

**STRATFORD CITY COUNCIL
REGULAR MEETING
January 13, 2025**

The Stratford City Council met for a budget work session on Monday, January 13, 2025, with Mayor Brian Ouverson calling the meeting to order at 6:30 p.m. at City Hall.

Council members answering roll call were: Catherine Bergman, Carol Bergman, Terry Bryan, Clark Conklin and Chase Haman. Also present was Kim Leeds.

The Stratford City Council met in regular session on Monday, January 13, 2025, with Mayor Brian Ouverson calling the meeting to order at 7:00 P.M. at City Hall and leading the Pledge of Allegiance.

Council members answering roll call were: Carol Bergman, Catherine Bergman, Terry Bryan, Clark Conklin and Chase Haman. Also present were, Coyce Carlson, Toni Larson, Mark Scott, Brad Larson, Gina Swanson and Kim Leeds.

Moved by Catherine Bergman, seconded by Carol Bergman to approve the tentative agenda. Roll call vote: Carol Bergman – aye, Catherine Bergman - aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Carol Bergman, seconded by Chase Haman to approve previous meeting minutes from regular meeting on December 9, 2024 and Special Meeting on December 19, 2024. Roll call vote: Carol Bergman – aye, Catherine Bergman - aye Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Mark Scott was present for public comments and presentations stating the youth picnic table in memory of Warren Scott will be placed at the City Park on Tuesday, January 14, 2025.

Moved by Chase Haman, seconded by Catherine Bergman to approve the consent agenda as follows: Financial Report for December 2024, Current Claims since Previous Council approval for \$21,274.38, Stratford Country Store for renewal of Class E Liquor License LE#0003829, and Delinquent Utility Account Report. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Carol Bergman to approve Resolution 2025-01 – City of Stratford City Council Procedural Rules. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Clark Conklin to approve of Catherine Bergman as Mayor Pro-Tem as appointed by the Mayor and authorize this person to sign checks in the Mayor's absence. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Catherine Bergman to approve Brian Ouverson as board member and Chase Haman as alternate for North Central Iowa Regional Solid Waste Agency. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Carol Bergman to approve Terry Bryan as board member and Catherine Bergman as alternate for Ioway Creek Watershed Management Authority. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded Catherine Bergman to approve Tree Board Committee Members as appointed by Mayor as follows: Catherine Bergman, Clark Conklin, Suzanne Carlson, Trevor Carlson, Julie Ehresmann, Amber Gable, and Darrell Young. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Catherine Bergman, seconded by Chase Haman to approve Brian Ouverson board member and Grant Carlson, Dan Ostrem and Gary Johnson as alternates for Hamilton County Emergency Management board. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Carol Bergman to approve Brian Ouverson board member and Mitch Peterson and Dan Ostrem as alternates for Webster County Emergency Management board. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Carol Bergman to approve Grant Carlson board member and Brian Ouverson and Dan Ostrem as alternates for Hamilton County E-911 Service board. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Catherine Bergman to approve Brian Ouverson, Terry Bryan, Clark Conklin, and Kim Leeds as the personnel committee members for the City of Stratford calendar year 2025. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan to approve Resolution 2025-02 – a resolution approving mayoral appointments and organization board member approvals for calendar year 2025. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Catherine Bergman to approve of Addendum #1 to Professional Service Agreement with Bolton & Menk to complete review of drainage concerns for area north of Dryden Street being tiled and connected to City Storm Sewer System not to exceed \$8,000. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Catherine Bergman to approve request from Joel & Kelsey Peterson at 1024 Teneyck Avenue to extend the driveway approach project until the spring of 2025. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan to approve request from Coyce Carlson for bottled goat at 1331 Tennyson Avenue from March 2025 through July 2025 for 4-H project. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan to approve driveway request from Keith Leeds for an additional driveway off of Highway 175 for his property at 609 Teneyck Avenue. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan to approve to tape record council meeting in the future. Roll call vote: Carol Bergman – nay, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Catherine Bergman to approve of joint public service agreement providing for division of fees for engineering and construction for HMA Resurfacing Project HSIP-SWAP-CO40(113) -FJ-40 on Hamilton County Route R21. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Council reviewed the current water and sewer rates. City Manager Leeds reviewed the projected revenues and expenses for the City's Municipal water and sewer funds. It was explained that the ideal carryover balance should be twenty-five percent of operating and maintenance budget. Currently water and sewer are projected to carryover five to seven percent of current budget. It was suggested that council move forward with a five percent increase in water and sewer rates. Discussions were held concerning additional fees for water and sewer of \$50.00 for door notices, \$70.00 disconnection and \$95.00 for reconnection during regular business hours and \$100.00 will be added for after regular working hours.

