

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 16, 2017 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	January 13, 2017

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

A. Call to Order

B. Agenda Additions/Agenda Approval

C. Communications:

1. Unscheduled

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

D. Consent Agenda

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

1. Approval of City Council Minutes – December 19, 2016 Regular Council Meeting
2. Approval of Liquor License – Palisades Café
3. Appoint Mike Buser – EMA
4. Appoint Mike Buser and Doug Shannon – Linn County E911
5. Appoint Marty Christensen – Mayor Pro Tem
6. Appoint Paul Tuerler and Tom Wieseler – Personnel Committee
7. Appoint Eric Roudabush and Scott Rose – Safety Committee
8. Appoint Marty Christensen and Scott Rose – Finance Committee
9. Appoint Paul Tuerler and Eric Roudabush – Infrastructure Committee
10. Appoint Tom Wieseler and Scott Rose – Economic Development
11. Appoint Eric Roudabush and Chris Nosbisch – Fire Department Advisory Board
12. Appoint Tom Wieseler – Liaison to Cole Public Library
13. Appoint Tom Wieseler – Liaison to Cornell College
14. Appoint Doug Shannon and Derek Boren – Mt. Vernon-Lisbon Ambulance Board

E. Public Hearing

1. None

F. Ordinance Approval/Amendment

1. An Ordinance Amending Chapter 151 Trees of the Mt. Vernon Municipal Code
 - i. Motion to approve third and final reading

2. An Ordinance Adopting Chapter 27 Housing Commission of the Mt. Vernon Municipal Code
 - i. Motion to approve third and final reading
3. An Ordinance Amending Chapter 135 Street Use and Maintenance of the Mt. Vernon Municipal Code
 - i. Motion to approve third and final reading

G. Resolutions for Approval

1. Resolution #1-16-2017A Approving the Transfer of Funds in the Amount of \$101,010.42 from the Sewer Fund to Debt Service
2. Resolution #1-16-2017B Rejecting Acts of Intimidation and Supporting a Diverse and Safe Community

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 Phone Equipment Upgrades – TechniCom, Inc. - Council Action as Needed
3. Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Establishing Rules and Regulations for Operating a Perpetual Care Cemetery - Council Action as Needed
4. Discussion and Consideration of Setting a Public Hearing Date for a Resolution Amending the FY 2017 Budget

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. Kate Rose – CDG (Smithsonian Exhibit)
2. K-9 Program
3. FY 2018 Budget Discussions

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 January 4, 2017 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

Call to Order. Mayor Jamie Hampton called the meeting to order at 6:30 p.m. Agenda correction: Agenda Item #J-3 address should be listed as 718 First Avenue NE (not SW).

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

Consent Agenda

Approval of City Council Minutes – December 19, 2016 Regular Council Meeting. Motion to approve the December 19, 2016 minutes made by Rose, seconded by Wieseler. Carried all.

Appoint Suzette Astley - Historic Preservation Commission. Motion to approve the appointment of Suzette Astley to HPC made by Tuerler, seconded by Rose. Carried all.

Acceptance of Resignation – Richard Peterson, Planning and Zoning Commission. Motion to accept the resignation of Richard Peterson, Planning and Zoning commission made by Wieseler, seconded by Rose. Carried all.

Ordinance Approval/Amendment

An Ordinance Amending Chapter 151 Trees of the Mt. Vernon Municipal Code. Motion to approve second reading and proceed with third reading (Council may suspend rules and proceed to third and final reading after vote of second reading). Neither for nor against staff has not received any communication from the public since the first reading concerning this ordinance. Motion to approve the second reading of an Ordinance Amending Chapter 151 Trees of the Mt. Vernon Municipal Code made by Rose, seconded by Tuerler. Roll call vote. Carried all.

An Ordinance Adopting Chapter 27 Housing Commission of the Mt. Vernon Municipal Code. Motion to approve second reading and proceed with third reading (Council may suspend rules and proceed to third and final reading after vote of second reading). Neither for nor against staff has not received any communication from the public since the first reading concerning this ordinance. Motion to approve the second reading of an Ordinance Adopting Chapter 27 Housing Commission of the Mt. Vernon Municipal Code made by Tuerler, seconded by Wieseler. Roll call vote. Carried all.

An Ordinance Amending Chapter 135 Street Use and Maintenance of the Mt. Vernon Municipal Code. Motion to approve second reading and proceed with third reading (Council may suspend rules and proceed to third and final reading after vote of second reading). Neither for nor against staff has not received any communication from the public since the first reading concerning this ordinance. Motion to approve the second reading of the Ordinance amending Chapter 135 Street Use and Maintenance of the Mt. Vernon Municipal Code made by Tuerler, seconded by Roudabush. Roll call vote. Carried all.

