

City of Mt. Vernon, Iowa

Meeting:	Mt. Vernon City Council Meeting
Place:	Mt. Vernon City Hall, 213 First Street NW, Mt. Vernon, Iowa 52314
Date/Time:	January 7, 2019 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	January 4, 2019

Mayor:	Jamie Hampton	City Administrator:	Chris Nosbisch
Mayor Pro-Tem:	Tom Wieseler	City Attorney:	Robert Hatala
Councilperson:	Stephanie West	Assis. Admin/City Clerk:	Sue Ripke
Councilperson:	Scott Rose	Deputy City Clerk:	Marsha Dewell
Councilperson:	Deb Herrmann	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 – December 17, 2018 Regular Council Meeting
- 2. Approval of City Council Minutes – December 26, 2018 Special Council Meeting
- 3. Approval of Liquor License - Yock's Landing

- 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. Discussion and Consideration of Filing the Mt. Vernon Annexation Policy/Plan – Council Action as Needed (tabled 12-17-19)

- J. Motions for Approval**

- 1. Consideration of Claims List – Motion to Approve

2. Discussion and Consideration of Pay Application #1 – Lester Buresh Family Community Wellness Center – Council Action as Needed
3. Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Amending Ordinance #11-15-2018A Vacating and Selling the N-S 16' Alley Right of Way Adjacent to 906 and 824 Summit Ave SW, Mt. Vernon, Iowa – Council Action as Needed
4. Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Amending Chapter 27 Housing Commission – Council Action as Needed
5. Discussion and Consideration of Solar Conversion for Early Warning System – Council Action as Needed

K. Reports to be Received/Filed

1. None

L. Discussion Items (No Action)

1. Possible Budget/CIP Communication

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

The Mount Vernon City Council met December 17, 2018 at the Mount Vernon City Council Chambers with the following members present: Roudabush, Wieseler and Rose. Absent: West and Herrmann.

Call to Order. Mayor Jamie Hampton called the meeting to order at 6:30 p.m.

Agenda Additions/Agenda Approval. Motion to approve the Agenda made by Wieseler, seconded by Rose. Carried all. Absent: West and Herrmann.

Consent Agenda. Motion to approve the Consent Agenda made by Wieseler, seconded by Rose. Carried all. Absent: West and Herrmann.

Approval of City Council Minutes – December 3, 2018 Regular Council Meeting

Ordinance Approval/Amendment

Ordinance #11-15-2018A: Vacating and Selling the N-S 16' Alley Right of Way Adjacent to 906 and 824 Summit Ave SW, Mt. Vernon, Iowa. City Administrator Nosbisch stated that since the 2nd reading and approval of Ordinance #11-15-2018A a lawyer representing the property owner, Paul Debbins, has indicated that his client does not want the alley right of way vacated. A few days later staff was told that Mr. Debbins objected to the alley vacation all together. Mr. Debbins' concern was that he may buy the house from the estate and does not want to give away access to the rear of his property. Tom Simon explained to Council that this is an abandoned property. There has been no maintenance on the property for ten years; the snow doesn't get removed and the neighbors had to contact the City to mow the lawn. Continuing, Mr. Simon said that if he (Debbins) wants to purchase something that affects adjoining properties they want a request that the property be maintained properly with the same care that the neighbors maintain their property. Mr. Simon said that they also want Mr. Debbins to respond to their request to tell them what he wants to do with that property. With the ordinance written the way it is right now it does not protect the adjacent property owners. Mr. Simon requested that the ordinance be written in a way that there be conditions that require whoever purchases that vacant area be a resident and have their property maintained the way the other neighbors do. Paul Debbins, who lives in Riverside, Iowa and is the executor of his mother's estate admitted that the house does need some work but thought the description of it was "greatly exaggerated". As of this past summer Debbins said that he has control of the house and visits it regularly. Debbins said that if he loses the right-away to the alley he has no access into the back of the property. There currently is not a garage there but with limited/restricted street parking the availability of having the option of building a garage there is very important. Gretchen Sutherland pointed out that Paul Debbins doesn't own the property and they don't know when the estate will be settled or if he will purchase the property. What the Sutherlands are interested in is Park Avenue which is a platted street between their property and the Debbins, not the alley that runs east/west and is at the back of the Debbins property. The Sutherlands stated that they will no longer be interested if they cannot purchase the entire area. Nosbisch said that there aren't any laws on this but the City's past practice was to split the vacated property when two adjacent property owners were interested. He did not think the conditions Simon asked to add to the ordinance were legal. Nosbisch explained the choices: vote ordinance down and not vacate, vote ordinance forward or table until all members of council are present. He suggested that if the vote is approved that it be done conditionally with a specific time frame to close on the property. Motion to approve the third and final reading Wieseler motioned to approve Ordinance #11-15-2018A vacating the property to the adjoining property owners, each getting 50% and they have three months in which to close. The date the three

