

# City of Monticello, Iowa

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Posted on March 16, 2018 at 5:00 p.m.

(Added Agenda Items 5(a) and 5(b) on March 19, 2018)

Monticello City Council Regular Meeting March 19, 2018 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Brian Wolken	<b>City Administrator:</b>	Doug Herman
<b>City Council:</b>		<b>Staff:</b>	
<b>At Large:</b>	Dave Goedken	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Gary "Butch" Pratt	<b>Public Works Dir.:</b>	Brant LaGrange
<b>Ward #1:</b>	Rob Paulson	<b>City Engineer:</b>	Patrick Schwickerath
<b>Ward #2:</b>	Johnny Russ, Mayor Pro Tem	<b>Police Chief:</b>	Britt Smith
<b>Ward #3:</b>	Chris Lux	<b>Ambulance Dir.:</b>	Dawn Brus
<b>Ward #4:</b>	Tom Yeoman		

- Call to Order – 6:00 P.M.
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

**Mayoral Proclamation:** Sexual Assault Awareness Month

**Open Forum:** 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 lectern and give your name and address for the public record before discussing your item.

**Consent Agenda** (These are routine items and will be enacted by one motion without separate discussion unless someone requests an item removed to be considered separately.)

<b>Approval</b> of Council Mtg. Minutes	March	05, 2018
<b>Approval</b> of Payroll	March	15, 2018
<b>Approval</b> of Bill List		
<b>Approval</b> of Treasurer's Report, February 2018		
<b>Approval</b> of Eagles Club Liquor License		

**Public Hearing:** None

## **Resolutions:**

1. **Resolution** to approve to approve Pay Request #6 from Schaus-Vorhies related to the Monticello Airport Ten-T Hangar project in the amount of \$29,667.92.
2. **Resolution** to approve standard tax abatement related to Commercial Improvements constructed at 801 N. Birch Street, Monticello, IA. (Julin Printing)
3. **Resolution** to approve Final Plat of McElmeel Acres. (Two-Mile Jurisdiction)
4. **Resolution** to approve Plat of Survey to Parcel 2018-19 and 2018-20. (Two-Mile Jurisdiction, previously approved as Parcel 2017-84 and 2017-85)

5. **Resolution** to schedule Public Hearing on proposed abandonment of unutilized Street Right-of-Way generally located along the eastern side of the N. Gill Street Right-of-Way between W. 5<sup>th</sup> and W. 6<sup>th</sup> Streets and alleyway Right-of-Way running in a southerly – northerly direction within said block.

5(a) **Resolution** to approve Plat of Survey to Parcel 2018-21 and 2018-22.

5(b) **Resolution** to schedule Public Hearing on proposed Re-Zoning of property located at 324 W. 2<sup>nd</sup> Street from R-2, two family residential, to R-3 Multi-Family Residential and Condominium District.

**Ordinances:**

6. **Ordinance** to approve proposed re-zoning of Accent Construction Property located on N. Chestnut Street between 424 N. Chestnut Street to the north and 402 N. Chestnut Street to the south from R-1 to C-1. (2<sup>nd</sup> Reading)
7. **Ordinance** amending Code Section 165.42 Re: Nonconforming Buildings and Structures.

**Reports / Potential Action:**

- Library Liaison Report (Dave Goedken)
- Property Update, 103 W. 1<sup>st</sup> Street
- Misc. Property Auction
- Band Parent Sidewalk Painting Request
- Project Spoils Disposal Letter
- Berndes Floor Color Samples Review
- Pool Pass rate review
- Police Dpt. Report
- Berndes Electric Usage Report
- Strittmatter letter
- Engineer Report
  - Sewer Plant Update

**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.

Regular Council Meeting – Official  
March 5, 2018 - 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Gary "Butch" Pratt, Johnny Russ, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Brant LaGrange, Police Chief Britt Smith and Park and Rec Director Jacob Oswald. Council member Rob Paulson was absent.

Yeoman moved to approve the agenda, removing the engineer's report on the sewer plant update, Pratt seconded, roll call unanimous.

Yeoman moved to approve the consent agenda, removing the Office Lounge outdoor liquor license permit to be considered separately, Goedken seconded, roll call unanimous.

Herman reported that the Office Lounge requested an outdoor permit to hold a St. Patrick's Day event in the area behind their building not owned by the Office Lounge owner. The Office Lounge will need to provide the City with a lease agreement and a drawing of the area proposed to be used before the permit may be approved. Goedken moved to approve the Office Lounge request for an outdoor liquor permit, with the stipulation that a lease agreement and a drawing of the area proposed to be used be submitted, reviewed and deemed acceptable by the City Clerk, as required by Alcoholic Beverages, Russ seconded, roll call unanimous.

Mayor Wolken opened the public hearing on the proposed Fiscal Year 2018/2019 City of Monticello Budget. Staff received no oral or written comments. Mayor Wolken closed the hearing on the Fiscal Year 2018/2019 budget. Herman reported that the proposed tax rate was \$13.86898, the same as last year, and briefly reviewed the budget. Council discussed the Library Board's request for \$122,500 and consensus was to leave that amount in the budget while informing the Library Board that they are only guaranteed \$120,000, the same appropriation as last year, with the balance being subject to further Council review, consideration and approval. The Council commented on the Library making a part time staff person full time which increased overall benefits expenses by approximately \$7,500. The Council expressed interest in receiving updates related to any changes to staffing and hours of operation. Yeoman moved to approve Resolution #18-33 Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2018 through June 30, 2019, with the requirement that further Council approval be required before the additional library appropriation of \$2,500.00 be made, Russ seconded. Roll call vote, Yeoman, Russ, Pratt and Lux voted aye and Goedken voted nay. Motion carried.

