

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator

MINUTES  
MOUNT VERNON CITY COUNCIL  
NOVEMBER 2, 2015

The Mount Vernon City Council met November 2, 2015 at the Mount Vernon City Hall Council Chambers with the following members present: Thompson, Roudabush, Peters and Hampton.  
Absent: Taylor.

1. Call to Order. At 5:30 p.m. Mayor James Moore called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Hampton, seconded by Peters.  
Carried all. Absent: Taylor.

Taylor arrived at 5:33 p.m.

3. Consent Agenda. Motion to approve the Consent Agenda made by Hampton, seconded by Thompson. Carried all.
  - a. Approval of minutes of October 19 and October 23, 2015.
  - b. Claims for approval.

BALICEK, RITA	CLEANING SERVICE-P&A	62.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	113.00
BAUMAN AND COMPANY	UNIFORMS-PW	284.00
BEIMER, MICHAEL R	MILEAGE,CONF-P&A	321.67
BENHART, SHERRIE	CLEANING SERVICE-P&A	62.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BROWNELLS INC	SUPPLIES-PD	501.52
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	183.40
CLICK, KAREN	UNIFORMS-PD	40.00
CY'S TREE SERVICE	TREE MAINT-RUT	3,365.00
DEWELL, MARSHA	C.A. INTERVIEWS-P&A	171.94
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	399.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FUTURE LINE TRUCK EQUIPMENT	POWER WASHER HOSE-PW	51.75
GEHRKE, TODD	REPLACES CK #70086	100.00
GEHRKE, TODD	REPLACES CK #71862	7.16
GOODLOVE, NATHAN	REPLACES CK #71164	38.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	211.90
HOLIDAY INN AIRPORT	FALL IMFOA CONF-P&A	245.15
IOWA PRISON INDUSTRIES	SIGNS-RUT	134.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	347.50
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
L.L. PELLING CO INC	SHOP/BACK LOT-RUT	236.30
MENARDS	HITCH,OIL-PW	155.81
MOORE, JAMES	MILEAGE-P&A	243.23
MOUNT VERNON BANK	NSF CHECK-WAT	24.86
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
P&K MIDWEST INC	SEAL,OIL FILTER/BACKHOE-WAT	46.74
PAGE SUPPLY	ROW GRASS/3RD AVE-CIP	1,416.50
PAGE SUPPLY	TREE FERTILIZER-RUT	153.00

PAYROLL	CLAIMS	49,745.21
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PW	24.00
PERSONAL TOUCH EMBROIDERY	UNIFORMS-PD	18.50
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.03
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS PROJECT	308,087.95
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	198,576.72
ROTO-ROOTER	VAC,JET GRIT LINES-SEW	1,320.00
ROTO-ROOTER	CLEAN LIFT STATIONS (2)	845.00
SAM'S CLUB #8162	C.A. INTERVIEWS-P&A	262.10
SHIVE HATTERY	HWY 30 FINAL DESIGN-RAB	7,138.84
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,377.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
SPEER FINANCIAL INC	TIF RESEARCH/DELIVERY	350.00
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	232.49
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	177.53
STORM STEEL	ANGLE IRON/BRINE TANK-RUT	104.87
TEMP VENDOR	CLAMP-WAT	215.00
TREASURER STATE OF IOWA	UNCLAIMED PROPERTY-P&REC,WAT	195.32
US BANK	CREDIT CARD CHARGES-ALL DEPTS	1,554.51
US CELLULAR	CELL PHONE-ALL DEPTS	569.01
VEENSTRA & KIMM INC	2015 IMPROVEMENTS GENERAL	9,281.97
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLANNING	5,117.33
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	1,200.00
VEENSTRA & KIMM INC	1ST STR/1ST AVE SIGNAL INSTALLATION	1,146.75
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,133.00
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES COORDINATION	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	400.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	150.10
WENDLING QUARRIES	REGRADE ALLEY-RUT	56.79
	<b>TOTAL</b>	<b>600,907.08</b>

c. Approval of two liquor licenses for Community Development Group on November 13, 2015 (Mount Vernon after Dark).

4. Council to review the qualifications of the semi-finalist candidates for City Administrator and select from that group, individuals to be invited to interview with the City on November 6 and 7, 2015. Discussion and action. Dr. Richard Fursman was present to explain the process and help Council choose five candidates to be interviewed on November 6 and 7, 2015. Explaining the process Dr. Fursman stated that he personally interviewed each applicant and chose 12 candidates based on data that he gathered when he met with community members, Council and staff earlier this year. Council was asked to pare this group down to 5 candidates after hearing a brief description of each that highlighted their strengths and management style. A 6<sup>th</sup> reserve candidate was chosen in case any of the original 5 declined. Candidate names will not be known until they have accepted the invitation to travel to Mount Vernon.
5. Open forum: each citizen limited to 5 minutes per discussion item.
6. Sustainability Advisory Committee (SAC) to discuss grant proposal for Cleanwater IOWA funding of a trail/bioswale/biodetention project along the north side of Hwy 30. Dave Rotschafer, chairman of SAC, asked Council to consider approval for a preliminary application for an Urban Water Quality Demonstration Project grant. The NRCS was consulted to help

