

The Mount Vernon City Council met June 6, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Wieseler, Christensen and Tuerler. Absent: Rose.

Call to Order At 6:32 p.m. Mayor Jamie A. Hampton called the meeting to order.

Agenda Additions/Agenda Approval. Hampton said there would not be anyone in attendance to speak from the Sustainability Committee. Motion made by Tuerler, seconded by Wieseler to approve agenda. Carried all. Rose absent.

Consent Agenda

Approval of City Council Minutes – May 6, 2016 Regular Council Meeting

Approval of Liquor License – Heritage Days (amended map)

Approval of Liquor License – Chameleons Pub and Grill

Approval of Cigarette Permit – Casey's

Approval of Fireworks Permit – Heritage Days

Tuerler asked about the approval of the amended map for Heritage Days. Nobsisch explained that the committee was adding the old fire station to use for staging alumni. Police Chief Shannon had concerns about the space between the two areas but was ok with the addition. Motion by Tuerler, seconded by Roudabush to approve the Consent Agenda. Carried all. Rose absent.

Public Hearing

Public Hearing on Ordinance to Amend Chapter 15 Mayor of the City of Mt. Vernon Municipal Code

Close Public Hearing – proceed to F-1. Mayor Hampton declared the Public Hearing open. As there were no comments from the public Mayor Hampton closed the Public Hearing.

Rose arrives at 6:40 p.m.

Public Hearing on Ordinance to Amend Chapter 17 Council of the City of Mt. Vernon Municipal Code

Close Public Hearing – proceed to F-2. Mayor Hampton declared the Public Hearing open. Resident

Francesca Thompson asked for an explanation of the ordinance. Nobsisch explained that this will remove the appointed positions of Parks and Recreation Director, Public Works Director and Wastewater Superintendent from the Council ordinance over to Administrator ordinance and moves the appointment of the City Treasurer and City Attorney from the Mayor ordinance to Council ordinance. As there were no further comments from the public Mayor Hampton closed the Public Hearing.

Public Hearing on Ordinance to Amend Chapter 21 Administrator of the City of Mt. Vernon Municipal Code

Close Public Hearing – proceed to F-3. Mayor Hampton declared the Public Hearing open. Nobsisch explained that this gives the supervisory duties that were taken from the Mayor ordinance and puts it under the Administrator ordinance. It does exempt the Police Chief and members of the Police Department. It does give the Administrator the ability to discipline employees but cannot hire or fire department heads without City Council approval. As there were no comments from the public Mayor Hampton closed the Public Hearing.

Public Hearing on Ordinance to Amend Chapter 92 Water Rates of the City of Mt. Vernon Municipal Code

Close Public Hearing – proceed to F-4. Mayor Hampton declared the Public Hearing open. As there were no comments from the public Mayor Hampton closed the Public Hearing.

Ordinance Approval/Amendment

An Ordinance Amending Chapter 15 Mayor of the City of Mt. Vernon Municipal Code

Motion to approve first reading and proceed with second reading/or suspend rules and proceed to third and final reading. Nobsbisch explained that this process started when there were discussions about department head contracts. Currently, in each contract, it states that the department heads answer to the Administrator, Mayor and City Council. This ordinance takes out a section of supervisory duties of day to day operations of employees out of the Mayor ordinance and adds it to the City Administrator. It also takes out the appointment of City Attorney and City Treasurer and moves that to the City Council ordinance. Rose questioned why the Chief of Police was excluded from this ordinance. Nobsbisch said typically the Police Chief continues to answer to the Mayor unless there are issues amongst staff and cooperation, which we do not have. It is more of the norm for the Police Chief and City Administrator to be the two contract employees. Nobsbisch has seen the Chief Police placed under the City Administrator but does not feel it is necessary. Tuerler believes in a City of our size with the duties of the City Administrator and a police force of our size, it makes sense to have that separation of duties from a management perspective. Adding that burden to the City Administrator is not a wise one. Christensen had a different opinion and felt that the City Administrator could be a better coach in terms of the elements of management and help strengthen the managerial skill of those people that also serve as managers within the organization. For that reason, it seems to him that the City Administrator having managerial responsibilities over all managers helps ensure the City has the best possible practice of the managerial elements of those jobs. Nobsbisch said it was something that could be looked at if the Council would like but would like to do it independently of these changes and have an opportunity to do more research and speak to the Police Chief. Another point that Tuerler made was that law enforcement was a very specialized function within any organization and cautioned of over burdening the City Administrator where there may be a more functional way to do it. He would be open to learning more about this but would like to move forward with these changes tonight. Motion made by Rose, seconded by Christensen to approve the first reading Ordinance Amending Chapter 15 Mayor of the City of Mt. Vernon Municipal Code and move to the second reading. Seconded by Christensen. Roll call vote. Motion passes 5-0.