months starts is when the ordinance gets printed in the paper, seconded by Rose. Roll call vote. Motion passes. Absent: West and Herrmann.

Resolutions for Approval

Resolution #12-17-2018A: Approving the Authorized Signatures at Mount Vernon Bank and Trust. This resolution adds the Mayor ProTem to the list of those authorized to sign checks. Other authorized signatures are the Mayor, City Administrator, City Clerk, and Deputy Clerk. Motion to approve Resolution #12-17-2018A made Rose, seconded by Roudabush. Roll call vote. Motion carries. Absent: West and Herrmann.

Resolution #12-17-2018B: Providing for "Stop" Sign Locations within the City of Mt. Vernon, Iowa. Chief Doug Shannon and PW Director Nick Nissen have identified the intersections in the new subdivisions that need stop signs. City code requires that Council approve these locations by resolution prior to their enforcement. Motion to approve Resolution #12-17-2018B made by Rose, seconded by Wieseler. Roll call vote. Motion carries. Absent: West and Herrmann.

Motions for Approval

Consideration of Claims List – Motion to Approve. Motion to approve the Claims List made by Wieseler, seconded by Rose. Carried all. Absent: West and Herrmann.

AAA PEST CONTROL	PEST CONTROL-P&A	30.00
AIRGAS INC	CYLINDER RENTAL FEE-PW	63.25
ALLIANT IES UTILITIES	ENERGY USAGE-FD	488.79
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	100.47
ALLIANT IES UTILITIES	.ENERGY USAGE-P&REC	29.90
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,766.79
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	3,496.40
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,568.38
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,834.69
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	1,532.42
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	822.27
ALLIANT IES UTILITIES	ENERGY USAGE-PD,RUT	726.39
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	706.69
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	196.21
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	76.53
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	75.43
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	64.94
ALLIANT IES UTILITIES	ENERGY USAGE-ALL DEPTS	45.02
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	44.15
ALLIANT IES UTILITIES	ENERGY USAGE-ALL DEPTS	39.41
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	35.86
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	19.30
BOBCAT OF CEDAR RAPIDS	SKID STEER-RUT,WAT,SEW	32,715.62
BOBCAT OF CEDAR RAPIDS	FILTERS/KUBOTA-RUT	238.36
CANINE TACTICAL LLC	TRAINING/K9-SPL DONATIONS	350.00
CARQUEST OF LISBON	VEHICLE MAINT-PW	791.78
CARRICO AQUATIC RESOURCES INC	MAIN DRAIN-POOL	2,935.42
CENTURY LINK	PHONE CHGS-FD	70.58
CENTURY LINK	PHONE CHGS-PD	53.07
CITY OF ELY	NIXLE NOTIFICATION SYSTEM-ALL DEPTS	2,455.36
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	82.00
CR/LC SOLID WASTE AGENCY	LEAVES-SW	1,766.88

