

City of Mt. Vernon, Iowa

Meeting:	Mt. Vernon City Council Meeting
Place:	Mt. Vernon City Hall, 213 First Street, Mt. Vernon, Iowa 52314
Date/Time:	February 3, 2016 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	January 29, 2016

Mayor:	Jamie Hampton	City Administrator:	Chris Nosbisch
Councilperson:	Scott Rose	City Attorney:	Robert Hatala
Councilperson:	Paul Tuerler	Assis. Admin/City Clerk:	Sue Ripke
Councilperson:	Marty Christensen	Deputy City Clerk:	Marsha Dewell
Councilperson:	Tom Wieseler	Chief of Police:	Doug Shannon
Councilperson:	Eric Roudabush		

- A. Call to Order**
- B. Agenda Additions/Agenda Approval**
- C. Communications:**
 - 1. Unscheduled

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

- D. Consent Agenda**

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

- 1. Approval of City Council Minutes – January 18, 2016 Regular Council Meeting
- 2. Approval of City Council Minutes – January 25, 2016 Council Budget Session
- 3. Approval of Liquor License – C&D Lounge
- 4. Appoint Liaison to Fire Department Advisory Board – City Administrator

- E. Public Hearing**

- 1. None

- F. Ordinance Approval/Amendment**

- 1. None

- G. Resolutions for Approval**

- 1. None

- H. Mayoral Proclamation**

- 1. None

- I. Old Business**

- 1. None

- J. Motions for Approval**

- 1. Consideration of Claims List – Motion to Approve

2. Discussion and Consideration of Mayoral Recommendation of Ambulance Board Appointee – Council Action as Needed
3. Discussion and Consideration of Moving February 15th City Council Meeting – Council Action as Needed
4. Discussion and Consideration of Pay Estimate#5 – 2015 Street Improvement Project – Ricklefs Excavating – Council Action as Needed
5. Discussion and Consideration Employment Offer – Mt. Vernon Police Department – Council Action as Needed

K. Reports to be Received/Filed

1. None

L. Discussion Items (No Action)

1. Employee Safety Training
2. FY 2016-2017 Budget Questions (if necessary)

M. Reports of Mayor/Council/Administrator

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Administrator's Report

N. Adjournment

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 895-8742 to arrange for accommodations.

D. Consent Agenda

MINUTES
MOUNT VERNON CITY COUNCIL
JANUARY 18, 2016

The Mount Vernon City Council met January 18, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

1. Call to Order. At 6:30 p.m. Mayor Jamie A. Hampton called the meeting to order and stated that Agenda item #12 will be tabled.
2. Approval of Agenda. Motion to approve the amended Agenda was made by Tuerler, seconded by Rose. Carried all.
3. Consent Agenda. Motion to approve the Consent Agenda made by Tuerler, seconded by Wieseler. Carried all
 - a. Approval of minutes of January 4 and January 11, 2016.
 - b. Claims for approval.

AIRGAS INC	CYLINDER RENTAL FEE-PW	26.40
ALA4:C53LIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	18.41
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,591.83
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	1,244.46
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,117.67
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	712.84
ALLIANT IES UTILITIES	ENERGY USAGE-FD	485.07
ALLIANT IES UTILITIES	ENERGY USAGE-PD	353.50
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	150.92
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	126.28
ALLIANT IES UTILITIES	ENERGY USAGE-KMVL	74.09
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	69.41
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	21.55
ALLIED GLASS PRODUCTS INC	DOOR REPAIR-FD	75.00
AUTO WORX	VEHICLE MAINT-PD	30.74
BALICEK, RITA	CLEANING SERVICE-P&A,PD	75.00
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	518.00
BAUMAN AND COMPANY	UNIFORMS-P&A,PW	238.00
BENHART, SHERRIE	CLEANING SERVICE-PD,P&A	75.00
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BIJOU MOVIE THEATER	THEATER RENTAL-P&REC	100.00
BIJOU MOVIE THEATER	ADS/PUBLICATIONS-P&REC,POOL	360.00
BOBCAT OF CEDAR RAPIDS	BROOM GUTTER/SWEEPER-SW	307.40
BON APPETIT	M.BEIMER RETIREMENT-P&A	481.20
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A	630.00
CAREPRO PHARMACY	SUPPLIES-P&A	10.76
CARQUEST OF LISBON	VEHICLE MAINT	263.78

