

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:	October 21, 2019 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	October 18, 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 – October 7, 2019 Regular Council Meeting
- 2. Approval of Liquor License – Lincoln Winebar

- E. Public Hearing**

- 1. Public Hearing on the Proposed Sale of City Owned Property Locally Known as 217 First Street NW, Mt. Vernon, Iowa
 - i. Close public hearing – Proceed to G-1
- 2. Public Hearing on the Final Plat of the Stonebrook 7th Addition to the City of Mt. Vernon, Iowa
 - i. Close public hearing – Proceed to G-2

- F. Ordinance Approval/Amendment**

- 1. Ordinance #9-16-2019A: Amending the Comprehensive Plan and Official Zoning Map to Rezone Certain Property from AG Agricultural District to LI Limited Industrial District with a Public Use Overlay
 - i. Motion to approve third and final reading

- G. Resolutions for Approval**

- 1. Resolution #10-21-2019A: Approving the Proposed Sale of City Owned Property Locally Known as 217 First Street NW

2. Resolution #10-21-2019B: Approving the Final Plat of Stonebrook 7th Addition to the City of Mt. Vernon, Iowa
3. Resolution #10-21-2019C: Approving the Support and Financial Commitment for the Main Street Program in the City of Mt. Vernon
4. Resolution #10-21-2019D: Accepting Work for the Project Known as the 5th Ave NW and 1st St W Traffic Signal Project with Price Electric

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 Pay Application #4 – 5th Ave NW and 1st St W Traffic Signal – Council Action as Needed
3. Discussion and Consideration of Change Order #13 – 2019 WWTF Improvements – Council Action as Needed

K. Reports to be Received/Filed

1. Mt. Vernon Police Report
2. Mt. Vernon Public Works Report
3. Mt. Vernon Parks and Rec Report

L. Discussion Items (No Action)

1. None

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 October 7, 2019 at the Mount Vernon City Council Chambers with the following members present: Roudabush, West, Wieseler, Herrmann and Rose.

Call to Order. At 6:30 p.m. Mayor Jamie Hampton called the meeting to order. Agenda changes/corrections: Charles Halsey will be deleted from the Consent Agenda Board of Appeals appointees.

Agenda Additions/Agenda Approval. Motion to approve the amended Agenda made by Wieseler, seconded by West. Motion carries.

Consent Agenda. Motion to approve the Amended Consent Agenda made by West, seconded by Herrmann. Motion carries.

Approval of City Council Minutes – September 16, 2019 Regular Council Meeting

Approval of City Council Minutes – September 23, 2019 Special Council Meeting

Approval of Liquor License – Gary's Foods

Approval of Liquor License – Mt. Vernon Pizza Palace, LLC

Appoint Matt Nelson – Planning and Zoning Commission

Appoint Charles Halsey - Board of Appeals

Appoint Dean Borg and Nor Meyer – Board of Appeals (Alternatives)

Appoint Loren Conley and Joel Wolfe – Assistant Building Officials

Appoint Caroline Kelly and Grace Chamberlain – Historic Preservation Commission

Public Hearing

Public Hearing on the Proposed Budget Amendment No. 1 for Fiscal Year 2020. Mayor Hampton declared the Public Hearing open. Close public hearing – Proceed to G-1. Hearing no comments from the public Mayor Hampton closed the Public Hearing.

Public Hearing on the Final Plat of Wolrab Pleasant View Addition. Mayor Hampton declared the Public Hearing open. Close public hearing – Proceed to G-2. Hearing no comments from the public Mayor Hampton closed the Public Hearing.

Ordinance Approval/Amendment

Ordinance #9-16-2019A: Amending the Comprehensive Plan and Official Zoning Map to Rezone Certain Property from AG Agricultural District to LI Limited Industrial District with a Public Use Overlay.

Motion to approve second reading and proceed to the third reading (Council may suspend rules and proceed to the final reading after a vote of the second reading). Staff has not received any verbal or written communication from the public regarding this ordinance. Motion to approve the second reading of Ordinance #9-16-2019A made by Rose, seconded by Wieseler. Roll call vote. Motion carries.

Ordinance #8-19-2019A: Amending Article 910, Parking for Personal and Recreational Vehicles of the Zoning Regulations of the Municipal Code of Mt. Vernon, Iowa. Staff has received multiple phone calls asking for information and voicing concerns about this ordinance. Jeremy Kunz addressed Council explaining that he read the article in the paper and talked to his neighbor and wants to understand how it will affect his property. He continued saying that he has a boat he parks in front of his garage. He thought he would be in compliance if he parked his boat in his garage and left his truck outside but not if he leaves

his boat where it's at and puts his truck in the garage. City Administrator Chris Nosbisch said that the new ordinance makes it easier to tell if vehicles are in workable and licensed condition which complies with another portion of the code that relates to inoperable vehicles being stored on lots and in the streets. This ordinance would help most of the year by allowing front parking from April through November. Nosbisch gave Council a number of options; vote this ordinance down and have P&Z re-look at the entire ordinance or move forward with this, as is. The reason the original ordinance was changed was because there was conflicting language, staff asked for clarification and this ordinance was what was recommended. Another option would be table this and send back to P&Z asking them to expand/look at this section and make a recommendation but if that is what Council chooses they should know there is only one reading left or if Council is comfortable with this language they can approve this ordinance, as is, and still refer back to P&Z to look at side and back parking conditions. Motion to approve third and final reading. Motion to approve the third and final reading of Ordinance #8-19-2019A made by Rose, seconded by Wieseler. Roll call vote. Motion carries.

Ordinance #9-3-2019A: Creating a Public Use Overlay District for Property Locally Described as 855 Palisades Rd. SW. Staff has not received any verbal or written communication from the public since the second reading of this ordinance. Motion to approve third and final reading. Motion to approve the third and final reading of Ordinance #9-3-2019A made by Rose, seconded by West. Roll call vote. Motion carries.

Resolutions for Approval

Resolution #10-7-2019A: Approving Amendment #1 to the Fiscal Year 2019-2020 Budget. Motion to approve Resolution #10-7-2019A made by Wieseler, seconded by Rose. Roll call vote. Motion carries.

Resolution #10-7-2019B: Approving the Final Plat of Wolrab Pleasant View Addition within the Two Mile Extraterritorial District. This is a subdivision that is within two miles of the City limits. P&Z has reviewed and approved. Motion to approve Resolution #10-7-2019B made by Herrmann, seconded by West. Roll call vote. Motion carries.

Old Business

Discussion and Consideration of Amendment #4 to OPN Contract – Lester Buresh Family Community Wellness Center - Council Action as needed (tabled on September 17, 2019). Motion to take off the table made by Rose, seconded by West. Motion carries. Representing OPN Architects, Justin Bishop, was present to answer Council questions. Bishop explained that a ten month project has become a twelve month project or 20% more which is the basis of the increase. Wieseler said that the scope of the project has not changed though. Roudabush pointed out that nothing was getting done when the cold weather stopped production but there weren't any reductions in costs. When asked if they have thought about the budget and if they could change the way they are working in order to make up for this Bishop said they have thought about that but it's not the approach they want to take. They want to make sure they keep everything on track and being present when they need to be. The cost OPN is requesting is \$2,500.00 per week; staff estimates this to be about \$25,000.00. When asked if this amount could be reduced Bishop said he is not in a position to negotiate. Herrmann said she very much believes that having professional eyes on the project from now until completion is hugely important; its money well spent. Rose agreed. West motioned to approve Amendment #4 to the OPN contract, seconded by Rose. Roll call vote. Motion carries.

Motions for Approval

Consideration of Claims List – Motion to Approve. Motion to approve the Claims List made by Wieseler, seconded by Herrmann. Motion carries.

AAA PEST CONTROL
AHLERS & COONEY P.C.

