

# City of Mt. Vernon, Iowa

<b>Meeting:</b>	<b>Mt. Vernon City Council Meeting</b>
<b>Place:</b>	<b>Mt. Vernon City Hall, 213 First Street NW, Mt. Vernon, Iowa 52314</b>
<b>Date/Time:</b>	<b>September 17, 2018 – 6:30 PM</b>
<b>Web Page:</b>	<b>www.cityofmtvernon-ia.gov</b>
<b>Posted:</b>	<b>September 14, 2018</b>

<b>Mayor:</b>	Jamie Hampton	<b>City Administrator:</b>	Chris Nosbisch
<b>Mayor Pro-Tem:</b>	Tom Wieseler	<b>City Attorney:</b>	Robert Hatala
<b>Councilperson:</b>	Stephanie West	<b>Assis. Admin/City Clerk:</b>	Sue Ripke
<b>Councilperson:</b>	Scott Rose	<b>Deputy City Clerk:</b>	Marsha Dewell
<b>Councilperson:</b>	Vacant	<b>Chief of Police:</b>	Doug Shannon
<b>Councilperson:</b>	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 – September 4, 2018 Regular Council Meeting
- 2. Approval of Liquor License – BIG'S BBQ Brewpub
- 3. Approval of Liquor License – Mt. Vernon Pizza Palace, LLC
- 4. Appoint Marianne Taylor – Mt. Vernon Poet Laureate
- 5. Appoint Trude Elliot and Jay Willems – Planning and Zoning Commission
- 6. Appoint Ed Sauter and Loren Conley - Board of Appeals
- 7. Appoint Dean Borg and Nor Meyer – Board of Appeals (Alternatives)
- 8. Appoint Loren Conley and Joel Wolfe – Assistant Building Officials
- 9. Appoint Suzette Astley, Ed Sauter, Robert Murphy, Susan Hargus, Janet Budack, Guy Booth – Historic Preservation Commission
- 10. Appoint Rory Wiebel, Catherine Poduska, Loren Hoffman – Parks and Recreation Board

**E. Public Hearing**

- 1. Public Hearing for the Consideration of an Ordinance Amending the Code of Ordinances of the City of Mt. Vernon, Iowa, by Repealing Chapter 165 Zoning Regulations and Zoning Map, and Adopting a New Chapter 165 Zoning Regulations and Zoning Map in Lieu Thereof
  - i. Close Public Hearing – Proceed to F-1
- 2. Public Hearing for the Preliminary Plans and Specifications for the 5<sup>th</sup> Ave NW and 1<sup>st</sup> Street W Traffic Signal Installation Project
  - i. Close Public Hearing – Proceed to G-1

**F. Ordinance Approval/Amendment**

1. Ordinance #9-17-2018A: Repealing Chapter 165 Zoning Regulations and Zoning Map, and Adopting a New Chapter 165 Zoning Regulations and Zoning Map in Lieu Thereof
  - i. Motion to approve first reading and proceed with the second reading – (Council may suspend rules and proceed with the final reading after a vote of the first reading)

**G. Resolutions for Approval**

1. Resolution #9-17-2018A: Approving Plans and Specifications for the 5<sup>th</sup> Ave NW and 1<sup>st</sup> Street W Traffic Signal Installation Project
2. Resolution #9-17-2018B: Directing the Advertisement of Sale and Approving Electronic Bidding Procedures and Official Statement
3. Resolution #9-17-2018C: Ordering Construction of Certain Public Improvements, Approving Preliminary Plans, Approving Form of Contract and Estimated Costs, and Fixing a Date for a Hearing Thereon and Taking of Bids Therefor for Improvements Known as the Lester Buresh Family Community Wellness Center Construction Project
4. Resolution #9-17-2018D: Approving Disposing of Municipal Property

**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 Wapsi Waste Services Contract Extension – Council Action as Needed
3. Discussion and Consideration of an Contract Amendment #1 - OPN – Council Action as Needed
4. Discussion and Consideration of Geothermal Ground Heat Exchanger Conductivity Test – Lester Buresh Family Community Wellness Center – Council Action as Needed
5. Discussion and Consideration of Setting a Public Hearing for an Ordinance Amending Chapter 55.21 Livestock of the Mt. Vernon Municipal Code – Council Action as Needed
6. Discussion and Consideration of a Memorandum of Understanding with the Chauffeurs, Teamsters and Helpers Local Union No. 238 – Public Services Agreement – Council Action as Needed

**K. Reports to be Received/Filed**

1. Cole Library Annual Director's Report
2. Mt. Vernon Police Report
3. Mt. Vernon Public Works Report
4. 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 September 4, 2018 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, West, Wieseler and Rose. Council has one vacancy.

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

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

**Consent Agenda.** Motion to approve the Consent Agenda made by West, seconded by Rose. Carried all.  
Approval of City Council Minutes – August 20, 2018 Regular Council Meeting  
Appoint Tom Wieseler – Mayor Pro-Tem  
Appoint Sandra Fleckenstein – Parks and Rec Board

### **Ordinance Approval/Amendment**

**Ordinance #8-6-2018A:** An Ordinance Amending the Code of Ordinances of the City of Mt. Vernon, Iowa, by Adding a New Subsection, Chapter 92.11 Reduction in Bills for Water and Sewer Service. Staff has not received any written or verbal communication from the public regarding the previous two readings. Motion to approve third and final reading. Motion to approve the third and final reading of Ordinance #8-6-2018A made by Wieseler, seconded by Rose. Roll Call vote. Motion carries.

### **Resolutions for Approval**

**Resolution #9-4-2018A:** Setting Public Hearing and Bid Date for the 5<sup>th</sup> Ave and 1<sup>st</sup> Street W Traffic Signal Installation Project. Council was given a construction schedule for this project. Bids will be received on September 27, 2018 and will be awarded on October 1, 2018. City engineers say that 3-4 months is needed for the ordering of the traffic signal hardware. Because of the disruption of the intersection the City decided to delay the project until June 3, 2019 which coincides with the last day of school. The completion date is set for August 9, 2019. West motioned to set the Public Hearing date for September 17, 2018 and the bid date on September 27<sup>th</sup> based on the proposed schedule, seconded by Wieseler. Roll call vote. Motion carries.

**Resolution #9-4-2018B:** Approving the Department of Transportation Street Finance Report for FY 2018. In FY18 the City received \$574,921 in road use tax funds which is about \$14,000 more than FY17. Motion to approve Resolution #9-4-2018B made by Rose, seconded by Roudabush. Roll call vote. Motion carries.

### **Motions for Approval**

**Consideration of Claims List – Motion to Approve.** Wieseler motioned to approve the Claims List, seconded by Rose. Motion carries.

ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	42.72
ALLIANT IES UTILITIES	ENERGY USAGE-ALL DEPTS	66.49
ANCHOR FRAME & AXEL, INC	FRONT END ALIGNMENT-RUT	78.75
AVERY CONSTRUCTION	REMOVE ADDITIONAL PAVMENT	3,870.55
AXON ENTERPRISE INC	TASER-2 PAYMENT	2,184.00
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES	445.00
CAMPBELL SUPPLY CEDAR RAPIDS	DRILL, DRIVER SET-SEW	279.00
CAMPBELL SUPPLY CEDAR RAPIDS	RAIN SUIT, CUTOFF WHEELS-RUT	108.62
CAMPBELL SUPPLY CEDAR RAPIDS	ELECTRIC PUMP REPAIR-RUT	50.75

CEDAR VALLEY HUMANE SOCIETY	STRAY ANIMAL CONTROL	130.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	293.50
CLIFTON LARSON ALLEN	AUDITOR FEES-P&A	6,500.00
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	168.00
COMMUNITY DEVELOPMENT GROUP	HOTEL/MOTEL TAX PYMT-ECON DEV	20,621.93
CONFLUENCE INC	CORRIDOR STUDY	4,108.95
CUSTOM HOSE & SUPPLIES INC	EQUIP-RUT	179.95
CUSTOM HOSE & SUPPLIES INC	2" HOSE-RUT	80.96
DANA LIGHTHALL	REFUND-P&REC	22.00
DANIELLE RAMSEY	DEPOSIT REFUND-WAT	8.70
DUANE EASH	PAINT-P&REC	12.85
ELECTRIC PUMP	TRANSDUCER/PLAZA L.S-SEW	867.56
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	419.40
FAT GUYS MOTOR SPORTS	DRIVE BELT-RUT	101.90
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
GALLS INC	UNIFORMS-PD	14.27
GLENN WOLFE	DOOR MAINT/VC-P&A	80.00
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	376.30
HAWKEYE FIRE & SAFETY CORP	EQUIP REPAIR-PD	26.00
HAWKEYE READY MIX	CONCRETE-RUT	241.50
HAWKEYE READY MIX	ROAD PATCH-RUT	743.75
HAWKEYE READY MIX	MAIN PATCH-WAT	189.50
HAWKINS INC	CHEMICALS-SEW	1,458.93
HERTZ TRUST ACCT	EARNEST MONEY	10,000.00
IOWA SOLUTIONS INC	BUSINESS INTERNET SERVICES	410.00
IOWA SOLUTIONS INC	BUSINESS INTERNET SERVICES-PD	65.00
IOWA WATER ENVIRONMENT ASSOC	ANNUAL CONFERENCE-PW	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
KAREN WATSON	REFUND-P&REC	48.00
KIECKS	UNIFORMS-PD	190.94
KIEFER & ASSOCIATES	WHISTLES-POOL	146.72
LINN CO-OP OIL CO	FUEL-RUT,SW	1,866.51
LINN COUNTY PLANNING & DEV	BLDG PERMIT FEES/INSPECTIONS	1,351.00
MARION, CITY OF	PAINT,LABOR,COMPOST-RUT	1,344.20
MATT SIDERS	MILEAGE-P&REC	70.85
MATT SIDERS	REIMBURSEMENT-P&REC	58.25
MEDIACOM	PHONE/INTERNET-PD	266.41
MEDIACOM	PHONE/INTERNET-SEW	189.25
MEDIACOM	PHONE/INTERNET-P&REC	168.94
MIDWEST WHEEL CO	F350 BOX STEP-RUT	267.98
NEAL'S WATER CONDITIONING SERV	WATER/SALT-RUT,P&A	102.30
PAYROLL	CLAIMS	75,810.54
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	367.85
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	299.88
SHERWIN WILLIAMS CO.	STREET PAINT-RUT	583.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,125.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	540.00
SLEUTH SYSTEMS	SOFTWARE SUPPORT-PD	3,170.00
SPRINGVILLE READY MIX	STREET PATCH-RUT	1,289.39
STAPLES ADVANTAGE	SUPPLIES-P&A,P&REC	68.35
TASC	ADMIN FEE-ALL DEPTS	150.00
TASC	COBRA ADMIN FEE-ALL DEPTS	94.83
TOTAL TREE CARE OF IOWA CITY	TREE MAINT-RUT	8,525.00

TREASURER STATE OF IOWA	WET TAX	3,152.00
TREASURER STATE OF IOWA	SALES TAX	1,250.00
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	4,389.60
US CELLULAR	CELL PHONE-PD	163.48
VEENSTRA & KIMM INC	WWTP IMPROVEMENTS	4,170.00
VEENSTRA & KIMM INC	W 1ST ST CULVERT REPLACEMENT	2,069.18
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	1,960.23
VEENSTRA & KIMM INC	8TH AVE QUIET ZONE CONSULTATION	159.63
VEENSTRA & KIMM INC	5TH AVE/1ST ST W TRAFFIC SIGNAL	69.70
WAPSI WASTE SERVICE	GB,RECY,LEAF-SW	24,204.36
WAPSI WASTE SERVICE	RECY-SW	1,032.84
WAPSI WASTE SERVICE	RECY-SW	970.14
WAPSI WASTE SERVICE	RECY-SW	829.54
WAPSI WASTE SERVICE	RECY-SW	777.10
WAPSI WASTE SERVICE	RECY-SW	643.72
WAPSI WASTE SERVICE	MOVING EXP-P&A	340.00
WENDLING QUARRIES	ROCK-RUT	175.93
TOTAL		198,999.97

GENERAL FUND	37,678.31
ROAD USE TAX FUND	17,949.36
CAPITOL PROJECTS	10,339.06
WATER FUND	7,777.50
SEWER FUND	9,071.29
STORM WATER FUND	64.68
SOLID WASTE FUND	40,309.23
PAYROLL	75,810.54
TOTAL	198,999.97

Discussion and Consideration of Pay Application #1 – Avery Construction – Mt. Vernon Rd Culvert – Council Action as Needed. The culvert project has been completed. Council is being asked to approve Pay Application #1 in the amount of \$46,083.45. Motion to approve the 1<sup>st</sup> pay application for the culvert replacement on Mt Vernon Road made by Rose, seconded by Wieseler. Motion carries.

Discussion and Consideration of an Indemnity Agreement between the City of Mt. Vernon and Mt. Vernon Community School District – Council Action as Needed. This agreement was discussed at the time the City purchased the property at 10<sup>th</sup> and Palisades from the MVCSD. The school inadvertently constructed their tennis courts on property that was jointly owned by both the City and MVCSD. As the design of the community center evolved it was determined that it would also need to utilize that ground so, as the site plan shows, a portion of the detention basin and geothermal well field will be located on it. The agreement indemnifies each party from damage or claims that are associated with their improvements. Roudabush motioned to approve the indemnity agreement between the City of Mount Vernon and MV School Districts, seconded by West. Motion carries.

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

Chicken Ordinance. At the previous meeting some language changes to the Chicken Ordinance were suggested. Staff reviewed these suggestions with the City Attorney and would support the following changes; the verbiage naming "the city or its agents" be changed to "City Administrator or his/her designee". Staff is not in favor of adding language that requires the City to provide notice prior to an

investigation or inspection but would support language that states City staff are required to show City issued identification to the homeowner prior to the beginning of an inspection. Changes suggested that City staff did not agree with was changing "chicken" to "poultry" as it broadens the definition of what can be allowed. Staff was also not in favor of changing "premises" to "chicken coop or pen" but would consider changing to "exterior premises". Council supported the changes discussed.