CARQUEST OF LISBON	VEHICLE MAINT-FD	32.14
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	355.20
CENTURY LINK	PHONE CHGS-PD	35.82
CLIFTON LARSON ALLEN	AUDITOR FEES-P&A	1,500.00
COGRAN SYSTEMS	ONLINE REGISTRATION FEES	90.00
CR/LC SOLID WASTE AGENCY	LEAVES,MONITOR,TIRES-PD,PW	343.00
CUSTOM HOSE & SUPPLIES INC	HOSE/BRINE TANK-RUT	88.93
DEPOSIT REFUNDS	DEPOSIT REFUND-WAT	100.00
FUTURE LINE TRUCK EQUIPMENT	SNOW BLADE PARTS-RUT	35.62
GALLS INC	UNIFORMS-PD	12.33
GOODLOVE, NATHAN	FIRE CHIEF PAY-FD	416.63
GORDON LUMBER COMPANY	BLDG SUPPLIES-P&REC	53.50
HDC	LASER CHECKS-ALL DEPTS	437.55
IOWA PRISON INDUSTRIES	POSTS-RUT	113.10
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
IOWA SOLUTIONS INC	M.BEIMER COMP MAINT-P&A	317.50
IOWA SOLUTIONS INC	QRTLY MAINT-ALL DEPTS	150.00
IOWA SOLUTIONS INC	COMPUTER MAINT-P&A	899.00
IOWA STATE UNIVERSITY	LEGO ROBOTICS-P&REC	50.00
IOWA STATE UNIVERSITY	FSTB CERTIFICATION-FD	25.00
J ROBERT HOPSON	ACTUARIAL CERTIFICATION	550.00
JANDA MOTOR SERVICES	BLOWER #2-SEW	640.00
KONE INC	MODULE MIANT-P&A	1,850.00
KONICA MINOLTA	MAINTENANCE PLAN/COPIES	538.05
LANGES SINCLAIR SERVICE	FUEL-FD	44.48
LOU'S GLOVES	GLOVES-SEW	86.00
LYNCH FORD	VEHICLE MAINT-PD	38.31
LYNCH FORD	EXCURSION MAINT-FD	139.37
LYNCH FORD	EXCURSION MAINT-FD	41.92
LYNCH FORD	VEHICLE MAINT-FD	38.31
MENARDS	EXIT/EMERGENCY LIGHTS-P&A	415.11
MENARDS	EXIT LIGHTS-P&A	93.26
MIDWEST SAFETY COUNSELOR	EQUIP REPAIR-FD	49.50
MOORE, JAMES	MILEAGE-P&A	146.63
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	460.59
MOUNT VERNON ACE HARDWARE	BLDG REPAIR-FD	325.93
MOUNT VERNON BANK & TRUST CO	SAFETY DEPOSIT BOX-P&A	35.00
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	501.41
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	187.50
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-FD	30.00
NEAL'S WATER CONDITIONING SERV	WATER/SALT-RUT,P&A	64.75
PAYROLL	CLAIMS	65,036.75
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	379.96
RICKLEFS EXCAVATING	1ST STREET INTERSECTION	52,715.34
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS	45,232.46
SHERWIN WILLIAMS CO.	PAINT SPRAYER PARTS-RUT	6.94
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	4,078.75
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	577.50
SPRINGER PEST SOLUTIONS CORP	PEST CONTROL-P&A	30.00
STATE HYGIENIC LAB	TESTING-SEW	2,822.50
STATE HYGIENIC LAB	TESTING-WAT	37.00

TERRACON CONSULTANTS INC	SONAR TESTING-POOL BOND	2,350.00
TREASURER STATE OF IOWA	SALES TAX	4,144.00
VEENSTRA & KIMM INC	2015 STR IMPROVEMENTS GENERAL	7,914.53
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES CO	4,944.43
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	1,418.75
VEENSTRA & KIMM INC	BYPASS AREA FUTURE UTILITY PLA	1,162.70
VEENSTRA & KIMM INC	1ST & 8TH DRAINAGE EVAL PRELIM	1,052.00
VEENSTRA & KIMM INC	CHARBONEAU ST SEWER REPAIR	552.00
VEENSTRA & KIMM INC	1ST ST N PARKING LOT LAYOUT	126.00
WAPSI	SERVICES	22,457.48
WEX BANK	FUEL	752.02
WEX BANK	FUEL	807.54
	TOTAL	37,441.91

- c. Approval of new liquor license: Palisades Café (new ownership).
- d. Approval of liquor license renewal: Scorz Bar & Grill.

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

5. Mayoral Appointments.

- a. Mike Buser as EMA designee.
- b. Mike Buser and Doug Shannon to Linn County E911 to represent Mount Vernon.
- c. Marty Christensen as Mayor Pro Tem.
- d. Paul Tuerler and Tom Wieseler to Personnel Committee.
- e. Eric Roudabush and Scott Rose to Safety Committee.
- f. Scott Rose and Marty Christensen to Finance Committee.
- g. Paul Tuerler and Eric Roudabush to Infrastructure Committee.
- h. Tom Wieseler and Scott Rose to Economic Development.
- i. Eric Roudabush as liaison to Fire Department Advisory Board.
- j. Tom Wieseler as liaison to Cole Public Library and special liaison to Cornell College.

6. Update from Sustainability Advisory Committee. Dave Osterberg stated he was there to present for the committee their next proposal of solar power. Osterberg stated his personal cost and rebates from Alliant energy and tax credits, when he put solar panels on his garage. Osterberg stated that many Cities are starting to implement City solar panels and community solar panels. Residents would buy a share and no more than what they use and get a rebate on what they use depending on amount of shares they purchase. The committee would like to present a proposal to the Council to possibly start a community solar panel.

7. Parks and Recreation Director Report. Matt Siders stated that the park lights are installed in Sauter Park and the trails from there. The Lego Robotics team competed and did well. The Middle School Gym was staffed over the holidays and open to the public over a 3 hour time period. Each day they had over 26 people a day participating.

8. Police Chief Report. November weather made for less accidents for the City with less snow amounts and nicer weather. Chief Shannon wanted to remind the public to clear off your windows when there is ice and snow, it is a dangerous way to drive and is a safety issue. Chief Shannon stated that Mount Vernon got voted one of Iowa's safest cities. Officer Gehrke started with the Dare program at the schools. Shannon stated that interviews will begin shortly with 8 candidates to consider for the City Mount Vernon Police Department position.

9. Engineer Report. V&K was asked to look into the wagon pass last summer. Schechinger stated that they looked at the underside of the wagon pass which showed a much degraded cement ceiling and possibly leading to depressions in the roadway. A structural engineer was asked to come through and assess the wagon pass condition. After inspection it was recommended to do a weight limit on the structure, to do an annual inspection to assess if its ability to stay open or permanently close it, and lastly to discuss liability on the City. City Attorney Robert Hatala stated that the Bowers and City signed an agreement that states that if the City uses the pass and a City worker gets injured it releases the Bowers from liability and if the Bowers or any of their licensees use the pass and are injured it releases the City from liability. Hatala stated that it's a difficult release to address because the City has an easement to the property for use of the roadway. Hatala said that it should be addressed at the next Council Meeting. It was asked if a trespasser was to be injured then who would be responsible. Hatala stated that there may be a dispute but he felt it would be on the Bowers. To date the agreement has not been signed. Schechinger stated he talked with the IDOT about the sidewalk that goes around the businesses to the roundabout and placement of the sidewalk. When it gets closer they will go out and discuss this further but wanted to make sure the IDOT knew that the City wants the sidewalk constructed on the backside of the businesses. The other issue was to make sure there was access to Highway 1 at all times during the bypass construction process. The storm water advisory committee preliminary application was approved which means that they can now go through the full application process. The previous council had authorized up to \$100,000.00 City share to put towards this project and the application would also be for \$100k in grant money. This will be brought before Council at a future meeting.