DARIUS BALLARD	SOUND ENG,EDITING/ASH PRK AUDIO TOUR	356.25
ECICOG	SUB-DIVISION UPDATE-P&A	1,184.00
FAT GUYS MOTOR SPORTS	CLUTCH KIT,FILTERS-RUT	535.12
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
GARY'S FOODS	SUPPLIES-P&REC	358.52
GROUP SERVICES INC	INSURANCE-ALL DEPTS	25,631.40
GUNNAR HAGEMAN	REFEREE-P&REC	90.00
IOWA ASSOC OF MUNICIPAL UTIL	MEMBERSHIP-PW	1,037.82
IOWA DEPT OF NATURAL RESOURCES	EXAM FEE-WAT,SEW	90.00
IOWA ONE CALL	LOCATES-WAT,SEW	60.30
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	595.00
IOWA SOLUTIONS INC	COMPUTER MAINT-ALL DEPTS	375.00
IOWA SOLUTIONS INC	PATCH MGMT,FIREWALL-PD	123.10
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOENA'S SPECIAL NEEDS	UNIFORMS-PD	40.00
JORDAN AXTELL	REFEREE-P&REC	180.00
KONE INC	ELEVATOR MAINT CONTRACT-P&A	171.69
KONICA MINOLTA PREMIER FINANCE	MAINTENANCE PLAN/COPIES	425.37
MATT SIDERS	MILEAGE-P&REC	68.13
MEDIACOM	PHONE/INTERNET-RUT	170.14
MEDIACOM	PHONE/INTERNET-POOL	172.29
MIDWEST SAFETY COUNSELOR	INSTRUMENT CALIBRATION-FD	30.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	1,828.90
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	69.75
MV ACE HARDWARE	SUPPLIES-ALL DEPTS	950.49
OFFICE EXPRESS	TONER,MISC-RUT,P&A	975.38
OPN ARCHITECTS	WELLNESS CENTER/STUDY PHASE 1	34,818.20
PAYROLL	CLAIMS	63,604.39
PRACTICAL SECURITY SYSTEMS	ATTACHED COUNTER TOPS	960.00
QC GEOTHERMAL INC	BORING/INSTALL 1 GEOTHERMAL WELL	15,400.00
RACOM CORPORATION	K9-SPL DONATIONS	15.32
RHINO INDUSTRIES INC	SLUDGE THICKENER-SEW	694.00
SIMMERING CORY IOWA CODIFICATION	CODE UPDATES-P&A	1,661.00
STAPLES ADVANTAGE	SUPPLIES-P&A,P&REC	108.29
STATE HYGIENIC LAB	TESTING-SEW	3,159.50
STORM STEEL	TEMP SIGNS-RUT	133.18
STORM STEEL	ANGLE IRON-SEW	90.03
TASC	FSA ADMIN FEE-ALL DEPTS	150.00
TASC	COBRA ADMIN FEE-ALL DEPTS	94.83
TRANS IOWA EQUIPMENT INC	PARTS/SWEEPER-SW	980.01
TRAVELERS	BUILDERS RISK INS-LB CENTER	5,292.00
TRYSTIN LASHLEY	REFEREE-P&REC	90.00
TYLER PANOS	REFEREE-P&REC	150.00
US CELLULAR	CELL PHONE-PD	163.48
VERIZON NETWORKFLEET INC	GPS HARNESS-PW	362.76
WEX BANK	FUEL-PD,WAT,SEW	1,194.14
TOTAL		223,102.14
GENERAL FUND		27,747.82
LOST III COMM CENTER		55,510.20
PAYROLL		63,604.39

ROAD USE TAX FUND	22,433.65
SEWER FUND	25,079.24
SOLID WASTE	5,027.64
STORM WATER FUND	640.78
WATER FUND	23,058.42
TOTAL	223,102.14

Discussion and Consideration of Filing the Mt. Vernon Annexation Policy/Plan – Council Action as Needed. Tabled.

