MINUTES
MOUNT VERNON CITY COUNCIL
OCTOBER 6, 2014

The Mount Vernon City council met October 6th, 2014 at Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Taylor, Thompson, and Niemi. Absent: Hampton.

1. Call to Order. At 6:30 p.m. Mayor James Moore called the meeting to order.

2. Approval of Agenda. Niemi motioned to approve the agenda, seconded by Taylor. Carried all.

   Absent: Hampton.

3. Consent Agenda. Motion to approve the Consent Agenda was made by Niemi, seconded by

   Thompson. Carried all. Absent: Hampton

   a. Approval of minutes of September 22, 2014.
   b. Claims for approval.

RATHJE CONSTRUCTION	2014 7TH ST RECON PROJECT	PAY EST #1	191,006.38
PAYROLL			48,066.57
WAPSI WASTE SERVICE	GB, RECY, LEAF	SW	22,439.89
CLIFTON LARSON ALLEN	AUDITOR FEES	P&A	6,700.00
HAWKEYE ELECTRICAL CONTRACTORS	ELLIOTT CONC ELECTRICAL	P&REC	2,685.00
THE THORESON PROJECT	RECORDS MGMT SYSTEM	CEM	1,530.00
ESCO ELECTRIC COMPANY	RAKE FLOAT	SEW	990.00
ESCO ELECTRIC COMPANY	EQUIPMENT MAINT	WAT	571.59
US CELLULAR	CELL PHONE	ALL DEPTS	564.61
ESCO ELECTRIC COMPANY	TCLS TRANSFER SWITCH	SEW	521.63
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS	PW	399.60
MOUNT VERNON LISBON SUN	ADS, PUBLICATIONS	ALL DEPTS	392.56
POSTMASTER	UTIL BILL POSTAGE	WAT, SEW, SW	367.74
PHELANS	CABINET	P&A	342.14
MENARDS	ELLIOTT CONC STAND	P&REC	232.98
EMERSON SPECIALTY HARDWARE	ELLIOTT CONC	ENTRY LEVERS, KEYS	224.42
MOUNT VERNON LISBON SUN	CABLE TV-ONLINE	KMVL	215.00
BAUMAN AND COMPANY	UNIFORMS	ALL DEPTS	208.90
MOORE, JAMES	MONTHLY MILEAGE	P&A	189.28
AAA PEST CONTROL	BEE EXTERMINATION	7TH ST CONST PROJECT	175.00
M & K DUST CONTROL	MULCH/MAIN ST TREES	RUT	140.00
BSN SPORTS COLLEGIATE PACIFIC	PAINT	P&REC	135.00
SHERWIN WILLIAMS CO.	PAINT	P&REC	124.56
STAPLES ADVANTAGE	SUPPLIES	ALL DEPTS	122.74
VOLKOV, ALEX	UNIFORMS	WAT, SEW	121.10
IDNR	ANNUAL WATER USE FEE	WAT	99.00

BSN SPORTS COLLEGIATE PACIFIC	SUPPLIES	P&REC	95.76
BARNYARD SCREEN PRINTER LLC	UNIFORMS	PW	88.50
BENHART, SHERRIE	CLEANING SVC	P&A	87.50
BALICEK, RITA	CLEANING SVC	P&A	87.50
SIDERS, MATT	MONTHLY MILEAGE	P&REC	86.80
RICKARD SIGN AND DESIGN CORP	SIGNAGE	P&REC	80.00
TURNER, BARB	DEP REF	WAT	79.00
LYNCH FORD	VEHICLE MAINT	PD	57.55
READ-HESS, GABRIELLE	DEP REF	WAT	54.56
OFFICE EXPRESSIONS	TAPE, PAPER	P&REC	52.73
ARAMARK	RUGS	FD	50.00
JOHNSON, BETH	REFUND	P&REC	48.00
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS	PD	30.00
DUNN, MICHAEL	REFUND	P&REC	30.00
NEAL'S WATER CONDITIONING SERV	WATER	P&REC, P&A	18.50
ELECTRONIC ENGINEERING CORP	PAGER SVC	EMA	11.95
IAMRESPONDING.COM	TELEPHONE CHGS	FD	3.88
IPERS			21,461.21
ROTO-ROOTER	VAC JET BEHIND SHEPLEYS	SEW	6,790.00
NORTH AMERICAN SALT CO	SALT	RUT	6,762.66
LANE, BILL CONSTRUCTION	SIDEWALK SOUTH SIDE HWY 30	RAB	3,782.90
TREASURER STATE OF IOWA	SALES TAX	ALL DEPTS	3,782.00
ROTO-ROOTER	7TH ST PROJECT/STORM DAMAGE	SEW	2,310.00
BURROUGHS, RICHARD	CEMETERY MAINT	CEM	2,235.00
INDUSTRIAL TECHNICAL SUP	FLOOD REPAIR	WWTP	1,767.30
MT VERNON ACE HARDWARE	SUPPLIES	ALL DEPTS	1,296.62
L.L. PELLING CO INC	INK RD REPAIR	RUT	734.40
PAYROLL			687.49
LISBON AUTO BODY	F350 WINDSHIELD	PW	666.17
CARQUEST OF LISBON	VEHICLE MAINT	RUT, WAT, SEW, SW	665.21
ROTO-ROOTER	TELEVISE BEHIND SHEPLEYS	SEW	560.00
KONICA MINOLTA	MAINT PLAN/COPIES	ALL DEPTS	554.11
IOWA CODIFICATION INC	CODE UPDATES	P&A	450.00
ROTO-ROOTER	TELEVISE 6TH ST NW	SEW	280.00
ROTO-ROOTER	TELEVISE 5TH AVE, 6TH ST NW	SEW	280.00
IOWA SOLUTIONS INC	QRTLY MAINT	ALL DEPTS	225.00
EMERSON SPECIALTY HARDWARE	ELLIOTT CONC LOCK REPAIR	P&REC	224.42
LINN COUNTY PLANNING & DEV	BLDG PERMIT FEES/INSPECTIONS	P&A	216.00
M & K DUST CONTROL	HERTZ CULVERT/MORGANS BANK	RAB	175.00
IOWA SOLUTIONS INC	DOMAIN MGMT	ALL DEPTS	150.00
US CELLULAR	CELL PHONE	PD	108.82
RICKARD SIGN AND DESIGN	TRUCK DECAL	RUT	96.00
BEIMER, MICHAEL R	MONTHLY MILEAGE	P&A	92.40
BALICEK, RITA	CLEANING SVC	P&A	52.50
BENHART, SHERRIE	CLEANING SVC	P&A	52.50
ECHOVISION INC	PHONE, CASE, PROTECTOR	PW	39.98
SHERWIN WILLIAMS CO.	HOSE, PAINT STRIPER	RUT	39.97
GALLS INC	UNIFORMS	PD	26.35
TRANSUNION	INVESTIGATIONS	PD	6.50
		Total	**336,098.43**