PEST CONTROL-P&A
2019 UV DISINFECTION BOND

30.00
6,384.56

AHLERS & COONEY P.C.	UR AMENDMENT #6	1,765.25
AIRGAS INC	CYLINDER RENTAL FEE-PW	63.25
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	5,480.36
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	3,118.34
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	731.62
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	50.45
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	50.06
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	43.95
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	38.47
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	37.26
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	21.40
ALTORFER INC	GENERATOR MAINT	263.54
ALTORFER INC	GENERATOR MAINT	263.54
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	1,946.50
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	225.00
BAUER BUILT TIRE - CEDAR RAPID	FRONT TIRE/SWEEPER-SW	378.62
BAUMAN AND COMPANY	UNIFORMS-ALL DEPTS	121.55
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	5,635.00
BRAUN INTERTEC CORP	CONSTRUCTION & MATERIALS TESTING	10,142.75
BROWN SUPPLY COMPANY	FLUSH HYDRANT-WAT	685.00
BROWN SUPPLY COMPANY	SUPPLIES-WAT	650.00
BROWN SUPPLY COMPANY	PAINT, FLAGS-WAT	182.00
CALEB DAUSENER	REFEREE-P&REC	90.00
CARQUEST OF LISBON	VEHICLE MAINT-PW	272.28
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	234.90
CENTURY LINK	PHONE CHGS-FD	148.57
CHRIS NOSBISCH	MILEAGE-P&A	244.76
CITY OF MOUNT VERNON	TRANSFERS	500,000.00
CLIFTON LARSON ALLEN	AUDITOR FEES-ALL DEPTS	5,000.00
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	386.00
CUMMINS SALES AND SERVICE	GENERATOR OIL	697.16
CUMMINS SALES AND SERVICE	FILTER-WAT	33.93
CUSTOM HOSE & SUPPLIES INC	SUPPLIES-SEW	168.20
CUSTOM HOSE & SUPPLIES INC	VEHICLE MAINT-WAT	72.45
FIREHOUSE	SUBSCRIPTION-EMA	79.95
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	75.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	75.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	75.00
GALLS INC	UNIFORMS-PD	1,049.82
GALLS INC	UNIFORMS-PD	94.35
GALLS INC	UNIFORMS-PD	70.00
GALLS INC	UNIFORMS-PD	39.10
GARY'S FOODS	TRAINING-PD	26.76
GOODYEAR COMMERCIAL TIRE	TIRES-PD	576.00
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	214.93
HAWKEYE READY MIX	ROADWAY REPAIR-RUT	807.13
HAWKEYE READY MIX	ROADWAY REPAIR-RUT	301.25
HAWKEYE READY MIX	ROADWAY REPAIR-RUT	196.75
HAWKEYE WELD & REPAIR INC	GRATES (7)-POOL	1,660.00
IAN HECK	REFEREE-P&REC	60.00
IAN HECK	REFEREE-P&REC	60.00
IOWA COMMUNITIES ASSURANCE POOL	JD 5246 LOADER-INS	489.00
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	95.00
IOWA DEPT OF NATURAL RESOURCES	NPDES PERMIT FEE #5758001	85.00

IOWA ONE CALL	LOCATES-WAT,SEW	133.20
IOWA SOLUTIONS INC	NEW SERVER-PD	13,807.00
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	675.00
IOWA SOLUTIONS INC	FIREWALL RENEWAL-PD	476.50
IOWA SOLUTIONS INC	COMP EQUIP-WELLNESS CENTER	165.00
IOWA SOLUTIONS INC	DBR BACKUP-PD	558.10
JASON BLINKS	FITNESS MEMBERSHIP-PD	100.00
JOAN BURGE	CLEANING SERVICE-P&A	75.00
JOAN BURGE	CLEANING SERVICE-P&A	75.00
JOAN BURGE	CLEANING SERVICE-P&A	75.00
JOE'S QUALITY WINDOW CLEANING	WINDOW CLEANING-P&A	125.00
JORDAN AXTELL	REFEREE-P&REC	360.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	83.20
LINN CO-OP OIL CO	FUEL-PW	3,333.71
LYNCH FORD	5K MI MAINT,BALANCE TIRES-PD	655.96
M RUGGED MOBILE TECHNOLOGY	COMPUTER EQUIP-PD	574.50
MARTIN EQUIPMENT	DOZER GPS RENTAL-RUT	8,500.00
MARTIN EQUIPMENT	GPS LINE REPIAR-RUT	775.78
MATHEW BARSEMA	DEPOSIT REFUND-WAT	50.18
MATT SIDERS	MILEAGE-P&REC	81.20
MAXWELL LOVE	DEPOSIT REFUND-WAT	100.00
MCCLAIN ALLISON	REFEREE-P&REC	60.00
MCCLAIN ALLISON	REFEREE-P&REC	60.00
MEDIACOM	PHONE/INTERNET-PD	280.50
MEDIACOM	PHONE/INTERNET-P&A	280.50
MEDIACOM	PHONE/INTERNET-P&REC	180.89
MEDIACOM	PHONE/INTERNET-SEW	197.15
MIDLAND GIS SOLUTIONS	TECHNICAL SUPPORT-SEW	62.50
MIDWEST FRAME & AXLE	F450 REPAIR	3,841.11
MOUNT VERNON BANK	NSF CHECK-WAT	221.00
MOUNT VERNON BANK	NSF CHECK-WAT	57.97
MOUNT VERNON BANK & TRUST CO	WIRE TRANSFER-WAT,SEW	5.35
MOUNT VERNON POLICE RESERVES	SPECIAL EVENT PAY-PD	6.00
MOUNT VERNON POLICE RESERVES	SPECIAL EVENT PAY-PD	5.00
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS PAY-PD	7.00
MOUNT VERNON, CITY OF	POSTAGE-MVHPC	71.50
MSA PROFESSIONAL SERVICES	HWY 1/30 RAB ASSESSMENT	1,619.25
MUNICIPAL SUPPLY INC	SUPPLIES-WAT	1,356.51
MV-L COMM CHARITABLE DEV GROUP	VC PRESERVATION PLAN-ECON DEV	3,600.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	46.40
OPN ARCHITECTS	WELLNESS CENTER	23,628.23
P&K MIDWEST INC	GREASE-RUT	132.30
P&K MIDWEST INC	FILTERS-SW	86.47
P&K MIDWEST INC	FILTERS/FD GENERATOR	73.66
P&K MIDWEST INC	BATTERY/GATOR-RUT	61.80
P&K MIDWEST INC	GREASE GUN COUPLER-RUT	41.38
PAYROLL	CLAIMS	141,461.25
PAYROLL	CLAIMS	4,610.59
POSTMASTER	NEWSLETTER MAILING-ALL DEPTS	455.52
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	373.73
PRICE INDUSTRIAL ELECTRIC INC	TRAFFIC SIGNAL INSTALLATION	20,862.71
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	221.89
RYDER BUNCH	REFEREE-P&REC	60.00
RYDER BUNCH	REFEREE-P&REC	135.00

SHERWIN WILLIAMS CO.	VALVE REPAIR-RUT	195.26
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,989.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,100.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	380.00
SIMMONS PERRINE MOYER BERGMAN/PD	LEGAL FEES-P&A	5,228.94
SITE ONE LANDSCAPE SUPPLY	SEED-SW	471.74
SITE ONE LANDSCAPE SUPPLY	STAW MAT-POOL	31.88
SPEER FINANCIAL INC	TIF REPORT-P&A	350.00
STAPLES ADVANTAGE	SUPPLIES-P&A	146.77
STAPLES ADVANTAGE	SUPPLIES-P&A	24.95
STAPLES ADVANTAGE	SUPPLIES-ALL DEPTS	90.30
STAPLES ADVANTAGE	SUPPLIES-P&A	7.29
STATE HYGIENIC LAB	TESTING-SEW	1,862.00
SUE RIPKE	MILEAGE-ALL DEPTS	112.23
TAMMY BIEDENBENDER	DEPOSIT REFUND-WAT	9.32
TREASURER STATE OF IOWA	WET TAX	2,418.00
TREASURER STATE OF IOWA	SALES TAX	1,067.00
TRYSTIN LASHLEY	REFEREE-P&REC	45.00
TRYSTIN LASHLEY	REFEREE-P&REC	60.00
TYLER PANOS	REFEREE-P&REC	135.00
TYSON SCOTT	REFEREE-P&REC	135.00
TYSON SCOTT	REFEREE-P&REC	60.00
UNION PACIFIC RAILROAD CO	QUIET ZONE APP FEE	6,100.00
US BANK	CREDIT CARD PURCHASES	5,956.58
US CELLULAR	CELL PHONE-P&REC,WAT,SEW	169.85
UTILITY SERVICE INC	WATER TOWER MAINT-WAT	4,749.02
VALLEY ATHLETICS	FIELD MARKING PAINT-P&REC	104.98
VALLEY ATHLETICS	PAINT-P&REC	104.98
VAN METER INC	TOOLS-WAT	105.59
VEENSTRA & KIMM INC	WWTP FACILITY IMPROVEMENTS 2019	6,554.60
VEENSTRA & KIMM INC	WWTP IMPROVEMENTS	6,168.00
VEENSTRA & KIMM INC	NATURE PARK TRAIL DESIGN	3,395.70
VEENSTRA & KIMM INC	5TH AVE/1ST ST W TRAFFIC SIGNAL	2,249.08
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	938.00
VEENSTRA & KIMM INC	8TH AVE QUIET ZONE CONSULTATION	733.84
VEENSTRA & KIMM INC	BRYANT ROAD IMPROVEMENTS	257.50
VIDEO VILLAGE/BETH MHIRE	DEPOSIT REFUND-WAT	36.36
WAPSI WASTE SERVICE	GB,RECY-SW	22,040.10
WENDLING QUARRIES	NEW SITE ROAD-SW	13,078.24
WENDLING QUARRIES	LANDSCAPE ROCK-POOL	113.62
WENDLING QUARRIES	STONE-RUT	26.30
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS-P&REC	216.70
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS-ALL DEPTS	1,496.31
TOTAL		877,244.78