Discussion and Consideration of Paving Extension for Stonebrook 6th Addition – Council Action as Needed. The developer is asking Council to consider granting an extension until next spring. According to City code Council must grant an extension of this length to the developer. Because of cold temperatures Staff concurs that waiting to pave is the practical way to go and the delay would allow additional time for the base to settle. The developers are asking for an extension to April 2019. Motion to approve a paving extension until April 2019 made by Wieseler, seconded by Roudabush. Carried all. Absent: West and Herrmann.

Reports to be Received/Filed

Mt. Vernon Police Report. There were 11 reported collisions and 25 incidents in November. Incident reports included found property, domestic assault with injury, hit & run, OWI and more. The incidents resulted in 6 arrests. Officer Moel and Monster were deployed 4 times. Officers assisted with Magical Night. Chief Shannon presented a discussion on elderly fraud at Hills Bank. Officers worked 28 hours of STEP enforcement. During this time officers contacted 14 speed violations, 2 child restraint violations, 1 suspended driver and more. Per the 28E agreement with Lisbon officers provided 2,430 minutes of patrol time and 11 calls for service resulting in 46.42 hours/\$1,856.67.

Mt. Vernon Public Works Report. City crews have installed new LED lighting in the Memorial Park gazebo. Total salt usage to date is 25 tons.

Mt. Vernon Parks and Recreation Report. Jake Stanerson, MV Eagle Scout, will be building a shade structure inside the Nancy Doreen Huffman Dog Park. Pool report will be presented to P & Rec Board on December 18. Magical night was a success. This was the first time 1st Street was closed and it was well received. P&Rec handed out about 800 cookies. Holiday open gyms will be December 26, 27 and 28 from 12:00 to 4:00 p.m. Fitness equipment is being researched.

Discussion Items (No Action)

Possible Budget/CIP Communication. Discussions continue on the FY20 budget.

Reports of Mayor/Council/Administrator

City Administrator's Report. City Hall will be closed on December 24 and 25 for Christmas and on January 1 for New Year's. Staff will be holding our annual holiday luncheon on December 20, 2018 from 12-1:30 p.m. The Nixle program will go live sometime in January.

As there was no further business to attend to the meeting adjourned the time being 7:36 p.m., December 17, 2018.

Respectfully submitted,
Sue Ripke
City Clerk

The Mount Vernon City Council met December 26, 2018 at the Mount Vernon City Hall Conference room with the following members present: Roudabush, Wieseler and Rose. Absent: West and Herrmann.

Call to Order. Mayor Jamie Hampton called the meeting to order at 6:01 p.m.

Agenda Additions/Agenda Approval. Motion to approve the Agenda made by Rose, seconded by Wieseler. Carried all. Absent: West and Herrmann.

Resolutions for Approval

Resolution #12-26-2018A: Approving the Plat of Survey #2315, Parcel A of the City of Mt. Vernon, Iowa. Motion to approve Resolution #12-26-2018A made by Wieseler, seconded by Roudabush. Roll call vote. Motion carries. Absent: West and Herrmann.

As there was no further business to attend to the meeting adjourned the time being 6:07 p.m., December 26, 2018.

Respectfully submitted,
Sue Ripke
City Clerk.

Marsha Dewell

From: Licensing@IowaABD.com
Sent: Friday, December 28, 2018 1:35 AM
To: Marsha Dewell
Cc: Licensing@IowaABD.com
Subject: Liquor License Pending Dram Shop

The following application(s) is complete and awaiting dramshop insurance endorsement by the appropriate insurance carrier. After the insurance carrier has endorsed coverage, the application(s) will be submitted to the local authority for review.