Moved by Chase Haman, seconded by Catherine Bergman to approve a rate increase for water and sewer utility of five percent. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – nay, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Catherine Bergman, seconded by Carol Bergman to not approve the 3% increase to the Fiscal Year 2025-2026 Library budget as requested. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Chase Haman to approve Fiscal Year 2025-2026 Rescue Department budget request. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Catherine Bergman to approve Fiscal Year 2025-2026 Fire Department budget request. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Carol Bergman to approve Fiscal Year 2025-2026 Arbor budget request. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Carol Berman, seconded by Chase Haman to approve wage increase of 2.5% for city staff effective on the first payroll paid out in Fiscal Year 2026 starting July 1, 2025. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – nay and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan to approve changes to the chapter 140 Driveway regulation by removing definitions description for paving and adding what to be paved with, wire mesh and rebar. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Catherine Bergman to table Ordinance 2025-01 – An Ordinance amending the Code of Ordinances of the City of Stratford by amending Chapter 140 Driveway Regulations to make modifications. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

A lengthy discussion was held concerning the maintenance/public works position currently the City is down to just one full-time position, for snow removal until someone is hired. Council agreed to let Chase Haman, and Terry Bryan help maintenance /public works staff. It was decided that the city would keep current part-time position and post for a new full-time position.

Moved by Catherine Bergman, seconded by Terry Bryan to approve posting full-time Maintenance/public works position. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan of request to hold budget work session at 6:30 pm before the February 10, 2025 regular council meeting. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Catherine Bergman to approve Resolution 2025-03 – A Resolution authorizing city employees to attend meetings deemed necessary pertaining to their work and for city employees to receive reimbursement for mileage and related expenses. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Carol Bergman, seconded by Chase Haman to approve Resolution 2025-04 – A Resolution approving Stratford Courier as official publication for the City of Stratford for calendar year 2025. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Catherine Bergman, seconded by Carol Bergman to approve Resolution 2025-05 – A Resolution authorizing payment of certain types of expenditures prior to council approval. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Terry Bryan, seconded by Chase Haman to approve Resolution 2025-06 – A Resolution adopting policies on access to customer’s utility records. Roll call vote: Carol Bergman – aye,

Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Terry Bryan to approve Resolution 2025-07 – A Resolution naming depositories for city funds and signators for depositories. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Catherine Bergman to approve Resolution 2025-08 – A Resolution establishing a policy for snow removal at South Marion and Oakwood cemeteries. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.


Moved by Chase Haman, seconded by Terry Bryan to approve Resolution 2025-09 – City of Stratford policy statement on conflict of interest, code of ethics, and gifts. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Carol Bergman to approve Resolution 2025-10 – A Resolution designating fire department members by rank and compensation received per City of Stratford Code of Ordinance §35.05. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Catherine Bergman, seconded by Carol Bergman to approve Resolution 2025 –11 – A Resolution adopting a records management and retention policy. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Carol Bergman, seconded by Catherine Bergman to approve Resolution 2025-12 – A Resolution approving the City of Stratford Identity Theft Prevention Program. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.

Moved by Chase Haman, seconded by Catherine Bergman to adjourn at 8:28 P.M. Roll call vote: Carol Bergman – aye, Catherine Bergman – aye, Terry Bryan – aye, Clark Conklin – aye, and Chase Haman – aye. Motion carried.



Brian Ouverson, Mayor

Attest:


Gina Swanson, Deputy City Clerk