10. Discussion and possible action to move first Council meeting in February due to Iowa caucus. Council decided to change the February 1, 2016 council meeting date due to the Iowa caucuses also scheduled on that date. The first meeting in February will be on Wednesday, February 3, 2016 at 6:30 p.m., City Hall Chamber.

11. Mayoral recommendation and possible Council action to fill two vacancies on the Parks and Recreation Board. Mayor Hampton recommended that Loren Hoffman and Rory Wiebel be appointed to the Parks and Recreation Board. Tuerler motioned to approve the Mayor's recommendation, seconded by Roudabush. Carried all.

12. Mayoral recommendation and possible Council action to fill vacancy on the Ambulance Board. Tabled.

13. Old Business. Roudabush said that Jerry Niederhauser had contacted him. Last September Ricklefs was digging at the corner 1st Street and 1st Avenue and they broke into the water main flooding his basement (Coldwell Banker/Lee's Town and Country). A claim was submitted to Ricklefs insurance company but it still has not been settled. The claim is for \$8,000.00. Niederhauser has asked if the City can help. Roudabush said it was clearly Ricklefs fault and suggested holding back payment until this is settled. Christensen said he was not opposed to the City trying to help but felt it might be a bit "strong" to withhold payment for something the City is not involved in. When asked his opinion Hatala said that he would have to look at the contract and Old Business was not the place to deliberate. Christenson asked if the City has had a conversation with the contractor to which Hatala replied he did not know about this.
14. New Business. None.
15. Budget work session for FY2017. Discussion only. Mayor Hampton invited those groups that were asking for more fiscal year support than they did last year to explain their budget. City Administrator Chris Nosbisch stated that the Mount Vernon property valuations only increased about \$6,000.00 from last year and because it was such a small increase recommended that the City "keep the status quo" for the FY17 budget and the same \$12.99 tax levy. Fire Chief Nathan Goodlove said the fire department's asking budget increased \$9,200.00 mainly due to development of a new web page, equipment and equipment repairs. Cornell College / public library: Cathy Boggs, library director and Paul Waelchli, director of Cole Library request was for \$65,000.00 an increase of \$7,000.00 from FY16. MVAAC: Denise Murphy said they are asking for \$4,500.00 an increase of \$1,000.00. Mike Woods, Post Commander, asked for the same amount as they did in FY16, \$5,000.00 for the new veterans' memorial. Also present to answer questions about their budget but not asking for an increase was Jules Scadden, LMVAS (\$13,500.00). Budget discussions continue on January 25, 2016 at 6:30 p.m.
16. Discussion and possible action on CoachDeck claim. This session may be closed pursuant to Iowa Code Section 21.5(c). Tuerler made a motion to go into closed session, seconded by Rose. Roll call vote. Carried all. The time being 8:25 p.m. Motion to come out of close session made by Rose, seconded by Tuerler. Roll call vote. Carried all. The time being 8:38 p.m. No action taken.

As there was no further business to attend to the meeting adjourned the time being 9:02 p.m.,
January 18, 2016.

Respectively submitted,
Sue Ripke
City Clerk

MINUTES
MOUNT VERNON CITY COUNCIL
JANUARY 25, 2016

The Mount Vernon City Council met January 25, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

1. Call to Order. At 6:30 p.m. Mayor Jamie A. Hampton called the meeting to order.
2. Approval of Agenda. Motion to approve the Agenda made by Tuerler, seconded by Christensen. Carried all.
3. Budget work session for FY2017. Discussion only. City Administrator Chris Nosbisch stated his recommendation is to not make any significant changes to the FY17 budget including keeping the property tax levy at \$12.99. The groups asking for an increase in their FY17 budget were EMA, Cole Library, Heritage Days, MVAAC, Fire Department and new equipment for KMVL. Nosbisch recommended that the EMA, Cole Library and the Fire Department requests be approved and all others be kept at the FY16 budget amount adding that he is basing this on priority and funding availability. Nosbisch continued saying that Heritage Days, MVAAC and the KMVL requests would remain the same as the previous year but that doesn't mean they couldn't be treated as a onetime expense if funding was available. A meeting with Jake Krob is scheduled at the end of the week to discuss the new equipment purchase for KMVL broadcasting. Lisbon has said no to the additional funding. Wade Squiers was present to explain the Heritage Days request saying that all City money is used for the Thursday night fireworks. Mayor Hampton reminded all that when the committee first came to the City for help in funding it was made clear that this was not meant to be a long term expense for the City.

As there was no further business to attend to the meeting adjourned the time being 7:22 p.m., January 25, 2016.

Respectively submitted,
Sue Ripke
City Clerk

Marsha Dewell

From: Licensing@IowaABD.com
Sent: Friday, January 29, 2016 1:33 AM
To: Marsha Dewell
Cc: Licensing@IowaABD.com
Subject: [POSSIBLE SPAM] Liquor License Pending Dram Shop

The following licensees have completed a renewal application and are awaiting dram certification:

License #	License Status	Business Name
LC0031837	Pending Dram Shop	C & D Lounge (102 1st St. E. Mount Vernon Iowa, 52314)

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally at 515.281.7400 (select option 1).
For assistance by email contact Licensing@IowaABD.com

AGENDA ITEM # D – 4

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 3, 2016

AGENDA ITEM: Liaison to Fire

ACTION: None

SYNOPSIS: The City has historically appointed two liaisons to the Fire Department Advisory Board. One is filled by a Council member and is already full. The second is filled by the City Administrator and Jamie has asked for me to continue in this capacity.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, FEBRUARY 3,2016

