

## City Council Meeting Minutes – July 14, 2025

Call to Order: Mayor Sally Rodriguez called the meeting to order at 6:00 PM.

Present: Mayor Rodriguez, Council Members, Sean Roman, Austin Miller, Rachel Teel-Vanderpool, Mary Moore, Fire Chief Doug Anderson, Police Chief TJ Behning, Public Works Director Josh Ferkel, City Attorney William McCullough, City Engineer Mike Janecek and the City Clerk Tanna Leonard.

### Approval of Agenda:

Motion: Adams moved, Moore seconded by, to approve the consent agenda while removing Item c. Motion carried unanimously.

### Public Input:

During public input, Clint Patton introduced himself as a young scout interested in completing a community service project. He proposed building small free-standing book libraries at key locations around Buffalo, including the Historical Museum, Buffalo Community Center, and TJ Behning Park. These sites were selected for their accessibility and proximity to residents. The council expressed support and gratitude for his thoughtful initiative, with further discussion and formal approval planned for the next meeting.

Mayor Rodriguez stated the following during the public input:

Buffalo Days - She thanked Brandy Harland and her family/friends, Public Works, Police Department, Fire Department for the fireworks, Mallory Bartleson for the parade, and Chris/Don Collins for the fishing event.

Pavilion painting - She thanked folks that participated in painting the park pavilions at the Terry Adam's Park, which included Sean Roman, Mallory and family, Tanna, Troy and family, Adam G. and other volunteers.

Representatives from Sen Ernst and Miller-Meeks will be coming to Buffalo on July 16, 2025, where they will be given a tour of Buffalo and discuss issues for Buffalo.

Property Cleanup - The city is still receiving complaints about properties that need to be cleaned up, so please work to clean up your properties.

Wrong Information - She stated that she has heard several false rumors about issues in Buffalo and that folks can call her when they have questions, her cell phone number is 563-210-3462.

Large Flame at Landfill - There will be a large flame at the landfill for the next month and a half. It is supposed to be there, just wanted to make folks aware.

## Discussion & Decisions

### Fire Truck Repair

Chief Doug Anderson informed the council that Cummins has had the fire truck for over two weeks without diagnosing the issue. A motion was made by Moore, seconded by Adams, to table the fire truck repairs until more information is available. The motion carried unanimously.

### Fire Department Bi-Laws:

The council discussed the Fire Department's bi-laws. Mayor Rodriguez invited William McCullough to clarify his recommendation. Roman suggested implementing blanket policy language to prohibit alcohol across all municipal facilities. Moore asked Chief Anderson about the proposal, but the chief stated he was unaware of the matter and had not added the item to the agenda. McCullough noted that such blanket language would be more appropriate in the general municipal code rather than within the Fire Department bi-laws. A motion was made by Roman, seconded by Teel, to refer the matter to the Ordinance Committee for review. The motion carried unanimously.

### Street Engineering Cost Estimate:

The council reviewed the proposed project and discussed engineering needs. A motion was made by Adams, seconded by Roman, to approve engineering costs of \$10,650 for the design of concrete intersections within the original project scope. The motion passed unanimously.

### Itron Maintenance Agreement:

The City Clerk presented a pricing quote for the annual Itron Software agreement, which supports the handheld meter reader used for utility billing. A motion was made by Adams, seconded by Roman, to approve payment of the annual maintenance fee totaling \$2,936.64. The motion carried unanimously.

### Brandy Harland Raise:

The council discussed compensation for Brandy Harland, who is exempt from union contract raises but typically receives equivalent adjustments through separate approval. A motion was made by Adams, seconded by Teel Vanderpool, to approve a \$1.00 per hour wage increase for Harland. The motion carried unanimously.

### Cemetery Monument:

Due to a misaligned monument obstructing a scheduled burial, Public Works relocated the stone with consent from the deceased's family and Mayor Rodriguez. A vendor, Art Stone, later reset the monument under the mistaken assumption that approval had been granted, resulting in a \$599 invoice. Acknowledging the communication oversight, staff recommended covering the cost. Roman moved and Adams seconded to approve the \$599.00 expense to correct the error. Motion carried unanimously.

#### Street Closure Boondocks:

Dan Mullanack requested a temporary road closure on Jefferson Street between Front Street and 3rd Street for a local fishing tournament scheduled on Saturday, August 30, 2025, from 10:00 a.m. to 4:00 p.m. Both the Fire and Police Departments raised no objections. Roman moved and Teel-Vanderpool seconded to approve the road closure as requested. Motion carried unanimously.

#### Tabled Items:

##### Electrical Outage Tree Trimming Easement:

Motion: Adams moved and Roman seconded to remove the tree trimming easement item from the table for discussion. Motion carried unanimously.

The council resumed discussion on the proposed easement related to electrical outage tree trimming. William McCullough explained that Mike Janecek is preparing official land descriptions to be included in the easement documentation.