Resolutions for Approval

Resolution #1-4-2017A Approving the Authorized Signatures at Mount Vernon Bank. This annual resolution approves the parties that are capable of signing checks on behalf of the City. City Administrator Chris

Nosbisch said that the City's new checks will have a two party/double signature line and suggested adding the mayor pro tem to the list. This has been mentioned in the City's audit for a few years. Motion to approve Resolution #1-4-2017A approving the authorized signatures at the Mount Vernon Bank with the amendment of including the mayor pro tem made by Tuerler, seconded by Wieseler. Roll call vote. Carried all.

Motions for Approval

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

ALICE KURTZ	SERVICES-MVHPC	500.00
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,080.95
ALLIANT IES UTILITIES	ENERGY USAGE-FD	106.97
ALLIANT IES UTILITIES	ENERGY USAGE-SEW,P&REC	50.02
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	46.84
AMERICAN PUBLIC WORKS ASSOC	MEMBERSHIP-PW	190.00
ANDREW BONASERA	DEPOSIT REFUND-WAT	45.42
BAUER BUILT TIRE - CEDAR RAPID	TIRES/SKID LOADER-PW	680.20
BAUMAN AND COMPANY	UNIFORMS-PW	389.95
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A	325.00
CARGILL INCORPORATED	SALT-RUT	1,813.36
CARGILL INCORPORATED	SALT-RUT	1,812.65
CENTURY LINK	PHONE CHGS-WAT,SEW	145.31
CENTURY LINK	PHONE CHGS-PD	109.09
CENTURY LINK	PHONE CHGS-RUT	51.14
CENTURY LINK	PHONE CHGS-POOL	43.90
CITY TRACTOR CO	EQUIPMENT MAINT-PW	251.84
CONGRAN SYSTEMS	ONLINE REGISTRATION FEES	16.00
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	319.60
GALLS INC	UNIFORMS-PD	375.74
GALLS INC	UNIFORMS-PD	37.84
GARY'S	SUPPLIES-P&REC	119.65
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	132.50
GROUP SERVICES	INSURANCE	29,228.88
HARBOR FREIGHT TOOLS	TOOLS-WAT,SEW	364.76
IOWA SOLUTIONS	DBR BACKUP-ALL DEPTS	350.00
IOWA SOLUTIONS	QRTLTY MAINTENANCE-ALL DEPTS	150.00
J ROBERT HOPSON	ACTUARIAL CERTIFICATION	550.00
JOAN BURGE	CLEANING SERVICE-P&A	120.00
JOAN BURGE	CLEANING SERVICE-P&A	120.00
JOE'S QUALITY WINDOW CLEANING INC	CLEANING SERVICE-P&A	125.00
KAY PARK RECREATION	PEDESTAL GRILL	471.00
LEDERER WESTON CRAIG	J.MOORE/REM ZONING-BLD OF ADJ	378.00
LINN CO-OP OIL CO	FUEL-PW	536.51
LYNCH FORD	5K MI MAINT/2013 EXP-PD	38.31
MENARDS	ANTENNA,TRIPOD-RUT	129.55
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	620.73
NEAL'S WATER CONDITIONING SERV	WATER/SALT-P&A,RUT	46.00
PAYROLL	CLAIMS	119,468.77
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	369.86
ROBERT BUSER	MEMBERSHIP RENEWAL-EMA	30.00
SCHIMBERG COMPANY	SUPPLIES-WAT	176.67
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,160.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,455.00

SPEER FINANCIAL INC	TIF REPORT DELIVERY-P&A	350.00
SPRAY-LAND USA	MOTOR/BRINE SYSTEM-RUT	280.00
SPRAY-LAND USA	SNOW SUPPLIES-RUT	192.05
SPRINGER PEST SOLUTIONS CORP	PEST CONTROL-P&A	30.00
TJ REPAIR - JAY UNASH	#214 REPAIRS-FD	120.26
TREASURER STATE OF IOWA	SALES TAX	3,746.00
U LINE	MAT-PD	148.75
US BANK	CREDIT CARD PURCHASES	3,339.68
US CELLULAR	CELL PHONE-ALL DEPTS	312.02
UTILITY SERVICE INC	WATER TOWER MAINT CONTRACT	12,449.08
WAPSI WASTE SERVICE	GB,RECY,LEAF-SW	22,651.61
WENDLING QUARRIES	SAND-RUT	933.97
WENDLING QUARRIES	SAND-RUT,WAT	539.44
	TOTAL	210,625.87

Discussion and Consideration of Citizen Request for Action – Convex Mirror Request - Council Action as Needed. Resident Dick Stoltz has asked Council to consider installing convex mirrors at two intersections; A Ave & 1st Street and 2nd Ave & 1st Street. Mayor Hampton asked if there was any data relating to the number of accidents. Nosbisch said that he had discussed this with Chief Doug Shannon who said that there are fewer accidents because people know the intersections. They tend to creep out and are more cautious. Christensen suggested discussing this with the City's engineering contractor. Public Works Director Nick Nissen then said that he had discussed this with Dave Schechinger, V&K Engineering, and that he has only seen these mirrors in parking ramps and are typically used for pedestrian crossings. Tuerler said that a previous council discussed making the first block on each side of 2nd Avenue, north and south, a one way street. No action was taken and will be discussed again at a future council meeting.

Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Rezoning Property Located at 718 First Avenue SW from LI Limited Industrial to TR Traditional Residential - Council Action as Needed. Nosbisch explained that the reason for the rezoning was because the homeowner wants to do some work on the house and garage. Christensen motioned that the public hearing be set for February 6th, seconded by Rose. Carried all.

Discussion Items (No Action)

Year in Review. Nosbisch explained that he would like to start sending out reports, such as this, on a quarterly basis. The reports will update current projects, what has been accomplished since the previous report and the addition of new projects. Council agreed that this was a good way to review accomplishments and it helps them understand what is happening in the City.

Reports of Mayor/Council/Administrator

City Administrator's Report. Staff will pick up Christmas trees through the end of January. RFQ's for the community/recreation facility are due to the City by January 9, 2017.

As there was no further business to attend to the meeting adjourned, the time being 7:45 p.m., January 4, 2017.

Respectfully submitted,
Sue Ripke
City Clerk

Marsha Dewell

From: Licensing@IowaABD.com
Sent: Saturday, January 07, 2017 1:34 AM
To: Marsha Dewell
Cc: Licensing@IowaABD.com
Subject: [POSSIBLE SPAM] Liquor License Submitted to Local Authority

The following licenses are completed and awaiting local authority approval:

License #	License Status	Business Name
BW0095013	Submitted to Local Authority	Palisades Cafe (117 First St W Mount Vernon Iowa, 52314)

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally at 515.281.7400 (select option 1).
For assistance by email contact Licensing@IowaABD.com
To access license renewal, click here: <https://elicensing.iowaabd.com>

CITY OF MOUNT VERNON
INTEREST FORM

I would like to express my interest to serve on the Ambulance Board
board/commission/committee. I understand that this is solely a discretionary mayoral
appointment to that board/commission/committee and the City Council (Mark the appropriate)
 IS or IS NOT required to take action on such appointment.

NAME Derek Boren

ADDRESS 730 Franko Rd. MV

PHONE 319-310-7463

EMAIL Derek.Boren@gmail.com

What experiences or abilities do you feel qualify you for this appointment?

10 years with MVFD, current Ast. chief, Emt Past 8 years
Good communications skills and ability to listen.

Please return the completed form to Mount Vernon City Hall.

F. Ordinance Approval/Amendment

AGENDA ITEM # F – 1

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

DATE: January 16, 2017

AGENDA ITEM: Ordinance – Trees

ACTION: Motion

SYNOPSIS: Staff has not received any communication for nor against this ordinance since its second reading.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

Prepared by: City of Mt. Vernon, City Hall, Chris Nosbisch, City Administrator	213 First St. NW, Mt. Vernon, IA 52314 (319) 895-8742
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ORDINANCE #12-19-2016B

AN ORDINANCE AMENDING CHAPTER 151 TREES OF THE CITY OF MT. VERNON MUNICIPAL CODE

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

SECTION 1. AMENDMENT. The existing 151.06 Obstruction. (2) Public Property. is hereby repealed and replaced with a new 151.06 Obstruction. (2) Public Property. The maintenance of the parking or terrace of public right of way shall conform to Section 135.10.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase 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 provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this ___ day of _____, 201_.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as Ordinance #12-19-2016B on the ___ day of _____, 201_.

Sue Ripke, City Clerk

AGENDA ITEM # F – 2

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

DATE:	January 16, 2017
AGENDA ITEM:	Ordinance – Housing Commission
ACTION:	Motion

SYNOPSIS: Staff has not received any communication for nor against this ordinance since its second reading.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

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

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

ORDINANCE #12-19-2016C

AN ORDINANCE ADOPTING CHAPTER 27, HOUSING COMMISSION OF THE CITY OF MT. VERNON MUNICIPAL CODE

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

SECTION 1. ADOPTION. The Mt. Vernon Municipal Code is hereby amended to include the language set forth in Exhibit "A," attached hereto and made a part thereof.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase 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 provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this _____ day of _____, 201__.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance #12-19-2016C on the _____ day of _____, 201__.

Sue Ripke, City Clerk

Exhibit "A"

CHAPTER 27

HOUSING COMMISSION

27.01 Appointment

27.03 Vacancies

27.05 Membership

27.02 Term of Office

27.04 Compensation

27.06 Powers and Duties

27.01 HOUSING COMMISSION. There shall be appointed by the City Council a City Housing Commission, hereinafter referred to as the Commission, consisting of nine (9) members, who shall be qualified by knowledge or experience to make recommendations to the City Council in matters pertaining to housing development, housing needs, codes/ordinances, and/or other development needs.

27.02 TERM OF OFFICE. The term of office of the members of the Commission shall be three (3) years. The terms shall be structured in a manner that no more than one-third of the members will expire in any one year.

27.03 VACANCIES. If any vacancy exists on the Commission caused by the resignation, or otherwise, a successor for the residue of the term shall be appointed in the same manner as the original appointee.