EXPENSES

2014 STREET IMPROVEMENTS	29,945.63
COMMUNITY CENTER OPERATIONS	227.76
GENERAL FUND	49,574.81
HWY 30 CORRIDOR IMPROVEMENTS	1,619.25
INSURANCE LEVY	489.00
LOST III COMMUNITY CENTER	23,628.23
LOST III COMMUNITY CENTER CONSTRUCTION	10,307.75

LOST III TRAILS	3,395.70
PAYROLL	146,071.84
POLICE STATION CONSTRUCTION	1,765.25
ROAD USE TAX FUND	16,851.54
SEWER FUND	15,211.92
SOLID WASTE	39,018.04
STORM WATER FUND	70.99
TRANSFERS	500,000.00
WATER FUND	19,959.91
WWTP UV DISINFECTION	19,107.16
TOTAL	877,244.78

REVENUE - SEPTEMBER 2019

GENERAL GOVERNMENT	313,432.61
PUBLIC SAFETY	15,383.37
PUBLIC WORKS	224,637.61
CULTURE AND RECREATION	8,909.42
COMMUNITY AND ECON DEV	0.00
DEBT SERVICE	48,505.46
TOTAL	610,868.47

REVENUE - AUGUST 2019

GENERAL GOVERNMENT	66,017.95
PUBLIC SAFETY	2,647.18
PUBLIC WORKS	217,602.95
CULTURE AND RECREATION	33,056.11
COMMUNITY AND ECON DEV	20,153.42
DEBT SERVICE	7.45
TOTAL	339,485.06

Discussion and Consideration of Pay Application #10 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Pay Application #10 is in the amount of \$641,459.56 and had been recommended for approval by OPN. Motion to approve Pay Application #10 made by Wieseler, seconded by Herrmann. Motion carries.

Discussion and Consideration of Change Order #28 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #28 is a credit in the amount of \$1,440.00 and is because there was a reduction in the number of acoustic panels. Motion to approve Change Order #28 made by Wieseler, seconded by West. Motion carries.

Discussion and Consideration of Change Order #30 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #30 is in the amount of \$2,305.28 and is the results of minor modifications to the security contract. Motion to approve Change Order #30 made by Rose, seconded by West. Motion carries.

Discussion and Consideration of Change Order #32 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #32 is in the amount of \$14,870.92 and is for additional ductwork and insulation. Motion to approve Change Order #32 made by West, seconded by Wieseler. Motion carries.

Discussion and Consideration of Change Order #33 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #33 is in the amount of \$2,552.42 and is for spiral duct. Motion to approve Change Order #33 made by Wieseler, seconded by Rose. Motion carries.

Discussion and Consideration of Change Order #34 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #34 is a credit in the amount of \$716.88 and is for some equipment screening that was removed. Motion to approve Change Order #34 made by West, seconded by Wieseler. Motion carries.

Discussion and Consideration of Change Order #35 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #35 is a credit in the amount of \$798.76 and is for less ductwork. Motion to approve Change Order #35 made by Rose, seconded by West. Motion carries.

Discussion and Consideration of Change Order #36 - Lester Buresh Family Community Wellness Center – Council Action as Needed. Change Order #36 is a credit in the amount of \$6,000.00 and is for changing the coping material to aluminum. Motion to approve Change Order #36 made by West, seconded by Wieseler. Motion carries.

Discussion and Consideration of Pay Application #4 - 2019 Mt Vernon WWTP Improvements – Council Action as Needed. Pay Application #4 is in the amount of \$417,866.41 submitted and approved by V&K on behalf of WRH, Inc. Motion to approve Pay Application #4 made by Herrmann, seconded by Wieseler. Motion carries.

Discussion and Consideration of Rental Agreement Guidelines and Applications – Lester Buresh Family Community Wellness Center - Council Action as Needed. West motioned to approve the LBFCWC Rental Agreement Guidelines and Applications seconded by Wieseler. Motion carries.

Discussion and Consideration of Membership Agreement Guidelines and Applications – Lester Buresh Family Community Wellness Center - Council Action as Needed. Rose motioned to approve the LBFCWC Membership Agreement Guidelines and Applications, seconded by West. Motion carries.

Discussion and Consideration of Skid Loader and End Loader Attachments– Council Action as Needed. Public Works Director Nick Nissen asked Council to approve the purchase of a sectional snow pusher with the ability to conform to uneven surfaces. In the Capital Improvement Plan the department had been approved to spend \$20,000.00 on a 24k trailer but Nissen said the snow removal attachment has a higher priority. Nissen would like to purchase the attachment this fiscal year instead of the trailer. Two bids were submitted; one for \$21,433.16 from Future Line and the other for \$19,359.00 from Titan Machinery. Nissen recommended approving the quote provided by Titan Machinery. Motion to approve the purchase of the Titan attachments for a cost not to exceed \$20,000.00 made by Rose, seconded by Wieseler. Motion carries.

Discussion and Consideration of Setting a Public Hearing Date for the Sale of City Owned Property Locally Known as 217 First Street NW – Council Action as Needed. Motion to set a Public Hearing date for October 21, 2019 for the sale of City owned property locally known as 217 First Street NW made by Wieseler, seconded by West. Motion carries.

Discussion and Consideration of Setting a Public Hearing Date for the Final Plat of the Stonebrook 7th Addition – Council Action as Needed. Motion to set a Public Hearing date for October 21, 2019 for the final plat of the Stonebrook 7th Addition made by Herrmann, seconded by West. Motion carries.

Discussion Items (No Action)

LBFCWC Job Descriptions (Handout as an FYI). Council was given job descriptions regarding the positions for the LBFCWC. Council was asked to review and if they have questions to contact Matt Siders.

Reports of Mayor/Council/Administrator

Mayor's Report. Hwy 30 Bypass bike ride is scheduled for October 20, 2019.

Council Reports. West attended the Homelessness presentation in Cedar Rapids.

Committee Reports

City Administrator's Report. Nosbisch said he will be out of the office October 9-11, 2019 for the Iowa APA conference and also October 19-24, 2019 for the ICMA National Conference. The PD will be taking architecture firms through the new building next week. The Quiet Zone pre-construction meeting will be held next Monday.

As there was no further business to attend to the meeting adjourned the time being 8:08 p.m., October 7, 2019.

Respectfully submitted,
Sue Ripke
City Clerk

Chris Nosbisch

From: Marsha Dewell
Sent: Thursday, October 17, 2019 8:13 AM
To: Chris Nosbisch
Subject: Fwd: Liquor License Pending Dram Shop

Sent from my iPhone

Begin forwarded message:

From: "Licensing@IowaABD.com" <Licensing@IowaABD.com>
Date: October 17, 2019 at 1:34:13 AM CDT
To: Marsha Dewell <mdewell@cityofmtvernon-ia.gov>
Cc: "Licensing@IowaABD.com" <Licensing@IowaABD.com>
Subject: Liquor License Pending Dram Shop
Reply-To: <Licensing@IowaABD.com>

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
BW0094640	Pending Dram Shop	Lincoln Winebar (125 First St. NW 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.