License #	License Status	Business Name
LC0044114	Pending Dram Shop	yock's landing (102 1st St SE Mount Vernon Iowa, 52314)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

NOTICE: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I. Old Business

AGENDA ITEM # I- 1

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

DATE:	January 7, 2019
AGENDA ITEM:	Annexation Policy/Plan
ACTION:	Motion

SYNOPSIS: It was decided at the last Council meeting to hold this discussion until the entire Council could consider its filing.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Possible Motion to Remove from Tabled Status

ATTACHMENTS: Proposed Policy

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/3/19

Memorandum

To: Mayor and City Council
From: Chris Nosbisch, City Administrator
Date: 12/14/2018
Re: Annexation

The City Council, as a part of the 2018 Strategic Planning and Goal Setting Report, identified an annexation plan as one of the top six programs and/or priorities for 2018-2019. Upon further discussion, the Council determined the best course of action would be for staff to pen a memo documenting the process and the current need for annexation. The area of concentration for annexation would be along the western and southern border (Hwy 30 bypass) of Mt. Vernon, although key concepts identified in this report would hold true on the north side of the community.

There are a number of misconceptions related to both the cost and benefits of annexation. A number of tools/programs exist today to prevent the unnecessary annexation of property before a mutual benefit can be established between the City and landowners. It would be staff's recommendation that alternative options be utilized prior to the acceptance of annexation applications.

Alternatives:

1.) Two Mile Subdivision Review – This is an option that was recently exercised by the City of Mt. Vernon. State law allows cities extra territorial jurisdiction over subdivisions within two miles of the city limits. Although the review is limited to subdivisions, it does provide the City with valuable legal means to prevent costly development from occurring outside the city limits. Prevention of substandard developments in close proximity of established city limits reduces the chances of burdensome annexations to the city.

2.) Annexation Moratoriums – Chapter 368.4 allows neighboring communities to refrain from annexing specifically described property. The annexation moratorium agreement is in effect for a maximum of ten years, although it can be renewed for additional ten year increments. When two communities share a contested boundary and/or future growth area, they can agree to an annexation moratorium thereby establishing an “armistice line.” This is often used in suburban areas to reduce the number legal battles associated with territorial growth. Mt. Vernon could agree to an annexation agreement

with the City of Lisbon in an effort to establish a common boundary and reduce the annexation fears among elected bodies.

3.) Fringe Area Agreements – Less commonly used and more likely to be subject to legal scrutiny, fringe area agreements are often used between cities and counties to establish additional zoning controls within a specified area (typically within growth areas of the city). Fringe area agreements are created for the mutual benefit of the City and County. The Hwy 30 by-pass plan is the first step in the creation of fringe area agreement between the City of Mt. Vernon and Linn County. The agreement allows both entities to formally recognize zoning control measures beyond the established County regulations.

Applications:

Annexation in Iowa is described as either voluntary or involuntary. This determination will dictate the policies and procedures used while completing said application. On average, an annexation application will generally require anywhere from 3 to 6 months of staff time to complete. Annexation petitions are submitted to, and reviewed by the City Development Board (a wing of the Iowa Department of Economic Development).

1.) Voluntary annexation occurs when the City receives an application from landowners representing 80% or more of the acres in the proposed annexation territory (this is referred to as the 80/20 rule). I will reiterate that annexations are based upon total acres and not total population. For example, if an owner of 800 acres of property can petition the City to annex his/her ground, the City would thereby be allowed to annex an additional 200 acres of property without losing the “voluntary” annexation application designation regardless of the number of people living on those 200 acres.

At times, Cities are forced into making decisions to annex additional property by State law. Cities are allowed to create unusual boundaries as long as an “island” is not created by the annexation. An island is created when proposed annexation petitions completely surround established parcels, thereby creating pockets of unincorporated territory. The State will require the City to include this area with the annexation application. Should the current owner not voluntarily annex, the City will be required to include the island acres as a part of the “involuntary” percentage.

One trap that often presents itself during the annexation process is the individual annexation agreement. Cities often find themselves negotiating individual agreements with property owners in an effort to secure their commitment to the voluntary annexation process. Individual agreements can lead to disparity among land owners and become very difficult for city staff to administer in future years. Although it is not uncommon for communities to entice landowners during the annexation process with infrastructure and other related improvements, such agreements should be used sparingly and with caution.

