. The complainant received two fraudulent checks in the mail.
- CAP25000122 – On 4/30/25 CAPD responded to an ambulance call at a residence in the 1000 block of 7th Ave and subsequently opened a case in reference to an animal bite.



Statistical Crime Mapping

April 2025 Case Reports by Location

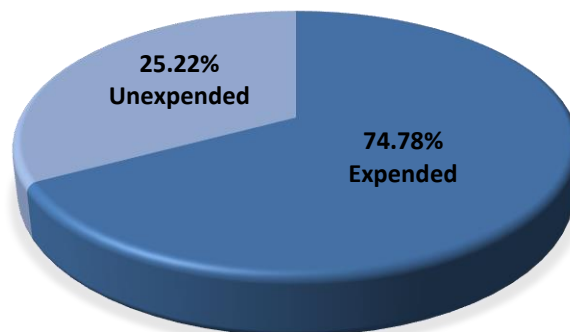


Staffing

Description	Hours	2025 Total
Vacation	0	120
Personal Time	48	60
Sick Time	0	45
Bereavement	0	0
Overtime	100.5	269
Court 1.5x	0	2
Court 2x	2	10
Comp Time Used	14	57
Comp Time Earned (x1.5)	11.75	25.25

Employment opportunities can always be found at <https://www.camancheia.org/employment-opportunities/>

BUDGET 2024/2025 **% OF FISCAL YTD 83.3%** **8.52% UNDER BUDGET**



Iowa Law Enforcement Academy Update

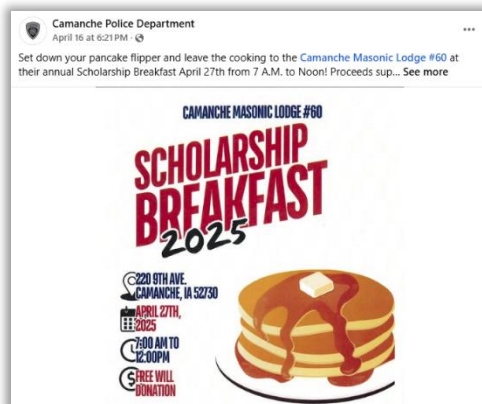
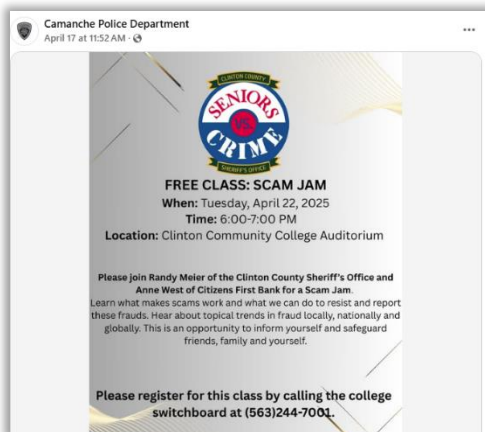
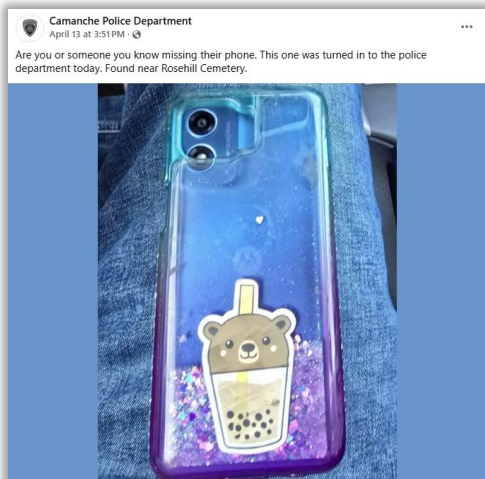
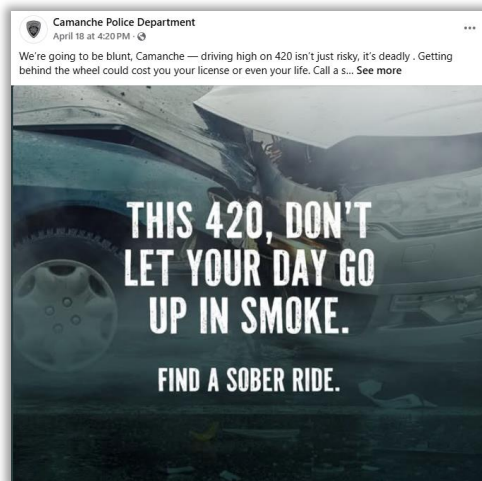
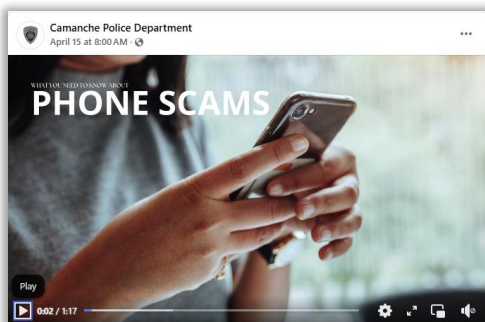
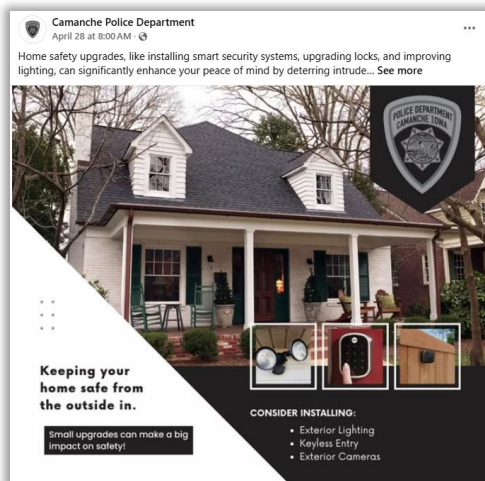
On April 25th, Officer Jack Davison graduated from the Iowa Law Enforcement Academy and has begun the first phase of his field training with Sgt. Parks.



Social Media - <https://www.facebook.com/camanchepolicedepartment>



STAY CONNECTED



<https://www.camancheia.org>



Training - (11.75 hours of training in April)



Community Policing



Wednesday April 9th & 16th Cpl. Snodgrass held a “Walk to School” event for the Elementary and Middle Schools. Participating students walked with Cpl. Snodgrass and Officer Marten from City Park to their respective schools.

