

**City of Williamsburg
210 West State Street
PO Box 596
Williamsburg IA 52361**

Regular Session
December 8, 2003
7:30 p.m.

Mayor Armstrong and council members Phillips, VonAhsen, Greiner, Wanner, and Kirkpatrick were present.

The Council received the inspection report from the Department of Natural Resources for the sanitary survey conducted on December 1, 2003 for the Williamsburg public water supply.

Traci Eckenrod, Recreation Director, will look into bringing Celebration Iowa to Williamsburg next year.

Traci Eckenrod, was approached by a mother of an enlisted serviceman to have a homecoming in June or July 2004 for his return home.

A member of the Recreation Center would like to give free racquetball lessons. It was the consensus of the council to allow said lessons.

Richard Dane, owner of the proposed Clearview Subdivision, and Glen Meissner, MMS Consultants, were in to discuss Clearview Subdivision. They would like to know if it is the City's wishes for them to have to be annexed to the City of Williamsburg and would like to know how water and sewer services would be extended to the subdivision.
Will there be any assistance from the City to bring water and sewer to their property line?

It would cost around \$50,000 construction cost to extend water and sewer to the proposed subdivision.

The Council received the November 2003 Police Department report.

The Council received the November 2003 Recreation Department report.

The Council received the November 2003 Public Works Department report.

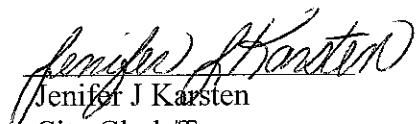
1. Motion by Phillips and seconded by Kirkpatrick to approve the consent agenda:

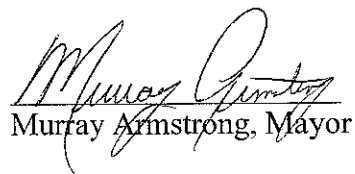
- a) Minutes of the November 24, 2003 council meeting
- b) Bills as presented
- c) Treasurer's report

All ayes. Motion carried.

2. Motion by Phillips and seconded by Kirkpatrick to open a public hearing at 7:45 p.m. – Fiscal Year 2004 budget amendment. All ayes. Motion carried.

3. Motion by Phillips and seconded by Kirkpatrick to close the public hearing at 7:47 p.m. All ayes. Motion carried.
4. Motion by Phillips and seconded by Wanner to approve Resolution 49-12-03 – Fiscal Year 2004 budget amendment. Roll call: ayes; TP, MG, DK, GV, GW. Motion carried.
5. Motion by Phillips and seconded by Kirkpatrick to approve Resolution 50-12-03 – approve transferring \$200,000 from the special revenue sewer fund to the operating and maintenance sewer fund. Roll call: ayes; GV, MG, DK, GW, TP. Motion carried.
6. Motion by Phillips and seconded by Wanner to approve Resolution 51-12-03 – approving the Form of Contract for the 2003 Wastewater Plant Improvement Project. Roll call: ayes. TP, GW, DK, MG, GV. Motion carried.
7. Motion by Wanner and seconded by Phillips to approve payment all necessary bills at the end of the year. All ayes. Motion carried.
8. Motion by VonAhsen and seconded by Phillips to adjourn at 9:25 p.m. All ayes. Motion carried.