**Reports of Mayor/Council/Administrator**

Mayor's Report. Mayor Hampton congratulated City Administrator Nosbisch on his manager designation from ICMA.

City Administrator's Report. The MVLAS has hired Jacob Lindauer as the Ambulance Director. Staff has met with Wapsi Waste Services and will be bringing a proposed 3 year contract to Council for review.

As there was no further business to attend to the meeting adjourned the time being 7:10 p.m., September 4, 2018.

Respectfully submitted,  
Sue Ripke  
City Clerk

**Marsha Dewell**

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**From:** Licensing@IowaABD.com  
**Sent:** Saturday, September 08, 2018 2:34 AM  
**To:** Marsha Dewell  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Pending Dram Shop

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

License #	License Status	Business Name
	Pending Dram Shop	BIG'S bbq brewpub (115 1st ave 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

*5 Day  
Outdoor Service  
For Chili Cook-off*

## Marsha Dewell

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**From:** Licensing@IowaABD.com  
**Sent:** Friday, September 14, 2018 2:34 AM  
**To:** Marsha Dewell  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Pending Dram Shop

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

License #	License Status	Business Name
BB0029316	Pending Dram Shop	Mt Vernon Pizza Palace, LLC (106 1st St. W 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

## **E. Public Hearing**

**AGENDA ITEM # E - 1 & F - 1**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Public Hearing – Ordinance #9-17-2018A
<b>ACTION:</b>	Motion

**SYNOPSIS:** The Planning and Zoning Commission has completed their work with ECICOG on the City of Mt. Vernon Zoning Code rewrite. The Commission has spent the last year and a half going through the code page by page. Staff distributed a copy of the proposed zoning ordinance at a previous meeting. Given the overall size of the document, I did not include the exhibit with the ordinance provided to you in this packet. I will be forwarding an email that has the latest version of the map and zoning regulations.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion to Close Hearing – Proceed to F - 1

**ATTACHMENTS:** See Ordinance #9-17-201A

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

**AGENDA ITEM # E - 2 & G - 1**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Public Hearing – Resolution #9-17-2018A
<b>ACTION:</b>	None

**SYNOPSIS:** V&K will be at the meeting to discuss the plans and specifications, cost estimate and form of contract. I have not included the plans with this packet, but will have a copy available at the Council meeting.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion to Close Hearing – Proceed to G - 1

**ATTACHMENTS:** See Resolution

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

## **F. Ordinance Approval/Amendment**

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 #9-17-2018A**

**AN ORDINANCE REPEALING CHAPTER 165 ZONING REGULATIONS AND THE ASSOCIATED ZONING MAP AND ADOPTING A NEW CHAPTER 165 ZONING REGULATIONS AND ZONING MAP IN LIEU THEREOF TO THE CITY OF MT. VERNON MUNICIPAL CODE**

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

**SECTION 1. AMENDMENT.** Chapter 165 Zoning Regulations and the associated zoning map are hereby repealed and replaced with a new Chapter 165 Zoning Regulations and associated zoning map to the Mt. Vernon Municipal Code as 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 \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
Jamie Hampton - Mayor

\_\_\_\_\_  
Sue Ripke – City Clerk

I certify that the foregoing was published as Ordinance #9-17-2018A on the \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Sue Ripke, City Clerk

## **G. Resolutions for Approval**

**RESOLUTION #9-17-2018A**

**RESOLUTION ADOPTING PLANS,  
SPECIFICATIONS, FORM OF CONTRACT,  
AND ESTIMATE OF COSTS  
FOR  
THE 5<sup>TH</sup> AVE NW AND 1<sup>ST</sup> STREET W TRAFFIC SIGNAL INSTALLATION  
PROJECT**

WHEREAS, on the 4<sup>th</sup> day of September, 2018, the Mt. Vernon City Council adopted resolution #9-4-2018 establishing a public hearing date and approving the advertisement for bids for the 5<sup>th</sup> Ave and 1<sup>st</sup> Street W Traffic Signal Installation Project, and

WHEREAS, a public hearing on said project was held by the Mt. Vernon City Council on the 17<sup>th</sup> day of September, 2018, and

WHEREAS, the plans, specifications, form of contract, and estimate of costs were filed with the City Clerk for the construction of certain public improvements described in general as the 5<sup>th</sup> Ave NW and 1<sup>st</sup> Street W Traffic Signal Installation Project; more specifically described as:

Construct 5th Avenue NW & 1st Street West Traffic Signal Installation including all labor, equipment, and materials necessary to construct traffic signals with video detection and LED signal heads. Mount pedestrian countdown signal heads, push buttons, and signs on existing light poles. Remove and replace sidewalk as required for conduit and pole installation.

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

Section 1. That the said plans, specifications, form of contract and estimate of costs are hereby adopted as the plans, specifications, form of contract and estimate of costs for said public improvements, as described in general as the 5<sup>th</sup> Ave NW and 1<sup>st</sup> Street W Traffic Signal Installation Project and more specifically described above.

PASSED and ADOPTED this 17<sup>th</sup> day of September, 2018

\_\_\_\_\_  
Jamie Hampton, Mayor

ATTEST:

\_\_\_\_\_  
Sue Ripke, City Clerk

**AGENDA ITEM # G – 2**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Resolution #9-17-2018B
<b>ACTION:</b>	None

**SYNOPSIS:** This resolution starts the \$5,000,000 borrowing process for the Lester Buresh Family Community Wellness Center project. The City will, with Speer Financial, be accepting bids until 11 a.m. on October 1, 2018. The Council will consider the bids with Speer Financial at our regularly scheduled Council meeting on October 1, 2018 (6:30 p.m.).

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** See Resolution

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

September 17, 2018

The City Council of the City of Mount Vernon, State of Iowa, met in \_\_\_\_\_ session, in the Council Chambers, City Hall, 213 First Street NW, Mount Vernon, Iowa, at \_\_\_\_\_ .M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$5,000,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION URBAN RENEWAL BONDS, SERIES 2018, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT" and moved its adoption. Council Member \_\_\_\_\_ seconded the Resolution to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$5,000,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION URBAN RENEWAL BONDS, SERIES 2018, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT

WHEREAS, the Issuer is in need of funds to pay costs of aiding in the planning, undertaking, and carrying out of urban renewal projects, including the construction, equipping and furnishing of a community center/recreation facility and associated parking to be located on the Mount Vernon Community School District campus, essential corporate purposes, and it is deemed necessary and advisable that General Obligation Urban Renewal Bonds, to the amount of not to exceed \$5,500,000 be authorized for said purposes; and

WHEREAS, pursuant to notice published as required by Section 384.25 of the Code of Iowa, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of the Bonds, and the Council is therefore now authorized to proceed with the issuance of said Bonds for such purposes; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, Inc., the City has caused a Preliminary Official Statement to be prepared outlining the details of the proposed sale of the Bonds; and

WHEREAS, the Council has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Council deems it in the best interests of the City and the residents thereof to receive bids to purchase such Bonds by means of both sealed and electronic internet communication.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, STATE OF IOWA:

Section 1. That the receipt of electronic bids by facsimile machine and through the SpeerAuction Competitive Bidding System described in the Notice of Sale and Official Statement are hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

Section 2. That General Obligation Urban Renewal Bonds, Series 2018, of City of Mount Vernon, State of Iowa, in the amount of \$5,000,000 (dollar amount subject to change), to be issued as referred to in the preamble of this Resolution, to be dated October 30, 2018, be offered for sale pursuant to the published advertisement.