E. Public Hearing

AGENDA ITEM # E - 1 & G - 1

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

DATE: October 21, 2019

AGENDA ITEM: Public Hearing – Sale of City Owned Property

ACTION: Motion to Close

SYNOPSIS: There will be a package of information for you at the meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion to Close

ATTACHMENTS: None, See Resolution #10-21-2019A

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19

AGENDA ITEM # E – 2 & G - 2

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

DATE: October 21, 2019

AGENDA ITEM: Public Hearing – Stonebrook 7th Addition Final Plat

ACTION: Motion to Close

SYNOPSIS: The Planning and Zoning Commission considered the final plat at their meeting on Wednesday, October 9, 2019. The vote was 5-0 in favor of recommending approval. Lots 1-8 will be condo (two family) units, while Lot 9 will remain a single family lot. The improvements have been constructed, inspected and certified. Large scale prints of the plat will be available at the meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion to Close

ATTACHMENTS: None, See Resolution #10-21-2019B

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19

F. Ordinance Approval/Amendment

AGENDA ITEM # F - 1

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

DATE:	October 21, 2019
AGENDA ITEM:	Rezoning (Public Works Property)
ACTION:	Motion

SYNOPSIS: I have not received any further written or verbal communication regarding this ordinance.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None, See Ordinance #9-16-2019A

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19

Prepared by: City of Mt. Vernon, City Hall,
Chris Nosbisch, City Administrator

213 First St. NW, Mt. Vernon, IA 52314
(319) 895-8742

ORDINANCE #9-16-2019A

AN ORDINANCE TO AMEND THE COMPREHENSIVE PLAN AND OFFICIAL ZONING MAP TO REZONE CERTAIN PROPERTY FROM AG AGRICULTURAL DISTRICT, TO LI LIMITED INDUSTRIAL DISTRICT WITH A PUBLIC USE OVERLAY

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

SECTION 1. **PURPOSE.** The purpose of this ordinance is to amend the Comprehensive Plan for the City of Mt. Vernon and change the Official Zoning Map of the City of Mt. Vernon, Iowa, under the provisions of Article 1302, Amendment Procedure of the Mt. Vernon Municipal Code.

SECTION 2. **OFFICIAL ZONING MAP AMENDED.** By official action of the City Council, the official zoning map of the City of Mt. Vernon, Iowa is amended from AG Agricultural District to LI Limited Industrial District with a Public Use Overlay as defined in Article 507 for the property described as follows:

Legal Description

Legal Description Parcel A:

Part of the Northwest Quarter of Section Nine (9), Township Eighty-two (82) North, Range Five (5) West of the Fifth P.M., in the Town of Mount Vernon, Linn County, Iowa, being more particularly described as:

Commencing at the Southwest Corner of the Northwest Quarter of the Northwest Quarter in said Section Nine; thence N88°36'03"E, 1230.00 feet along the South line of North One-half of said Northwest Quarter; thence N00°58'15W, 50.00 feet along the West line of that part of the Northwest Quarter as described in Warranty Deed as recorded in Book 7389 on Page 482 of the Linn County Records to a point on the North line of the former Cedar Rapids & Iowa City Railway & Light Company Right-of-Way, now Interstate Power and Light Company property, as described in Quit Claim Deed from John W. Carbee, Rebecca K. Carbee, and Sarah E Tallman to Iowa Railway and Light Corporation dated September 12

1928, said point also being the Point of Beginning; thence N00°58'15"W, 397.98 feet continuing along said West line to a point on the Southerly Right-of-Way of the Chicago and Northwestern Railroad; thence S89°04'30"E, 972.04 feet along said Southerly Right-of-Way; thence S00°58'15"E, 358.56 feet to a point on the said North line of the former Cedar Rapids & Iowa City Railway and Light Company Right-of-Way; thence S88°36'03"W, 971.54 feet along said Northerly line to the Point of Beginning. Containing 8.44 Acres (367,493 Square Feet), subject to easements and restrictions of record.

SECTION 3. SUPPLEMENTAL SITE DESIGN STANDARDS. The Planning and Zoning Commission for the City of Mt. Vernon has not recommended any supplemental site design or performance standards.

SECTION 4. VIOLATIONS AND PENALTIES. Any person who violates the provision of this Ordinance upon conviction shall be punished as set forth in the Municipal Code of the City of Mt. Vernon, Iowa.

SECTION 5. OTHER REMEDIES. In addition to the provisions set out in Violation and Penalties Section herein, the City may proceed in law or equity against any person, firm or corporation for violation of any section or subsection of this Ordinance.

SECTION 6. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 7. SEVERABILITY CLAUSE. In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Approved and adopted this ____ day of _____, 2019.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance # _____ on the ____ day of _____, 2019.

Sue Ripke, City Clerk

G. Resolutions for Approval

RESOLUTION NO. 10-21-2019B

**RESOLUTION APPROVING THE FINAL PLAT OF THE STONEBROOK SEVENTH
ADDITION SUBDIVISION**

WHEREAS, the Mt. Vernon Planning and Zoning Commission voted to 5-0 to approve the final plat of the Stonebrook 7th Addition to the City of Mt. Vernon, Iowa, and,

WHEREAS, there has not been significant changes to the plat since the preliminary plat approval by the City Council on October 16, 2017; and

WHEREAS, the developers have submitted the necessary accompanying materials as specified in Chapter 166.11 Final Plat Requirements,

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the Final Plat of Stonebrook 7th Addition Subdivision as described and shown in Exhibit "A" attached hereto and made a part thereof by reference.

APPROVED and ADOPTED this 21st day of October, 2019.

Jamie Hampton, Mayor

ATTEST:

Marsha Dewell, Deputy City Clerk

AGENDA ITEM # G - 3

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

DATE:	October 21, 2019
AGENDA ITEM:	Resolution #10-21-2019C
ACTION:	Motion

SYNOPSIS: This is the City's annual resolution of support for the Mt. Vernon Main Street program. The City funding contribution comes from the hotel/motel tax.

BUDGET ITEM: None

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution #10-21-2019C

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19

RESOLUTION #10-21-2019C

RESOLUTION OF SUPPORT AND FINANCIAL COMMITMENT FOR THE MAIN STREET PROGRAM IN THE CITY OF MT. VERNON

WHEREAS, an Agreement between the Iowa Economic Development Authority, Community Development Group and the City of Mt. Vernon for the purpose of continuing the Main Street Iowa program in the City of Mt. Vernon, and

WHEREAS, this Agreement is pursuant to contractual agreements between the National Main Street Center, Inc. and the Iowa Economic Development Authority to assist in the revitalization of the designated Main Street project area of Mt. Vernon, Iowa and, and

WHEREAS, the City Council of Mt. Vernon endorses the goal of economic revitalization of the Downtown within the context of preservation and rehabilitation of its historic buildings and supports the continuation of the Main Street Approach® as developed by the National Main Street Center and espoused by Main Street Iowa.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA, meeting in regular session on October 21, 2019 that the City of Mt. Vernon hereby agrees to support both financially and philosophically the work of Community Development Group and designates the Main Street Board to supervise the Executive Director. The source of funds to support Community Development Group will be Hotel/Motel tax.

APPROVED this 21st day of October, 2019.

Mayor

ATTEST: _____
City Clerk

Main Street Iowa Program Agreement

Agreement # PS20 -G300-MSI-38

Effective Dates: January 1, 2020 – December 31, 2021

Agreement between the Iowa Economic Development Authority, the City of Mount Vernon and Mount Vernon-Lisbon Community Development Group Inc. for the purpose of continuing the Main Street Program in Mount Vernon.

THIS AGREEMENT is entered into and executed by the Iowa Economic Development Authority herein referred to as the "IEDA", the City of Mount Vernon herein referred to as the "City", and Mount Vernon-Lisbon Community Development Group Inc. herein referred to as the Local Main Street Program".