2.) Involuntary annexation occurs when the City initiates the annexation procedures without the consent of the property owners or without the consent property owners representing 80% of the land to be annexed. Ideally, this process will only be used when the economic impact of the annexation to all of the citizens will far outweigh the perceived and/or realized consequences of such a petition (see utilities).

Typically, an involuntary annexation petition of this nature is used in conjunction with a large economic development project. A cost/benefit analysis is completed to show how captured revenues will offset initial infrastructure expenditures. It should be noted that involuntary annexations tend to receive higher scrutiny from the City Development Board and often have multiple attorneys involved.

Taxes:

A majority of annexation applications submitted today allow for the imposition of taxes for a period of ten years. State law allows City Council's to consider the following ten year, sliding scale tax abatement for any annexation petition:

Year 1 -	75%
Year 2 -	75%
Year 3 -	60%
Year 4 -	60%
Year 5 -	45%
Year 6 -	45%
Year 7 -	30%
Year 8 -	30%
Year 9 -	15%
Year 10 -	15%

While the tax abatement schedule tends to ease the concerns of property owners subject to annexation, it does limit the financial gains annexed territory would have on city revenues. Generally speaking, annexed properties with homes/commercial structures will begin to notice the tax increase in years three and four. Farm ground without homes, may see a slight reduction or hold fairly steady after the annexation proceedings.

Utilities:

The City, when annexing new territory, is required to provide a plan for extending municipal services to the annexed territory within three years of the fiscal year in which taxes were first collected in the area.

Should the application be considered an involuntary annexation, "the annexing city shall submit a report to the board describing the status of the provision of municipal services identified in the plan required in section 368.11, subsection 3, paragraph "n". If the city fails to provide municipal services, or fails to show substantial and continuing progress in the provision of municipal services, to the territory involuntarily annexed, according

to the plan for extending municipal services filed pursuant to section 368.11, subsection 3, paragraph "n", within the time period specified in that subsection, the city development board may initiate proceedings to sever the annexed territory from the city."

In short, a city wishing to involuntarily annex property needs to be prepared to provide municipal services within three years of the annexation. To put this in perspective, annexations south of the new Hwy 30 by-pass would automatically require \$600,000+ in water and sewer infrastructure improvements. Should the annexation be involuntary, the investment would need to occur within three years of the annexation. An additional complication to utility extensions is that most rural homes are currently connected to private septic and well systems, and would not be required to connect to the new system.

Recommendations:

As I eluded to at the beginning of this memo, there are a lot of misconceptions regarding annexation. With the inclusion of the tax abatement schedule and the desire/need to provide city services, it is very likely that any annexation application would require significant investment from the City. With the exception of our eastern border, there is zero chance of losing future growth areas to other governing bodies.

Staff's recommendation would be to continue with alternatives #2 and #3, until such time as a future development project would necessitate us to expedite an annexation application. Stringent limitations on development within our immediate growth areas should be maintained. Should development applications be received for this area, consideration of annexation should be given on a case by case basis.