Section 3. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Mayor and City Clerk, upon the advice of bond counsel and the City's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

Section 4. That the Clerk is hereby directed to publish notice of sale of the Bonds at least once, the last one of which shall be not less than four clear days nor more than twenty days before the date of the sale. Publication shall be made in the "Mount Vernon-Lisbon Sun", a legal newspaper, printed wholly in the English language, published within the county in which the Bonds are to be offered for sale or an adjacent county. The notice is given pursuant to Chapter 75 of the Code of Iowa, and shall state that this Council, on the 1st day of October, 2018, at 6:30 o'clock P.M., will hold a meeting to receive and act upon bids for said Bonds, which bids were previously received and opened by City Officials at 11:00 o'clock A.M. on said date. The notice shall be in substantially the following form:

(To be published on or before September 25, 2018)

## NOTICE OF BOND SALE

Time and Place of Sealed Bids: Bids for the sale of Bonds of the City of Mount Vernon, State of Iowa, hereafter described, must be received at the office of the City Clerk, City Hall, 213 First Street NW, Mount Vernon, Iowa 52314; Telephone: 319-895-8742 (the "Issuer") before 11:00 o'clock A.M., on the 1st day of October, 2018. The bids will then be publicly opened and referred for action to the meeting of the City Council in conformity with the TERMS OF OFFERING.

The Bonds: The Bonds to be offered are the following:

GENERAL OBLIGATION URBAN RENEWAL BONDS,  
SERIES 2018, in the amount of \$5,000,000 \*, to be dated  
October 30, 2018 (the "Bonds")

\*Subject to principal adjustment pursuant to official Terms of Offering.

Manner of Bidding: Open bids will not be received. Bids will be received in any of the following methods:

- Sealed Bidding: Sealed bids may be submitted and will be received at the office of the City Clerk at City Hall, 213 First Street NW, Mount Vernon, Iowa 52314.
- Electronic Internet Bidding: Electronic internet bids will be received by the City's Municipal Advisor, Speer Financial, Inc., 531 Commercial Street, Waterloo, Iowa. The bids must be submitted through the SPEERAUCTION competitive bidding system.
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the office of the City Clerk at City Hall, Mount Vernon, Iowa (facsimile number: 319-895-6108) and/or the City's Municipal Advisor, Speer Financial, Inc., Waterloo, Iowa (facsimile number: 319-291-8628). Electronic facsimile bids will be treated as sealed bids.

Consideration of Bids: After the time for receipt of bids has passed, the close of sealed bids will be announced. Sealed bids will then be publicly opened and announced. Finally, electronic internet bids will be accessed and announced.

Sale and Award: The sale and award of the Bonds will be held at the Council Chambers, City Hall, 213 First Street NW, Mount Vernon, Iowa at a meeting of the City Council on the above date at 6:30 o'clock P.M.

Official Statement: The Issuer has issued an Official Statement of information pertaining to the Bonds to be offered, including a statement of the Terms of Offering and an Official Bid

Form, which is incorporated by reference as a part of this notice. The Official Statement may be obtained by request addressed to the City Clerk, City Hall, 213 First Street NW, Mount Vernon, Iowa 52314; Telephone: 319-895-8742 or the Issuer's Municipal Advisor, Speer Financial, Inc., 531 Commercial Street, Waterloo, Iowa, 50703; Telephone: 319-291-2077 and One North LaSalle Street, Suite 4100, Chicago, Illinois 60602; Telephone: 312-346-3700.

Terms of Offering: All bids shall be in conformity with and the sale shall be in accordance with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: The Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed Bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

By order of the City Council of the City of Mount Vernon, State of Iowa.

---

City Clerk, City of Mount Vernon, State of  
Iowa

(End of Notice)

PASSED AND APPROVED this 17th day of September, 2018.

---

Mayor

ATTEST:

---

City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF LINN )

I, the undersigned City Clerk of the City of Mount Vernon, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk, City of Mount Vernon, State of Iowa

(SEAL)

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF LINN )

I, the undersigned, do hereby certify that I am now and was at the times hereinafter mentioned, the duly qualified and acting Clerk of the City of Mount Vernon, in the County of Linn, State of Iowa, and that as such Clerk and by full authority from the Council of the City, I have caused a

NOTICE OF BOND SALE  
(\$5,000,000 (Dollar Amount Subject to Change) General Obligation Urban  
Renewal Bonds, Series 2018)

of which the clipping annexed to the publisher's affidavit hereto attached is in words and figures a correct and complete copy, to be published as required by law in the "Mount Vernon-Lisbon Sun", a legal newspaper published at least once weekly, printed wholly in the English language, published regularly and mailed through the post office of current entry for more than two years and which has had for more than two years a bona fide paid circulation recognized by the postal laws of the United States, and has a general circulation in the City, and that the Notice was published in all of the issues thereof published and circulated on the following date:

\_\_\_\_\_, 2018.

WITNESS my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk, City of Mount Vernon, State of  
Iowa

(SEAL)

**AGENDA ITEM # G – 3**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Resolution #9-17-2018C
<b>ACTION:</b>	None

**SYNOPSIS:** This resolution establishes the public hearing for the adoption of the plans and specifications, form of contract and architects estimate of the Lester Buresh Family Community Wellness Center. The public hearing will take place on October 1, 2018, and bids will then be due on October 30, 2018. A copy of the current plans and specification (95% complete version) are available at City Hall.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Resolution

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

## **RESOLUTION #9-17-2018C**

### **RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS, APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS THEREFOR FOR IMPROVEMENTS KNOWN AS THE LESTER BURESH FAMILY COMMUNITY WELLNESS CENTER PROJECT**

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Lester Buresh Family Community Wellness Center Project, and has caused to be prepared preliminary plans, specifications and form of contract, together with estimate of cost, on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said preliminary plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said preliminary plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the LESTER BURESH FAMILY COMMUNITY WELLNESS CENTER, in the manner set forth in the preliminary plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the Instructions to Bidders, said public improvements being more generally described as follows:

All labor, materials, and equipment necessary for the site work, building construction, and finishes associated with the construction of said public improvements:

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the Notice to Bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice to bidders once in the Sun Newspaper, a legal newspaper, printed wholly in the English

language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the public hearing to be held at 6:30 p.m. on October 1, 2018 meeting at the Mt. Vernon City Hall (213 First Street NW.), The date for receiving bids is hereby fixed as October 30, 2018. Said bids are to be filed prior to 2:00 p.m. on said date; and,

BE IT FURTHER RESOLVED, that bids shall be received and as provided in the public notice and the results of said bids shall be considered at a meeting of this Council on November 5, 2018, at 6:30 p.m., at the Mt. Vernon City Hall (213 First Street NW.); and,

BE IT FURTHER RESOLVED, that the City Administrator is hereby designated as the authority to receive and open said bids on behalf of the City of Mt. Vernon, Iowa.