27.04 COMPENSATION. All members of the Commission shall serve without compensation, except their actual expenses, which shall be subject to the approval of the Council.

27.05 MEMBERSHIP. It is recognized that a true representation on the membership body may require members residing outside the current city limits. At no time shall the number of non-residents on the commission account for more than three (3) appointees. The Commission shall generally consist of representatives from the following areas: a local bank representative, a citizen at-large representative, City Council representative, Mt. Vernon School representative, CDG Board representative, Planning and Zoning representative, representative from a real estate firm, a representative having controlling interest in development property within two miles of the city limits, and a representative from a development firm. It is recognized that deviations from the above list may be necessary to maintain a qualified Commission. At no time shall the membership consist of more than two representatives of the above listed fields of expertise.

27.06 POWERS AND DUTIES. The Commission shall have and exercise the following powers and duties:

1. Selection of Officers. The Commission shall choose annually at its first regular meeting one of its members to act as Chairperson and another as Vice Chairperson, who shall perform all of the duties of the Chairperson during the Chairperson's absence or disability.
2. Adopt Rules and Regulations. The Commission shall adopt such rules and regulations governing its organization and procedure as it may deem necessary.
3. Recommendation for Incentives. The Commission shall review various forms of housing incentives and make recommendations on adoption and procedural use in the City. Additionally, the Commission shall recommend programs to disburse LMI (Low to Moderate Income) set aside as a result of any housing incentive program
4. Identify Housing Needs. The Commission shall make recommendations of housing needs to the Council.
5. Code Review. The Commission shall review various housing codes, including rental, building, topsoil, and development, for adoption by the City Council.
6. Special Projects. The Council, from time to time, may task the Housing Commission with projects aimed at identifying roadblocks to housing development.
7. Fiscal Responsibilities. The Commission shall have full, complete and exclusive authority to expend for and on behalf of the City all sums of money appropriated to it, and to use and expend all gifts, donations or payments whatsoever which are received by the City for housing purposes.
8. Limitation on Entering Contracts. The Commission shall have no power to contract debts beyond the amount of its original or amended appropriation as approved by the Council for the present year.
9. Annual Report. The Commission shall make a report to the Mayor and Council of its proceedings, with a full statement of receipts, disbursements and the progress of its work during the preceding fiscal year.

AGENDA ITEM # F – 3

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

DATE:	January 16, 2017
AGENDA ITEM:	Ordinance – Street Use
ACTION:	Motion

SYNOPSIS: Staff has not received any communication for nor against this ordinance since its second reading.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

Prepared by:	City of Mt. Vernon, City Hall, Chris Nosbisch, City Administrator	213 First St. NW, Mt. Vernon, IA 52314 (319) 895-8742
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ORDINANCE #12-19-2016D

AN ORDINANCE AMENDING CHAPTER 135 STREET USE AND MAINTENANCE OF THE CITY OF MT. VERNON MUNICIPAL CODE

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

SECTION 1. AMENDMENT. The existing 135.10 Maintenance of Parking or Terrace. is hereby repealed and replaced with a new 135.10 Maintenance of Parking or Terrace. It shall be the responsibility of the abutting property owner to maintain all property outside the lot and property lines and inside the curb lines upon the public streets, except that the abutting property owner shall not be required to trim, remove or maintain trees on the publicly owned right of way. Maintenance includes timely mowing and picking up litter.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase 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 provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this _____ day of _____, 201__.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance #12-19-2016D on the _____ day of _____, 201__.

Sue Ripke, City Clerk

G. Resolutions for Approval

AGENDA ITEM # G – 1

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

DATE:	January 16, 2017
AGENDA ITEM:	Resolution – Transfer of Funds
ACTION:	None

SYNOPSIS: This resolution will transfer the funds from sewer revenue to debt service. This money is paying off the 2009A bonds one year early. Sewer funds were being used to repay the bond.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

RESOLUTION #1-16-2017A

A Resolution authorizing a transfer of funds in the amount of \$101,010.42 from the Sewer Fund to Debt Service for the early pay off of the 2009A GO Note.

Motion made by _____ seconded by _____ to _____
Resolution #1-16-2017A on January 16, 2017.

Resolution #1-16-2017A _____ on January 16, 2017, by the following roll call vote:

YES:

NO:

ABSTAIN:

ABSENT:

MOUNT VERNON CITY COUNCIL
MOUNT VERNON, IOWA

Jamie Hampton, Mayor

ATTEST:

Sue Ripke
Assistant City Administrator/Clerk

AGENDA ITEM # G – 2

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

DATE:	January 16, 2017
AGENDA ITEM:	Resolution – Rejecting Acts of Intimidation
ACTION:	None

SYNOPSIS: A number of citizens recently requested the City consider a formal resolution or proclamation decrying violence. A similar resolution was adopted by the Iowa City City Council shortly after the presidential election had been completed.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

RESOLUTION NO. 1-16-2017B

RESOLUTION REJECTING ACTS OF INTIMIDATION AND SUPPORTING A DIVERSE AND SAFE MT. VERNON COMMUNITY

WHEREAS, citizens of Mt. Vernon have reported intimidating actions directed toward definable groups within the Mt. Vernon community, and