PAYROLL	CLAIMS	45,939.27
GROUP SERVICES INC	INSURANCE-ALL DEPTS	24,127.98
COMMUNITY DEVELOPMENT GROUP	HOTEL/MOTEL TAX PYMT-ECON DEV	18,438.28
VEENSTRA & KIMM INC	2015 STR IMPROVEMENTS GENERAL	3,283.70
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,102.81
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	3,010.74
VEENSTRA & KIMM INC	MUNICIPAL POOL IMPROVEMENTS	2,570.56
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,397.47
US BANK	SUPPLIES, MEMBERSHIP, MAINT	896.79
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	831.23
CITY WIDE CONSTRUCTION CORP	STEPS/SIDEWALK	657.00
AM WELDING & FABRICATION	SNOW PLOW/BLADE REPAIR-RUT	650.00
VEENSTRA & KIMM INC	HWY 30 BYPASS COORDINATION	553.75
CENTURY LINK	PHONE CHGS-P&A	474.01
STAPLES ADVANTAGE	SUPPLIES-P&A	459.71
WENDLING QUARRIES	SAND-RUT	431.01
CEDAR RAPIDS TIRE	TIRES, MOWER/GATOR-PW	394.36
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	230.00
POSTMASTER	STANDARD MAIL FEE	225.00
CAMPBELL SUPPLY CEDAR RAPIDS	GLOVES-PW	214.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	195.00
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	176.96
CAMPBELL SUPPLY CEDAR RAPIDS	GLOVES, HARNESS, LANYARD-PW	173.60
CENTURY LINK	PHONE CHGS-SEW	168.19
DIESEL TURBO SERVICES INC	BATTERIES/EMERGENCY LIGHTS	161.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	142.00
WENDLING QUARRIES	ROCK-WAT	128.38
IOWA SOLUTIONS INC	COUNTY ATTORNEY SETUP-PD	115.00
CENTURY LINK	PHONE CHGS-PD	103.71
CENTURY LINK	PHONE CHGS-FD	101.86
MOEL, STEVE	FITNESS MEMBERSHIP-PD	100.00
CENTURY LINK	PHONE CHGS-SEW	87.31
FIREHOUSE	RENEW SUBSCRIPTION-EMA	79.95
BALICEK, RITA	CLEANING SERVICE-P&A, PD	75.00
BENHART, SHERRIE	CLEANING SERVICE-P&A, PD	75.00
STAPLES ADVANTAGE	SUPPLIES-P&A	72.19
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	65.75
CAMPBELL SUPPLY CEDAR RAPIDS	GLOVES-PW	54.88
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
CENTURY LINK	PHONE CHGS-WAT	50.07
IOWA D.A.R.E. ASSOCIATION	MEMBERSHIP-PD	50.00
CENTURY LINK	PHONE CHGS-RUT	48.07
CORNELL COLLEGE	SELF DEFENSE MANUALS-PD	37.10
CUSTOM HOSE & SUPPLIES INC	HOSE/SANDBLASTER-PW	30.44
GALLS INC	UNIFORMS-PD	29.52
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	24.01
IOWA ONE CALL	LOCATES-WAT, SEW	21.70
ST LUKE'S WORK WELL SOLUTIONS	DRUG TEST-WAT, SEW	20.00
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	19.90
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	19.31
LYNCH FORD	LOCK LEVER/EXPLORER-RUT	15.99
LYNCH FORD	LOCK/EXPLORER-WAT	7.42
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	5.00
	TOTAL	110,446.98

AGENDA ITEM # J – 2

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 3, 2016

AGENDA ITEM: Ambulance Board

ACTION: None

SYNOPSIS: The Mayor has asked that this item be placed back on the agenda as he ready to bring a recommendation to the City Council.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Mayor

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16

AGENDA ITEM # J – 3

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 3, 2016

AGENDA ITEM: Council Meeting

ACTION: None

SYNOPSIS: The second City Council meeting of the month falls on President’s Day. This is a City holiday and the offices will be closed for the day. Staff would ask that this meeting be moved to Wednesday, February 17, 2016.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16

AGENDA ITEM # J – 4

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 3, 2016

AGENDA ITEM: Pay Estimate #5

ACTION: None

SYNOPSIS: Enclosed you will find a copy of pay estimate number five in the amount of \$108,619.20. This is minus the 5% retainage that was required by the contract.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16

AGENDA ITEM # J – 5

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 3, 2016

AGENDA ITEM: Police Officer Hire

ACTION: None

SYNOPSIS: Chief Shannon has extended a conditional offer of employment to Morgan Mehlert. The offer is subject to successful completion of a physical. If all tests are confirmed, Morgan would become a Mt. Vernon officer the first week or two of March.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Police Chief

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 3, 2016
AGENDA ITEM:	Employee Safety Training
ACTION:	None

SYNOPSIS: One of the items that has been identified by staff is the need of an overall safety program as required by OSHA, DNR and DOT. Staff has reached out to the Iowa Association of Municipal Utilities as they have established safety clusters around the State of Iowa. The cost to join IAMU is \$715.80 per year and the cost to join the Eastern Iowa Area Safety and Support Organization (EIASSO) would be \$3,427.94 per year. The clusters typically provide three to four options for each one of the offered classes (25 different topics per year). The costs would be spread to all of the departments that would utilize this training. Staff has included the information it has received from IAMU. In addition, IAMU offers expertise and training materials in storm water management.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16



IOWA
ASSOCIATION OF MUNICIPAL
UTILITIES

January 26, 2016

Chris Nosbisch
Mt. Vernon, City of
213 First Street NW
Mount Vernon, IA 52314

Dear Chris:

If you were to become a member of IAMU the City of Mt. Vernon may contract with the association to receive and fulfill some if not most OSHA, DNR and DOT safety training requirements as set forth in state and federal code. To make monthly training classes affordable there is a safety cluster called the Eastern Iowa Area Safety & Support Organization (EIASO), established in 1997 the current 21 city/utilities share the costs based on a population calculation that spreads the costs so that each member may attend safety classes at a charge that is reasonable. Based on the 2015-16 contract that started last September 2015, EIASO members will be receiving 25 different topics in a twelve month period. The total contract cost is \$47,337, but Mt. Vernon's annual share of the contract would be \$3,427.94 billed quarterly at \$856.99. We would prorate costs as to when you join. Plus the cost of the water utility joining IAMU to access the safety training services in EIASO would be \$715.80 a year.