PASSED and ADOPTED this \_\_\_ day of September, 2018.

\_\_\_\_\_  
Jamie Hampton, Mayor

ATTEST:

\_\_\_\_\_  
Sue Ripke, City Clerk

**AGENDA ITEM # G – 4**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Resolution #9-17-2018D
<b>ACTION:</b>	None

**SYNOPSIS:** The Fire Department recently purchased replacement SCBA gear and is now ready to dispose of the old gear. In the exhibit, you will see that the gear is being sold to two entities. The newer gear is being sold to the Tipton Fire Department, while the older gear is a firm that specializes in older fire equipment.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Fire

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Resolution

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

RESOLUTION #9-17-2018D

RESOLUTION APPROVING THE DISPOSAL OF  
MUNICIPAL PROPERTY

WHEREAS; over time the City of Mt. Vernon has accumulated property by various methods and of wide ranging descriptions; and

WHEREAS; the City now has the need to dispose of this property as it is of no use and of no value to maintain; and

WHEREAS; the said property has been inventoried (Exhibit A attached) and is ready for disposal.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA: To grant staff permission to dispose of inventoried property by best methods possible while seeking to collect reasonable value.

PASSED and ADOPTED this 17<sup>th</sup> day of September, 2018.

\_\_\_\_\_  
Jamie Hampton, Mayor

ATTEST:

\_\_\_\_\_  
Sue Ripke, City Clerk

Exhibit "A"

## **Equipment for Sale**

**September 17, 2018**

1. 18 SCBA's (Self Contained Breathing Apparatus)  
1 RIC (Rapid Intervention Crew) Pack

Being Sold to the Tipton Fire Department (\$6700)

2. 20 Aluminium Cylinders  
6 Wire frame SCBA brackets  
10 AP50 SCBA's

Being Sold to Empire SCBA and Supplies Inc. (\$2500)

## **J. Motions for Approval**

CITY OF MOUNT VERNON  
CLAIMS FOR APPROVAL, SEPTEMBER 17, 2018

OPN ARCHITECTS	WELLNESS CENTER	103,730.47
PAYROLL	CLAIMS	71,000.05
AVERY CONSTRUCTION	1ST ST CULVERT REPLACEMENT	46,083.45
ACME ELECTRIC COMPANY	BLDG MAINT-FD	3,798.00
DIESEL TURBO SERVICES INC	450 FT END-RUT	3,631.15
STATE HYGIENIC LAB	TESTING-SEW	2,569.00
ALEXIS FIRE EQUIPMENT	EQUIPMENT-FD	2,462.50
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,288.89
CONSTRUCTION MATERIALS INC	18" CONCRETE SAW-RUT,SEW	1,868.00
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	1,428.27
MV ACE HARDWARE	SUPPLIES-ALL DEPTS	1,162.04
IOWA ASSOC OF MUNICIPAL UTILITIES	MEMBERSHIP-PW	1,037.82
IOWA PRISON INDUSTRIES	SIGNS,ST MARKERS,POSTS-RUT	785.90
TECHNICOM COMMUNICATIONS SYSTEMS	PHONES (2)-ALL DEPTS	764.00
SANDRY FIRE SUPPLY LLC	TESTING-FD	754.08
CARQUEST OF LISBON	VEHICLE MAINT-PW	644.01
GARY'S FOODS	SUPPLIES-POOL	554.93
SCHIMBERG COMPANY	AUTO FILL VALVE-WAT	501.60
KONICA MINOLTA BUSINESS SOLUTION	MAINTENANCE PLAN/COPIES-ALL DEPTS	460.50
APPARATUS TESTING SERVICES LLC	PUMP CERTIFICATION TESTING-FD	439.12
CEDAR RAPIDS TIRE	TIRES/MOWER-RUT	438.28
ALLIANT IES UTILITIES	ENERGY USAGE-FD	350.38
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	348.00
M & K DUST CONTROL	BLACK DIRT-RUT	250.00
WENDLING QUARRIES	ROAD ROCK-RUT	192.19
MEDIACOM	PHONE/INTERNET-POOL	189.17
CHRIS NOSBISCH	MILEAGE-P&A	183.12
LINN COUNTY PUBLIC HEALTH	AIR PERMITS RENEWAL/GENERATORS	180.00
JACQUELINE ENGELBRECHT	WATER EXERCISE-POOL	175.00
SUSAN SEE	WATER EXERCISE-POOL	175.00
KONE INC	ELEVATOR MAINT CONTRACT-P&A	171.69
HAWKEYE WELD & REPAIR	LABOR-SEW	160.00
MARION JANITORIAL SUPPLY	CONCRETE BRUSHES-RUT	131.85
MENARDS	LED LIGHT BULBS-RUT	129.93
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	92.86
KIRKWOOD COMMUNITY COLLEGE	TRAINING-FD	90.00
FOX APPARATUS REPAIR & MAINT	VEHICLE REPAIR-FD	87.41
CLIA LABORATORY PROGRAM	CERTIFICATE FEE-FD	75.00
LINN CO-OP OIL CO	LP-RUT	75.00
GARY'S FOODS	SUPPLIES-PD	65.95
MOUNT VERNON PHARMACY	SUPPLIES-P&A,POOL	63.58
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	60.24
AIRGAS INC	CYLINDER RENTAL FEE-PW	59.80
P&K MIDWEST INC	F-911 MAINT-RUT	58.77
CENTRAL IOWA DISTRIBUTING	SUPPLIES-FD	55.90
DARLA SIMPSON	DEPOSIT REFUND-WAT	54.02
MIDWEST SAFETY COUNSELOR	CALIBRATION-FD	45.00
UNITYPOINT CLINIC-OCCUPATIONAL	DRUG TESTING-P&Z	42.00
JACOB SEE	RAIN SUIT-RUT	29.99
WENDLING QUARRIES	LIME-RUT	23.73
ST LUKE'S WORK WELL SOLUTIONS	DRUG TESTING-RUT	20.00
MOUNT VERNON ACE HARDWARE	EQUIP REPAIR-FD	16.69
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS-PD	14.68
LINN COUNTY FIREFIGHTERS ASSOC	DUES-FD	12.50
TOTAL		250,081.51

CITY OF MOUNT VERNON  
CLAIMS FOR APPROVAL, SEPTEMBER 17, 2018

GENERAL FUND	12,017.35
ROAD USE TAX FUND	8,758.82
LOST III-COMMUNITY CENTER	103,730.47
STREET IMPROVEMENT BOND	46,083.45
WATER FUND	3,653.95
SEWER FUND	4,545.13
SOLID WASTE	292.29
PAYROLL	71,000.05
TOTAL	250,081.51