The Clerk then addressed a prior motion made by Adams to send a letter to the Outing Club requesting the removal of all dead or diseased trees in compliance with the City Code. Before the letter was issued, Leonard discussed the matter with Adams, noting that the City itself was also in violation of the same Code. Considering this, the Clerk postponed sending the letter to avoid potential scrutiny and requested further Council discussion. The Clerk apologized for not carrying out the initial directive but expressed hope that Council understood the reasoning behind the decision.

Motion: Teel-Vanderpool moved, and Adams seconded to not send the letter at this time. Motion carried unanimously.

##### New Building Construction & Funding:

Motion: Miller moved, and Adams seconded to remove the Public Works Building item from the table for discussion. Motion carried unanimously.

During the resumed discussion, William McCullough reported no new updates. The Public Works Director noted that to simplify the layout shown on the original map, he

could remove the mowers and designate the building usage as 75% Streets and 25% Electric.

Motion: Moore moved and Teel-Vanderpool seconded to return the item to the table. Motion carried unanimously.

#### Citywide Reserve Policy:

Motion: Miller moved, and Adams seconded to remove the Reserve Policy item from the table for discussion. Motion carried unanimously.

The Clerk reported no additional progress on a city-wide Reserve Policy. Fire Chief Anderson expressed frustration over the delay and questioned Council Members Roman and Adams about the timeline. Council members clarified that the Fire Department already has a functioning reserve policy and that the broader goal has been to establish a consistent approach across all departments.

The Clerk emphasized that annual transfers are already being executed by Council resolution and that the current practice is effective in meeting operational needs. Completion of the formal policy is still in progress and will be presented at an upcoming meeting.

#### Resolutions:

- Resolution 2025-27: Local Option Sales Tax
  - Motion: Roman moved, Adams seconded, to approve. Motion carried unanimously.
- Resolution 2025-28: Year End Transfers
  - The clerk did not have transfers prepared, no action taken.
- Resolution 2025-29: Wage Approvals
  - Motion: Adams moved, Roman seconded, to approve. Motion carried unanimously.

Committee Reports: Updates provided.

#### Ordinances:

- Ordinance 580: Solicitors' Code
  - Motion: Teel-Vanderpool moved, Adams seconded, to approve the second reading. Motion carried unanimously.
- Ordinance 581: Residential parking 624 Front Street.
  - Motion: Adams moved, Roman seconded, to approve the first reading. Motion carried unanimously.

Future Meetings:

- Regular meeting: August 11, 2025, at 6:00 PM.
- Park Board meeting July 23, 2025, at 6:00 PM.
- Community Center: July 17, 2025 @5:30 PM.
- Finance Ordinance & Streets Committee: July 29, 2025, at 5:00 PM.

Motion: Adams moved, Teel-Vanderpool seconded, to go into closed session at 6: 51. Motion carried unanimously.

There was discussion in the closed session.

Motion: Adams moved, Moore seconded, to go into open session at 8:21pm, carried unanimously at.

Adjournment:

Motion: Moore moved, Adams seconded, to adjourn at 8:21 PM. Motion carried unanimously.

Attest: Tanna Leonard  
City Clerk, Tanna Leonard

Sally Rodriguez  
Mayor, Sally Rodriguez

|                              |                             |            |
|------------------------------|-----------------------------|------------|
| A & A AIR COND & REFRIG      | Ice Machine Rental          | 105.00     |
| ACLARIAN LLC                 | ERP solution-implementation | 6,236.35   |
| ADVANCED Business Systems    | printer contract            | 127.12     |
| AFLAC                        | aflac                       | 233.20     |
| All American Concrete        | Street Scape                | 73,899.68  |
| ANA JACOBO                   | deposit refund              | 100.00     |
| ASSURED PARTNERS             | pkg and wc renewal          | 170,992.01 |
| Bi-State Regional Commission | member dues                 | 283.75     |
| BRIAN CARSTEN                | Memorial                    | 50.00      |
| BRUS CONSTRUCTION            | Black dirt                  | 425.00     |
| Elan Financial Services      | stamps                      | 841.57     |
| Central States Funds         | HEALTH INSUR.               | 20,092.50  |
| Buffalo, City of             | utilities                   | 388.14     |
| COLUMN SOFTWARE PBC          | proof ordinance 578         | 263.33     |
| Culligan of the Quad Cities  | conditioner rental          |            |
| Culligan of the Quad Cities  | conditioner rental          | 64.75      |