WHEREAS, the City Council of the City of Mt. Vernon, Iowa is disheartened at the rhetoric, comments, statements and expressions of hate taking place across the country, and are troubled that similar comments have been made in our community, and

WHEREAS, verbal and physical acts that threaten or intimidate people with whom one disagrees are not part of our culture and do not reflect who we are, and

WHEREAS, we strongly condemn any political rhetoric, regardless of viewpoint, that involves threatening or intimidating language and any actions that involve the threat of physical harm to others, and

WHEREAS, we celebrate our community's diversity, and welcome all residents who live here, regardless of their national origin, color, religion, sexual orientation, or gender identity.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA, that we reaffirm our community's shared values of compassion, inclusion, respect, and dignity; and our commitment to building an environment, and a community, in which everyone is valued and everyone has the opportunity to thrive.

RESOLVED this 16th day of January, 2017.

Jamie Hampton, Mayor

ATTEST: _____
Sue Ripke, City Clerk

J. Motions for Approval

CITY OF MOUNT VERNON CLAIMS FOR APPROVAL, JANUARY 16, 2017

COMMUNITY DEVELOPMENT GROUP	HOTEL/MOTEL TAX PYMT	21,579.74
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	3,339.68
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,155.14
MUNICIPAL SUPPLY INC	METERS-WAT	1,080.00
ECICOG	ZONING ORDINANCE UPDATE-P&A	996.00
LYNCH FORD	2005 EXCURSION MAINT-FD	898.39
COMMUNITY DEVELOPMENT GROUP	EDUCATION	550.00
CR/LC SOLID WASTE AGENCY	LEAVES,PAINT,LIGHTS-S/W	536.96
CARQUEST OF LISBON	VEHICLE MAINT-PW	533.21
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	420.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	370.26
JASON BLINKS	TRAINING-FD	339.66
JOHN CRANE INCE	EQUIP MAINT-WAT	335.74
JACOB BUSTER	TRAINING-FD	329.40
DIESEL TURBO SERVICES INC	215 REPAIR-FD	281.71
RACHEAL HEFFELFINGER	TRAINING-FD	249.88
TIM KEEGAN	TRAINING-FD	242.19
IOWA PRISON INDUSTRIES	SAFETY SIGNS-RUT	229.19
DEREK BOREN	TRAINING-FD	208.85
ADAM DAKE	TRAINING-FD	196.02
CASEY O'CONNOR	TRAINING-FD	190.89
INTERNATIONAL ASSOC OF EMERGENCY	MEMBERSHIP-EMA	190.00
BOBBY STUDDT	TRAINING-FD	185.76
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	180.00
ESTHER PERALEZ	TRAINING-FD	170.37
ANDY PITLLIK	TRAINING-FD	160.11
MEHRDAD ZARIFKAR	TRAINING-FD	160.11
ALLIANT IES UTILITIES	ENERGY USAGE-KMVL	160.07
KURT PISARIK	UNIFORMS-PW	149.99
NATHAN GOODLOVE	TRAINING-FD	149.85
JEROD LYNCH	TRAINING-FD	139.59
GALLS INC	UNIFORMS-PD	136.00
CURTIS SANTIS	TRAINING-FD	131.89
US CELLULAR	CELL PHONE-PD	126.43
CHRIS NOLL	TRAINING-FD	121.63
NICK BOREN	TRAINING-FD	83.16
MOUNT VERNON FIRE DEPARTMENT	TRAINING-FD	82.50
SEAN DIETRICH	TRAINING-FD	75.46
AARON POWER	TRAINING-FD	75.46
JOSH FITZPATRICK	TRAINING-FD	75.46
CARQUEST OF LISBON	VEHICLE MAINT-FD	73.37
MIKE BUSER	TRAINING-FD	72.90
KEITH HUEBNER	TRAINING-FD	65.20
IOWA SOLUTIONS INC	COMPUTER MAINT-PW	62.50
MATT SIDERS	MILEAGE-P&REC	61.56
MOUNT VERNON FIRE DEPARTMENT	LIGHT BAR-FD	60.80
SEAN BOREN	TRAINING-FD	60.07
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
AIRGAS INC	CYLINDER RENTAL FEE-PW	57.32
MARK KROB	TRAINING-FD	49.81
DAVE HEEREN	TRAINING-FD	44.68
STORM STEEL	ANGLE IRON-WAT	41.79
KIRKWOOD COMMUNITY COLLEGE	MEDICAL-FD	40.00
UNITYPOINT CLINIC-OCCUPATIONAL	DRUG TESTING-PW	37.00
MOUNT VERNON ACE HARDWARE	EQUIP REPAIR-FD	28.62
	OVER	