Mayor Wolken opened the public hearing on the proposed budget amendment for fiscal year 2018. Herman reviewed proposed amendments. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Wolken closed the public hearing. Goedken moved to approve Resolution #18-34 Amending the Current Budget for the Fiscal Year ending June 30, 2018, Russ seconded, roll call unanimous.

Mayor Wolken opened the public hearing on the proposed re-zoning of Accent Construction Property located on N. Chestnut Street between 424 N. Chestnut Street to the north and 402 N Chestnut Street to the south from R-1 to C-1. Herman reported P & Z recommended re-zoning

of property with the understanding that the lot cannot be developed as a C-1 use and merely used for access / driveway purpose to the balance of Parcel 2017-43. Herman also stated that Mike Wells who owns property to the north, attended the P & Z meeting and was okay with rezoning change as long as the water drainage issue was addressed and no building was constructed on the lot. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Wolken closed the public hearing. Goedken introduced and moved Ordinance #708 amending the Monticello Code of Ordinances by amending Chapter 165 "ZONING REGULATIONS" of certain property located within the City Limits of the City of Monticello, same being generally described as vacant lot located between 424 N. Chestnut Street to the north and 402 N Chestnut Street to the south, Monticello, IA 52310, legally described a set forth below and amending the Official Zoning Map, first reading and in title only, Russ seconded, roll call unanimous. This will change the zoning from R-1 Single-Family Residential to C-1 General Commercial.

Herman reported that Noah Johnson with Anderson Ladd informed the City that the floor he proposes for use at the Berndes Center is in use at the University of Wisconsin River Falls and it has been subjected to heavy equipment and has held up very well. Council discussed the potential purchase of a new stage for use in the facility that would be more floor friendly, potentially requiring tenants to rent a stage, whether from an outside entity or the City should the City continue to make one available, and potentially increasing the facility deposit. The proposed flooring will have a 25 year warranty. Goedken moved to approve Resolution #18-35 to authorize entry into agreement with Anderson Ladd, Inc. related to the purchase and installation of a new flooring system at the Monticello Berndes Center, Pratt seconded, roll call unanimous. Herman stated the proposed flooring would be the Pulastic Classic ECO 90, with 7 mm rubber pad at a cost of \$105,694. Oswald reported the Park Board will make a recommendation of color for Council consideration.

Herman and LaGrange reviewed the bids received in response to the City's advertised 2018 Street Repair Bid packages. Accent Construction was low bidder for bid package #1 in amount of \$31,393.75; Midwest Concrete was low bidder for bid packages #2 and #5, in the amounts of \$25,522.50 and \$60,750.00, respectively, and MAC Concrete was low bidder on bid packages #3 and #4, in the amounts of \$32,105.00 and \$9,483.00, respectively. Midwest Concrete was the only bid received for bid package #5 which is related to curb and gutter replacement on Walnut and 3<sup>rd</sup> Streets. Council discussed the potential benefits of a more comprehensive plan related to the future of the brick streets and agreed that it may make sense to have the City Engineer look at the intersection of Walnut and N. Chestnut before moving forward with this bid package. Herman stated that the FY '19 included funds to cover the cost of engineer fees related to design work associated with the proposed reconstruction of N. Sycamore and a portion of N. Chestnut Streets. The City would likely bond for those street projects in FY '20. Yeoman moved to approve Resolution #18-36 Accepting bids and awarding contracts related to 2018 Street Repair Projects, Goedken seconded, roll call unanimous. Resolution awards bids for packages #1-4.

Goedken moved to approve Resolution #18-37 Approving Rebecca K. Kraus Tax Abatement Application related to Residential Improvements constructed at 512 Locust Court, Monticello, Iowa, Russ seconded, roll call unanimous.

Herman reported that while GIS shows a portion of the alley located between 4<sup>th</sup> and 5<sup>th</sup> Streets to the east of N. Chestnut Street and West of the Fareway property having previously been vacated or abandoned, that the County Auditor's office recommended that the entirety of the alleyway be vacated, even the portions shown as having been previously vacated or abandoned, to avoid confusion in the future. Herman explained that the County desire to see the entirety of the alleyway vacated necessitates a new Public Hearing notice with a new public hearing date. Russ moved to approve Resolution #18-37 Re-scheduling Public Hearing on proposed abandonment of Alleyway right of way generally located between 4<sup>th</sup> and 5<sup>th</sup> Streets to the east of N. Chestnut Street and West of the Fareway property for April 2, 2018 at 6:00 p.m., Pratt seconded, roll call unanimous.

Herman reported that Steve Intlekofer had a survey of his rental property at 525 S Maple Street completed and it disclosed that a portion of the house was located on the neighboring property owner's lot, the house therefore being a legal non-conforming property. Intlekofer desires to build a detached garage on the lot. Larry McDonald, 521 S Maple Street, stated that his lot is 18 inches lower than Intelkofer's lot and that there are issues with water drainage and runoff. He showed the City Council pictures of his lot flooded by runoff, from Intlekofer's lot and others, and expressed his belief that the garage would only worsen the runoff issues. Jerry Behrends, owner of 616 S Main, stated that access to and from the garage would be nearly impossible without utilizing a portion of his property. Consensus of the Council was to not allow the detached garage to be built on the lot as the home is non-conforming according to City Code 165.42. The Council also asked Herman to draft clarifying language to include in the Code of Ordinances on this point.

Herman reported that Terracon, approved by the IDNR, was hired to perform a Phase I Environmental inspection of 103 W 1<sup>st</sup> Street and that the IDNR will reimburse the City for costs related to Terracon's efforts. Terracon has been on the property and Herman is expecting the report soon. After the receipt of the report the City will be in a position to take title to the property and will then have an asbestos inspection completed.

