

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

Regular Session
January 13, 2003
7:30 p.m.

Mayor Armstrong and council members Kirkpatrick, Phillips, Greiner, and Von Ahsen were present. Wanner was absent.

The Council received the December 2002 and calendar year 2002 police department reports.

The Council received the December 2002 recreation department report.

The Council received the December 2002 public works department report.

An agreement for funding for the aquatic and recreation centers should be completed by next council meeting.

The sealer on the red paint on the two wood basketball courts is peeling. The company that put the sealer on will redo the two courts at no cost.

Jim Jacob presented the council with a water loss study. Jim recommends determining the minimum night ratio (MNR). This would require continuous monitoring of the high-service pumps (on/off cycles) and tower levels for 24 hours. If Williamsburg Manufacturing, or other major user(s), operates at night, that usage must be monitored separately. Based on experience and practice, it is generally accepted that if the MNR is less than 35%, there is little leakage in the system. An MNR greater than 50% indicates substantial leakage. An MNR between 35% and 50% requires additional interpretation. Monitoring the MNR annually can provide an indicator of improving or deteriorating conditions. If the MNR is high, they would recommend calibrating meters and backwash. Step one would be a \$2,000 expense, which includes personnel reading the meters. It was the consensus of the council to go ahead with the plan.

Another person was interviewed for the wastewater operator position. He has a Grade II certification in wastewater and a Grade II in water.

A new motor has been installed in well 5A. Layne Western is claiming there is an over load of voltage. Eric Tindal, City Attorney, will send Layne Western a letter that this is not the case and that the new motor will be covered through the warranty period.

Well six should be on line this week.

Eric Tindal, City Attorney, will check into firms who do commercial appraisals.

A budget work session was set for Monday, January 20th at 6:30 p.m.

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

- a) Minutes of the December 9 & 18, 2002 council meetings
Minutes of January 8, 2002 work session
- b) Bills as presented
- c) Treasurer's report
- d) 2003 City Council Committees

All ayes. Motion carried.

2. Motion by Kirkpatrick and seconded by Phillips to waive the fee for the use of the three courts for the Town & Country Food Show on March 2, 2003 and they will donate the floor covering for the floors that they will be using for the show. All ayes. Motion carried.

3. Motion by Phillips and seconded by Greiner to authorize Pope's Tae Kwon Do to have a class twice a week, Monday and Wednesday from 6:00 p.m. – 8:00 p.m. at the recreation center at a cost of \$104 per month for a six-month period. All ayes. Motion carried.

4. Motion by Phillips and seconded by Greiner to hire up to two additional employees at a rate of \$6.50 per hour for a kids class at the recreation center Monday through Thursday from 5:00 p.m.-8:00 p.m. The cost would be two dollars per hour for the first child and one dollar per hour for each child after that. All ayes. Motion carried.

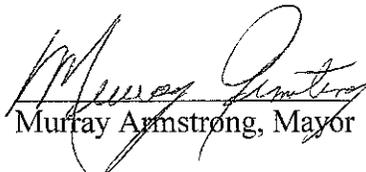
5. Motion by Phillips and seconded by Greiner to authorize Van Winkle Jacob Engineering to send a letter to the IDNR explaining the ammonia problem at the wastewater plant and authorize Wendler Engineering to fix the problem contingent upon the DNR giving approval for the temporary fix at a cost of \$6,760. All ayes. Motion carried.

6. Motion by Phillips and seconded by Kirkpatrick to change the mileage reimbursement rate for the city to the same as the IRS rate (which is \$.36 per mile). All ayes. Motion carried.

7. Motion by Phillips and seconded by Greiner to designate the Journal Tribune as the official newspaper for the City of Williamsburg. All ayes. Motion carried.