CITY OF MOUNT VERNON CLAIMS FOR APPROVAL, JANUARY 16, 2017

HAWKEYE FIRE & SAFETY CORP	EQUIP REPAIR-FD	23.75
MEDIACOM	UTLITY SERVICE-FD	22.76
ADAM FLOCKHART	TRAINING-FD	21.60
SHERWIN WILLIAMS CO.	EQUIP REPAIR-RUT	8.20
	TOTAL	37,568.68

AGENDA ITEM # J – 2

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

DATE: January 16, 2017

AGENDA ITEM: Phone Upgrades

ACTION: None

SYNOPSIS: The current phone system utilized by City Hall is over ten years old. Staff is beginning to have feedback and voicemail issues. After inspection it was determined that the issues are caused by equipment, and not the phone connection. The projected phone cost are \$4,845, with an additional \$500 for the voice record to email feature. These upgrades would likely take place this fiscal year, although the billing may occur in the next fiscal year's budget.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

EQUIPMENT ITEMIZATION

<u>QTY</u>	<u>DESCRIPTION</u>
1	NEC SV9100S VoIP Communications Server Configured with: (48) System Resource Licenses (16) Digital Station Ports (08) Analog Outside Line Ports (01) Music on Hold License (16) Voice Mailboxes Licenses
11	NEC DT430 Digital 24 Button Display Full Duplex Endpoints
1	CyberPower 1500VA Battery Backup Unit
1	Two (2) Year Parts and Labor Warranty

*Total System Investment: \$4,845.00

*Plus Applicable Sales Tax and Trade-In of Existing Phone System

OPTIONAL CONFIGURATION

Replace an NEC DT430 Digital 24 Button Endpoint with a Digital 12 Button Endpoint

*Deduct: \$35.00

Email Notification Pricing

The first email notification license/setup is \$129.00. Additional email notification licenses are \$35.00 each. Iowa Solutions will need to be involved with the integration to your data network. A cable to your data switch may be required.

*Plus Applicable Sales Tax

SYSTEM SERVICE

COVERAGE HOURS

24 hours a day, 7 days a week, including holidays.

SERVICE DESCRIPTION

RESPONSE TIME

Multiple telephones cannot place or receive calls.

2 Hours

Multiple outside lines are inoperative.

2 Hours

Isolated telephones or outside lines are inoperative.

24 Hours

Moves, Adds, or Changes

3 Business Days

ONE POINT OF CONTACT

TechniCom will be the **ONLY** contact for all of your service needs. We will isolate your service problems and repair, or report to the responsible vendor to ensure rapid correction.

TRAINING

We will work with you to develop a training schedule that meets the needs of your business and will provide post installation follow-up training as required.

Initial training will include:

- Description of the new telephones
- Introduction to the user guide
- Explanation and practice of system features

ENDPOINT



NEC DT430 Digital 24 Button Display Full Duplex Endpoint

AGENDA ITEM # J – 3

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

DATE:	January 16, 2017
AGENDA ITEM:	Set Date – Cemetery Ordinance
ACTION:	None

SYNOPSIS: Staff has been working with the Iowa Insurance Division to complete the 2014 Compliance Examination Report. As a part of this review, they are requiring the City to either adopt an ordinance or utilize a perpetual care cemetery trust agreement. I have enclosed a copy of a sample ordinance submitted by the State as our language would be similar. The request is to set a public hearing date for February 6, 2017.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

SAMPLE ORDINANCE LANGUAGE FOR A GOVERNMENTAL SUBDIVISION

OPERATING A PERPETUAL CARE CEMETERY

TRUSTEESHIP. Pursuant to section 523I.502 of the Code of Iowa, [insert name of city/township/county] hereby states its willingness and intention to act as the trustee for the perpetual maintenance of interment spaces in [insert name of cemetery].

ESTABLISHMENT OF TRUST FUND. A perpetual trust is hereby established for [insert name of cemetery] in accordance with Iowa Code chapter 523I, the Iowa Cemetery Act. A restricted fund is created, to be known and designated as the "perpetual care cemetery fund," which shall be funded by the deposit of an amount equal to or greater than twenty percent of the gross selling price, or \$50.00, whichever is more, for each sale of [applicable language such as interment space, lot, plot, etc.] within the cemetery. The fund shall be administered in accordance with the purposes and provisions of Iowa Code chapter 523I.

The perpetual care cemetery fund shall be maintained separate from all operating funds of the cemetery and the principal of the fund shall not be reduced voluntarily except as specifically permitted by the Iowa Cemetery Act and applicable administrative regulations.

SALE OF INTERMENT RIGHTS. The sale or transfer of interment rights in the cemetery shall be evidenced by a certificate of interment rights or other instrument evidencing the conveyance of exclusive rights of interment upon payment in full of the purchase price. The agreement for interment rights shall disclose all information required by the Iowa Cemetery Act, including the amount or percentage of money to be placed in the perpetual care cemetery fund.

PERPETUAL CARE REGISTRY. The cemetery shall maintain a registry of individuals who have purchased interment rights in the cemetery subject to the care fund requirements of the Iowa Cemetery Act, including the amounts deposited in the perpetual care cemetery fund.