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, JANUARY 7, 2019

HERTZ REAL EST SRVS TRUST ACCT	LAND PURCHASE	180,741.39
PAYROLL	CLAIMS	122,914.34
LYNCH FORD	F250-RUT	18,128.00
PRACTICAL SECURITY SYSTEMS	SECURITY WINDOW/DOOR-PD	12,196.00
VEENSTRA & KIMM INC	WWTP IMPROVEMENTS	6,950.00
RACOM CORPORATION	NEW VEHICLE EXP-PD	6,163.00
VEENSTRA & KIMM INC	BRYANT RD IMPROVEMENTS	3,875.39
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,479.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	2,435.25
AVERY CONSTRUCTION	RETAINAGE/1ST ST W CULVERT	2,425.45
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,160.00
UNITED STATES POSTAL SERVICE	METER POSTAGE-ALL DEPTS	2,000.00
LINN CO-OP OIL CO	FUEL-PW	1,767.53
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT,P&REC	1,337.61
PAYROLL	CLAIMS	975.53
CUMMINS SALES AND SERVICE	EQUIP MAINT-SEW	865.16
COMPASS BUSINESS SOLUTIONS	5,500 UTILITY BILLS-WAT,SEW,SW	853.17
MIDWEST WHEEL CO	CAMERA SYSTEM,STEP-RUT	607.70
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	519.70
AFFORDABLE HEATING & COOLING	HVAC/TUNE & CLEAN-P&A	399.75
VEENSTRA & KIMM INC	8TH AVE QUIET ZONE CONSULTATION	387.00
CAMPBELL SUPPLY CEDAR RAPIDS	HAMMER DRILL/IMPACT DRIVER	379.00
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A,WAT	375.00
MEDIACOM	PHONE/INTERNET-P&A	268.07
MEDIACOM	PHONE/INTERNET-PD	268.07
STOREY KENWORTHY	TAX FORMS-ALL DEPTS	198.27
MICHAEL WALTER	BOOTS-PW	179.99
GARY'S FOODS	SUPPLIES-ALL DEPTS	170.09
P&K MIDWEST INC	HOSE/2006 PLOW-RUT	169.89
US CELLULAR	CELL PHONE-P&REC	169.85
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	150.00
IOWA PRISON INDUSTRIES	PLAQUES-P&A	143.00
STAPLES ADVANTAGE	CALENDAR,STAPLES-P&A	133.87
COMPASS BUSINESS SOLUTIONS	1,000 REMINDER NOTICES-WAT,SEW	111.95
MOORE MEDICAL CORP.	GLOVES-PD	103.77
MID STATES ORGANIZED CRIME	MEMBERSHIP-PD	100.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	85.89
GAZETTE COMMUNICATIONS	PUBLIC HEARING-P&Z	80.40
CEDAR VALLEY HUMANE SOCIETY	STRAY P/U-ANIMAL CONTROL	75.00
MOORE MEDICAL CORP.	GLOVES-PD	70.20
BOBCAT OF CEDAR RAPIDS	AUGER RENTAL-ANIMAL CONTROL	70.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
HUGH LIFSON	DRAWING FRAME-MVHP	60.00
GRAINGER INC	BRINE TANK CONTROL-RUT	45.65
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	39.41
IOWA PRISON INDUSTRIES	PLAQUES-RUT	37.09
GALLS INC	CAR SEAT ORGANIZER-PD	35.60
LETTER PERFECT & RECOGNITION	NAMEPLATE-P&A	31.15
UPS	DELIVERY SERVICE-PD	30.51
ROBERT BUSER	IEMSA MEMBERSHIP-EMA	30.00
MIDWEST WHEEL CO	TRANSMISSION CABLE-RUT	26.38
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	21.65
GARY'S FOODS	SUPPLIES-PD	4.19
TOTAL		373,964.91

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, JANUARY 7, 2019

GENERAL FUND	27,882.67
ROAD USE TAX FUND	25,444.11
2014 STREET IMPROVEMENTS	2,812.45
WWTP UV DISINFECTION	6,950.00
WATER FUND	2,352.95
SEWER FUND	3,218.03
SOLID WASTE	181,414.83
PAYROLL	123,889.87
TOTAL	373,964.91

AGENDA ITEM # J – 2

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

DATE: January 7, 2019

AGENDA ITEM: Pay Application #1

ACTION: Motion

SYNOPSIS: This is the first pay application for the Lester Buresh Family Community Wellness Center. I will provide the pay application at the meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Pay Application (hand-out)