**AGENDA ITEM # J – 2**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Wapsi Waste Services
<b>ACTION:</b>	Motion

**SYNOPSIS:** The City Council indicated a desire to extend the solid waste service removal contract with the existing hauler, Wapsi Waste Services. The Council indicated a desire to extend the service agreement with Wapsi for an additional three years. Wapsi is proposing a \$.25 increase in residential trash pickup per month, \$.25 increase in leaf vac charges per residential household per month, and a \$.63 increase to commercial (per loose yard) per month. The results would be a \$1.00 increase in residential trash, a \$.25 increase in leaf vac charge and a \$.63 increase in commercial charges since July 2012. Staff is not recommending changes to the commercial service charges at this time. This will, however, necessitate an increase of \$.25 per garbage tag or a \$.75 increase in the minimum basic residential charge per month. The \$.75 increase would bring the minimum basic charge to \$11.25 per month. One additional point of discussion comes from local business owners. Those business owners that buy tags in bulk for the purpose of resale are currently losing revenue on each credit/debit card sale. There is much more conversation that will be needed at the meeting itself, but this provides you some highlights in advance.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

**AGENDA ITEM # J – 3**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Contract Amendment #1
<b>ACTION:</b>	Motion

**SYNOPSIS:** As we inch closer to the construction of the Lester Buresh Family Community Wellness Center, the fundraising group and staff have been discussing the introduction of donor recognition and other signage at the facility. Staff has asked OPN to submit a proposal for these additional design services. OPN has proposed an additional \$3,385 for the design services.

**BUDGET ITEM:** Comm/Wellness Center Funds

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Amendment #1

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

 **AIA** Document G802™ – 2007

**Amendment to the Professional Services Agreement**

Amendment Number: 001

**TO:** City of Mount Vernon  
*(Owner or Owner's Representative)*

In accordance with the Agreement dated: March 1, 2017

**BETWEEN** the Owner:  
*(Name and address)*  
City of Mount Vernon  
606 2nd Avenue South  
Mount Vernon, Iowa 52314

and the Architect:  
*(Name and address)*  
OPN Architects, Inc.  
24 1/2 S. Clinton Street, Suite 1  
Iowa City, Iowa 52240

for the Project:  
*(Name and address)*  
Mt. Vernon Community/Recreation Facility  
OPN Project # 17401000

Authorization is requested  
 to proceed with Additional Services.  
 to incur additional Reimbursable Expenses.

As follows:  
Add design services for building signage and donor recognition design services.

The following adjustments shall be made to compensation and time.  
*(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)*

Compensation:  
Adjust percentage-based compensation to add Three Thousand Three Hundred Eighty-Five Dollars and No Cents (\$3,385.00) for the addition of building signage and donor recognition design services.

Time:  
None.

**SUBMITTED BY:**

**AGREED TO:**

*(Signature)*

Justin Bishop, Associate Principal  
*(Printed name and title)*

*(Date)*

*(Signature)*

Jamie Hampton, Mayor  
*(Printed name and title)*

*(Date)*

**AGENDA ITEM # J – 4**

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

**DATE:** September 17, 2018

**AGENDA ITEM:** Conductivity Test

**ACTION:** None

**SYNOPSIS:** The proposal from QC Geothermal, Inc. is for the boring and installation of one geothermal well for the Lest Buresh Family Community Wellness Center Project. The purpose of the initial installation is to test the conductivity and effectiveness of the proposed geothermal system. The test well will eventually be incorporated into the overall geothermal system. The proposed \$15,400 fee for this project will come from existing wellness center funds.

**BUDGET ITEM:** Comm/Well Center Funds

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Proposal

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

QC Geothermal, Inc.  
1404- 179th Street  
East Moline, IL 61244 US  
(309)314-1118  
office@qcgeo.com



## ESTIMATE

### ADDRESS

Mount Vernon Wellness Center

ESTIMATE # 1167

DATE 08/23/2018

### JOB NAME

Test bore

ACTIVITY	QTY	AMOUNT
<b>Commercial:GLHE Test</b> Ground Heat Exchanger Conductivity Test per Section 23 2113.36	1	15,400.00
- 670' bore length @ 15' depth below grade 1/1/4 u-coil - Drill diagonal across the proposed loop field @15' depth		
Bore to be coordinated with owners representative for location. All reports, drill log, and bore locations.		
TOTAL		<b>\$15,400.00</b>

Accepted By

Accepted Date

**AGENDA ITEM # J – 5**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Set Date – Animal Ordinance
<b>ACTION:</b>	None

**SYNOPSIS:** This is the time to set a public hearing date for changes to Chapter 55.21 Livestock Ordinance. The public hearing would be set for 6:30 p.m., Monday, October 1, 2018.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

**AGENDA ITEM # J – 6**

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

<b>DATE:</b>	September 17, 2018
<b>AGENDA ITEM:</b>	Memorandum of Understanding
<b>ACTION:</b>	None

**SYNOPSIS:** Staff has been working with the public services employees and representatives from Teamsters. Management is seeking the ability to hire new employees in the public works department as an Operator I, II, or III. Based upon the current table, all new hires come in to the City as an Operator I (lower wage). This inadvertently limits the hiring process when the City has openings in this position. Management has met with the public services staff, and they concur with the change.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Memorandum

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 9/14/18

**Collective Bargaining Agreement**

Memorandum of Understanding

Between

The City of Mt. Vernon, Iowa

AND

The Chauffeurs, Teamsters, and Helpers  
Local 238

Effective September 18, 2018

Considered by the Mt. Vernon City Council, September 17, 2018  
Presented By Chris Nosbisch, City Administrator  
Jamie Hampton, Mayor  
Nick Nissen, Public Works Director

All articles to remain the same except for the following:

**Article 7: Salaries and Wages** – Add the following language:

Management will be allowed to consider past public/private experience when hiring an Operator and Administrative Assistant I – III. New employee hires will not be limited to an Operator I or Administrative I position if management has established past experience is sufficient to start at a higher wage.

CHAUFFEURS, TEAMSTERS & HELPERS  
LOCAL UNION NO. 238, affiliated with  
INTERNATIONAL BROTHERHOOD  
OF TEAMSTERS

CITY OF MOUNT VERNON, IA

By \_\_\_\_\_ By \_\_\_\_\_  
Secretary-Treasurer Mayor

By \_\_\_\_\_ By \_\_\_\_\_  
Business Representative City Administrator

## **K. Reports-Received/File**

# Public Library Director Year End Report 2017-2018

## 1. Library Programs – Cole Library hosted 366 Community Events and Activities.

### a. Early Literacy

- i. Cole Library hosts a preschool story time every Thursday morning at 9:30 a.m. I use a weekly theme that ties together stories, songs, fingerplays and a craft. Story Time lasts 30 minutes and is located in the Children's Room on first floor. During the summer months we change locations to a bigger room to accommodate the increase in children attending. We have had 924 attend story hour this year.
- ii. Cole Library hosts the Mount Vernon Preschool three-year-old and four-year-old classes monthly.
- iii. Book Buddies, a daycare delivery program, delivers 15 books in animal-shaped backpacks monthly to Mount Vernon area daycares. This program is to support early literacy by providing a variety of appropriate literature to our young patrons who are unable to attend story time. Currently we are delivering to 3 daycares.