Herman advised that the Police and Public Works will be holding a public auction to sell a number of items that have accumulated over the years, such as unclaimed bikes, a furnace from City Hall remodeling, and potentially some library furniture and other items.

Herman explained that the District Court upheld the Employment Appeal Board decision to award Tami Bartram unemployment compensation, which Herman feels is incorrect. They found Bartram could not have continued in the same job she previously held; that her job/employment was eliminated and that she was therefore eligible for unemployment. The Court noted that had the City offered Bartram the superintendent position after she became eligible for unemployment she may have been ineligible for the continuation of unemployment if she turned the job down but as the job was offered in advance of her eligibility for benefits that she was not ineligible for unemployment compensation. Herman explained that the City may appeal the decision and if the City were to win the appeal that Bartram would not have to pay any benefits back but that the City unemployment account would be credited for those sums that should not have been paid. Consensus of the Council was to move forward with the appeal to the Supreme Court.

Herman reported that a resident on Cherry Street had expressed concerns related to people heading east on Second Street thinking Cherry Street is an extension of Second Street and are then forced to turn around and return to Maple Street and that a Dead End or No Outlet sign might be appropriate. Consensus of Council was to have police and public works keep an eye on the area and inform the Council if and when they find that signage in this area is appropriate.

Herman proposed that the Council set a policy that would prohibit the placement of City project spoils in flood plains, flood ways, and/or wetlands. The City Engineer may be asked to add additional language to future contracts on this topic.

Pratt moved to adjourn at 7:46 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - MARCH 15, 2018

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>Feb. 26 - Mar. 11, 2018</b>				
Evan Barry	\$ 531.00	\$ -	0.00	0.00	\$ 437.36
Jeremy Bell	194.70	-	0.00	0.00	162.08
Brian Bronemann	26.40	-	0.00	0.00	22.65
Carter Bronemann	637.20	-	0.00	0.00	483.61
Dawn Brus	690.00	-	0.00	48.38	519.99
Stephen Fasnacht	36.00	-	0.00	0.00	30.89
Jacob Gravel	513.30	-	0.00	0.00	375.83
Ben Hein	116.40	-	0.00	0.00	99.85
Mary Intlekofer	1,822.80	-	6.00	41.75	1,000.98
Brandon Kent	1,822.80	-	0.00	0.00	1,179.69
Matthew Kunkle	260.40	-	0.00	0.00	201.40
Jim Luensman	434.00	-	0.00	0.00	338.01
Lori Lynch	1,855.35	32.55	0.00	0.00	1,230.39
Dave McNeill	215.52	-	0.00	0.00	183.89
Christopher Moore	1,901.81	163.01	0.00	87.00	1,375.87
Shelly Searles	3,450.30	1,627.50	0.00	13.50	2,477.15
Brenda Surom	520.80	-	0.00	0.00	392.21
<b>TOTAL AMBULANCE</b>	<b>\$ 15,028.78</b>	<b>\$ 1,823.06</b>	<b>6.00</b>	<b>190.63</b>	<b>\$ 10,511.85</b>
<b>CEMETERY</b>	<b>Feb. 24 - Mar. 9, 2018</b>				
Dan McDonald	\$ 1,699.73	\$ 88.43	0.00	0.00	\$ 1,209.05
<b>TOTAL CEMETERY</b>	<b>\$ 1,699.73</b>	<b>\$ 88.43</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,209.05</b>
<b>CITY HALL</b>	<b>Feb. 25 - Mar. 10, 2018</b>				
Cheryl Clark	\$ 1,600.00	\$ -	0.00	0.13	\$ 1,053.87
Doug Herman	3,970.71	-	0.00	0.00	2,859.25
Sally Hinrichsen	2,368.18	-	0.00	0.00	1,661.67
Nanci Tuel	1,360.00	-	0.00	0.00	888.06
<b>TOTAL CITY HALL</b>	<b>\$ 9,298.89</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.13</b>	<b>\$ 6,462.85</b>
<b>COUNCIL / MAYOR</b>	<b>Feb. 25 - Mar. 10, 2018</b>				
Dave Goedken	\$ 100.00	\$ -	0.00	0.00	\$ 92.60
Chris Lux	100.00	-	0.00	0.00	92.60
Rob Paulson	100.00	-	0.00	0.00	92.35
Gary Pratt	100.00	-	0.00	0.00	92.35
Johnny Russ	100.00	-	0.00	0.00	92.35
Brian Wolken	300.00	-	0.00	0.00	273.80
Tom Yeoman	100.00	-	0.00	0.00	92.35
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 900.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 828.40</b>
<b>LIBRARY</b>	<b>Feb. 26 - Mar. 11, 2018</b>				
Kyle Gassman	\$ 187.01	\$ -	0.00	0.00	\$ 161.58
Molli Hunter	316.00	-	0.00	0.00	269.03
Penny Schmit	957.12	21.92	0.00	0.00	702.76
Madonna Thoma-Kremer	872.00	-	0.00	0.00	524.49
Michelle Turnis	1,517.58	-	0.00	0.00	955.17
<b>TOTAL LIBRARY</b>	<b>\$ 3,849.71</b>	<b>\$ 21.92</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,613.03</b>
<b>MBC</b>	<b>Feb. 26 - Mar. 11, 2018</b>				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,386.83
Casey Reyner	1,538.46	-	0.00	0.00	1,074.89