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/3/19

AGENDA ITEM # J – 3

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

DATE:	January 7, 2019
AGENDA ITEM:	Setting Public Hearing Date
ACTION:	Motion

SYNOPSIS: A local citizen brought a discrepancy forward regarding the recent alley vacation off Summit Ave. Mrs. Sutherland also mentioned the discrepancy, although staff did not catch the mistake until after the final reading. The alley is in fact a 25' street right of way. Referring to this right of way as an alley versus street is not cause for concern, however, vacating 16' versus 25' presents a problem. A new ordinance will need to be adopted by Council spelling out the vacation of the 25' section.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/3/19

AGENDA ITEM # J – 4

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

DATE:	January 7, 2019
AGENDA ITEM:	Setting Public Hearing Date
ACTION:	Motion

SYNOPSIS: The Housing Commission is asking for the Council to amend the size of the Commission from 9 to 7. They would also like to loosen the language establishing the membership to increase possible members. Staff concurs with the amendments as it has been difficult to maintain a quorum with nine members.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/3/19

AGENDA ITEM # J – 5

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

DATE:	January 7, 2019
AGENDA ITEM:	Solar Conversion
ACTION:	Motion

SYNOPSIS: One of the three existing early warning sirens was upgraded to solar power two years ago. EMA staff had requested another siren upgrade last fiscal year, however Council asked that we submit the project to Alliant Energy as a possible grant application first. That has since happened and the City was denied any grant funding. The cost of the upgrade is \$4500 and will come from existing EMA funds.

BUDGET ITEM: EM Budget

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Quote

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/3/19

Frontline Plus Fire & Rescue
 DBA/Frontline Warning Systems
 8004 Aetna Avenue NE
 Monticello, MN 55362
 Phone # 763-295-3650 frontlineplus@tds.net
 Fax # 763-295-3650 www.frontlinewarningsystems.com

Date
12/14/2018

Name / Address
City of Mount Vernon 213 First Street Northwest Mount Vernon, IA 52314 ATTN: Mike Buser

Terms	Due Date	REP Contact	FOB
Net 20 Days.	3/14/2019	SDG	Frontline

Item	Description	Qty	Cost	Total
SOLAR POWER Installation	This Turn-Key price is for one (1) of the Cities Outdoor Warning Siren to be upgraded to Solar Power. Frontline's recommendation is for the Siren located at the Old Fire Station to be converted due to an usual amount of power losses from the old buildings AC power feed. This Siren has had power lost 74 times since March of 2018. This could result in lower than necessary battery reserves. This is a Turn-Key installed price, no additional costs to be added unless the City changes the Scope of work. Frontline will remove the old AC power feed, convert the Sirens Charging System, Install Solar Panels and Mounting brackets and all necessary cabals and Ground the new equipment per NC code.	1	3,000.00	3,000.00T
	Two (2) 90 Watt Solar Power Panels, mounting brackets and DC to DC regulator Installation of equipment as listed. Includes Bucket Truck and all materials needed.	1	1,500.00	1,500.00T

BID, Good for 90 days above date.		Subtotal	\$4,500.00
		Sales Tax (0.0%)	\$0.00
		Total	\$4,500.00

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

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

DATE: January 7, 2019

AGENDA ITEM: Possible Budget/CIP

ACTION: None

SYNOPSIS: Nothing additional will be reviewed during this meeting unless the City Council has questions on the process thus far.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None (Separate)

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/3/19

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
January 7, 2019**

- City staff has discussed the proclamation recognizing the 100 year anniversary of the American Legion with the current president of the local chapter. He would like to discuss this as a future board meeting as there are couple of different ways to write the proclamation.
- Staff will be conducting its second round of training with the Nixle messaging program. It is our hope to have the program operational by the end of the month.
- Just a reminder that we will be holding a joint open house with the MVCSD on January 9, 2019 (High School Commons starting at 4 p.m.). This will give residents an opportunity to ask construction related questions to staff, and receive an update on the early progress of both facilities.
- The Mt. Vernon League of Women Voters will be hosting city staff on January 22, 2019 at 7 p.m. in the Uptown Theater. Staff will updating attendees on the progress of city projects and participating in a Q&A session with attendees.