c. Approval of liquor license renewals: Gary's Foods and Don Mar Lanes.
d. Approval of fireworks permit: Cornell College (October 17, 2014).
e. Approval of Pay Estimate #1 in the amount of $191,006.38, 2014 Seventh Street Reconstruction Project, Rathje Construction.
f. Mayoral recommendation to appoint Roch Player to the Board of Adjustment to fill vacancy.

4. Open forum: each citizen limited to 5 minutes per discussion item.

5. City Administrator Report: Mike Beimer stated that the Public Works Director will soon start safety classes with the Public Works Department. The fiscal year 14 audit is still ongoing. Applications have been collected for the position of Operator 1 Public Works and committee review will begin this week, with interview process beginning next week. Budget letters will be going out next week to affected entities, boards, and commissions for fiscal year 16. Return dates will be approximately the first of December or earlier. Bob Carlson will be doing a presentation about the proposed Community Wellness Center on the October 20th meeting. Main Street Marketing will also be making a presentation on the October 20th meeting. Software conversion is still ongoing. Main street tree stump removal was this week and Mike suggested removal of the rest of the trees so that size and species of trees would be the same. This tree will have a sufficient drip line to keep the trees alive and esthetically be more appealing. Leaf pick up began on October 6th, 2014 and started on the North side of town. They will complete a seven week cycle. Trick or Treat night will be on October 31st, 2014 from 5-8 p.m.

6. City Engineer Report: Dan Boggs reported that most his time has been working on 7th Street. The project is making process. Boggs reports that now that power lines have been moved the contractor has full access to finish the total job. One block is down to subgrade and compacted. They may wait until the complete job or another block is completed before they load test it. The contractor is currently in process in putting in a sub drain in the back of the curb. The water main is in, the water service is in. There may be two main connections yet to be put in. Signal lights at Highway 1 and First Street are at the point where the handicap grades are being calculated to send to the IDOT for approval. Storm sewer damage at Cornell has been discussed and it was decided to remove the 18 inch clay tile under the track. It will be replaced by a concrete pipe and put a manhole in and then decide what to do with the storm underneath the field. It was televised and it showed that it was something that looks like it could be lined. It was an 18 inch clay tile. Rerouting was discussed, but Cornell was reserved with the possibility of large amount of utility lines that may be existing there. Taylor asked Boggs for an update on the completion of the Roundabout punch list. Boggs stated that the City issues are finished, and felt the contractor was also, with the exception of a driveway light that still needs repair, but it is a contractor remedy. There are signatures that need to be attained also. Taylor asked when the IDOT can take over the maintenance. Boggs stated that we still had to go through the Audit and did not have an answer as of yet.