Jenifer J Karsten
City Clerk/Treasurer


Murray Armstrong, Mayor

DATE 12/05/2003

CITY OF WILLIAMSBURG
CLAIMS REGISTER REPORT

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ACE HARDWARE INC	SUPPLIES	264.49
ALLIANT ENERGY	ELECTRIC	10,542.43
ARK PEST CONTROL	FIRE/C HALL/LIB PEST CON	40.00
AVALON NETWORKS INC	CITY WEBSITE	14.95
	REC CTR INTERNET	19.95
BEN FRANKLIN	LIB-SUPPLIES	3.18
	SUPPLIES	43.53
	ACETYLENE	9.00
CEDAR RAPIDS WELDING	POLICE-EXPLORER	36.37
CHARLES CAPPER FORD INC	POLICE-BATTERIES	77.15
CHIEF SUPPLY	LIB-COMP 791	55.00
CIRRUS IMAGING SUPPLY CO	INS REIMB	387.65
CLUBB, DELBERT	INS REIMB	171.58
CLUBB, RALPH	1ST 1/2 12/03 ALLOCATION	3,125.00
COX SANITATION & RECYCLI	2ND 1/2 12/03 ALLOCATION	3,125.00
	REC CTR	70.00
CSI SOFTWARE	RECREATIOIN SOFTWARE	1,870.35
ECKENROD, TRACI	PRINTER/RACQUETBALL RACQ	41.44
	REC CTR TOOLS	10.59
ENGLISH VALLEY RADIO SER	POLICE-BATTERIES	99.90
EVANS SALES CO	SUPPLIES	117.56
FARMERS IMPLEMENT CO	ANGLE BROOM-SNOW REMOVAL	4,200.00
GABRIEL, MICHAEL	INS REIME	35.78
GENES EXPRESS MART	POLICE GAS	335.27
GOVT FINANCE OFFICERS	ANNUAL DUES	135.00
HANSON LIBRARY PETTY CAS	LIB-POSTAGE	77.78
HARRY'S CUSTOM TROPHIES	SUPPLIES	21.00
HIGHSMITH INC	LIB-SUPPLIES 7980181/799	114.70
INGRAM BOOK COMPANY	LIB-BOOKS/VIDEOS	958.12
ION EXCHANGE	NORTH ENTRANCE LANDSCAPI	12,000.00
IOWA COMMUNICATIOINS NET	LIB-PHONE 135393	10.23
IOWA COUNTY AUDITOR	11/04 ELECTION	801.02
IOWA COUNTY RECORDER	RES 44-11-03 K & M JONES	11.00
IOWA COUNTY TIRE & SERVI	POLICE TIRE REPAIR #1594	12.00
IOWA PAPER & CHEMICAL	#55939 REC CNTR	267.69
IOWA TELECOM	PHONE	1,068.56
J & S FARM SUPPLY	SAND HAULING	1,552.92
JS CLEANING	11/03 CLEANING	350.00
KEYSTONE LABORATORIES	H2O TEST	27.00
KIRKWOOD COMMUNITY COLLE	BASIC H2O TRAINING-DC/SK	600.00
KOCH BROTHERS	LIB-COPIER 01827684	350.00
LANCASTER CONSULTING INC	LIB-COMP/EQUIP 21106	126.90
LAREYS	#22529 CITY HALL	51.30
MINOLTA - DIV KMBS USA	REC CNTR	28.57
MPC NEWSPAPERS	BUDGET AMENDMENT	92.00
	FY03 FINANCIAL STATEMENT	161.70
	COUNCIL MEETINGS	184.68
	RETIREMENT AGREEMENT	18.09
	GAS	627.83
MULTI COUNTY OIL	MOWER DECK REPAIR	122.54
NEW HOLLAND PLAN	P & Z -BD OF ADJ	297.50
NIDEY PETERSON ERDAHY &	REVLEW SUBDIVISION PLATS	240.00
	FIRE STATION SITE	172.50
	HIGHLAND RIDGE TAX ABATE	210.00

DATE 12/05/2003

CITY OF WILLIAMSBURG
CLAIMS REGISTER REPORT

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NOVA NO SWEAT SERVICE	RECREATION MEETING ETC	240.00
ORIENTAL TRADING COMPANY	10/03-11/03	1,195.00
PEPSIAMERICAS INC	TREADMILL REPAIR	1,147.50
RECORDED BOOKS INC	LIB-SUPPLIES	285.90
RENTAL SERVICE CORPORATI	H2O REC CTR 3363052809	192.00
S & G MATERIALS	LIB-BOOKS	454.50
SAGERUSH CORPORATION	LIFT/CHRISTMAS DECORATIO	1,009.00
SERVICEMASTER BY LINDHAR	SALT/SAND	2,129.37
SPRATT, JULIE	LIB-COMP 44805	189.00
TERRACON	REC CNTR-LOBBY CARPET	62.89
TESTAMERICA INC	INS REIMB	358.90
TIP RURAL ELECTRIC COOP	US/IOWA FLAGS & STANDS	492.20
TNT LANDSCAPING LLC	FIRE STATION SITE	270.00
TREASURER STATE OF IOWA	SEWER TEST	205.20
UHLMANN, CAROL	ELECTRIC	926.27
US CELLULAR	MOWING SPORTS COMPLEX	137.50
USA BLUE BOOK	11/03 UTILITY SALES TAX	1,743.77
WAYNE MANUFACTURING CO	11/03 REC CNTR SALES TAX	1,489.20
WILLIAMSBURG AREA CHAMBE	STAFF TRAVEL	18.00
WILLIAMSBURG CARQUEST	CELL BILL	146.28
WILLIAMSBURG FOODS	SEWER PUMP	883.34
	CHRISTMAS LIGHTS	159.15
	REC CNTR MEMBERSHIP	85.00
	SUPPLIES	167.93
	POLICE SUPPLIES	45.87