With IAMU's past experience and our knowledgeable team of safety educators, we are convinced that the Iowa Association of Municipal Utilities is uniquely qualified and capable of delivering quality training classes, services and products to the City of Mount Vernon. If you have any questions or if you need further information, feel free to contact me at 800.810.4268.

Sincerely,

David Hraha
Director of Member Services
Iowa Association of Municipal Utilities
1735 NE 70th Avenue
Ankeny, IA 50021-9353

Phone number: 800.810.4268
Cell number: 515.210.8567
Fax number: 515.289.2499

Employee Training Avoids Employee Injury and High Cost

The National Institute of Occupational Safety and Health (NIOSH) says that \$4 is returned for every \$1 spent toward a safety program. Here's why:

BENEFITS of Safety and Health Training

Premise: Many accidents ARE avoidable. Avoidance reduces or eliminates:

- Loss of pride or ill-feeling in community as a result of accident record
- High medical costs and absent personnel that can be devastating to the bottom line and productivity.
- OSHA fines and the expense of correcting violations.
- Needless pain and suffering of the victim(s) and their family
- Inconvenience to the employer, employee and immediate family (These indirect costs are often 3 to 5 times larger than direct costs)

Examples of some direct costs of an accident follow:

- Health care and medical costs
- Workers Compensation premium increase
- Lost work time, overtime paid to other employees, cost of retraining new and temporary employees, cost of postponing other scheduled work, etc.

Some problem areas that lead indirect costs are:

- Inefficiency and/or inattention to work due to other employee concern about their own personal safety
- Poor employee morale due to an apparent increase accidents
- Decrease in work production due to pre-occupation of employees (e.g. gossip) over the accident, poor safety program, etc.

In addition, publication (bad press) regarding regulatory violations and fines always carry a negative impact in a community. Such consequences are usually publicized and infer the lack of a good safety program. Ineffective employee training reflects badly on the entire organization

BENEFITS of IAMU On-Site Safety & Health Employee Training

Few supervisors have enough time to remain current with training techniques and changes in safety and health regulations. Consider the positive attributes of safety and health training through IAMU:

- Organized training format that is continuously updated
- Local training: Reduction of employee time away from the job and avoidance of travel expenses
- Quality training conducted by experienced instructors
- Problems common to municipalities are addressed. Instructors work only with municipalities. Classes focus on municipal employees and related safety and health issues
- Cost may be shared by a group of municipalities
- Safety-related questions are answered immediately.
- IAMU has a library full of safety and health programs and helpful guidelines

Many classes are approved for credit toward Gas Operator Requalification and recertification of Water Operators through continuing education units (CEU's)

Keep your employees safe and on-the-job.



EASTERN IOWA AREA SAFETY & SUPPORT ORGANIZATION OUTLINE OF TRAINING

September 1, 2015

This service agreement between the Eastern Iowa Area Safety & Support Organization (E.I.A.S.S.O.) and The Iowa Association of Municipal Utilities is to provide administration (Cost of \$5,300) and training sessions. It is understood that IAMU will conduct the training sessions as outlined below (Cost of \$40,337). In addition there is a Transportation Fee of \$1,500. The total cost of this agreement is \$47,137. Payments will be made on a quarterly basis.

If at the end of this agreement more than fifty-three (53) training sessions have been presented by IAMU, the EIASSO will be billed for the difference. If less than fifty-three (53) sessions are presented and the cause is because EIASSO cancels then EIASSO will owe the full amount. If the cause is that IAMU cannot fulfill the agreement no bill will be sent or a credit will be issued, however, cancellations due to extremely bad weather are the exception to this policy (although every effort will be made to reschedule classes cancelled due to inclement weather).

Administration includes:

- Extra cost of changing meeting dates.
- Meetings with committee to plan programs.
- Telephone consultation.
- Support of the IAMU database (back-up records).

Not included in this agreement are:

- Registration fees for workshops/meetings.
- Student books when required.
- Written program models
- Any IAMU services not mentioned in this agreement.

Written Programs:

IAMU will provide model written training programs; however, the cost of the modules is not included in this agreement.

The services included in this agreement are designed to provide accurate and authoritative information in regard to the subject matter covered. It is furnished with the understanding that the Iowa Association of Municipal Utilities is not engaged in rendering legal or other professional engineering service. If legal advice or other professional engineering assistance is required, the service of a competent professional person should be sought.

PLEASE BE AWARE CREDIT FOR CEU CLASSES
WILL BE BASED ON ACTUAL CONTACT HOURS ONLY.

DATE	TIME	LOCATION	SUBJECT
INSTRUCTOR: MARGRET MEADE			
9-16-15	8:00 a.m.	No. Liberty	Bloodborne Pathogens (and)
9-16-15	1:00 p.m.	Tipton	Hazard Communication
9-17-15	8:00 a.m.	Durant	THIS IS A 4-HOUR SESSION
9-17-15	1:00 p.m.	De Witt	

Who should attend **Bloodborne Pathogens**: Good for all employees. This session addresses the dangers of Bloodborne Pathogens and written notice requirements regarding locations of hazardous employee exposure and medical records.

Who should attend **Hazard Communication**: Good for all employees. This session will address basic information you need to know about chemicals in the workplace plus the hazardous effects of chemicals, how to handle them and the first aid needed if you become over-exposed. This session will also include information regarding compliance with the Global Harmonization Standard (GHS) and the transition taking place from Material Safety Data Sheets (MSDS) to the new Safety Data Sheets (SDS).