An Ordinance Amending Chapter 17 Council of the City of Mt. Vernon Municipal Code

Motion to approve first reading and proceed with second reading/or suspend rules and proceed to third and final reading. Motion made by Tuerler, seconded by Wieseler to approve the first reading of Ordinance Amending Chapter 17 Council of the City of Mt. Vernon Municipal Code and move to the second reading. Seconded by Wieseler. Roll call vote. Motion passes 5-0.

An Ordinance Amending Chapter 21 Administrator of the City of Mt. Vernon Municipal Code

Motion to approve first reading and proceed with second reading/or suspend rules and proceed to third and final reading. Motion made by Christensen, seconded by Rose to approve the first reading of Ordinance Amending Chapter 21 Administrator of the City of Mt. Vernon Municipal Code. Roll call vote. Motion passes 5-0.

An Ordinance Amending Chapter 92 Water Rates of the City of Mt. Vernon Municipal Code

Motion to approve first reading and proceed with second reading/or suspend rules and proceed to third and final reading. City Administrator Nobsbisch explained that water and sewer rates both go up 3 percent each year. If we move forward with water treatment plant improvements the water rates will need to be raised by 4 percent to 5 percent in addition to that. The plan would be to put the additional 5 percent in place for the life of the bond. Nobsbisch said he could live with either 4 percent or 5 percent, but 5 percent would give a little breathing room in order to meet the bond payment, if water billing amounts vary. The 5 percent

increase could possibly bring in an additional \$48,000 and would apply to water rates only. Motion made by Tuerler, seconded by Wieseler to approve the first reading of Ordinance Amending Chapter 92 Water Rates of the City of Mt. Vernon Municipal Code. Roll call. Motion passes 5-0.

Resolutions for Approval

Resolution Approving Transfers to the General Fund and Cemetery Perpetual Care. Nosbisch said these are annual transfers from special revenue accounts to the general fund to defray costs. Motion made by Christensen, seconded by Tuerler to approve Resolution 6-6-2016A. Roll call vote. Motion passes 5-0.

Resolution Approving a Perpetual Easement Agreement for Fiber Optic and Conduit Cable Between the City of Mt. Vernon, Iowa and ImOn Communications, LLC. Nosbisch explained that ImOn Communications will be placing fiber optic and conduit cable coming from Iowa City, through Solon to Mount Vernon and to Marion. The route and agreement have been reviewed by the City Engineer and Public Works Director. ImOn will run some conduit while they are in the area to connect some of the City infrastructure and it will be an opportunity for the City to make connections in the future if they choose to. Wieseler asked whose responsibility it was to take these out once they are no longer in use. Nosbisch said typically they are abandoned. ImOn currently provides services to Cornell College. Motion made by Tuerler, seconded by Rose to approve Resolution 6-6-2016B. Roll call vote. Motion passes 5-0

Resolution Approving the 2016 Mt. Vernon Sealcoat Project. Nosbisch explained that staff has identified maintenance projects, one of them being sealcoat on approximately 6,456 feet of streets. There is one trail section and a couple of alleys. The alleys are only being completed because of the steep elevation changes and the rock that is deposited onto City streets after rain events. Money will be pulled from three funds to pay for this and the work will be completed in August. Literature will be provided to residents prior to the start of work. Motion made by Roudabush, seconded by Tuerler to approve Resolution 6-6-2016C for the amount of \$48,733.85. Roll call vote. Motion passes 5-0.