DATE 12/05/2003

CITY OF WILLIAMSBURG
CLAIMS REGISTER REPORT

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EXPENDED 56,910.57

LIQUID

ACCRUAL

GRAND TOTALS

	EXPENDED	LIQUID	ACCRUAL
RECAP TOTALS			
FUND TOTALS			
001 GENERAL	26,034.00		
002 RECREATION	6,414.29		
003 LIBRARY	3,213.21		
110 ROAD USE TAX	10,739.96		
125 TAX INCREMENT FINANCING	664.70		
600 WATER	5,057.60		
610 SEWER	4,786.81		
****	56,910.57		

Marcia Senei

Marcia Senei

[Signature]

[Signature]

[Signature]

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION

To the Auditor of _____ IOWA _____ County, Iowa:

The City Council of WILLIAMSBURG in said County/COUNTIES met on December 8, 2003, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any, thereupon, the following resolution was introduced.

RESOLUTION No. 49-12-03

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2004

(AS AMENDED LAST ON _____.)

Be it Resolved by the Council of the City of WILLIAMSBURG

Section 1. Following notice published November 27, 2003

and the public hearing held, December 8, 2003 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property 1	538,931	0	538,931
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
Net Current Property Taxes 3	538,931	0	538,931
Delinquent Property Taxes 4	0	0	0
TIF Revenues 5	1,000,000	0	1,000,000
Other City Taxes 6	394,570	0	394,570
Licenses & Permits 7	6,300	0	6,300
Use of Money and Property 8	80,034	0	80,034
Intergovernmental 9	270,160	0	270,160
Charges for Services 10	900,300	58,100	958,400
Special Assessments 11	0	10,000	10,000
Miscellaneous 12	59,800	40,895	100,695
Other Financing Sources 13	1,249,473	28,043	1,277,516
Total Revenues and Other Sources 14	4,499,568	137,038	4,636,606
Expenditures & Other Financing Uses			
Public Safety 15	383,834	1,421	385,255
Public Works 16	353,040	27,000	380,040
Health and Social Services 17	900	0	900
Culture and Recreation 18	720,750	163,111	883,861
Community and Economic Development 19	123,000	84,780	207,780
General Government 20	163,507	0	163,507
Debt Service 21	583,586	0	583,586
Capital Projects 22	185,000	4,863	189,863
Total Government Activities Expenditures 23	2,513,617	281,175	2,794,792
Business Type / Enterprises 24	540,017	116,752	656,769
Non-Program 25			
Total Gov Activities & Business Expenditures 26	3,053,634	397,927	3,451,561
Transfers Out 27	1,249,473	28,043	1,277,516
Total Expenditures/Transfers Out 28	4,303,107	425,970	4,729,077
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out 29	196,461	-288,932	-92,471
Beginning Fund Balance July 1 30	1,517,475	270,651	1,788,126
Ending Fund Balance June 30 31	1,713,936	-18,281	1,695,655

Passed this 8th day of December-03

(Day)

(Month/Year)

Jennifer J Karsten
Signature
City Clerk/Finance Officer

Murray Armstrong
Signature
Mayor

RESOLUTION 50-12-03
City of Williamsburg, Iowa

Resolution authorizing the transfer of special sewer revenues.