# PAYROLL - MARCH 15, 2018

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>TOTAL MBC</b>	\$ 3,384.61	\$ -	0.00	0.00	\$ 2,461.72
<b>POLICE</b>	<b>Feb. 26 - Mar. 11, 2018</b>				
Dawn Graver	\$ 2,174.77	\$ -	0.00	0.00	\$ 1,508.46
Erik Honda	1,905.66	62.82	0.00	7.75	1,420.31
Jordan Koos	2,003.40	-	0.00	32.50	1,462.79
Travis McNally	246.48	-	0.00	0.00	201.46
Britt Smith	2,443.56	-	0.00	0.00	1,786.45
Madonna Staner	1,414.40	-	0.00	0.00	1,069.37
Brian Tate	2,063.04	-	0.00	0.00	1,541.02
Robert Urbain	1,156.67	-	0.00	26.50	863.17
<b>TOTAL POLICE</b>	<b>\$ 13,407.98</b>	<b>\$ 62.82</b>	<b>0.00</b>	<b>66.75</b>	<b>\$ 9,853.03</b>
<b>ROAD USE</b>	<b>Feb. 24 - Mar. 9, 2018</b>				
Billy Norton	\$ 1,689.90	\$ 117.90	0.00	0.00	\$ 1,078.84
Wayne Yousse	1,572.00	-	6.00	24.00	1,071.37
<b>TOTAL ROAD USE</b>	<b>\$ 3,261.90</b>	<b>\$ 117.90</b>	<b>6.00</b>	<b>24.00</b>	<b>\$ 2,150.21</b>
<b>SANITATION</b>	<b>Feb. 24 - Mar. 9, 2018</b>				
Michael Boyson	\$ 1,644.00	\$ 108.00	0.00	0.00	\$ 1,133.49
Nick Kahler	1,660.44	88.43	0.00	0.00	1,131.98
Brian Kramer	231.00	-	0.00	0.00	187.59
<b>TOTAL SANITATION</b>	<b>\$ 3,535.44</b>	<b>\$ 196.43</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,453.06</b>
<b>SEWER</b>	<b>Feb. 24 - Mar. 9, 2018</b>				
Tim Schultz	\$ 1,700.85	\$ 68.85	0.00	29.63	\$ 1,185.92
Jim Tjaden	1,900.00	-	0.00	0.00	1,364.72
<b>TOTAL SEWER</b>	<b>\$ 3,600.85</b>	<b>\$ 68.85</b>	<b>0.00</b>	<b>29.63</b>	<b>\$ 2,550.64</b>
<b>WATER</b>	<b>Feb. 24 - Mar. 9, 2018</b>				
Brant LaGrange	\$ 2,020.38	\$ -	0.00	0.00	\$ 1,424.05
Jay Yanda	1,820.00	-	0.00	0.00	1,305.65
<b>TOTAL WATER</b>	<b>\$ 3,840.38</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,729.70</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 61,808.27</b>	<b>\$ 2,379.41</b>	<b>12.00</b>	<b>311.14</b>	<b>\$ 43,823.54</b>