2 Non Safety CEU Credit Hours available for Bloodborne Pathogens (Good for WW only)

2 CEU Credit Hours available for Hazard Communication (Good for WT, WD and WW)

Bloodborne Pathogens is required: Annually for those covered under the Exposure Control Plan

Hazard Communication is required: Initially and annual refresher depending on level of response by employer

INSTRUCTOR: JUSTIN SCHOENROCK

10-26-15	1:00 p.m.	Calamus	OSHA Recordkeeping Audit and
10-27-15	1:00 p.m.	Clinton Co. SWA	Program Reviews
10-28-15	8:00 a.m.	Wilton WTC	APPROX. 4-HOUR SESSION
10-28-15	1:00 p.m.	West Branch	

Who should attend: Only the host city employee(s) responsible for the development and upkeep of the written programs need attend. The visit will focus on the review of records and required regulatory programs. Any time left over will be used for the instructor to review overall safety programs.

CEU Credit Hours not available. This is not an employee training.

INSTRUCTOR: JIM WOLFE

10-14-15 8:00 a.m. Tipton
10-14-15 1:00 p.m. Eldridge

**ELECTRIC SAFETY – Safe Wooden Pole
Handling and Hazards of Cell Phone Usage**
APPROXIMATE 4-HOUR SESSION

Who should attend: Employees involved in pole change outs. This session will teach the proper method to safely load, transport and install new poles and pole replacement near energized conductors. Safe operation of digger derrick trucks and hand signals will be reviewed. Class will also demonstrate the dangers of cell phone usage on the jobsite, while driving and liability issues caused by accidents. This session will review the importance of complete concentration while working under certain conditions.

CEU Credit Hours not available

Recommended: Annually

INSTRUCTOR: JUSTIN SCHOENROCK / MARGRET MEADE

11-18-15 (JS-MM) 8 – 10:00 a.m. Tipton **Hearing Conservation (class)**
11-18-15 (JS-MM) 1 – 3:00 p.m. W. Liberty APPROX. 2-HOUR SESSION
11-19-15 (JS) 8 – 10:00 a.m. Eldridge
11-19-15 (JS) 1 – 3:00 p.m. Durant

Who should attend: **ALL employees in a hearing conservation program (those working in environments above 85dB) need to attend this class EVERY year.** It is also good for all employees to help them understand the importance of protecting their hearing.

CEU Credit Hours not available

This class is required: Annually

HEARING TESTS -- *Following each class baseline and annual hearing tests will be provided at no additional charge for employees involved in a hearing conservation program.*

INSTRUCTOR: JUSTIN SCHOENROCK / MARGRET MEADE

11-18-15 (JS-MM) 10 – 12:00 p.m. Tipton **Hearing Baseline/Annual Test**
11-18-15 (JS-MM) 3 – 5:00 p.m. W. Liberty Avg. of 10-15 min. per person
11-19-15 (JS) 10 – 12:00 p.m. Eldridge
11-19-15 (JS) 3 – 5:00 p.m. Durant

INSTRUCTOR: MICHAEL SEWELL

12-16-15	8:00 a.m.	No. Liberty	Diversity in the Workplace (and)
12-16-15	1:00 p.m.	Tipton	Quality Customer Service
12-17-15	8:00 a.m.	De Witt	APPROX. 4-HOUR SESSION
12-17-15	1:00 p.m.	Walcott	

Who should attend **Diversity in the Workplace**: Managers, supervisors and foremen--but good for all employees. This session will address the unique skills and abilities of all people within the workplace. Diversity enhances teamwork.

Who should attend **Quality Customer Service**: Employees dealing with customers. This session will address how to improve customer relations.

CEU Credit Hours not available for Diversity in the Workplace

CEU Credit Hours not available for Quality Customer Service

Diversity in the Workplace is recommended: As needed

Quality Customer Service is recommended: As needed

INSTRUCTOR: STEVE McLAUGHLIN

12-29-15	8:00 a.m.	De Witt	Fall Protection, Man Lifts and Scissor Lifts
12-29-15	1:00 p.m.	Eldridge	(and) SPCC Oil Handlers
12-30-15	8:00 a.m.	Tipton	APPROX. 4-HOUR SESSION
12-30-15	1:00 p.m.	Walcott	

Who should attend **Fall Protection**: Employees working on roofs while performing building maintenance and using equipment which is part of a powered platform installation, such as platforms, stabilizing components, carriages, outriggers, davits and hoisting machines. It will also cover the "Six-Foot Fall Rule." Students will have an opportunity to try on and learn the proper way to wear a fall protection harness. If available, it is highly recommended students bring their own harness for inspection and donning.

Who should attend **SPCC Oil Handlers**: Employees needing to know the proper techniques to prevent oil spills, hazards, and comply with SPCC requirements. With proper planning, any cleanup costs will be drastically reduced.

CEU Credit Hours not available for Fall Protection

CEU Credit Hours not available for SPCC Oil Handlers

Fall Protection is required: Initially and change in employee duties, introduction of a new hazard or lift type, change in procedures or deficiency in knowledge found

SPCC Oil Handlers is required: Annually for oil handlers

INSTRUCTOR: PAUL KITTELSON

1-19-16	8:00 a.m.	Tipton	Material Handling & Storage (and)
1-19-16	1:00 p.m.	Wilton	Slips, Trips & Falls
1-20-16	8:00 a.m.	Buffalo	APPROX. 4-HOUR SESSION
1-20-16	1:00 p.m.	Blue Grass	

Who should attend **Material Handling & Storage**: Good for all employees but especially for those people with jobs that require handling material—manually or otherwise. Importance of proper storage and critical injury risk factors will be addressed.

Who should attend **Slips, Trips & Falls**: All employees. This session addresses the importance of good housekeeping in the work place and the avoidance of slips, trips and falls.