AGENDA ITEM # J – 4

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

DATE:	January 16, 2017
AGENDA ITEM:	Set Date – Amending FY 2017 Budget
ACTION:	None

SYNOPSIS: This is the time to set a public hearing for a resolution amending the FY 2017 budget. The amendment is necessary to account for unexpected revenues and expenditures that have occurred to date. There will likely be one final budget amendment in June 2017. The public hearing would be set for February 6, 2017.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

K. Reports-Received/File



Chris Nosbisch, City Administrator
Doug Shannon, Chief of Police

Jamie Hampton, Mayor

Council:

Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler

December 2016
POLICE REPORT

Vehicle Collisions

There were 9 reported collisions in December. The first collision occurred at the intersection of Hwy 1 & 30 when two vehicles were southbound on Hwy 1, approaching the roundabout. The first vehicle yielded for traffic and was rear-ended by the 2nd vehicle. Damage was estimated at \$3,000 and no injuries were reported. The second collision occurred at the intersection of Hwy 1 & 2nd Street. This collision was the result of a vehicle following to close and rear-ending a vehicle that was yielding for turning traffic. Damage was estimated at \$9,500 and no injuries were reported. The third collision occurred on Virgil Drive and involved a vehicle exiting the Integra Health Office failing to yield to the City vehicle that was placing brine on the roadway. The vehicle ran into the back of the City vehicle, causing minor damage to both vehicles. Damage was estimated at \$3,600 and no injuries were reported. The fourth collision occurred in the Mount Vernon High School parking lot, and was the result of a vehicle attempting to stop and began to skid on ice, striking a parked vehicle. Damage was estimated at \$3,500 and no injuries were reported. The fifth collision occurred in the Gary's Food parking lot when a driver lost control of their vehicle and struck a parked car. Damage was estimated at \$3,000 and no injuries were reported. The sixth collision occurred when a vehicle backing out of a driveway struck a legally parked vehicle. Damage was estimated at \$3,900 and no injuries were reported. The seventh collision occurred at Hwy 1 & 30 roundabout when a vehicle travelling eastbound through the roundabout was struck by a vehicle travelling northbound on Hwy 1 was entering the roundabout and failed to yield to the vehicle in the roundabout. Damage was estimated at \$5,500 and no injuries were reported. The eighth collision occurred at the Hwy 1 & 30 roundabout and the result of a vehicle travelling westbound on Hwy 30 failing to yield to a vehicle proceeding North on Hwy 1 through the roundabout. Damage was estimated at \$6,500 and no injuries were reported. The last collision occurred in the parking lot of Gary's Foods. This collision was the result of a vehicle striking a parked vehicle and leaving the scene without reporting the collision. Damage was estimated at \$2,000 and no injuries were reported.

Incidents/Arrest

There were 20 reported incidents in December. Reports included: Juvenile runaway, Domestic dispute, possess tobacco as a minor, counterfeit currency, found bike, possession of controlled substance, OWI, Public Intox, Interference with Official Acts, Driving while suspended, shoplifting, Dog bite, Hit & run, theft, possession of alcohol under age, possession of drug paraphernalia, criminal mischief, and operation of motor vehicle without owner's consent. The reported incidents resulted in 13 arrests for the month, charges included Forgery (Counterfeit Currency), Possession of controlled substances, OWI, Public Intox, Interference with official acts, shoplifting, Theft, possess alcohol under age, possess drug paraphernalia, and Driving while suspended.



Council:

**Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler**

**Chris Nosbisch, City Administrator
Doug Shannon, Chief of Police**

Jamie Hampton, Mayor

Community Service:

- Officer Gehrke attended the "Late Night Breakfast" at Cornell College
- Officers participated in "No Shave November" and raised \$1,395. This money was donated to the memorial funds for Des Moines Sgt. Tony Bemnio & Urbandale officer Justin Martin.

Training

- Officer Gehrke successfully complete training in "Sex Crimes Investigations" provided by the Southern Police Institute - University of Louisville.

GTSB

Officers worked a total of 20 hours of extra traffic enforcement for December. This traffic enforcement resulted in 1 narcotics arrest, 3 speed violations, 2 registration violations, 1 no insurance violation, 1 equipment violation, 1 other traffic violation, and 3 motorist assists.

LISBON

Mount Vernon Police Department has supplemented police coverage for the City of Lisbon since November 28, 2016. Per the 28E agreement our department provided the following service to Lisbon in December 2016:

- Patrol: 2,948 minutes
- Calls for service: 1,496 minutes (20 calls for service)
- Administrative time: 182 Minutes

Total time for December: 77.1 hours.

Respectfully Submitted,

Doug Shannon
Chief of Police



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler

Public Works Repot
1/16/17

ROW

During the last winter storm heavy winds caused some tree damage on Lisbon Road. A resident reported a down tree that had fallen and rested on a telephone pole. This naturally happened after city staff had decided to address a front end problem on the boom truck. In the short term staff rented a lift from Aero Rental in Iowa City to remove the tree. It took staff roughly 3 hours to safely drop the tree. While on the site staff also cleaned up other dead limbs and trees. This practice is something staff does to minimize call backs.