Resolution Accepting the 2015 Sanitary Sewer Improvements as Substantially Complete and Preparing to Release the Project Retainage. Nosbisch stated that the total amount for this contract ended up being \$245,428.86. Council needs to approve these improvements and adopt them as substantially complete before they can make the formal request for payment. The City Engineer is comfortable with the improvements and staff is recommending that the City accept the improvements. Motion made by Rose, seconded by Wieseler to approve Resolution 6-6-2016D. Roll call vote. Motion passes 5-0.

Motions for Approval

Consideration of Claims List – Motion to Approve. Motion made by Rose, seconded by Christensen to approve claims list. Carried all.

ALLIANT IES UTILITIES	ENERGY USAGE-SEW	3,593.55
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	563.93
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	51.14
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	51.06
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	29.44
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	27.57
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	19.79
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	18.09
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	10.01
APPARATUS TESTING SERVICES LLC	FIRE PUMP CERTIFICATION-FD	375.00
AUTO WORX	EXHAUST HANGER-PD	111.44
BALICEK, RITA	CLEANING SERVICE-PD,P&A	75.00
BALICEK, RITA	CLEANING SERVICE-PD,P&A	75.00
BANKERS TRUST	LONG TERM DEBT PAYMENTS-JUNE	1,190,675.00

BARNYARD SCREENPRINTING	T-SHIRTS-P&REC	2,248.00
BAUMAN AND COMPANY	UNIFORMS-PW	322.80
BENHART, SHERRIE	CLEANING SERVICE-PD,P&A	75.00
BENHART, SHERRIE	CLEANING SERVICE-PD,P&A	75.00
BOREN, DEREK	ASST FIRE CHIEF PAY	87.50
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A	1,165.00
BRIDGE COMMUNITY BANK	2010B GO REFUNDING NOTE-BOND PYMT	25,459.00
BROWNELLS INC	EQUIPMENT-PD	964.77
BURROUGHS, RICHARD	CEMETERY MAINT	2,275.00
CAMPBELL SUPPLY CEDAR RAPIDS	GLOVES-PW	247.80
CAMPBELL SUPPLY CEDAR RAPIDS	SAFETY VESTS-PW	176.00
CAMPBELL SUPPLY CEDAR RAPIDS	GLOVES-RUT	28.00
CARQUEST OF LISBON	VEHICLE MAINT-PW	158.50
CENTRAL IOWA DISTRIBUTING	SOAP-ALL DEPTS	133.60
CENTURY LINK	PHONE CHGS-P&A	479.90
CENTURY LINK	PHONE CHGS-POLICE	102.79
CENTURY LINK	PHONE CHGS-WAT	50.03
CENTURY LINK	PHONE CHGS-RUT	48.03
CENTURY LINK	PHONE CHGS-POOL	28.28
COGRAN SYSTEMS	ONLINE REGISTRATION-P&REC	274.00
COMPASS BUSINESS SOLUTIONS	UTILITY BILLS-WAT,SEW,SW	799.80
COMPASS BUSINESS SOLUTIONS	REMINDER NOTICES/1,000-WAT,SEW	111.80
CURTIS ENGLISH	PORTABLE RR RENTALS-P&REC	570.00
CUSTOM HOSE & SUPPLIES INC	HYDROSEED REPAIR-PW	91.20
DES MOINES STAMP	STAMPS-ALL DEPTS	188.15
DIESEL TURBO SERVICES INC	F450/HUB & BEARING-PW	3,598.23
ELECTRIC PUMP	T.C.L.S. REPAIR-SEW	9,082.84
ELECTRIC PUMP	T.C.L.S. PUMP INSTALL-SEW	516.30
ERIE, JEREMY	FLOORING-POOL BOND	8,278.00
EVER-GREEN LANDSCAPE NURSERY	MULCH-RUT	230.00
FELD FIRE	HOSE/NOZZLE-FD	921.20
GARY'S FOODS	SUPPLIES-PD,P&REC,WAT	166.19
GORDON LUMBER COMPANY	BLDG SUPPLIES-ALL DEPTS	255.30
HAWKEYE FIRE & SAFETY CORP	EXTINGUISHER MAINT-ALL DEPTS	410.10
HAWKEYE READY MIX	CURB STOP REPAIR-WAT	261.85
HEARTSMART.COM	AED WALL CABINETS-ALL DEPTS	599.75
HORMANN, HUNTER	UMPIRE PAY-P&REC	25.00
IACMA	MEMBERSHIP-ALL DEPTS	150.00
ICAP	LIABILITY POLICY-FD	3,879.57
IMWCA	WORKER'S COMP INSURANCE -LEVY	78,723.95
IOWA DEPARTMENT OF TRANSPORTATION	PAINT-RUT	1,135.82
IOWA PRISON INDUSTRIES	TRASH BAGS-PW	222.38
IOWA SOLUTIONS INC	FIREWALL,BACKUP ISSUES-PD	230.00
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
KAY PARK RECREATION	PEDESTAL GRILL-P&REC	370.00
KIRK, BILL	UNIFORMS-PW	224.98
KIRKWOOD COMMUNITY COLLEGE	TRAINING-FD	57.50
KONICA MINOLTA	MAINTENANCE PLAN/COPIES-PD	101.61
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	466.83
KROUL FARM GARDENS	BEAUTIFICATION	572.00
KROUL FARM GARDENS	CEMETERY PLANTINGS-CEM	82.00
KROUL FARM GARDENS	FLOWER BOX-BEAUT	55.00
LANHAM, BRADY	WEATHER RESISTANT GFCI-P&REC	64.75
LINN CO-OP OIL CO	FUEL-PW	1,457.18
LINN COUNTY PLANNING & DEV	BLDG PERMIT FEES/INSPECTIONS	1,035.00