### b. Cole Community Events

- i. Cole Community Events are events of interest to adults in the community.
  1. Fall Community Book Talk - 48
  2. Barn Quilt History Program - 16
  3. Book Repair Workshop – 5
  4. 4 Master Garden Workshop - 30
  5. Spring Book Talk – 56
  6. Smithsonian Movie *The Final Season* -15
  7. Linda McCann - CCC Historical program - 14

### c. Family Events

- i. Family Events provides the opportunity for families to visit the library for multi-aged programs.
  1. Summer Reading Kickoff @ Hills Bank – 185
  2. Jerry Barlow Concert - 27
  3. Take A Break @ the Library Spring Break Programs – 64
  4. Blank Park Zoo 2017 – 145+
  5. Blank Park Zoo 2018 – 204+

### d. Young Adult Book Discussion Groups

The Young Adult book discussion groups include a middle school group and a high school group that meet monthly in the library to discuss their current book selections. The Public Library Assistant leads the discussions. The members choose the selections which are then purchased for them to keep by Hills Bank and Trust.

- e. **Evening Adult Book Discussion Group**  
Community of Readers is the adult book discussion group sponsored by Cole Library. The group meets monthly. The books are chosen by the members and vary in content. I am the facilitator for these discussions.
- f. **Daytime Adult Book Discussion Group**  
The Daytime Book Discussion Group meets on the third Tuesday of each month at 9:30 a.m. It is facilitated by a library volunteer. Members choose the books that are discussed.
- g. **Summer Reading Program**  
The summer reading program is a joint effort with Hills Bank and Trust, Lisbon Library, and Cole Library. Hills Bank provides the Summer Reading Kick-off party and the reading t-shirts. The libraries are responsible for putting the actual program together, assisting in promoting the program, attending and assisting at the kick-off party, distributing the t-shirts and encouraging young readers to sign-up and participate in the program. We have a program each morning Monday through Thursday: Monday - Movies, Tuesday - Lego Club, Wednesday – Craft/ STEAM Workshops, Thursday - Story Time in the morning and Paws for Reading in the afternoon. We also host a monarch nursery at the first floor circulation desk.
- h. **Summer Reading Program for Teens**  
Our teen summer reading program is a reading for books program. The participant keeps track of the number of pages that they read. When they fill in their reading log they can exchange it for a free book. They can earn as many books as they would like.
- i. **Summer Movies for Children**  
Cole library hosts *Morning Movies* every Monday morning at 10 a.m. for the community. The library shows one feature G or PG rated movie. Mount Vernon Bank & Trust provides a free popcorn and juice box to movie goers. This year 258 children attended the movies.
- j. **Cherry Ridge Readers**  
Cherry Ridge Readers is a book lending program for patrons who are unable to come to the library. The participants are mainly residents of Cherry Ridge Living Community.
- k. **Monday Matinees**  
This movie program is for our mature patrons. Once a month we show a movie to adult patrons who are home in the afternoons. This free program includes watching the movie, popcorn, and a soda. The movies are on the fourth Monday at 1 p.m. The program is supported by Mount Vernon Bank and Trust.
- l. **Yarn Squad**  
Yarn Squad is an evening program that meets every Tuesday from 6:30 – 8:30. It is an opportunity for fiber enthusiasts to gain knowledge and support. The group also does two charity knitting or crochet projects per year. This is a joint program with both community and college members

- m. **Seed Share Library**

The Seed Share Library is located on the first floor at the far east end. It contains open pollinated seeds that people can use in their gardens. A library board member is managing this project and arranging for seed donations
- n. **Early Out Movies for Children**

Cole Library provides an early out movie program for the early out release days at Washington Elementary School. Mount Vernon Bank and Trust supports this program with free popcorn and a drink for all movie goers. This year 409 people attended.
- o. **Lego Club**

Lego Club is a fun and inviting way for children to explore and share their creativity. Each meeting children take time to build and play with our Legos. At the end, they have the opportunity to sign “artist label” cards and display their Lego creation in the library until the next meeting. Due to the popularity of Lego Club, it now meets weekly. This year 719 patrons attended Lego Club.
- p. **Crafternoons!**

Crafternoons! is an arts and crafts program for youth. We host one every two weeks during the school year.
- q. **Teen Program – Role Playing Games (RPG)**

Role Playing Games continue at the library. Games played included Dungeons & Dragons, Monsters of the Week, and Call of Cthulhu. RPGs are collaborative storytelling games that teach participants strategy, problem solving, acting, and improvisational story telling.
- r. **School Partnership Program**

We are working with the Mount Vernon Community Schools and School Media Specialists to meet the needs of area students and teachers. During the month of December elementary students got to recommend a book for Cole Library to purchase for the Children’s Room. The recommending student was then the first person to check the item out. In the spring I visited the elementary classes to talk about summer reading and invite them to the Summer Reading Kickoff Party and the library. This summer Kids Club visited the library each Monday afternoon to hear a story and check out books to read enabling them to keep up with their summer reading and earn a summer reading t-shirt.
- s. **Pod Club**

Like a book group for your ears, PodClub connects people to and through podcasts. PodClub meets once a month. Members listen to a selection of episodes from a new podcast and then gather to share and discuss.
- t. **Paws for Reading**

In the summer we hosted Corridor Caring Canines. These trained therapy dogs and their owners give children the opportunity to read out loud to a

furry friend. During the school year Wilson a trained therapy dog came and was read to by our young patrons and a college student or two.

## 2. Professional Development

- a. **Summer Library Workshop**
- b. **Listen Up! New Audiobooks for Summer and Beyond**
- c. **New Voices in Mystery Fiction**
- d. **Town Hall Meeting with State Librarians**

Submitted 8/2018  
Cathy Boggs  
Public Library Director



**Mount  
Vernon**  
IOWA

**Council:**

**Eric Roudabush  
Marty Christensen  
Scott Rose  
Tom Wieseler  
Stephanie West**

**Chris Nobsch, City Administrator  
Douglas Shannon, Chief of Police**

**Jamie A. Hampton, Mayor**

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**AUGUST 2018  
POLICE REPORT**

**Vehicle Collisions**

There were 5 reported collisions in August. The first collision occurred in the 600 block of 5<sup>th</sup> Ave SW when a vehicle sideswiped a parked vehicle. Damage was estimated at \$2,300 and no injuries were reported. The second collision occurred on Hwy 1 at the driveway for Gary's Food. This collision resulted when a vehicle attempting to exit Gary's Foods parking lot pulled into the traffic lane and stopped for an oncoming vehicle, however stopped in the traffic lane, causing the other vehicle to collide with their vehicle. Damage was estimated at \$3,000 and no injuries were reported. The third collision occurred at the Hwy 1 & 30 roundabout. This collision occurred as two vehicle proceeding North on Hwy approached the roundabout and both vehicles continued north on Hwy 1 from Hwy 30. As they exited the traffic circle, the vehicle in the right lane failed to yield when merging lanes, colliding with the vehicle in the left lane. Damage was estimated at \$4,000 and no injuries were reported. The fourth collision occurred at the Hwy 1 & 30 roundabout. This collision occurred when a vehicle travelling westbound on Hwy 30 failed to yield to a vehicle in the traffic circle that was proceeding north on Hwy 1. Damage was estimated at \$2,600 and no injuries were reported. The fifth collision occurred in the 100 block of 1<sup>st</sup> St W. This collision occurred when a vehicle backing out of a parking space, collided with a vehicle parked next to them. The vehicle backing out failed to report the collision and left the scene. Damage to the unattended parked vehicle was estimated at \$2,000.