Hahn Creek Trail

City staff was able to take full advantage of the rented lift. A previous work request had been made, wanting a limb removed from a walnut tree near the Hahn Creek Trail. The lift came in handy to drop this limb along with clean up some dead trees over another resident's home near the trail. The lift was used for 2 days at a cost of \$550.00 dollars. If the city would have hired a tree service, the estimated cost for these projects would have been well over \$3000.00 dollars.

Safety Training

On January 11th, the public works department along with the water department attended a CPR/First Aid class. This class should meet requirements mandated that employees have training every 2 years. City staff is very thankful that Chris enrolled us into IMAU almost a year ago, education on safety is the key. Staff has had no complaints on taking these class.

CIP Planning

I recently took a visit to Henderson Truck in Manchester to see what kind of options we have for adding a wing to our newest snow plow truck. This is in preparation for the city taking over old highway 30 when the bypass happens. During the visit some other options that we are considering would be to add a brine tank to this truck along with a more user friendly control system. This option should be a much more economical option in the short term compared to purchasing a new truck.



Parks and Recreation Department
Directors Report
December 15 – January 15

Parks

- ***Park and Recreation Board are recommending a trail along the north side of 3rd Street at Nature Park. This trail may have a surprise feature that will make it unique and possibly a destination point for Mount Vernon. We are investigating the possibility of this feature.***

Sports

- ***Boys Basketball has started with 5 teams in Grades 3-6 and 6 teams in Grades 1-2. We are up 1 team from last year.***
- ***Youth Wrestling started on January 10th with 20 kids registered. We are up 3 kids from last year.***
- ***Created and distributed Field Reservation Forms for summer ball fields for Competitive Baseball / Softball coaches and teams.***

Pool

- ***Nothing new to report***

Misc

- ***Parks and Rec Lego Robotics team advanced to the First Lego League State Tournament again this year. The tournament will take place January 14 on the ISU campus in Ames.***
- ***MV Park and Rec hosted Holiday Open Gyms on Dec 27, 28 and 29 at MV Middle School. Over the three days we had 102 kids and parents participate. Thank you to MV Schools for making the gyms available.***

L. Discussion Items (No Action)

Memo

To: Council & Mayor
From: Chief Doug Shannon
CC: Chris Nosbisch
Date: 1/11/2017
Re: Police K9

I am writing to request your consideration and support to equip our police department with a police K9. I have personally witnessed the value of police K9's in our profession, and the benefits they provide to the officers and to the communities the K9 serves. I firmly believe that a K9 would be a valuable addition to our department, and increase the safety of the officers and the community.

Upon review of our arrest statistics for the past 5 years, drug offenses contribute to an average of 27% of all arrests:

<u>Year</u>	<u>Total Arrests</u>	<u>Drug Related</u>	<u>Percentage</u>
2012	229	53	23%
2013	188	56	30%
2014	227	67	30%
2015	311	72	23%
2016	193	57	30%

While drug detection is one of the most recognized value of a police dog, there are many other benefits the dog provides to a department including, tracking of suspects or lost persons, public relations, officer safety. Additionally when conducting building searches during a possible break in, the K9 is much more efficient and effective than officers searching. When searching for drugs, again the dog has proven more effective & efficient than officers hand searching. Both of which increase the safety for officers.

While examining other departments K9 programs, I discovered there is strong consensus on the value their K9's bring, and great community support for the K9 programs. Additionally, I found that K9 programs have a small impact on budgets because the costs related to K9's are often offset by donations and fundraising.

Members of our community have already demonstrated a strong support for a K9 program to be implemented in Mount Vernon. Over the past year, \$12,150 has been donated to the City for a K9. These donations were unsolicited, and the result of citizens desire to help ensure our community remains a safe community.

I have asked for council discussion related to adopting a K9 program. If council supports the concept of adding a K9 to our department, I will begin applying for grants, and identifying stakeholders who are willing to commit service (vet care, etc.), supplies (food, medicine, equipment, etc.), or money to support the success of this program. Once funding is identified to support implementation of the K9 program, I would bring this program back to Council for formal acceptance to proceed with a K9 program.

I appreciate your consideration & support.

Sincerely,

Doug Shannon

Chief of Police

AGENDA ITEM # L – 3

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

DATE: January 16, 2017

AGENDA ITEM: Budget Review

ACTION: None

SYNOPSIS: Staff is asking that the Council consider the following budget issues during this discussion period:

- CIP – final recommended projects for FY 2018
- Levy rate – Is the desire to stay at \$12.99
- Revenue – Franchise fees and storm water

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/13/16

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
January 16, 2017**

- The proposed demolition ordinance has been distributed and is slated for discussion on February 6, 2017.
- Judging from the information I have been receiving, the property tax backfill is currently in the crosshairs.
- February 7, 2017 is annual Iowa League of Cities Legislative Day at the Capitol. If anyone would like to attend, please let me know.