MARTINSON, NIKITA	DEPOSIT REFUND-WAT	55.77
MENARDS	COUNTER TOP-POOL	23.79
MIDWEST SAFETY COUNSELOR	INSTRUMENT CALIBRATION-FD	50.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,876.08
MOUNT VERNON BANK	NSF CHECK-WAT	155.00
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	1,569.01
MOUNT VERNON LISBON SUN	CTW ADS/PUBLICATIONS-P&REC	435.00
NEAL'S WATER CONDITIONING	WATER/SALT-RUT	36.50
NORTHWAY CORP	RECIRCULATION PUMP-POOL BOND	10,145.15
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	70.00
PAYROLL	CLAIMS	61,227.73
PITNEY BOWES	SUPPLIES-P&A	91.77
PITNEY BOWES	POSTAGE METER RENTAL-ALL DEPTS	141.00
PLUMB SUPPLY CO	POOL MAINT-POOL	26.27
PLUMB SUPPLY CO	BLDG MAINT-POOL	102.20
POOL TECH INC	CHEMICALS-POOL	3,933.64
POOL TECH INC	CHEMICALS-POOL	187.40
PORTZEN CONSTRUCTION	WTP PROJECT	116,878.81
POSTMASTER	UTILITY BILLS-WAT,SEW,SW	366.01
RICKLEFS EXCAVATING	2015 STREET IMPROVEMENTS	54,771.68
RIPKE, SUE	MILEAGE-P&A	20.52
ROSENBAUER SOUTH DAKOTA LLC	VEHICLE REPAIR-FD	191.26
ROTO-ROOTER	IRON FILTER CLEANOUT-WTP	1,820.00
SAM'S CLUB	MEMBERSHIP,SUPPLIES-POOL	599.94
SAUTER BATY ASSOCIATES	CONCEPTUAL/PRELIMINARY DESIGN	3,510.00
SCHIMBERG COMPANY	POLY TUBING-RUT	24.49
SCHNEIDERMAN, JERRY	DEPOSIT REFUND -WAT	53.10
SECRETARY OF STATE	NOTARY PUBLIC RENEWAL-P&A	30.00
SI SENOR	CTW ENTRY FEE-P&REC	100.00
SIDERS, MATT	MILEAGE-P&REC	90.72
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,863.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,710.00
SITE ONE LANDSCAPE	GRASS SEED/5TH AVE PROJECT	206.84
STAPLES ADVANTAGE	REG ROLLS, FOLDERS-P&A	65.51
STAPLES ADVANTAGE	SUPPLIES-PW	123.81
STETSON BUILDING PRODUCTS INC	CAULK TOOLING KNIVES-RUT	64.97
STUDT, ROBERT	SEC/TREAS-FD	87.50
TASC	COBRA PLAN DOCUMENTS-ALL DEPTS	350.00
TASC	ADMIN FEE-ALL DEPTS	90.00
TRANS IOWA EQUIPMENT INC	PELICAN REPAIR-SW	1,585.22
TRAVER, DEAN	KMVL RENT	250.00
TRAVER, DEAN	KMVL RENT	250.00
TRAVER, DEAN	KMVL RENT	250.00
US BANK	CREDIT CARD CHARGES	2,961.01
US CELLULAR	CELL PHONE-ALL DEPTS	462.38
US CELLULAR	CELL PHONE-PD	116.17
USA BLUE BOOK	LABS-WAT	215.55
USA BLUE BOOK	LABS-WAT	117.37
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	1,322.10
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	1,053.00
VEENSTRA & KIMM INC	2015 STR IMPROVEMENTS GENERAL	934.00
VEENSTRA & KIMM INC	MUNICIPAL POOL IMPROVEMENTS	596.60
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	390.00
WALKER AG EQUIPMENT	EQUIP MAINT-RUT	1,046.71