|                                |                             |           |
|--------------------------------|-----------------------------|-----------|
| DAWN SCHWEIGERT                | deposit refund              | 100.00    |
| IRS                            | FED/FICA TAX                | 17,302.05 |
| EMPLOYERS MUTUAL CASUALTY      | restitution                 | 150.00    |
| HARLAND BRANDY                 | mileage                     | 15.90     |
| HAWKINS INC                    | chlorine bottle rent        | 70.00     |
| IA CHILD SUPPORT Recovery Unit | CHILD SUPPORT               | 274.05    |
| Iowa DNR                       | annual water supply fee     | 127.85    |
| Iowa Workforce Development     | unemployment                | 156.54    |
| IAMU                           | quarterly safety training   | 613.00    |
| IPERS                          | IPERS                       | 8,610.49  |
| JOHN DEERE FINANCIAL           | pump fitting                | 225.98    |
| LESLIE AGUILERA                | deposit return              | 100.00    |
| LEXIPOL, LLC                   | fire and EMS learning       | 1,395.09  |
| LL PELLING CO.                 | chip and seal               | 79,276.30 |
| MARTIN & WHITACRE              | streetscape phase 1         | 661.68    |
| McCullough, William            | attorney fees               | 1,093.75  |
| MEDIACOM                       | phone and internet          | 2,453.84  |
| MEGHAN MARTIN                  | BAC cleaning                | 605.00    |
| MENARDS-Davenport              | Boat dock screws            | 125.92    |
| MENARDS - MUSCATINE            | Boat dock wood, screws      | 2,207.53  |
| MICROSURFACING LLC             | 2nd St. micro surfing       | 58,149.35 |
| MID AMERICAN                   | streetlight                 | 2,746.48  |
| PITTSBURGH PAINTS CO.          | Pavilion paint              | 167.33    |
| PS3 Enterprises Inc            | park toilet                 | 246.50    |
| Quad City Times                | proposed budget amend proof | 697.40    |
| QUILL                          | Toilet paper                | 77.98     |
| R.P. LUMBER                    | truck repair                | 95.89     |
| Raynor Door                    | spring for garage door      | 490.00    |
| Republic Services #400         | Trash                       | 18,544.00 |
| Resale Power Group of Iowa     | electricity                 | 49,782.20 |
| SAFE BUILDING LLC              | inspections                 | 1,100.00  |
| Treasurer, State of Iowa       | Wet sales tax               | 1,741.07  |
| SCOTT COUNTY SHERIFF           | booking fees                | 100.00    |
| SINCLAIR TRACTOR               | Stihl trimmer               | 1,794.01  |
| Treasurer, State of Iowa       | STATE TAXES                 | 1,396.89  |
| T & R Electric                 | transformer                 | 3,785.00  |
| TC AUTO                        | 2018 Tahoe oil change freon | 370.30    |
| TEST INC                       | pfas test                   | 1,120.00  |
| VERIZON                        | phones and laptops          | 447.45    |
| Visa                           | new trimmer                 | 1,507.39  |
| Vogel Traffic Services         | pavement marking            | 4,416.30  |
| WESTRUM LEAK DETECTION         | leak detection survey 2025  | 1,900.00  |
| WEX BANK                       | fuel                        | 2,773.93  |

|                         |                              |            |
|-------------------------|------------------------------|------------|
| WINSOR GROUP CONSULTING | 3 phase refund               | 625.98     |
| XYLEM WATER SOLUTIONS   | UV Bulbs                     | 1,259.00   |
|                         | Accounts Payable Total       | 545,001.82 |
|                         | 001 General Fund             | 205,190.78 |
|                         | 006 COMMUNITY CENTER         | 7,332.36   |
|                         | 110 Road Use Tax Fund        | 6,192.89   |
|                         | 147 COMMUNITY DEVELOPMENT    | 76,154.32  |
|                         | 303 2024 Bond Proceeds       | 107,425.65 |
|                         | 600 Water Utility Fund       | 28,690.34  |
|                         | 610 Sewer Utility Fund       | 31,058.42  |
|                         | 630 Electric Utility Fund    | 82,955.48  |
|                         | 740 Storm Water Utility Fund | 1.58       |
|                         | TOTAL FUNDS                  | 545,001.82 |

#### April Revenues

General \$321,562.81  
 Community Center \$7,738.26  
 Road Use Tax \$13,759.91  
 Employee Benefit Fund \$75,824.37  
 Local Option Sales Tax Fund \$23,711.78  
 Community Development \$7,082.24  
 Savings PD \$192.38  
 Debt Service Funds \$54,117.55  
 2024 Bond Proceeds \$7,804.03  
 Water Utility Fund \$22,090.07  
 Sewer Utility Fund \$16,149.74  
 Electric Utility Fund \$46,052.48  
 Total Revenues \$521,328.74

#### May Revenues

General \$128,226.91  
 Community Center \$4,634.43  
 Road Use Tax \$ 13,240.82  
 Employee Benefit Fund \$4,710.29  
 Local Option Sales Tax Fund \$48,401.87

Community Development \$15,811.64

Savings PD \$197.99

Debt Service Funds \$2,454.22

2024 Bond Proceeds \$8,031.33

FEMA 2023 \$11,919.83

Water Utility Fund \$24,208.19

Sewer Utility Fund \$17,016.13

Electric Utility Fund \$42,356.68

Storm Water Utility Fund \$545.51

Total Revenues \$321,755.84