

The Mount Vernon City Council met April 16, 2018 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, West, Wieseler, Christensen and Rose.

**Call to Order.** Mayor Jamie Hampton called the meeting to order at 6:30 p.m. Agenda change: Motions Item J-5, Discussion and Consideration of Outdoor Warning Signal Solar conversion will be tabled.

**Agenda Additions/Agenda Approval.** Motion made by Wieseler to approve the amended Agenda, seconded by Rose. Carried all.

**Consent Agenda.** Motion made by Rose, seconded by Wieseler to approve the Consent Agenda. Carried all.

Approval of City Council Minutes – April 2, 2018 Regular Council Meeting

### Mayoral Proclamation

Proclamation Establishing Friday, April 27, 2018 as Arbor Day in the City of Mt. Vernon, Iowa

### Motions for Approval

Consideration of Claims List – Motion to Approve. Christensen motioned to approve the Claims List, seconded by Wieseler. Carried all.

PAYROLL	CLAIMS	56,656.93
AAA PEST CONTROL	PEST CONTROL-P&A	30.00
AIRGAS INC	CYLINDER RENTAL FEE-PW	59.80
ALL SECURE	SECURITY SYST MONITORING-POOL	75.00
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,797.54
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	3,309.01
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	3,012.15
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	1,340.08
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	621.59
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	541.77
ALLIANT IES UTILITIES	ENERGY USAGE-PD	505.28
ALLIANT IES UTILITIES	ENERGY USAGE-FD	489.09
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	283.29
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	167.49
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	95.65
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	29.88
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	20.86
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	20.86
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&EC	540.00
BATTERIES + BULBS	SUPPLIES-SEW	60.59
CAREPRO PHARMACY	MEDICAL SUPPLIES-P&REC	36.85
CARQUEST OF LISBON	VEHICLE MAINT-PW	240.23
CENTRAL IOWA DISTRIBUTING	SUPPLIES-FD	101.85
CENTURY LINK	PHONE CHGS-PD	51.31
CHRIS NOSBISCH	MILEAGE-P&A	443.63
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	150.00
COMPASS MINERALS	SALT-RUT	1,815.18
COMPASS MINERALS	SALT-RUT	1,810.93