WHEREAS, The City and Local Main Street Program established a partnership with IEDA in 2008 and desires that the program continue; and

WHEREAS, the IEDA desires to continue the relationship which has been established with the City and the Local Main Street Program;

NOW THEREFORE, in consideration of the foregoing and mutual covenants and agreements contained herein, the parties have agreed to do as follows:

SECTION I. The Local Main Street Program agrees to:

1. Maintain the local program's focus on the revitalization of the designated Main Street district utilizing the Main Street Approach™. This focus should be reflected in the programs annual plan of action, goals and objectives, vision, and mission statement.
2. Employ a paid part-time Executive Director for the Local Main Street Program who will be responsible for the day-to-day administration of the Local Main Street Program in the community. Full-time employment is defined as 40 hours per week dedicated to the Local Main Street Program work. Part time employment is 25 hours per week dedicated to the Local Main Street Program work. The Local Main Street Program and City will work to the best of their ability to provide professional support, competitive compensation, and benefits for the Executive Director position. In the event this position is vacated during the time of this agreement, the Local Main Street Program agrees to fill this position in a reasonable time and provide a written timeline to fill this position to the Main Street Iowa State Coordinator.
3. Develop an accurate position description which includes the rate of compensation and describes the professional activities for which the Executive Director is responsible. A copy of which is to be provided to Main Street Iowa annually.
4. Maintain worker's compensation insurance for the Executive Director and staff.
5. Maintain an office within the designated boundaries of the local Main Street district.
6. Submit monthly performance reports to the IEDA by established deadlines. The reports will document the progress of the Local Main Street Program's activities. Should a Local Main Street Program become three months tardy on submission of monthly reports, program services available through Main Street Iowa will be suspended until the Local Main Street Program has submitted all late reports to become current.
7. Provide Main Street Iowa electronic (via email, web cloud, etc.) examples of local best practices and information demonstrating local success stories (e.g. action plans, marketing materials, quality images, programmatic documents, etc.)
8. Achieve Main Street America National Accreditation at a minimum once every two years. Not achieving Main Street America accreditation at a minimum once every two years will result in termination of this agreement and loss of recognition as a Main Street Program. Details of Main Street America National Accreditation Standards of Performance can be found on the Main Street America website: www.mainstreet.org
9. Participate, as required by Main Street Iowa, in training sessions as scheduled throughout the year. To remain in compliance and to be eligible for Main Street America accreditation, the Local Main Street Program

must have representation at both days, in their entirety, of the three (3) training sessions held annually, indicated as mandatory on the program calendar. In addition, any newly hired Executive Director will be required to participate in Main Street Orientation, as soon after the hire date as feasible. Registration and all related travel expenses for training will be paid by the Local Main Street Program.

10. Work with the City to pass a Resolution of Support of the Local Main Street Program. This resolution must stipulate sources of funding for the program, a commitment to appoint a city official to represent the City on the local Main Street governing board of directors, and that the City will continue to follow the Main Street Approach™ as developed by Main Street America and espoused by Main Street Iowa for Main Street district revitalization.
11. Have a Resolution of Support passed by the Local Main Street Program Board of Directors. This resolution must stipulate a commitment to continue Main Street district revitalization following the Main Street Approach™ as developed by the Main Street America and espoused by Main Street Iowa.
12. Maintain a "Designated Main Street Network" membership with Main Street America.
13. Use the words "Main Street" when referring to and marketing the local program, either as an official part of the organization's name or as a tagline such as... "A Main Street Iowa Program". As a designated Main Street Iowa community, the Local Main Street Program is required to include the Main Street America and the Main Street Iowa logos on local program communication materials.
14. Promote the revitalization of the Main Street district through advocacy of tools and resources that support district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.
15. Submit with this signed Program Agreement, one (1) copy the City's Resolution of Support, one (1) copy of the Local Main Street Program Board of Director's Resolution of Support, (1) copy of the Executive Director's current job description, and one (1) completed W-9 of the Local Main Street Program.
16. Not assign this agreement to another organization without obtaining prior written approval of the IEDA.
17. Remain in compliance with the requirements of Main Street Iowa as outlined in this agreement. If the IEDA finds that the Local Main Street Program is not in compliance with the requirements of this program agreement:
 - a. The Local Main Street Program and City will be notified of non-compliance with an "Initial Warning" and given a 90-day probationary period in which to return to compliance. The Initial Warning will include a summary of non-compliant items and provide guidance on how to resolve the issues. During this probationary period, all Main Street Iowa services, with the exception of targeted technical assistance to help the Local Main Street Program mitigate non-compliant items, will be suspended, including eligibility for Main Street Iowa grant applications, awards nominations, and onsite technical assistance. The Local Main Street Program will be reevaluated by Main Street Iowa 90 days following the Initial Warning.
 - b. If the Local Main Street Program has failed to return to compliance as noted in the initial warning, Main Street Iowa may issue a Final Warning and given a second 90-day probationary period in which to return to compliance.
 - c. If the Local Main Street Program is not in compliance within 90 days after the Final Warning, Main Street Iowa may terminate this agreement with the local program. Notice of official termination will be made by a letter of notification from IEDA to the Local Main Street Program, City, and Main Street America. Termination of this agreement will result in the loss of recognition as a Main Street Iowa Program and discontinuation all Main Street Iowa services, activities provided in this agreement, and will cease using the trademarked brand "Main Street" and/or "Main Street Program" in its name or as part of its organization's identity. Once this agreement is terminated, the community must reapply for Main Street Iowa designation before it can receive Main Street Iowa program services.

SECTION II. The CITY agrees to:

1. Support and partner with the Local Main Street Program's focus on the revitalization of the designated Main Street district utilizing the Main Street Approach™.
2. Invest financially into the operation of the Local Main Street Program.
3. Pass a Resolution to demonstrate the City's support of the Local Main Street Program. This resolution must stipulate sources of funding for the program, a commitment to appoint a city official to represent the City on the Local Main Street Program governing board of directors, and that the City will continue to follow the Main Street Approach™ as developed by the Main Street America and espoused by Main Street Iowa for local Main Street district revitalization efforts.
4. Support the revitalization of the Main Street district through creation of tools and resources that support district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.
5. Support the Local Main Street Program in the completion of the annual Main Street America Accreditation process and compliance with this agreement.

SECTION III. The IEDA agrees to:

1. Administer the Main Street America Accreditation process in Iowa on behalf of Main Street America and recognize Local Main Street Programs and Cities who successfully meet the Main Street America Accreditation Standards.
2. Maintain a team of downtown revitalization specialists, including a Main Street Iowa State Coordinator, to handle communication between the Local Main Street Program, City, the Main Street Iowa Program, and state government agencies.
3. Coordinate at least three (3) statewide training sessions annually for the Local Main Street Program and City based on the combined needs of all Iowa Main Street Communities.
4. Conduct at least three one-day Main Street orientations for all new Executive Directors, board members and volunteers. The Orientation will introduce the Executive Director and Local Main Street Program volunteers and board members to the Main Street Program and to their immediate responsibilities. Orientation meetings will be held in a central Iowa location.
5. Conduct an on-site partnership visit at least once every two years.
6. Provide continuing advice and information to the Local Main Street Program and City.
7. Include the Local Main Street Program and City in the Main Street Iowa network.
8. Provide, as requested and can be scheduled, on-site technical assistance visits to the Local Main Street Program and City with Main Street Iowa personnel in the areas of design, economic vitality, promotion, organization, committee training, board planning retreat facilitation, and action planning.
9. Offer additional optional, regionally hosted trainings throughout the year.

SECTION IV. The PARTIES hereto otherwise agree as follows:

1. The term of this agreement shall be for a period of twenty-four months, beginning January 1, 2020 and ending December 31, 2021. It may be extended or revised by a written amendment signed by all three parties.
2. This agreement shall be binding upon and shall insure to the benefit of the parties and their successors.

- 3. Not to discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin. The parties further agree to take affirmative action to assure that employees are treated without regard to their race, color, region, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin during employment.
- 4. Any one party may terminate this agreement without cause after 30 days written notice to the other two parties.
- 5. This document memorializes all elements of this agreement, and both incorporates and supersedes any previous agreements or negotiations, whether oral or written.
- 6. The IEDA is limited to furnishing its technical services to the Local Main Street Program and City and thus nothing contained herein shall create any employer-employee relationship.

IN WITNESS WHEREOF, the parties have executed this agreement.

BY: _____ (Date) _____
 (Mayor Signature)

_____ Mount Vernon, Iowa
 (Mayor Printed Name) (City)

BY: _____ (Date) _____
 (Board President Signature)

_____ Mount Vernon-Lisbon Community
 (Board President Printed Name) Development Group Inc.
 (Local Main Street Program)

BY: _____ (Date) _____
 Deborah V. Durham, Director
 Iowa Economic Development Authority

AGENDA ITEM # G - 4

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

DATE:	October 21, 2019
AGENDA ITEM:	Resolution #10-21-2019D
ACTION:	Motion

SYNOPSIS: The traffic signal project at 5th Ave NW and 1st St W is substantially complete. The final contract price for the project is \$167,159. There will be a thirty day waiting period before the retainage of \$7,259.91 can be released.