CEU Credit Hours not available for Material Handling & Storage

CEU Credit Hours not available for Slips, Trips & Falls

Material Handling & Storage is required: Initially and change in employee duties, introduction of a new hazard, change in procedures or deficiency in knowledge found

Slips, Trips & Falls is recommended: Initially and as needed

INSTRUCTOR: PAUL KITTELSON

1-21-16	8:00 a.m.	Durant	CPR, AED & First Aid
			APPROXIMATE 6-HOUR SESSION

Who should attend: Everyone needing to be certified for CPR or First Aid as part of their work responsibilities. **IAMU teaches Adult, Child and Infant CPR and AED.** A two-hour First Aid class will be conducted on basic skills. A thirty-minute break between First Aid and the CPR-AED sessions will be provided for participant(s) who have attended past CPR-AED training sessions and wish to test-out of the CPR-AED session by successful skill demonstration. No instructor prompting will be provided during this skills assessment. There is no charge for certification and the card is good for two years.

CEU Credit Hours not available

CPR and First Aid required every 2 years

INSTRUCTOR: PAUL KITTELSON

2-10-16	8:00 a.m.	No. Liberty	Chains, Slings, Wire Rope, Lifting Devices
2-10-16	1:00 p.m.	Wilton	(and) Rigging
2-11-16	8:00 a.m.	LeClaire	APPROXIMATE 4-HOUR SESSION
2-11-16	1:00 p.m.	Blue Grass	

Who should attend **Chains, Slings, Wire Rope, Lifting Devices**: Employees handling material with a lifting device. This course includes specific criteria to evaluate chains, slings and wire ropes. If available, on-site material will be inspected and participants will be given the opportunity to practice evaluation skills.

Who should attend **Rigging**: Employees using slings with cranes or hoisting devices to move materials. This class is not designed for crane operators. This session will address the safe use of slings, rigging hardware and lifting devices and includes standard hand & voice signals. Procedures & regulations for working with cranes near overhead power lines will also be addressed.

2 CEU Credit Hours available for Chains & Slings (Good for WT, WD and WW)

CEU Credit Hours not available for Rigging

Chains & Slings is required: Initially and introduction of a new hazard, change in procedures or deficiency in knowledge found

Rigging is recommended: Initially and as needed

INSTRUCTOR: MICHAEL SEWELL

3-02-16	8:00 a.m.	De Witt	Concrete Safety (and)
3-02-16	1:00 p.m.	Eldridge	Flagger Safety
3-03-16	8:00 a.m.	Wilton	APPROXIMATE 4-HOUR SESSION
3-03-16	1:00 p.m.	Tipton	

Who should attend **Concrete Safety**: Any employee constructing concrete forms and / or working with concrete during pouring, finishing, cutting operations or breaking up of old concrete for disposal. This session will discuss the hazards of concrete work, how to protect employees from those hazards and proper PPE to be used.

Who should attend **Flagger Safety**: Required for all employees controlling vehicle movement near or within the traffic control work zone on DOT highways, streets or roads.

CEU Credit Hours not available for Concrete Safety

CEU Credit Hours not available for Flagger Safety

Concrete Safety is required: Initially and change in employee duties, introduction of a new hazard, change in procedures or deficiency in knowledge found

Flagger Safety is required annually

INSTRUCTOR: JUSTIN SCHOENROCK

3-31-16	8:00 a.m.	Tipton	Trenching and Shoring (and)
4-05-16	8:00 a.m.	No. Liberty	Competent Person
4-06-16	8:00 a.m.	Buffalo	THIS IS A 6-HOUR SESSION
4-07-15	8:00 a.m.	Eldridge	

(Trenching & Shoring participants may leave after 2 hours / Competent Persons will stay for the remainder of the training. Certification cards will be issued after class.)

Who should attend **Trenching & Shoring**: Employees working at an excavation site *other than the Competent Person*.

Who should attend **Competent Person**: The person with responsibility for the control of the excavation job. This session will address soil classification, protection systems and evaluating the dangers of the trench.

This class good for Gas Operator Certification (OQ) credit

2 CEU Credit Hours available for Trenching/Shoring *(Good for WD and WW)*

4 CEU Credit Hours available for Competent Person *(Good for WD and WW)*

Trenching & Shoring is recommended: Initially and change in employee duties, introduction of a new hazard, change in procedures or deficiency in knowledge found

Competent Personal is recommended: Initially and change in employee duties, introduction of a new hazard, change in procedures or deficiency in knowledge found

A maximum of 6 CEU Credit Hours may be earned

INSTRUCTOR: MICHAEL SEWELL

5-17-16	8:00 a.m.	Eldridge	Emergency Preparedness (and)
5-17-16	1:00 p.m.	Clinton Co.	Fire Extinguisher & Fire Protection
5-18-16	8:00 a.m.	West Liberty	APPROX. 4-HOUR SESSION
5-18-16	1:00 p.m.	North Liberty	

Who should attend **Emergency Preparedness**: All employees responsible for the care of people in public buildings. This session will discuss how to plan for the disasters that might occur.

Who should attend **Fire Extinguisher Safety / Fire Protection**: Good for all employees. This session will address the proper use and selection of fire extinguishers as well as the elements required for a fire to occur and how to prevent them. This session will also address establishing safe exit routes and proper handling / storage of flammables. *Utility to supply area to conduct hands-on training. Also need access to 100+ psi air compressor and fully charged propane tank (BBQ size).*

2 CEU Credit Hours available for Emergency Preparedness *(Good for WT, WD and WW)*

CEU Credit Hours not available for Fire Protection

Emergency Preparedness is required: Initially and change in employee duties, introduction of a new hazard, change in procedures or deficiency in knowledge found

Fire Extinguisher is required: Hands-on initially and at least annually thereafter

Fire Protection (Prevention) is required: Initially and change in employee duties, introduction of a new hazard, change in procedures or deficiency in knowledge found

INSTRUCTOR: MICHAEL SEWELL

6-07-16	8:00 a.m.	No. Liberty	Vulnerability & Security Considerations
6-07-16	1:00 p.m.	Solon	for Water / Wastewater Facilities (and)
6-08-16	8:00 a.m.	Tipton	Math for Water & WW Operators
6-08-16	1:00 p.m.	Walcott	THIS IS A 4-HOUR SESSION

Who should attend these classes: All water and wastewater personnel

Vulnerability: This course introduces the many vulnerability and security considerations that might be included in a basic assessment of water / wastewater plants.