CR LC SOLID WASTE AGENCY	OIL BASE PAINT/GLUE-RUT	139.50
CURTIS ENGLISH	PORTABLE RR RENTALS-P&REC	120.00
DIESEL TURBO SERVICES INC	EQUIPMENT REPAIRS-RUT	41.00
DIESEL TURBO SERVICES INC	VALVE,REMOTE INSTALL/LEAF VAC	3,892.89
DIESEL TURBO SERVICES INC	ALTERNATOR-RUT	772.72
DIESEL TURBO SERVICES INC	REPLACE VALVE/BOOM TRUCK-RUT	75.00
DUANE'S SERVICE	VEHICLE MAINT-PD	400.00
ECHOVISION INC	GOCAM,BATTERIES,MISC-PD	907.32
ENVIRONMENTAL RESOURCE ASSOC	TESTING-SEW	240.40
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
GARY'S FOODS	SUPPLIES-ALL DEPTS	124.54
GROUP SERVICES INC	INSURANCE-ALL DEPTS	22,141.51
HDC PRINTED PRODUCTS	SUPPLIES-P&A	21.40
IOWA DEPT OF PUBLIC SAFETY	ON LINE WARRANTS-PD	300.00
IOWA DEPT OF TRANSPORTATION	BOLT-RUT	20.03
IOWA PEACE OFFICERS ASSOC	TRAINING-PD	50.00
IOWA POLICE CHIEFS ASSOCIATION	TRAINING-PD	135.00
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	370.00
IOWA SOLUTIONS INC	COMPUTER-RUT	2,504.00
IOWA SOLUTIONS INC	GMS FIREWALL SETUP-ALL DEPTS	649.90
IOWA SOLUTIONS INC	SERVER MAINT-PD	125.00
IOWA TITLE COMPANY	REPORT OF TITLE-SEW	322.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOE'S QUALITY WINDOW CLEANING	WINDOW CLEANING-P&A	100.00
KIRKWOOD COMMUNITY COLLEGE	TRAINING-FD	175.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	633.91
LINN COUNTY PLANNING & DEV	BLDG PERMIT FEES/INSPECTIONS	2,537.00
MEDIACOM	PHONE/INTERNET--POOL	161.02
MEDIACOM	PHONE/INTERNET-FD	15.96
MOORE MEDICAL CORP.	TOURNIQUET-PD	283.91
MOORE MEDICAL CORP.	GLOVES,TOURNIQUET-PD	138.37
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,147.12
MOUNT VERNON ACE HARDWARE	EQUIP REPAIR-FD	204.34
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	1,337.91
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC,POOL	266.25
MOUNT VERNON, CITY OF	POSTAGE-MVHPC	5.45
NATHAN GOODLOVE	FIRE CHIEF PAY-FD	416.67
NICK NISSEN	MILEAGE-RUT	158.05
OPN ARCHITECTS	WELLNESS CENTER/STUDY PHASE I	4,614.43
P&K MIDWEST INC	RECEIVER HITCH-RUT	139.00
PROFESSIONAL PLUMBING SERVICES	REPAIR BALLL VALVE-FD	318.25
RAPIDS REPRODUCTIONS INC	COMMITMENT CARDS-LOST I	86.56
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	256.77
ROBERT BUSER	IAFC MEMBERSHIP-EMA	234.00
SECRETARY OF STATE	NOTARY PUBLIC RENEWAL	30.00
SHOEMAKER & HAALAND	SOUTH ALLEY STREETScape PROJ	3,600.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	630.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	300.00
ST LUKE'S WORK WELL SOLUTIONS	DRUG TEST-RUT	112.00
STAPLES ADVANTAGE	VACUUM-P&A	350.98
STAPLES ADVANTAGE	MAGNIFIER,PAPER-PD,P&A	192.28
STATE HYGIENIC LAB	TESTING-SEW	2,307.00

TECHNICOM COMMUNICATIONS SYSTEMS	PHONE LINE REPAIR-P&A,PD	60.00
UNITYPOINT CLINIC	DRUG TESTING-RUT	42.00
US CELLULAR	CELL PHONE-PD	116.17
WEX BANK	FUEL-PD,WAT,SEW	1,233.03
	TOTAL	132,102.48

Discussion and Consideration of City of Mt. Vernon Personnel Policy Handbook – Council Action as Needed. Staff met with the Personnel Committee prior to tonight’s Council meeting. Since the April 2, 2018 discussion staff has removed the three personal days but left the FMLA language in. There were several updates to existing policies including social media section and computer sections. Nosbisch said the manual will be reviewed and updated yearly. Motion to approve the City of Mt. Vernon Personnel Policy Handbook made by Wieseler, seconded by West. Carried all.

Discussion and Consideration of Associate Planner Position – Council Action as Needed. At the 1-15-2018 meeting council asked for more information regarding the funding source and what the terms would be regarding projecting hours by the duties. Currently the zoning administrator spends about 10 hours per week on zoning projects with the Sidewalk Project being a priority for about eight months of the year. Other duties could be a nuisance compliance officer, working with other City departments on development issues affecting land use, utilities, and housing and more. They could assist in the preparation of the 5-year CIP, GIS mapping program and housing initiatives. Nosbisch put together a memo outlining duties/expectations and a job description. Rose questioned the verbiage on the Job Description/Acknowledgement Form to which Nosbisch said he would look at again before sending out. Rose motioned the approval of an Associate Planner Position as presented, seconded by West. Carried all.