8. Motion by Phillips and seconded by Greiner to adjourn at 10:18 p.m. All ayes. Motion carried.


Jennifer J. Karsten
City Clerk


Murray Armstrong, Mayor

DATE 1/10/2003

CITY OF WILLIAMSBURG
CLAIMS REGISTER REPORT

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1/2/03
Closed

ACE HARDWARE INC	SUPPLIES	166.94
APEX OFFICE SUPPLY	CITY HALL/REC SUPPLIES	229.33
ARK PEST CONTROL	FIRE/C HALL/LIB PEST CON	40.00
AVALON NETWORKS INC	CITY WEB SITE 1/03	14.95
	REC CNTR INTERNET	19.95
	LIB-COMPUTER	25.76
BIBLIOGRAPHICAL CENTER	REC CTR TAX EXEMPT	409.51
CAPITOL REPRESENTATIVES	SEWER SUPPLIES	42.40
CCP INDUSTRIES	ACETYLENE	9.30
CEDAR RAPIDS WELDING	REC CTR CUSTODIAL	172.54
CENTRAL IOWA DISTRIBUTIN	STREETS/PARKS/PD VEHICLE	169.31
CHARLES CAPPER FORD INC	INS REIMB	38.83
CLUBB, RALPH	SEWER SUPPLIES	53.26
CONTRACTORS TOOL & SUPPL	1ST 1/2 1/03 ALLOCATION	3,125.00
COX SANITATION & RECYCLI	REC CNTR	70.00
ECKENROD, TRACI	JOURNAL REIMB	801.26
	FRUIT-REC CNTR	9.86
	INS REIMB	76.47
EDDY WALKER EQUIP CO	SUPPLIES	49.82
GABRIEL, MICHAEL	INS REIMB	146.15
GALE GROUP, THE	LIB-BOOKS	214.84
GENES EXPRESS MART	PD GASOLINE	388.61
HANSON LIBRARY PETTY CAS	LIB-POSTAGE	74.79
HANSON, LORETTA	LIB-REIMB WEB FEE	25.00
HAWKINS INC	CHLORINE #487127	431.50
	REC CTR-HANG MIRRORS TTC	200.00
HEARTLAND CONSTRUCTION	LIB-BOOKS	387.70
INGRAM	LIB-VIDEOS	297.29
	LIB-PERIODICALS	87.75
IOWA CITY PRESS CITIZEN	LIB-TELEPHONE	6.58
IOWA COMMUNICATIOINS NET	REC CNTR CD PLAYER	147.34
IOWA COUNTY ELECTRONICS	LIB-STAFF TRAVEL	80.00
IOWA LIBRARY ASSOCIATION	TAMMY AQUATIC WKSHOP	80.00
IOWA PARK & RECREATION A	TRACI CPO SCHOOL	185.00
	NICK CPO SCHOOL	185.00
IOWA SPORTS SUPPLY, INC	REC CNTR SUPPLIES	21.65
IOWA TELECOM	PHONE BILL	712.78
JC CROSS CO	OIL-SEWER	410.72
JS CLEANING	12/02 CLEANING	350.00
KARSTEN, JENIFER	ANTIVIRUS/BACKGROUND CHE	42.22
	INS REIMB	9.70
KEYSTONE LABORATORIES	WATER TESTS #2202489	36.00
KNOCK, STEVEN	INS REIMB	89.82
LAREYS	REC CNTR MATS #29027	27.36
	CITY HALL MATS #28244	51.30
MATT PARROTT & SONS CO	REC CNTR MATS #22146	27.36
MEADE ELECTRIC	REC CTR #22147	27.36
MICROMARKETING ASSOC	5000 UTILITY BILLS	937.33
MID AMERICA TRUCK & TRAI	REC CNTR WORK	219.65
MPC NEWSPAPERS	LIB-BOOKS	86.73
MULTI COUNTY OIL	SNOW REMOVAL	266.19
	PUBLICATIONS/ENVELOPES	752.87
	GASOLINE/MOTOR OIL	787.60

NESPER SIGN ADVERTISING	NORTH ENTRANCE SIGN LETT	5,451.00
NEW HOLLAND PLAN	SUPPLIES	8.70
OFFICE EXPRESS	LIB-SUPPLIES	35.89
ORIENTAL TRADING COMPANY	LIB-SUPPLIES	125.11
PEPSI COLA GEN BOT INC	REC CNTR #30252810	130.75
	REC CNTR #3400252816	274.20
	REC CTR #100252811	86.60
QWEST	POLICE	40.44
RECORDED BOOKS INC	LIB-BOOKS	427.05
REIC OF IOWA COUNTY	3RD QTR FY03 ALLOCATION	10,488.00
RIVER PRODUCTS CO INC	SAND-SPORTS COMPLEX	99.13
SCHIMBERG CO	H2O SUPPLIES #252185	129.37
	H2O SUPPLIES #253063	244.50
	H2O SUPPLIES #249310	97.50
SINN, TAMMY	INS REIMB	18.30
SPRATT, JULIE	INS REIMB	24.38
TESTAMERICA INC	SEWER TEST	297.00
TIP RURAL ELECTRIC COOP	ELECTRIC BILL	918.26
TOWN & COUNTRY WHOLESALE	REC CNTR #423119	56.35
	REC CNTR #421100	322.50
	REC CNTR #422711	54.77
US CELLULAR	REC CTR#423638	93.65
VAN WINKLE JACOB ENG	PUBLIC WORKS CELL	73.09
	WASTE WATER OPERATION 12	9,112.00
	WASTE WATER IMPROVEMENTS	703.00
	DNR WATER TREATMENT PLAN	254.50
	CONROY WATER STUDY	1,192.50
	WEST ENTRANCE SIGN EASEM	344.50
	ELM ST PROJECT	1,033.70
	BOARD/SM DOG	18.00
VETERINARY MEDICAL CENTE	CHRISTMAS BULES	67.15
WAYNE MANUFACTURING CO	SNOW REMOVAL	92.57
WILLIAMSBURG CARQUEST	REC CNTR	17.82
WILLIAMSBURG FOODS		

DATE 1/10/2003

CITY OF WILLIAMSBURG
CLAIMS REGISTER REPORT

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	EXPENDED	LIQUID	ACCRUAL
GRAND TOTALS	46,001.96		

01	RECAP TOTALS		
06	FUND TOTALS		
08	GENERAL	25,947.79	
32	ROAD USE TAX	1,762.04	
51	LIBRARY	1,973.26	
52	2002 ELM STREET RECONSTRUCTION P	1,033.70	
	WATER	3,651.32	
	SEWER	11,633.85	
	****	46,001.96	

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