BUDGET ITEM: Bond Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution #10-21-2019D

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19

RESOLUTION #10-21-2019D

**RESOLUTION ACCEPTING WORK FOR THE PROJECT KNOWN AS THE
5TH AVE NW AND 1ST ST W TRAFFIC SIGNAL PROJECT
WITH
PRICE ELECTRIC**

WHEREAS, on October 1, 2018 the City of Mt. Vernon entered into a contract with Price Electric for construction of the 5th Ave NW and 1st St W Traffic Signal Project, and

WHEREAS, said contractor has fully completed the construction of said improvements, known as the 5th Ave NW and 1st St W Traffic Signal Project, in accordance with the terms and conditions of the said contract and plans and specifications, as shown by the Engineer's report, and

WHEREAS, the contractor has completed all delivery and payment has been received.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

Section 1. That letter recommending approval of said improvements from the V&K Engineering firm is hereby accepted as having been fully completed in accordance with said plans, specifications and contract. The total contract cost of the improvements payable under said contract is hereby determined to be \$167,159.

NOW, THEREFORE BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA: That said retainage of \$7,259.91 be released to Price Electric upon completion of the mandatory waiting period.

PASSED and ADOPTED this 21st day of October, 2019.

Jamie Hampton, Mayor

ATTEST:

Marsha Dewell, Deputy City Clerk



**CERTIFICATE of COMPLETION and
FINAL ACCEPTANCE of AGREEMENT WORK**

COMPANY: Price Electric COUNTY/CITY: Linn / Mount Vernon
ADDRESS: 405 N. Troy Rd., Robins, IA 52328 PROJECT NO.: CS-TSF-5302(609)--85-57
KIND OF WORK: Traffic Signal Device

AGREEMENT DATE: July 13, 2017 FIELD COMPLETION DATE: October 3, 2019

This is to certify that the work covered by the above referenced agreement has been completed in accordance with said agreement and is hereby accepted, subject to final audit of costs.

SIGNATURE: *Hal J. Bellinger III* DATE: October 8, 2019
Project Engineer (Res. Construction) (Area Engineer) (County) (City)
(Consultant) Year

*SIGNATURE: _____ DATE: _____, 2019
District (Construction) (Maintenance) (Local Systems) Engineer Year

Approved and work accepted by the Board of Supervisors/City Council of Mount Vernon

this _____ day of _____, 2019
Year

SIGNATURE: _____
Chairman/Mayor

Acknowledge completion of project in accordance with referenced agreement by the Iowa Department of Transportation

this _____ day of _____, 2019
Year

SIGNATURE: _____
Iowa Department of Transportation

*On Local State Assisted Projects District does NOT certify but acknowledges completion of project.

DO NOT WRITE IN THIS BOX. CENTRAL OFFICE USE ONLY.
(Check or Initial Appropriate Box)

Office of Audits

Copy to Company

Copies to District

Original to Files

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, OCTOBER 21, 2019

BANKERS TRUST COMPANY	REFUNDING CAPITAL LOAN NOTE	2,206,862.39
GARLING CONSTRUCTION INC	WELLNESS CENTER-LOST III	641,459.56
WRH INC	WWTP IMPROVEMENTS 2019	417,866.41
OLD REPUBLIC NAT TITLE INS ESCROW	CHURCH PURCH-PD CONST ACCT	392,557.00
PAYROLL	CLAIMS	66,693.89
GROUP SERVICES INC	INSURANCE-ALL DEPTS	30,849.98
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	4,578.52
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	4,146.91
REC DESK LLC	ANNUAL SUBSCRIPTION	3,900.00
HALL & HALL ENGINEERS INC	GRADE ELLIOTT PARK-P&REC	3,341.25
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,654.30
IOWA SOLUTIONS INC	COMP MAINT-ALL DEPTS	1,439.60
WEX BANK	FUEL-PD	1,195.84
INTERNATIONAL CITY COUNTY MGMT	MEMBERSHIP RENEWAL	809.04
IOWA COMMUNITIES ASSURANCE POOL	NEW POLICE STATION/CHURCH	795.00
MV ACE HARDWARE	SUPPLIES-ALL DEPTS	581.16
ALLIANT IES UTILITIES	ENERGY USAGE-FD	578.49
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	537.10
MUNICIPAL SUPPLY INC	SUPPLIES-WAT	484.84
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	472.25
CEDAR RAPIDS TIRE	EQUIPMENT MAINT-P&REC	455.52
BROWN SUPPLY COMPANY	STORM DRAIN INLET-RUT	425.00
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	397.79
OFFICE EXPRESS	PAPER, TONER-ALL DEPTS	371.23
IOWA SOLUTIONS INC	DOMAIN MGMT-ALL DEPTS	352.50
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	311.89
BANKERS TRUST COMPANY	PAYING AGENT ACCEPTANCE FEE	300.00
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	275.56
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	229.35
BATTERIES + BULBS	BATTERIES-WAT	222.51
P&K MIDWEST INC	OIL CHANGE-RUT	214.89
ALLIANT IES UTILITIES	ENERGY USAGE-OLD F.S.	212.39
DOUG SHANNON	MILEAGE-PD	205.90
BANKERS TRUST COMPANY	BAB RE-FI SERVICE FEE	176.39
VERIZON CONNECT	INFORMATION SYSTEMS-PW	176.23
MEDIACOM	PHONE/INTERNET-POOL	173.02
US CELLULAR	CELL PHONE-PD	163.98
OVERHEAD DOOR CO	DOOR REPAIR-RUT	152.50
BARNYARD SCREEN PRINTER LLC	UNIFORMS-WELLNESS CENTER	143.00
IOWA SOLUTIONS INC	LOGIN SCRIPT ISSUE-PD	135.00
MOUNT VERNON BANK	NSF CHECK-WAT	125.64
MOUNT VERNON BANK	NSF CHECK-WAT	107.64
WENDLING QUARRIES	SUB-BASE-RUT	91.90
P&K MIDWEST INC	F911 MOWER/OIL CHANGE	79.90
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	75.00
JOAN BURGE	CLEANING SERVICE-P&A	75.00
ALLIANT IES UTILITIES	ENERGY USAGE-RUT,P&A,WAT,SEW	73.66
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	70.05
P&K MIDWEST INC	ANTI-FREEZE-RUT	63.66
CENTURY LINK	PHONE CHGS-PD	56.46
P&K MIDWEST INC	FUEL PUMP/GATOR-RUT	49.89
FAT GUYS MOTOR SPORTS	SWITCH-RUT	38.00
MT VERNON CAR WASH	CAR WASH-PD	32.00
SUE RIPKE	MILEAGE-P&A	20.13
ST LUKE'S WORK WELL SOLUTIONS	DRUG TEST-WAT,SEW	20.00
TOTAL		3,786,877.11

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, OCTOBER 21, 2019

GENERAL FUND	25,302.06
ROAD USE TAX FUND	9,078.72
INSURANCE LEVY	795.00
DEBT SERVICE	2,207,338.78
LOST III COMMUNITY CENTER-CONST	641,624.56
WWTP UV DISINFECTION	417,866.41
POLICE STATION-CONST	392,557.00
WATER FUND	8,441.53
SEWER FUND	10,810.26
STORM WATER FUND	894.65
SOLID WASTE	1,431.25
COMMUNITY CENTER-OPERATIONAL	4,043.00
PAYROLL	66,693.89
TOTAL	3,786,877.11

AGENDA ITEM # J - 2

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

DATE: October 21, 2019

AGENDA ITEM: Pay Application #4 – 5th Ave and 1st St Signals

ACTION: Motion

SYNOPSIS: Attached you will find pay application #4 for the 5th Ave and 1st St signal project in the amount of \$55,438.68. I would expect two more pay applications, unless they combine the retainage payment with the final pay app.