Discussion and Consideration of Waiver Requests for Mandatory Connection of City Sewer and Water – Hickory Acres Subdivision – Council Action as Needed. The four lots within the Hickory Acres subdivision meet the requirements for the waivers as outlined by City code. If the City ever extends services to this subdivision each of the four lots would be required to connect at that time. Roudabush motioned to approve waiver requests for mandatory connection of City sewer and water, seconded by Wieseler. Carried all.

Discussion and Consideration of Outdoor Warning Signal Solar Conversion – Old Fire Station - Council Action as Needed. Tabled.

Discussion and Consideration of Police Vehicle Purchase – Council Action as Needed. Chief Doug Shannon asked Council to consider the approval to purchase an SUV patrol vehicle and related equipment to be used as a K9 vehicle. This vehicle was a planned FY18 purchase. The total cost of vehicle, equipment and installation is \$43,748.94 (\$29,463.00 to Lynch and \$14,285.94 to Racom). The equipment needed for this vehicle is a bit higher in cost due to the K9 kennel, temperature control & monitoring system, and emergency door opener, etc. If purchased now the vehicle should be ready for service by August which is when Officer Moel can begin K9 training/certification. Motion to approve Police vehicle purchase as presented was made by Roudabush, seconded by Rose. Carried all.

**Reports to be Received/Filed**

Mt. Vernon Fire Department Annual Report. Chief Nathan Goodlove submitted a report for the year 2017. Total calls for service for the year was broken down to 163 in the City, 16 to Cornell, 62 rural, 7 to Bertram and 16 mutual aid calls. These 254 calls were broken down by the day of the week with Thursday being the highest call day at 46 and Saturday being the lowest at 27. Mutual aid was given to Lisbon, Solon, Ely, Springville, West Bertram, Swisher and Cedar Rapids. The total number of training hours was 1,536.5 hours. The total time spent on incidents was 505 hours, 12 minutes.

Mt. Vernon Police Report. In March Police Chief Shannon said there were 4 reported collisions and 34 incidents. Reports included OWI, burglary to storage shed, animal bite, extortion as well as others. The reported incidents resulted in 6 arrests for the month. Officers worked 16 hours of STEP in March. Officers conducted a pre-enforcement seatbelt survey and found that 89% of driver/passengers were wearing seatbelts. Supplementing police coverage for the City of Lisbon has resulted in 1,925 minutes of patrol time and 9 service calls. There was no administrative time recorded.

Mt Vernon Police Department Annual Report. A copy of the report can be seen at City Hall or on the City's website.

Mt. Vernon Public Works Report. The City hosted a winter training event at the fire station meeting room. There were about 60 PW employees from 20 different communities.

Mt. Vernon Parks and Rec Report. On Arbor Day, April 20<sup>th</sup>, the P&Rec Dept will be hosting all 4<sup>th</sup> grade classes at Nature Park for spring clean-up and tree planting. Construction easement agreements are being finalized for the Nature Park Trail. Spring soccer is in full swing with 18 teams and 222 kids. Pool open date is tentatively scheduled for May 26<sup>th</sup>. 150 artists have registered for Chalk the Walk. Chalk has been delivered.

#### **Discussion Items (No Action)**

Poet Laureate. Staff asked Council for input on the permanency of the position for the Poet Laureate. The position could be created with a simple appointment or an ordinance could establish a permanent position. Members of the Mount Vernon Area Arts Council members Marie DeVries and Chris Goodwin suggested that the position be approved by resolution so in 2-3 years the committee can re-evaluate the position to which Council agreed.

City Administrator's Report. Staff completed training with Midland GIS in preparation for our GIS site to go live. Mount Vernon did not receive a recommendation from the CAT committee at their April 11, 2018 meeting. We will be returning to the board on May 9, 2018 to provide additional updates. The by-pass steering committee held their second meeting on April 4, 2018. The consultants will start to prepare documents from the feedback that has been received.

As there was no further business to attend to the meeting adjourned the time being 7:40 p.m., April 16, 2018.

Respectfully submitted,  
Sue Ripke  
City Clerk