7. Discussion and possible action on procedures to be used for future projects: Bill Niemi proposed a designed document that could be used as a front end of a database. In keeping track of a database for City meetings and projects. Niemi stated that the mock up form could be used with desk top tools and one of several forms that could be used to enter new events, projects, meetings, records, contact information of those involved that could be used to email contacts with notice of these events. Niemi stated that these are proposed forms and not official or final forms. This would allow a tracking system of events and records of communication. Taylor asked if there was access to these pages on the website. Niemi stated that when the software was designed there could be a database that the public would be able to see by going online. Taylor stated that it would be helpful to have an overview of the projects and maybe have an area for questions. Niemi stated he was not sure if a question could be answered and it could be possibly done. Thompson thought it made a good start for communication between departments within the City. Niemi thought it should be investigated by an IT company for getting a quote for a design of a program. Niemi thought it would cost around $2,000 to $3,000 for the development of software. Niemi thought it could be fleshed out before a decision is made to move forward. Francesca stated that the City has started looking into Super forms which are the City forms that could be filled out online and submitted online. She stated that it would be nice if this proposed system could be compatible with what was already in place. Mayor Moore thought the issue should be revisited at the October 20th meeting.

8. Discussion and possible action on approval of amended contract for Nick Nissen, changing the end date to June 30, 2016 to coincide with all other contract employees: Mayor Moore stated that there was an error on the contract in the ending date and it should have an end date of June 30th, 2016 to coincide with all the other contract employees. Motion to approve made by Taylor. Seconded by Thompson. Carried all. Absent: Hampton.

9. Discussion and review of the Howard R. Green structural assessment studies from 2009 and possible action to authorize Chief Winder or his designee to pursue quotes for construction estimates that would include design for renovating the old fire station for use as police station.

   Mark Winder Chief of Police asked if Council had reviewed the old studies in possible ability to convert the old Fire Station to a future Police Department. Winder stated that the Howard Green study was conducted with the design of making the Fire Station a three story building not a two story building. That is important when looking at the study. Maintenance issues are the main concerns from the study. Winder got a roof estimate for remedy to the roof leaks and was given a $1,200 quote. He also attained another quote from Preferred Roofing LLC who patched the two main leaks without cost. The rest of the remedy would cost around $700. A bigger concern was the repair of the expansion joints. He attained two quotes one was for $1050. The second quote was for all the caulk work was $1,280. A total of $2,330. This would not include the block work. These quotes would help with the main issues at this time. Winder presented a design option that he made with online software to make a preliminary drawing. He discussed with Linn County framing options, bathrooms for public, need or no need for an elevator. Winder discussed with Dan Boggs and other contractors about the block work, and how it would work if you removed

the back part of the building on maintaining the front part of the building. Niemi asked if Winder is asking for permission to continue with the roof and expansion joint work. Winder replied yes. He also would like to seek out a more professional design that a contractor could look at and give a cost estimate. Winder stated he had a contractor that would give an estimate if they changed the roof line. Winder is trying to talk with as many people he can to make sure it is a project that could be cost effective for the City and community and give the police more space. Mayor Moore asked if the back addition could be done at a later date. Winder if this could be done at the same time it would be more usable space. Winder stated that he would get quotes both ways with existing space or need of an addition. Roudabush stated that contractors need facings and plans to give a more accurate idea of cost. Winder thought this was something that Dan Boggs and he could do together and then contact contractors. Winder stated that there is a $10,000 budgeted amount for a space needs analysis that is available if we did not use it for a space needs analysis. Mayor Moore stated that costs are important to know what direction they would proceed with. Winder asked to approve the control joint repair/and roof repair. Winder also asked to approve an addition of proceeding with design plans. Mayor Moore stated that he should do the repairs then come back at another time with the design approval. Motion was made by Niemi to proceed with repairs to preserve the structure. Seconded by Thompson. Roll call to Vote Ayes: Roudabush, Thompson, Niemi Nays: Taylor Absent; Hampton
Taylor wanted to go on record in stating that the reason for her negative vote is that she is in support of a space needs analysis, and although agrees with maintaining the building, she feels that going ahead with the plans at this time is premature, and that there needs to be long term planning. She stated that instead of looking at the immediate 2 year budget range she would rather look at it down the road 30 or 40 years and what would best serve Mount Vernon as a community over time. So, this makes it hard for her to make small decisions when it could possibly change what is done long term. This was the reason for her disagreement.

10. Old Business. Mayor Moore thanked Hills Bank for partnering with the City. He also wanted to thank Mount Vernon Bank for the sidewalk and street work currently being done.

11. New Business. Mayor Moore stated that the Mount Vernon Pool roofs were done and thanked Mike Beimer. Mayor Moore thanked Nick Nissen for doing a good job in the time that he has been here. Roudabush asked about the trees in the downtown district. He felt that the older trees needed replacement so all were consistent in size and species. Mike Beimer asked Council how they felt about removal of the existing trees. All of Council were in agreement that they should go forward in replacing the trees, after Mike Beimer also informed the businesses downtown, and if all in agreement move forward. Thompson wanted to mention that the City is now on Twitter if anyone wanted quicker updates on City information. Thompson thanked Meridith Hoffman for getting involved with more social media. Thompson stated that efforts are being made to offer more options of communication from the City to the residents and are continuing to make advancement in our services to get information out to the public faster.

As there was no further business to attend to the meeting adjourned, the time being 7:28 p.m.
October 6th, 2014

Respectfully submitted.
Meridith Hoffman
Administrative Assistant.

Reviewed and Approved by
Michael R. Beimer
City Administrator