BUDGET ITEM: Bond Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Pay Application #4

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19



July 25, 2019

PAY ESTIMATE NO. 4
5th AVENUE NW & 1st STREET WEST
TRAFFIC SIGNAL INSTALLATION
MOUNT VERNON, IOWA

Price Industrial Electric, Inc.
405 North Troy Road
Robins, IA 52328

Contract Amount \$164,959.00
Contract Date October 1, 2018
Pay Period June 26, 2019 - July 22, 2019

BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1	Excavation, CL10, Rdwy + Borrow	CY	10	\$ 100.00	\$ 1,000.00	5	\$ 500.00
2	STD/S-F PCC Pav't, CL C CL3, 7"	SY	14	\$ 100.00	\$ 1,400.00	7	\$ 700.00
3	Gran. Surf on Rd, CL A CR Stone	Ton	5	\$ 150.00	\$ 750.00	2	\$ 300.00
4	Rmvl of Pav't	SY	89	\$ 68.00	\$ 6,052.00	89	\$ 6,052.00
5	Sidewalk, PCC, 5"	SY	53	\$ 54.00	\$ 2,862.00	20	\$ 1,080.00
6	Sidewalk, PCC, 6"	SY	20	\$ 65.00	\$ 1,300.00	10	\$ 650.00
7	Detectable Warnings	SF	56	\$ 45.00	\$ 2,520.00	28	\$ 1,260.00
8	Traffic Signalization	LS	1	\$ 90,000.00	\$ 90,000.00	0.9	\$ 81,000.00
9	Traffic Signal Installation	LS	1	\$ 46,000.00	\$ 46,000.00	0.9	\$ 41,400.00
10	Rmvl of Traffic Signalization	LS	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
11	Construction Survey	LS	1	\$ 1,575.00	\$ 1,575.00	0.75	\$ 1,181.25
12	Traffic Control	LS	1	\$ 4,500.00	\$ 4,500.00	0.75	\$ 3,375.00
13	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00	0.9	\$ 4,500.00
14	Seed + Fertilize (Urban)	Acre	0.2	\$ 5,000.00	\$ 1,000.00		\$ -
Contract Price:						\$ 164,959.00	\$ 142,998.25

MATERIALS STORED SUMMARY

Description	# of Units	Unit Price	Extended Cost
Black Steel Fab.		\$ 1,270.00	\$ -
Traf Sig; 12" RYG LED, Blk Poly, MA Mtg, 1-pc Poly Bplt		\$ 472.00	\$ -
Traf Sig; 12" RYG LED, Blk Poly, Side Pole Mtg, No Bplt		\$ 335.00	\$ -
Ped Sig; 16" Black Poly, Hand/ Man/ Countdown LED, Clamshell		\$ 262.00	\$ -
Passport Ped Pushbutton Assy; Round, Pole Mt, Black		\$ 83.00	\$ -
Sign; Ped Instruction, Specl " Start Crossing... Time Remaining 08"		\$ 18.00	\$ -
4" SCH 40 Alum Pole 5'; Steel Flange Base, Round Alum cover & Cap		\$ 419.00	\$ -
SignBrac; 102" CTC, 62" cable for 108" street name sign		\$ 197.00	\$ -
SignBrac; 78" CTC, 62" cable for 84" street name sign		\$ 160.00	\$ -
Battery Backup System; 1250VA/ 875W, Traffic. Nema Mount		\$ 5,957.00	\$ -
Econolite Controller, Cobalt, C, Type 2, Data Key		\$ 3,550.00	\$ -
Cab Assy; P44 TS2-1, 16-pos bkpl for ATC, rack with 8 det pad mtd		\$ 8,940.00	\$ -
Gridsmart Detection System		\$ 14,163.00	\$ -
Pole Assemblies/Tapered Arms - 25 ft 7 Ga		\$ 6,000.00	\$ -
Pole Assemblies/Tapered Arms - 30 ft 7 Ga		\$ 6,000.00	\$ -
Total		\$	\$ -

SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 164,959.00	\$ 142,998.25
Approved Change Order (list each)	Change Order No. 1	\$ 2,200.00	\$ 2,200.00
Revised Contract Price		\$ 167,159.00	\$ 145,198.25

Stored \$ -
 Total Earned \$ 145,198.25
 Retainage (5%) \$ 7,259.91
 Total Earned Less Retainage \$ 137,938.34

Total Previously Approved (list each)			
	Pay Estimate No. 1	\$ 18,876.50	
	Pay Estimate No. 2	\$ 25,320.35	
	Pay Estimate No. 3	\$ 38,302.81	

Total Previously Approved \$ 82,499.66
Amount Due This Request \$ 55,438.68

Percent Complete 87%

The amount \$55,438.68 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Price Industrial Electric, Inc.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
Mount Vernon, Iowa

Signature: 
 Name: Sean Ellis
 Title: Project Manager
 Date: 10/07/19

Signature: 
 Name: Leland Belding
 Title: Engineer
 Date: July 25, 2019

Signature: _____
 Name: _____
 Title: _____
 Date: _____

AGENDA ITEM # J - 3

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

DATE: October 21, 2019

AGENDA ITEM: Change Order #13

ACTION: Motion

SYNOPSIS: Attached you will find change order #13 in the amount of \$4,094.29. Also included is the explanation of need from V&K Engineering.

BUDGET ITEM: Sewer Funds

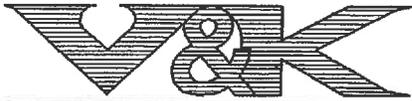
RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Change Order #13

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10 /17/19



INSTRUCTION TO CONTRACTOR

ITC NO. 3

TO: WRH
FROM: Emily Linebaugh
PROJECT: Wastewater Treatment Plant Improvements 2019
Mount Vernon, Iowa
SUBJECT: Pipe from East Aeration Basin to Splitter Box
DATE: September 24, 2019

If, in your opinion, this instruction involves work that either increases or decreases the Contract Sum or Contract Time, you **shall not proceed** until you submit a Change Authorization Request and receive authorization to proceed. Proceeding with the Work prior to authorization indicates your acknowledgement that there will be no change in the Contract Sum or Contract Time.

DESCRIPTION:

Location of splitter box as shown on Dwg. 02-C-2 will not allow the two existing 24" bends to remain in place on pipe from East Aeration Basin to Splitter Box. Bends and vertical 24" pipe will need to be removed. Install 24" pipe at constant elevation from existing East Aeration Basin to Splitter Box. Match existing invert elevation of 24" pipe (± 794.69). Adjust slide gate SG-3 elevation in Splitter Box to match pipe invert. Install 24" flexible coupling on piping between the existing basin and the new splitter box.

Remove existing 24" link seal at discharge of East Aeration Basin. Install new link seal with stainless steel (S-316). Provide price for consideration prior to performing work.



Change Authorization Request
(CAR)

Project: **Mount Vernon WWTP Improvements 2019**

CAR No. 13 DATE 10/15/19 Job No. 1298

Reference:
RFQ # ITC #3 Location Aeration Basin 1 & Splitter Box Contract No. _____

A Change in the scope of work is indicated below and Owner's prompt approval or rejection of this authorization is requested so that the material may be purchased and to prevent any delay in field operations.

Reason for Change:

- Design Request
- Owner Request
- Other ---- Explain _____
- Field Condition
- Suggested by Contractor

1) Description of Change: (Refer to drawings, specification, addenda, bulletin if applicable)
Demo and modify piping from East Aeration Basin to Splitter Box. Modify slide gate SG-3 for elevation change. Install 24" flexible coupling on pipe between basin and splitter box. Remove existing 24" pipe link seal at East Aeration Basin discharge and install new link seal (single layer) with S-316 hardware.

2) It is requested that the completion date be: extended decreased
 by 2 calendar days.

3) Basis of Payment:

- a) Firm price for performing this change along with attached supporting details
 is increased / decreased by \$4,094.29
- b) Unit Price \$0.00
- c) Change to be performed per unit prices in Contract \$0.00
- d) The time required to prepare and agree upon a detailed estimate prior to proceeding with the change would unduly delay job progress. The following is an approximate estimate to assist Owner in determining whether or not change should be made. If notified to proceed, a detailed estimate in the form agreed upon, with supporting details, will be submitted after receipt of said notice.
 Approximate Estimate is \$0.00

- CHANGE WILL NOT BE MADE
 PROCEED ON THE FOLLOWING BASIS:
- Firm Price
 - Estimate of Price
 - Unit Price in Contract
 - Time and Material
 - Change in Completion Date
 - No Change
- Comments: _____

Submitted by: *Mark Dfoessler*
Mark Dfoessler

Approved by _____
Owner

WRH, Inc.