WHEREAS, Ordinance #430 was passed and approved by the City Council of the City of Williamsburg, Iowa on Monday, August 10, 1998;

WHEREAS, said ordinance increased the sewer charge rate an additional \$.25 per 1,000 gallons used commencing October 15, 1998, an additional \$.25 per 1,000 gallons used on April 15, 1999, and an additional \$.25 per 1,000 gallons used on October 15, 1999;

WHEREAS, said revenue generated from the additional charges were authorized to be set aside in a separate sewer plant fund to be used for upgrading the present sewer plant. The fund allocated to the separate sewer plant fund cannot be used or borrowed against except by resolution passed by a minimum of 75% of the city council;

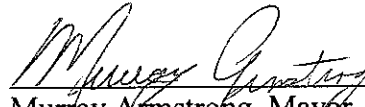
WHEREAS, we, Murray Armstrong, Mayor and Jenifer J Karsten, City Clerk/Treasurer of the City of Williamsburg, Iowa do hereby certify that the foregoing Resolution was adopted (introduced by Phillips and seconded by Kirkpatrick, roll call: ayes; GW, MG, DK, GV, TP) by the City Council of the City of Williamsburg, Iowa, at a meeting held on this 8th day of December, 2003, five members of the council present;

NOW THEREFORE, be it resolved by the Williamsburg City Council to approve the following:

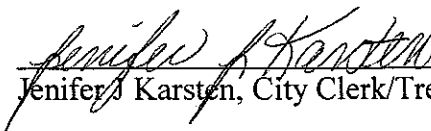
Section 1. Authorize the transfer of \$200,000 from the special sewer revenues fund to the operating and maintenance sewer fund.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved December 8, 2003.



Murray Armstrong, Mayor



Jenifer J Karsten, City Clerk/Treasurer

FORM OF CONTRACT
Resolution 51-12-03
CITY OF WILLIAMSBURG
2003 WASTEWATER PLANT IMPROVEMENTS

THIS AGREEMENT, made and entered into this 8th day of December, 2003, by and between the City of Williamsburg, Iowa, party of the first part, hereinafter referred to as the "Owner" and Carter-Kirkpatrick Services, Inc., party of the second part, hereinafter referred to as the Contractor.

WITNESSETH

THAT WHEREAS the Owner has heretofore caused to be prepared certain drawings, specifications, and Form of Proposal dated the 7th day of November, 2003 for the City of Williamsburg 2003 Wastewater Plant Improvements Project, for Williamsburg, Iowa under the terms and conditions therein fully stated and set forth, and whereas, said drawings, specifications and proposal accurately and fully describe the terms and conditions upon which the Contractor is willing to perform the work specified.

NOW THEREFORE, IT IS AGREED:

1. That the Owner hereby accepts the proposal of the Contractor for the work and for the sum listed below:

CITY OF WILLIAMSBURG
2003 WASTEWATER PLANT IMPROVEMENT PROJECT

CONTRACT AMOUNT \$ 34,900.00

2. That this contract consists of the following component parts which are made a part of this Agreement and Contract as fully and absolutely as if they were set out in detail in this Contract:
 - a. This Instrument
 - b. Addendum Numbers _____, _____ and
 - c. Form of Proposal (signed copy)
 - d. General Conditions
 - e. Special Conditions
 - f. Specifications
 - g. Drawings

The components listed above are complimentary and what is called for by one shall be as binding as if called for by all. In the event that any provision in any component part of this Contract conflicts with any provision of any other component part, the most stringent provision shall govern.

3. That payments are made to the Contractor in accordance with and subject to the

FORM OF CONTRACT

provisions embodied in the documents, which are hereby made a part of the Contract.

- 4. That this Contract is executed in three (3) original copies.
- 5. That the Contractor shall complete all work prior to January 5th, 2004 .

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the date first written above.

CITY OF WILLIAMSBURG, IOWA

CONTRACTOR

Murray Gentry
 Signature

X [Signature]
 Signature

Mayor
 (Title)

PRESIDENT
 (Title)

ATTEST:

ATTEST:

[Signature]
City Clerk / Treasurer
 (Title)

[Signature]
VLS PRESIDENT
 Title (Company Official)