**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				
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	GENERAL			
	POLICE DEPARTMENT			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	101.74		
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	2.75		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	538.67		
MONTICELLO EXPRESS INC	PD SUPPLIES	152.00		
TCM BANK NA	PD COMPUTER FEES	70.19		
TRI COUNTY PROPANE LLC	PD FUEL	127.16		
U.S. CELLULAR	PD CELL PHONES	175.12		
		=====		
	POLICE DEPARTMENT	1,167.63		
	STREET LIGHTS			
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	157.66		
		=====		
	STREET LIGHTS	157.66		
	AQUATIC CENTER			
JOHN DEERE FINANCIAL	POOL BUILDING SUPPLIES	7.07		
		=====		
	AQUATIC CENTER	7.07		
	CEMETERY			
JOHN DEERE FINANCIAL	CEMETERY SUPPLIES	5.37		
KROMMINGA MOTORS INC	CEMETERY EQUIP REPAIR/MAINT	73.30		
DAN McDONALD	CEMETERY SPRAYER TRAINING	35.00		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	135.48		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	489.72		
		=====		
	CEMETERY	738.87		
	SOLDIER'S MEMORIAL BOARD			
BRIAN KRAMER	SNOW REMOVAL	195.00		
MEDIACOM	SLDR MEM TELEPHONE	25.26		
		=====		
	SOLDIER'S MEMORIAL BOARD	220.26		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	142.00		
TCM BANK NA	ATTORNEY ANNUAL FEES	250.00		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	ATTORNEY	392.00		
	CITY HALL/GENERAL BLDGS			
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	290.10		
JOHN DEERE FINANCIAL	CH BLDG REPAIR/MAINT	12.99		
BRIAN KRAMER	SNOW REMOVAL	390.00		
KRAUS PLUMBING & HEATING INC	CH BLDG REPAIR/MAINT	227.98		
MEDIACOM	CH TELEPHONE	159.97		
MONTICELLO EXPRESS INC	CH ADVERTISING	1,265.72		
TCM BANK NA	CH IMMI CONFERENCE - HERMAN	450.00		
	CITY HALL/GENERAL BLDGS	2,796.76		
	GENERAL	5,480.25		
	MONTICELLO BERNDES CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC ELECTRIC	938.23		
BAKER PAPER CO INC	MBC BUILDING SUPPLIES	58.90		
DUSTIN P CHAPMAN	MBC REFEREE FEES	75.00		
PHIL GILKERSON	MBC REFEREE FEES	45.00		
INFRASTRUCTURE TECHNOLOGY	MBC EQUIP REPAIR/MAINT	50.00		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	31.40		
MONTICELLO EXPRESS INC	MBC ADVERTISING	247.20		
MONTICELLO SPORTS	MBC LEAGUE SUPPLIES	234.00		
DARREN READE	MBC REFEREE FEES	60.00		
CASEY REYNER	MBC TRAVEL	138.98		
SPAHN & ROSE LUMBER CO INC	MBC BLDG REPAIR/MAINT	185.00		
	PARKS	2,063.71		
	MONTICELLO BERNDES CENTER	2,063.71		
	FIRE			
	FIRE			
DEVIN ARDUSER	FIRE SCHOOL TRAVEL	199.35		
GATEWAY HOTEL & CONFERENCE	FIRE SCHOOL LODGING	1,648.64		
ALEX GREEN	FIRE SCHOOL TRAVEL	26.76		
DREW HAAG	FIRE SCHOOL TRAVEL	195.12		
NICHOLAS KAHLER	FIRE SCHOOL TRAVEL	40.07		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	190.49		
MONTICELLO FIRE ASSOCIATION	FIRE SERVICES	2,868.00		
THERON NEALSON	FIRE SCHOOL TRAVEL	43.67		
BILLY NORTON	FIRE SCHOOL TRAVEL	42.69		
RADIOLOGY CONSULTANTS OF IOWA	FIRE PHYSICAL - HAAG	34.00		
JACKSON SNYDER	FIRE SCHOOL TRAVEL	27.82		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
TOYNE, INC.	FIRE EQUIP REPAIR/MAINT	58.04		
UNITY POINT CLINIC	FIRE PHYSICAL - LONG	233.00		
UNITY POINT HEALTH HOSPITALS	FIRE PHYSICAL - JOHN SNYDER	3,006.78		
	FIRE	8,614.43		
	FIRE	8,614.43		
	AMBULANCE			
	AMBULANCE			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	114.03		
KARDES INC	AMB FUEL	49.24		
DAVID B MCNEILL	AMB BUILDING SUPPLIES	3.69		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	600.71		
TCM BANK NA	AMB MEDICARE ENROLL FEE	569.00		
U.S. CELLULAR	AMB CELL PHONES	68.18		
	AMBULANCE	1,404.85		
	AMBULANCE	1,404.85		
	LIBRARY IMPROVEMENT			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB IMP BOOKS	21.99		
RAYMOND GEDDES & CO., INC.	LIB IMP SUMMER READING	81.48		
TCM BANK NA	LIB IMP PROGRAMS/PROMOTIONS	75.36		
	LIBRARY	178.83		
	LIBRARY IMPROVEMENT	178.83		
	LIBRARY			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB BOOKS	113.37		
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	17.82		
DEMCO INC	LIB OFFICE SUPPLIES	85.70		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	3.99		
INFRASTRUCTURE TECHNOLOGY	LIB DATA PROCESSING	100.00		
BRIAN KRAMER	SNOW REMOVAL	195.00		
MEDIACOM	LIB TELEPHONE	117.87		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	145.95		
TCM BANK NA	LIB VIDEO/DVD RECORDINGS	800.66		
TEI LANDMARK AUDIO	LIB AUDIO RECORDINGS	500.00		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY	2,080.36		
	LIBRARY	2,080.36		
	AIRPORT			
	AIRPORT			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	252.10		
	AIRPORT	252.10		
	AIRPORT	252.10		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	80.95		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT	47.92		
EHRISMAN TREE SERVICE	RU TREE REMOVAL	200.00		
JOHN DEERE FINANCIAL	RU SUPPLIES	388.15		
JONES CO SECONDARY ROAD DEPT	RU PRO FEES	375.00		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	382.49		
M TOWN TIRE & AUTO	RU EQUIP REPAIR/MAINT	1,261.56		
DAVID B MCNEILL	RU SUPPLIES	2.20		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,595.33		
MONTICELLO EXPRESS INC	RU ADVERTISING	22.52		
MONTICELLO MACHINE SHOP INC	RU SUPPLIES	22.38		
SPAHN & ROSE LUMBER CO INC	RU EQUIP REPAIR/MAINT	251.13		
	STREETS	4,629.63		
	ROAD USE	4,629.63		
	TRUST/SLAVKA GEHRET FUND			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB GEHRET BOOKS	317.68		
	LIBRARY	317.68		
	TRUST/SLAVKA GEHRET FUND	317.68		
	MARY MAXINE REDMOND TRUST			
	LIBRARY			

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
THREE EAGLES INC	LIB REDMOND PROGRAMMING	35.00		
	LIBRARY	35.00		
	MARY MAXINE REDMOND TRUST	35.00		
	WATER			
	WATER			
BEHREND CRUSHED STONE	WATER SYSTEM	234.73		
HAWKINS WATER TREATMENT	WATER SUPPLIES	277.93		
HYGIENIC LABORATORY	WATER LAB TESTS	71.50		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	170.27		
MONTICELLO EXPRESS INC	UTILITY BILLS	1,105.00		
MUNICIPAL SUPPLY INC	WATER SYSTEM	1,067.40		
TCM BANK NA	WATER POSTAGE	218.19		
WHITE HAWK PLUMBING & HEATING	WATER SYSTEM	170.00		
WILLIAM WARREN, INC.	WATER BOOTS - SCHULTZ	99.87		
	WATER	3,414.89		
	WATER	3,414.89		
	CUSTOMER DEPOSITS			
	WATER			
TIEGAN OPPEDAL	WATER DEPOSIT REFUND	160.00		
	WATER	160.00		
	CUSTOMER DEPOSITS	160.00		
	SEWER			
	SEWER			
ALLIANT ENERGY-IES	1105 E FIRST ST	2,085.61		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	9.96		
HYGIENIC LABORATORY	SEWER LAB TESTS	990.00		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	170.27		
MONTICELLO EXPRESS INC	UTILITY BILLS	1,105.00		
TCM BANK NA	SEWER POSTAGE	64.44		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	2,255.22		
USA BLUE BOOK	SEWER MINOR EQUIPMENT	714.67		
WILLIAM WARREN, INC.	SEWER BOOTS - SCHULTZ	99.87		
	SEWER	7,495.04		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	SEWER	7,495.04		
	SANITATION			
	SANITATION			
JOHN DEERE FINANCIAL	SANITATION OSHA SUPPLIES	4.99		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	2,452.50		
MONTICELLO COMM SCHOGL DISTRICT	SANITATION FUEL	206.99		
MONTICELLO EXPRESS INC	UTILITY BILLS	1,105.00		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	8,431.06		
	SANITATION	12,200.54		
	SANITATION	12,200.54		
**** SCHED	TOTAL ****	48,327.31		
*****	REPORT TOTAL *****	48,327.31		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	5,480.25		
005	MONTICELLO BERNDES CENTER	2,063.71		
015	FIRE	8,614.43		
016	AMBULANCE	1,404.85		
030	LIBRARY IMPROVEMENT	178.83		
041	LIBRARY	2,080.36		
046	AIRPORT	252.10		
110	ROAD USE	4,629.63		
178	TRUST/SLAVKA GEHRET FUND	317.68		
339	MARY MAXINE REDMOND TRUST	35.00		
600	WATER	3,414.89		
602	CUSTOMER DEPOSITS	160.00		
610	SEWER	7,495.04		
670	SANITATION	12,200.54		