**Incidents/Arrest**

There were 19 reported incidents in August. Incidents include: possession of controlled substance, driving while barred (x3), OWI (x2), found drug paraphernalia, Fraud, Interference with official acts, public intoxication, theft, suspicious activity, burglary, harassment, found drugs-Methamphetamine, credit card fraud, arrest warrant served, hit and run, possession of alcohol under legal age (x2).

The incidents resulted in 8 arrests for August. Arrest were made for: OWI (x2), Possession of controlled substance (x2), possession of drug paraphernalia (x2), driving while barred (x3), public intoxication, interference with official acts, possession of alcohol under age, and arrest warrant for fraudulent practices 1<sup>st</sup> degree was served.

**Community Service:**

- Chief Shannon met with Hometown Holidays planning committee regarding Magical Night preparations.
- Chief Shannon met with RC Rail representatives regarding upcoming events
- Chief Shannon hosted a community discussion with uptown business owners and tenants regarding parking concerns in the 1<sup>st</sup> Street business district



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Douglas Shannon, Chief of Police**

**Jamie A. Hampton, Mayor**

- Officers will be participating in Safety Week at Cornell College on September 26, 2018
- Lynch Ford and Linn County Safe Kids are again partnering with Mount Vernon PD and will be hosting a child passenger safety seat event at Lynch Ford on September 26, 2018 from 4pm-7pm.
- Officer Gehrke, Chief Shannon, Linn County Attorney's Office, and US Attorney's Office participated in a parent workshop at the Mount Vernon High School regarding online safety issue.

**Training:**

- Officer Mehlert attend an AR Amorer Course in Cedar Rapids, becoming certified as an Armorer. This will ensure our patrol rifles remain in good working condition and receive regular maintenance and inspections.
- Officer Blinks attended a Patrol Rifle Operator Course in Vinton.
- Officer Moel began K9 Training on August 20<sup>th</sup>. Training is progressing well, and Officer Moel has been posting updates on our Facebook page. Officer Moel is expected to complete the K9 training on September 21<sup>st</sup> and will then continue monthly training as required.

**GTSB:**

Officers worked 16 hours of STEP in August, including participation in the Statewide Labor Day Holiday Step Wave. This enforcement effort resulted in 1 OWI contact, 2 seatbelt violations, 7 speed violations, 2 other violations, 3 equipment violations, and 1 insurance violation.

**LISBON (28E Contracted Services):**

Per the 28E agreement our department provided the following service to Lisbon in July 2018:

- Patrol: 2,236 minutes
- Calls for service: 474 minutes (15 calls for service)
- Administrative time: none

**Total time for August: 45.17 hours x \$40/hr. = \$1806.80**

Respectfully Submitted,

Chief of Police



**Mount  
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IOWA

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## **Public Works Report**

### **9/17/18**

#### ***Parks***

Davis park had a low area around 3<sup>rd</sup> base. Crews borrowed a 10-foot-wide field drag specifically made for infields from the City of Solon. This allowed crews to eliminate the low spot and flatten the field surface to a more playable level. Crews then used the drag on all the Elliott infields to help maintain a better playing surface on those fields as well. The city was pleased with the results of this drag and plan to purchase one.

Crews are also responsible for setting out soccer goals in the parks this has been done as fall soccer is in full swing.

#### ***Pool***

The swimming pool has been closed for the season. Crews have begun pool shut down procedures.

#### ***Streets***

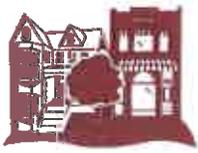
Crews were able to go out one day and fill some problem area pot holes with cold patch.

#### ***Storm inlets***

Crews have replaced 2 storm inlets that have needed replacement for multiple years. One was at College Blvd and 7<sup>th</sup> Street SW intersection on the north side of the road. The other was located just west on College Blvd about 1 block also on the north side of the road. Replacing storm inlets is something crews started about 2 years ago and have been slowly moving around town to problem areas. Most of the storm inlet issues develop when water infiltrates a crack in the concrete between the catch basin and the street. This will cause the wall of catch basin to fail, which then causes the street to fail. When this happens, it reinforces the need for the city to continue the crack sealing program. Crack sealing prevents the water infiltration that creates the failure.

#### ***ROW Trees***

Crews were able to go around town to recent tree removals and seed the area where trees were removed.



**Jamie A. Hampton, Mayor**

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Parks and Recreation Department  
Directors Report  
August 15 – September 15

Parks

- **Thank you to Public Works staff for leveling all of the ballfields and adding more lime to the fields.**
- **We will be adding six trees to Nature Park including three inside the Dog Park fence.**
- **There will be a 5-year Anniversary celebration at the Nancy Doreen Huffman Dog Park on Saturday, September 29<sup>th</sup> (time TBD).**

Sports

- **Fall Flag Football has 12 teams playing this fall totaling 101 kids. This is the third year we have offered 5<sup>th</sup>-6<sup>th</sup> Grade Flag Football and we have created four teams for this age group (one more than last year). Lisbon will join us in the 3<sup>rd</sup>-4<sup>th</sup> grade division as they have one team to join. They also have seven 5<sup>th</sup>-6<sup>th</sup> Graders who will be joining our program.**
- **Fall Soccer has 17 teams and 188 kids enrolled.**
- **Last year the NFL decided not to support the NFL Punt Pass and Kick program moving forward. MV Park and Rec will continue to offer this free program as long as we can. We will host a local event on Friday, October 12<sup>th</sup> at 5:30pm at Elliott Park. We traditionally host this event on Fridays, but attempt to not conflict with MVHS football games. We always try and schedule the event during an away game and not against a rival. This year MV is away to West Burlington.**

Pool

- **The Annual Dog Swim, to benefit the Nancy Doreen Huffman Dog Park, brought a total of 40 dogs, 52 humans in attendance, 12 volunteers, and \$168 was raised on September 4<sup>th</sup>. This event was held from 3:30-6:30pm. A huge thank you goes to Sarah Fried and other Dog Park Committee members for organizing the event as well as Katey Sanders and pool staff.**

## **M. Reports Mayor/Council/Admin.**

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**CITY OF MT. VERNON  
CITY ADMINISTRATOR  
REPORT TO THE CITY COUNCIL  
September 17, 2018**

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- As a reminder, I will be out of the office beginning Thursday, September 20, 2018 and returning on Thursday, September 27, 2018.
- Staff met with representatives of Main Street Iowa for our annual compliance review. Main Street staff was quite complimentary of the City, CDG and Mr. Jennison.
- Staff is set to receive the employee health insurance renewal at the end of this month. Initial indications point to a double digit percentage increase.