Math for Operators: This course deals with the many mathematical equations a water/wastewater employee must understand to be an effective operator.

2 Non-Safety CEU Credit Hours available for Vulnerability (*Good for WT, WD and WW*)

2 Non-Safety CEU Credit Hours available for Math for Operators (*Good for WT, WD and WW*)

Both classes are recommended every 2 years

INSTRUCTOR: JIM WOLFE

7-12-16	8:00 a.m.	Eldridge	Bucket Rescue / Pole Top Rescue
7-13-16	8:00 a.m.	Durant	APPROXIMATE 6-HOUR SESSION

[Participants are encouraged to bring their bucket truck so that training can be provided on the truck used by their utility.]

THIS IS A COMBINATION CLASS -- CLASS SIZE LIMITED TO 15 *[Participants are encouraged to bring their bucket trucks so that training can be provided on the truck used by their utility]*

Who should attend **Bucket Truck Rescue:** **CITY CREWS and all personnel that use a bucket truck.** Required annually for city crews and personnel that use a bucket truck for changing street lights, setting seasonal decorations / banners on utility poles or other structures and tree trimming. This session will provide hands-on practice regarding the rescue of an injured person from a bucket truck, setting outriggers, fall protection, safe truck operation, and surrounding hazard recognition. *City crews may be dismissed when class transitions to information specific to electric line personnel.*

Who should attend **Pole Top Rescue:** **ELECTRIC LINE PERSONNEL.** This session will provide instruction and hands-on practice regarding the different methods of safe rescue from a pole or bucket truck. This session will include fall protection, review bucket truck safety, recognizing hazards, and methods to insure a safe rescue.

CEU Credit Hours not available for these courses

These classes are required annually

INSTRUCTOR: JUSTIN SCHOENROCK

8-09-16	8:00 – 10:00 a.m.	No. Liberty	Respiratory Protection
8-09-16	1:00 – 3:00 p.m.	Walcott	<i>(see schedule below)</i>

APPROX. 2-HOUR SESSION

Who should attend: **Required for all employees that use or might have occasion to use any type of respirator.** This segment will address proper selection and use of a respirator as well as when a respirator is needed.

2 CEU Credit Hours available *(Good for WT and WW only)*

This class is required annually

RESPIRATOR FIT TESTS: *After the classes listed above, Respirator Fit and Pulmonary Function tests will be provided as time allows for an additional fee for employees wearing respirators. A respirator test (\$22) is required annually*

INSTRUCTOR: JUSTIN SCHOENROCK

8-09-16	10:00 a.m. – Noon	No. Liberty	Respirator Fit Tests
8-09-16	3:00 p.m. – 5:00 p.m.	Walcott	

INSTRUCTOR: MARGRET MEADE

8-23-16	8:00 a.m.	De Witt	Leadership By Empowerment (and)
8-23-16	1:00 p.m.	LeClaire	Electric Safety -- Basic
8-24-16	8:00 a.m.	Durant	APPROX. 4-HOUR SESSION
8-24-16	1:00 p.m.	Tipton	

Who should attend **Leadership By Empowerment:** Good for all employees -- a must for Supervisors, Foremen and Managers. This course deals with important concepts of leadership and management. Participants will discuss the elements of good management, including organizational skills, prioritization of work, proper delegation, communication skills, effective discipline, and motivation of employees.

Who should attend **Electric Safety -- Basic:** Employees working around electricity. (This class not intended for electrical personnel.) This session will address how electricity works and how to stay safe around it. It does not address high voltage systems, but instead deals with the “plug-in” voltage people encounter every day.

CEU Credit Hours not available for Leadership By Empowerment

2 CEU Credit Hours available for Electric Safety *(Good for WT, WD and WW)*

Leadership By Empowerment is recommended: As needed

Electric Safety is required: Initially and deficiency in knowledge found

CEU Credit Hours are available for the above training sessions for those holding water or water pollution control certificates. They are good for upgrade or renewal. Please be aware credit for CEU classes will be based on actual contact hours only. **Note: Multi-topic sessions are taught in the order listed and CEU Credit Hours will be issued only for those segments attended.**

Cost for books and/or training materials available for purchase and identified in this contract may change without notice during the course of this contract to reflect increased IAMU supplier costs.

The services included in this agreement are designed to provide accurate and authoritative information in regard to the subject matter covered. It is furnished with the understanding that the Iowa Association of Municipal Utilities is not engaged in rendering legal or other professional engineering service. If legal advice or other professional engineering assistance is required, the service of a competent professional person should be sought.

FOR EIASO

Chair

Date

Vice Chair

Date

Secretary/Treasurer

Date

FOR IAMU

David Hraha, Director of Member Services

Date

AGENDA ITEM # L – 2

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 3, 2016
AGENDA ITEM:	Budget Conversations
ACTION:	None

SYNOPSIS: I do not have any additional information at this time, although I wanted to make sure I have answered as many Council questions as possible to date.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/28/16

M. Reports Mayor/Council/Manager

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
February 3, 2016**

- Staff is currently reviewing a purchasing policy that will be brought to the City Council in the coming weeks.
- Councilperson Rose and myself met with Mr. Krob of the Sun regarding the KMVL situation this past week. The current equipment is aging and we are currently looking through possible alternatives for the Council to review.
- Staff has asked V&K for information regarding municipal improvement plan. This plan would attempt to layout a five year project list that will encompass water, sewer and streets.
- Enclosed with his report you will find the annual Iowa fiscal conditions report that is prepared by the Iowa League of Cities. During the next budget session, staff will use his information as it compares Mt. Vernon to the rest of the State.
- I was able to meet with the Mt. Vernon School Superintendent his past week and tour the school facilities. I also have a meeting planned with Cornell College in February.