City of Monticello - Monthly Summary - February 1st thru 28th, 2018

*Reviewed by*  
  
 3/14/18

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
<b>GENERAL FUNDS:</b>															
	General	589590.84	70428.39	1008.28		94061.99	28866.67	538098.85	610.00	497383.87	40104.98	6078.94	6450.31		538098.85
	Soldiers Memorial Board	11577.25	1075.00			123.00		12529.25							12529.25
	Monticello Berries Center	77292.49	3711.67	52.50		10298.35		70758.31	100.00	63382.23	7276.08				70758.31
	Dare	5229.39		3.27		100.00		5132.66		5132.66					5132.66
	Insurance Fund	14849.51		13.02		553.72		14308.81		4416.66	9892.15				14308.81
	Monticello Trees Forever	36611.72		23.87				36635.59		36635.59					36635.59
	Fire	249262.36		232.22		1993.91		247500.67		57472.30	190028.37				247500.67
	Ambulance Operating	72374.00	28062.79	57.22	18866.67	37531.28		81829.40		51584.06	30245.34				81829.40
	Hotel/Motel Tax Fund	7813.97						7708.47		7708.47					7708.47
	Earl F Lehmann Trust	237.35		5.09		110.59		237.35			237.35				237.35
	Street Bond	750.00						750.00		750.00					750.00
	Police Improvement	7889.52	928.00	6.65				8824.17		3768.87	5055.30				8824.17
	Library Improvement	41943.20		35.59		428.14		41550.65		13930.66	27619.99				41550.65
	Library	19688.14	502.72	12.79	10000.00	10712.95		19490.70	75.00	19403.89	11.81				19490.70
	Equipment Set-A-Side	82585.61		75.96				82661.57		8674.63	73986.94				82661.57
	Super Mac	6578.90		5.19		1809.40		4774.69		1733.43	3041.26				4774.69
	Airport	90076.36	727.20	59.93		2471.41		88392.08		52538.46	36853.62				88392.08
	Revolving Loan Fund	36063.30	75.00	33.80				36172.10		827.45	35344.65				36172.10
<b>SPECIAL REVENUE FUNDS:</b>															
	Road Use Tax	626079.44	53366.02			4103.54		638413.92		258413.92	380000.00				638413.92
	Employee Benefits	358498.39	5524.58	295.46		28308.07		336010.36		49205.56	286804.80				336010.36
	TIF Tax Collections	583819.50	14380.48	435.57		15000.00		563635.55		330348.81	233286.74				563635.55
	Slavka Gehret Trust	204491.81		194.26		197.28		204488.79		507.50	203981.29				204488.79
	Police Forfeiture Acct	822.18		0.52				822.70		822.70					822.70
<b>DEBT SERVICE FUNDS:</b>															
	Debt Service	241727.09	5432.45	147.92				247307.46		236106.35	11201.11				247307.46
	TIF - Debt Payments	0.00						0.00							0.00
<b>PERMANENT FUNDS:</b>															
	Park Improvements	15999.29		14.57				16013.86		2130.67	13883.19				16013.86
	Ambulance Improvements	51596.25		47.22				51643.47		6164.49	45478.98				51643.47
	TIF Projects	6595.18						6595.18		6595.18					6595.18
	Cemetery Improvements	68490.44	252.50	217.32				68950.26		1727.36	67222.90				68950.26
	Cap Imp - FACC	12180.29		11.58				12191.87			12191.87				12191.87
	Capital Improvements	-434648.35	13579.07			132018.84		-553088.12		-553088.12					-553088.12
	Youth Baseball & Softball	-7977.44						-7977.44		-7977.44					-7977.44
	Low Income Housing	14364.90		13.66				14378.56			14378.56				14378.56
	MDC Funds	-7003.68						-7003.68		-7003.68					-7003.68
	Baty Disc Golf Course	19461.59		6.87				19468.46		19299.98	168.48				19468.46
	Mary Maxine Redmond Trust	8737.25		8.18				8745.43		411.05	8334.38				8745.43
	Pocket Park	11638.47		6.69				11645.16		11645.16					11645.16
	Cemetery Perpetual Care	161228.30	282.50					161510.80		2710.40	158800.40				161510.80
	Charles S Bidwell Book Trust	84935.63		80.38		154.58		84861.43		276.56	84584.87				84861.43
	Ioma Mary Baker Trust	40899.70		38.93				40739.03		401.82	40336.21				40739.03
<b>ENTERPRISE FUNDS:</b>															
	Water Operating	236967.00	32955.04	52.48		20343.65		246630.87		241918.03	7712.84				246630.87
	Customer Deposits	88850.70	610.00			570.00		88890.70		7318.14	81572.56				88890.70
	Water Capital Improvements	-218978.06	417.98	41.08		2.55		-218521.55		-218811.22	289.67				-218521.55
	Sewer Operating	159861.83	46453.61	112.10		37717.60		168709.94		142288.27	26421.67				168709.94
	Sewer Capital Improvements	88004.37	417.98	98.45				88520.80		87727.88	792.92				88520.80
	Sanitation	98118.81	38127.82	93.15		35357.30		100982.48		3397.49	97584.99				100982.48
	Sanitation Capital Improvements	56018.13	835.94	48.76				56902.83		15931.39	40971.44				56902.83
	Storm Water fund	2945.72	2444.31	1.92		159.37		5232.58		5232.58					5232.58
	Flex Spending	200.13	38.46					238.59		238.59					238.59
	Enterprise Flex Spending	156.11	115.36					271.49		271.49					271.49
<b>INTERNAL REVENUE FUND</b>															
	Self Funded Insurance	0.00	685.93			685.93		0.00							0.00
<b>TOTAL OF ALL FUNDS</b>															
		3904284.88	321430.82	3591.85	28866.67	477174.45	28866.67	3757566.10	785.00	1469554.14	2274460.36	6316.29	6450.31	0.00	3757566.10