WAPSI WASTE SERVICE
WATER SOLUTIONS UNLIMITED INC

GB,RECY,LEAF-SW
CHEMICALS-WAT
TOTAL

22,533.87
3,384.00
1,645,951.75

Discussion and Consideration of Information Requests Policy – Council Action as Needed. This policy will help to re-coup staff time costs of records requests and help deter “frivolous” requests. Rose had concerns about specifically naming certain individuals in charge of the requests and suggested using job titles instead so that the policy does not need to be changed as employees change. Motion made by Rose, seconded by Wieseler to approve the Information Request Policy with the above mentioned changes. Carried all.

Discussion and Consideration of Website Policy – Council Action as Needed. Motion made by Tuerler, seconded by Christensen to approve Website Policy. Carried all.

Discussion and Consideration of Pay Application #2 – 2015 Sanitary Sewer Improvements – Council Action as Needed. This is the second pay application and Ricklefs will be requesting the retainage of \$12,000 in thirty days. Motion made by Christensen, seconded by Tuerler to approve Pay Application #2 in the amount of \$1,357.67. Carried all.

Discussion and Consideration of Quotes for Equipping the New Police Squad Vehicle – Council Action as Needed. Nosbisch explained that Police Chief Shannon originally thought it would be in the \$8,000 range but he wanted to point out that the actual vehicle cost was reduced due to some wiring changes that were made. Motion made by Tuerler, seconded by Wieseler to approve the quote from Racom for equipping the new police vehicle. Carried all.

Discussion and Consideration of Setting Public Hearing Date for an Ordinance to Amend Chapter 5 Operating Procedures of the Mt. Vernon Municipal Code. Nosbisch stated that chapter 5 is being amended to include three months severance for the Public Works Director, Finance/Deputy City Administrator, Water/Wastewater Superintendent and Parks and Recreation Director. This amendment along with a change to the personnel policy will allow the City to discontinue contracts with these positions. This would be severance with dismissal without cause. Motion made by Tuerler, seconded by Roudabush to set the public hearing date for Monday, June 20, 2016. Carried all.

Reports of Mayor/Council/Administrator

Mayor’s Report. Fifth Avenue is close to being complete.

City Administrator’s Report. The community center committee will be addressing Council at the first meeting in July to bring an initial proposal. At the next Council meeting, there will be discussion on moving the July 4th meeting to July 5th. Staff is working with three or four large companies that do radio read to look into radio read for water meters. The pool opened one night early for a free swim and had over 150 people attend. There have been over \$10,000 worth of pool passes sold. A public hearing date for the social host ordinance will be set at the next meeting. Main Street Iowa will be in town the week of June 22nd to do their review.

Adjournment. As there was no further business to attend to the meeting adjourned, the time being 7:48, June 6, 2016.

Respectfully submitted,
Marsha Dewell
Deputy Clerk