Date: 10/15/2019

Date: _____

K. Reports-Received/File



Mount
Vernon
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

**Eric Roudabush
Scott Rose
Tom Wieseler
Stephanie West
Deb Herrmann**

SEPTEMBER 2019
POLICE REPORT

Vehicle Collisions

There were 11 reported collisions in September. The first collision occurred at the Unity Point Clinic when a driver accidentally pushed the accelerator instead of the brake and ran into the building. Minor injuries were reported, and damage was estimated at \$26,000. The second collision occurred on Hwy 1 near Rachel Street when a driver experienced a medical event and lost control of his vehicle, crashing into the construction area. Damage was estimated at \$5,000 and no injuries were reported from the collision. The third collision on 10th Ave SW near Palisades Rd as traffic was leaving the school campus. This collision occurred when a driver failed to stop in assured clear distance and ran into the back of the vehicle in front of them. Minor injuries were reported, and damage was estimated at \$3,300. The fourth collision occurred at Hwy 1 & 30 when a vehicle travelling westbound on Hwy 30 failed to yield to a vehicle travelling north on Hwy 1 in the traffic circle. Damage was estimated at \$6,300 and no injuries were reported. The fifth collision occurred at the Washington Elementary parking lot when a vehicle was pulling into a parking space while the driver was talking on the cell phone and collided with the vehicle parked next to them. Damage was estimated at \$4,000 and no injuries were reported. The sixth collision occurred at the Mount Vernon Fire Department when a vehicle drove into the North parking lot, driver east through the lot, over the retaining wall, along side the fire station, striking the building, then through the yard at 601 1st Ave SW. The driver fled the scene without reporting the collision. This case remains under investigation. Damage was estimated at \$2,500 and no injuries were reported. (Damage to Fire Station was cosmetic and estimated at \$1,000). The seventh collision occurred at Hwy 1 & 30 when a vehicle travelling east on Hwy 30 failed to yield to a vehicle that was travelling southbound on Hwy 1 in the traffic circle and collided with the vehicle. Damage was estimated at \$2,700 and no injuries were reported. The eighth collision occurred in the 1200 blk of 1st Ave NW when a vehicle travelling north on Hwy 1 was stopped and waiting to turn into Colonial Estates and was rear-ended by another vehicle, causing them to enter the west ditch, and the striking vehicle also entered the ditch travelled through the tree line, and collided with a trailer in the park. Both drivers reported injuries and damage was estimated at \$30,000. The ninth collision occurred in the Mount Vernon Middle School parking lot when a driver was attempting to back out of a parking space and collided with the vehicle parked next to them. Damage was estimated at \$1,400 and no injuries were reported. The tenth collision occurred in the 500 blk of 3rd Ave SW when a vehicle travelling south on 3rd Ave sideswiped a parked vehicle. Damage was estimated at \$3,000 and no injuries were reported. The last collision occurred on Hwy 1 just north of Hwy 30. This collision occurred when a vehicle travelling southbound on Hwy 1 in heavy rain crossed the center line and sideswiped a vehicle that was travelling northbound. Damage was estimated at \$700 and no injuries were reported.



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Deb Herrmann

Incidents/Arrest

There were 29 reported incidents in September. Reports included: Attempted suicide, Agency Assist to Medical Examiner, hit & run (3), assist agency-Lisbon PD, domestic disturbance, credit card fraud, harassment (3), possession of controlled substance (8) suspected drug types included marijuana, methamphetamine, cocaine, and psilocybin mushrooms; OWI (5), criminal mischief, child abuse, registration violation, violation of no contact order, theft (2) and driving while suspended.

During September Mount Vernon Officers made 7 arrests. Charges include: OWI (3), possession of controlled substance (3), possession of drug paraphernalia, driving while suspended.

K-9 Report

During September the K9 team assisted Lisbon PD and Linn County Sheriff's Office with vehicle sniffs on traffic stops. Additionally, Monster was deployed on two traffic stops and one hit and run investigation where the driver left the scene. After alerting on the vehicles, a search was conducted, and controlled substances were located in all three vehicles. The K9 Team also assisted with a search warrant at Cornell College where controlled substances were recovered.

Community Service/Training/Misc.:

- MVPD has transitioned over to our new server and TAC10 reporting Software and have now begun to ensure officers can complete reporting from the squad cars.
- Chief Shannon attended a RC Rail meeting at Hills Bank & Trust
- Chief Shannon attended a Magical Night planning meeting.
- Chief Shannon attended the 1st week (of 3) of Leadership in Police Organizations training in Des Moines, conducted by the International Association of Chiefs of Police.
- Officer Daubs attended Driver Instructor Recertification.
- Officer Gehrke and Linn County Safe Kids Coalition partnered with Lynch Ford Chevrolet for our annual Child Safety Seat Inspection. This was a rainy event, but technicians were able to inspect 11 seats. Our thanks to Dan Lynch and the Lynch Ford Chevrolet staff for partnering with us to ensure kids remain safe.
- Chief Shannon and Officer Gehrke met with all School staff and Administrators to assist with Safety training.
- MVPD conducted their semi-annual firearms qualification and training on 9/25/2019.

GTSB:

Our department fulfilled the Overtime requirements for our Traffic enforcement grant in August, while participating in the Labor Day Week Traffic project. Therefore, no GTSB enforcement



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occurred in September 2019. Our office was awarded another GTSB Grant for 2019-2020. The award increased from \$8,600.00 (2018-2019) to \$10,100 (2019-2020).

LISBON (28E Contracted Services):

Per the 28E agreement our department provided the following service to Lisbon in September 2019:

- Patrol: 2,030 minutes
- Calls for service: 365 minutes (14 calls for service)
- Administrative time: 145 minutes

Total time for September 2019: 2,450 minutes = 42.33 hrs x \$40/hr = Total: \$1,693.20

Lisbon was invoiced for police services from June 24, 2019-September 2019. **Total invoice: \$5,863.20**

Respectfully Submitted,

Chief of Police



Public Works Report
10/21/19

Parks

Nature Park restroom has been shut down along with the dog watering fountain and public drinking fountain in Nature Park. The drinking fountains for all the parks have been shut down and winterized.

Ballfields have been leveled for the season. This spring we purchased a 16-foot pull behind tool that allows us to fill in the low spots on the ballfields.

Elliott Park north has been graded and is ready for seeding.

Site Work

Seeding of the new public works site has been completed. 70% of the storm sewer work has been completed.

Street ROW

The storm sewer and street patch near College Blvd and North College Blvd have been completed. This was a complete removal and install of a new storm inlet.

Thus far leaf drop has been light crews have been able to do multiple passes around town now for two weeks. We are expecting leaf drop to increase and the frequency of which we are able to make it around town to decrease to once a week per section of town.

Internal Hiring

The streets department has hired within the department to fill the building maintenance position. Mike Walter has taken this position. We are currently looking to backfill the position that Mike has left open.

Education

Last week Eldon Downs and I attended the fall APWA conference held in Des Moines. While at the conference we were also able to network with West Des Moines and visit their current location. West Des Moines is currently building a on a new location a 25-million-dollar facility that we hope to tour when it is completed. While Mount Vernon will not be building something of that magnitude it is great to see these facilities and bring back ideas that we can use on a smaller scale.



Parks and Recreation Department
Directors Report
September 15 – October 15

Parks

- ***Due to early frost we had to shut down Nature Park's restrooms and water fountains. We will be shutting down the remainder of these facilities at other parks after this weekend. We will also be performing aeration and over seeding at many of the active park fields.***
- ***Parks and Rec is partnering with Zoe's Pet Deli on an event called Howl-O-Ween with a Dog Costume Contest. This will be an online social media contest. Zoe's will provide prizes and we will promote the Nancy Doreen Huffman Dog Park within this contest.***

Sports

- ***Fall Flag Football and Soccer will be finishing up the weekend of October 19th.***
- ***Girls Basketball registration will end October 15th and practices can start as early as October 21st with games beginning November 9th.***

Pool

- ***The pool has been shut down and staff will assess what additional items need attention next spring.***
- ***The Pool Committee should be meeting in the next couple of weeks.***

Misc

- ***Trail discussions continue and we finalize both Wellness Center connection trail and Nature Park trail. We still hope to take both of these projects to bid this winter for a spring/ summer project date.***

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
October 21, 2019**

- The quiet zone project will begin once the City and Contractor have received final approval from UP.
- The Police Department has taken an inventory of the items the City inherited with the new building. We will be preparing a resolution of disposal next month.
- Department heads will be submitting their CIP requests to me by the end of the month. Once compiled and reviewed, staff will submit the requests to Council.