City of Monticello  
Bank Reconciliation Report  
For the Month of February 2018

Bank Balance		
General Checking	\$1,474,682.33	
Property Tax & Water	\$2,274,460.36	
Soldiers Memorial Ckg	\$6,078.94	
Earl F Lehmann Trust	<u>\$237.35</u>	
Total Bank Balance		<u>\$3,755,458.98</u>
Plus (Minus) Adjustment:		
Bank Charge/Error	<u>\$0.00</u>	
Total Adjustment		<u>\$0.00</u>
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	<u>\$10.00</u>	
Total Outstanding Credit Card Pymts		<u>\$10.00</u>
Less Outstanding Checks:		
Financial/Payroll	\$5,138.19	
Soldiers Memorial	\$0.00	
Total Outstanding Checks		<u>\$5,138.19</u>
Plus Investments:		
Time Certificates	\$6,450.31	
Petty Cash	<u>\$785.00</u>	
Total Investments		<u>\$7,235.31</u>
Treasurer's Balance		<u><u>\$3,757,566.10</u></u>

Prepared By: Sally Hinrichsen 3/13/2018  
Sally Hinrichsen, City Clerk

Reviewed by: Douglas Herman 3/14/2018  
Doug Herman, City Administrator

**THE CITY OF MONTICELLO, IOWA**  
**Proclamation #18-01**

**Proclamation** declaring April, 2018 to be Sexual Assault Awareness month in Monticello, Iowa

**IN THE NAME AND BY THE AUTHORITY OF THE MAYOR OF THE CITY OF MONTICELLO, IOWA, I DO HEREBY PROCLAIM AS FOLLOWS:**

**WHEREAS**, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and impacts every community member in the City of Monticello; and

**WHEREAS**, rape, sexual assault, and sexual harassment impact our community as seen by statistics indicating that one in five women and one in 33 men will be raped at some point in their lives; and

**WHEREAS**, child sexual abuse prevention must be a priority to confront the reality that one in six boys and one in four girls will experience a sexual assault before the age 18; and

**WHEREAS**, young people experience heightened rate of sexual violence, and youth ages 12-17 were 2.5 times as likely to be victims of rape or sexual assault; and

**WHEREAS**, on campus, one in five women and one in 16 men are sexually assaulted during their time in college; and

**WHEREAS**, we must work together to educate our community about sexual violence prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

**WHEREAS**, with leadership, dedication, and encouragement, there is evidence that we can be successful in preventing sexual violence in Monticello through increased education, awareness, and community involvement; and

**WHEREAS**, The City of Monticello strongly supports the efforts of national, state, and local partners, and of every citizen, to actively engage in public and private efforts to prevent sexual violence. It's time for all of us to start conversations, take appropriate action and support one another to create a safer environment for all.

**NOW THEREFORE BE IT RESOLVED**, that we, the City Council members of Monticello, join advocates and communities across the country in playing an active role to prevent sexual violence. Along with the United States government and State of Iowa, we do hereby proclaim April as "Sexual Assault Awareness Month!"

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19<sup>th</sup> day of March, 2018.

Attest:

\_\_\_\_\_  
Brian Wolken, Mayor

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 03/16/18  
Preparer: Doug Herman



Agenda Item: # 1  
Agenda Date: 03/19/18

**Communication Page**

**Agenda Items Description:** Resolution to approve Pay Request #6 from Schaus-Vorhies related to the Monticello Airport Ten-T Hangar project in the amount of \$29,667.92

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution
Pay Request #6; Engineer Recommendation

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	Ten-T Hangar Project
Expenditure:	\$29,667.92
Revenue:	

**Synopsis:** Approval of Pay Request #6 related to Ten-T Hangar project in the amount of \$29,667.92

**Background Information:** The City Engineer recommends that Pay Request #6 be approved in the amount of \$29,667.92. The total amount earned as reflected by this pay request totals \$544,873.07. Retainage totals 5% and based thereon the sum of \$27,243.65 has been withheld, resulting in total payments after this payment in the amount of \$4517,629.42. The erection of the hangar frame is well underway and I have heard no concerns to date with the erection process. In addition to the above retainer, we are retaining an additional 15% related to the interior concrete. (Bid item 11.2.) This retention is in addition to the aforementioned 5% retainage and comes to an additional \$54,000 +/- . The concrete retainage is tied to imperfections of a portion of the pavement surface for which a solution needs to be found. The solution will likely be a spring solution as warm weather will likely be a condition precedent to the repairs.