locate potential site for possible nutrient reduction type storm water treatment projects. What they found was that the right of way of US Hwy 30 in front of 533 through 517 Hwy 30 SW may be a candidate. The committee is looking to partner with the IDOT as this is their right of way and also with Cornell and the MV Community School District. The committee will be working with the homeowners making sure that they know what is going in front of their property. Rotschafer explained that this is a demonstration project; it's not designed to alleviate any one flooding concern and it is a 50/50 cost share project. When asked about funding Taylor suggested that the application guideline asking of \$100,000.00 (City's share only) could be taken from the left over roundabout fund and the remainder of the \$50k budgeted for trails. The \$100k is for the application purposes only; the cost of the project could be significantly less depending on Council. If Council gave its approval tonight Rotschafer said the committee would complete the application for resolution approval at the November 16, 2015 meeting. Application deadline is December 11, 2015. Hampton motioned to give SAC the authority to complete the Cleanwater IOWA application, seconded by Thompson. Carried all.

7. Request from Zoning Administrator to address Council regarding parking spaces in City alley. Discussion and possible action. Matt Siders invited Brenda and Dale Broulik to explain to Council what it is they are wanting to do. Brenda Broulik explained that she and her husband own the property at 103 First Street NW/Czech Down and Feather Company. Describing the project, Broulik said that they would like to construct a driveway to create access to the lower level at the back of the building. They want to remodel it for a business. In order to do this they will have to excavate the hill that is currently there bringing it down to a level that deliveries could be made close to the building. A retaining wall would have to be built. Matt Siders, Zoning Adm., said that when reviewing the permit he started investigating the alley and whether it is actually an alley or a parking lot. He did not find any documents that said this is nothing other than an alley yet there are parking spaces there. The City does clear snow in the parking lot/alley. Siders gave Council several options and asked that they make a decision on whether to keep the area as a parking area/lot with legal documents saying so or allow the Brouliks to do what they are proposing which would eliminate about two parking spaces or Council could eliminate all the parking spaces and make it an alley again. Taylor asked Siders how this fits in with the Streetscape Development Plan. Siders said that could certainly be discussed but thought the issue at hand is does the City want to allow parking to remain in an alley through a legal document. City Attorney Robert Hatala agreed with Siders adding that something happened years ago but it did not get memorialized to where anyone can find it. If the City wants to provide parking there it should be memorialized in an ordinance and if not the parking should be removed. Roudabush asked if there was a way to make the lot a double parallel parking lot. This would be an alley (drive through, no parking) and two rows of parallel parking which would be about the same number of parking spaces. Hampton asked if they had the support of their neighbors to which the Brouliks answered "yes, they do". Siders said that he wanted Council to be aware that if this is allowed other property owners may want to do the same thing. Roudabush reminded all of the fire at Scorz some years ago and pointed out that right now the cars park where the fire trucks should be in case of a fire. Roudabush continued saying that if there was a fire in one of those six businesses the cars would have to moved out of the way in order for the fire trucks to get close to those buildings; it should be cleared now. Siders said that if the City is looking for more parking there is an empty lot just north of this one. He did not know if it was for sale. Peters said there really isn't an impact on parking and Council should accommodate the Brouliks. Taylor said she would like to have the CDG Design

Group weigh in on it. Council will discuss again at the November 16, 2015 meeting after all parties have been consulted.

8. City Administrator Report. Mike Beimer said that he had several things to report to Council. To keep the 5<sup>th</sup> Avenue street project moving approval was given to replace another damaged manhole. Work is still being done on the FY15 audit. Staff has been working on the C.A. candidate's itinerary. State auditors were here last week to talk about scrap iron. Negotiations with Verizon continue. At the next council meeting there will be a TIF report to be submitted before December 1<sup>st</sup>. Health care insurance premiums will only go up about 4% this year. Next week Beimer will be talking with two developers.
9. Engineer Update Report. Dave Schechinger gave a brief update on the current projects; 3<sup>rd</sup> Avenue is almost complete and open for traffic. Much of 5<sup>th</sup> Avenue NW has been paved, the manhole needs to be replaced, driveway approaches need to be put back. The WTP project is on hold until the filter is fabricated.
10. Old Business. None.
11. New Business. Roudabush requested that Planning and Zoning re-visit and make changes to the design standards ordinance that will help businesses rather than hinder them. Hatala said that this request does not have to come from a council member.

As there was no further business to attend to the meeting adjourned the time being 7:25 p.m., November 2, 2015.

Respectively submitted,  
Sue Ripke  
City Clerk

Reviewed and approved,  
Michael R. Beimer  
City Administrator