**Recommendation:** I recommend that the Council consider the approval of Pay Request #6 from Schaus-Vorhies in relation to the Monticello Airport Ten-T Hangar project in the amount of \$29,667.92.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

## RESOLUTION #18-\_\_

To approve Pay Request #6, related to the Monticello Airport Ten-T Hangar project, to Schaus-Vorhies in the amount of \$29,667.92

**WHEREAS,** The City of Monticello, Iowa is an incorporated city within Jones County, Iowa; and

**WHEREAS,** Schaus-Vorhies was hired to construct a Ten-T Hangar at the Monticello Airport, and

**WHEREAS,** The City Engineer has reviewed the 6<sup>th</sup> pay request from Schaus-Vorhies related to said project and recommends that it be paid in the amount of \$29,667.92, same reflecting the maintenance of a 5% retainer in the amount of \$27,243.65 and additional deducts, in the approximate amount of \$52,000, related to issues associated with the concrete flat work that have not yet been resolved, and

**WHEREAS,** The Council finds, based upon the recommendation of the City Engineer, that said pay request should be approved.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve Pay Request #6 from Schaus-Vorhies and authorizes payment in the amount of \$29,667.92.

**IN THE TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19<sup>th</sup> day of March 2018.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



March 19, 2018

Mr. Doug Herman, City Administrator  
City of Monticello, Iowa  
200 East 1<sup>st</sup> Street  
Monticello, IA 52310

RE: Pay Request #6  
Monticello Regional Airport (MXO) - 2017 Tee Hangar Project  
S & A Project # - 117.0240.08  
FAA Project # - 3-19-0061-008-2017  
Contractor: Schaus-Vorhies Contracting

Dear Council:

Enclosed for your review and approval is Pay Request #6 from Schaus-Vorhies Contracting for the project referenced above. We have reviewed the pay request and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #6 for this project in the amount of \$29,667.92 to Schaus-Vorhies Contracting.

If you have any questions or comments regarding this project, please feel free to contact me at 319-362-9394.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'A.J. Barry'.

A.J. Barry, E.I.  
Project Engineer

Enclosure: Pay Request #6

cc: Gus Schaus, Schaus-Vorhies Contracting

**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA DOCUMENT G702

PAGE 1 OF 2 PAGES

TO OWNER:

City of Monticello  
200 East First Street  
Monticello, IA 52310

FROM CONTRACTOR:

Schaus-Vorhies Contracting  
400 N 2nd Str  
Fairfield, IA 52556

PROJECT:

Monticello Regional Airport (WXO)  
2017 TEE Hangar  
Monticello, IA 52310  
VIA ENGINEER:  
Snyder & Associates, Inc  
5005 Bowling Street SW, Suite A  
Cedar Rapids, IA 52404

APPLICATION NO: 6 REV 1

PERIOD TO 2/28/2018

PROJECT #: 62282

CONTRACT FOR:

CONTRACT DATE: 08/07/17

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached

1. ORIGINAL CONTRACT SUM	\$ 656,736.80
2. Net change by Change Orders	\$
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 656,736.80
4. TOTAL COMPLETED & STORED TO DATE (Column J on G703)	\$ 544,873.07

5. RETAINAGE:	
a. 5.0% % of Completed Work (Column G+H on G703)	\$ 27,243.65
b. 5.0% % of Stored Material (Column I on G703)	\$
Total Retainage (Line 5a + 5b or Total in Column L of G703)	\$ 27,243.65

6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ 517,629.42
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$
8. CURRENT PAYMENT DUE (Line 6 less Line 7)	\$ 487,961.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 139,107.38

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
<b>NET CHANGES by Change Order</b>		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

CONTRACTOR

By: Dan Schaus Date: 03/14/18

State of: IA

Subscribed and sworn to before me this 5<sup>th</sup> day of MARCH, 2018

Notary Public:



My Commission expires: 5-19-20

**ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 29,667.92

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ENGINEER Snyder & Associates - A3B

By: [Signature] Date 03/14/2018

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

**CONTINUATION SHEET**

AIA Document G702 - APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached in tabulations below. amounts are stated to the nearest dollar. Use Column I on Contracts where variable retriage for line items may apply.  
 Monticello, IA 52310

Page 2 of 2 Pages  
 APPLICATION NO: 6 REV 1  
 APPLICATION DATE: 2/28/2018  
 PERIOD TO: 2/28/2018  
 PROJECT NO: 62282

AIA DOCUMENT G703

A Item No.	B Description of Work	C Unit Price	D Billed Quantity	E Plan Quantity	F Scheduled Value	G Work Completed		H This Period	I Materials Presently Stored (Not in G or H)	J Total Completed And Stored To Date (G + H + J)	K Balance To Finish (F - J)	L Retainage
						From Previous Application (G + H)						
1 2	Safety Plan, Traffic Control, and Mobilization	\$87,503.95	0.90	1	\$87,503.95	\$88,127.81				88,127.81	9,376.14	4,406.39
2 2	Unclassified Excavation	\$9.32	805	805	\$7,502.60	\$7,502.60				7,502.60		375.13
3 2	Subbase Course	\$6.44	2412	2412	\$15,533.28	\$15,533.28				15,533.28		776.66
4 2	Installation and Removal of Silt Fence	\$4.26	1020	1020	\$4,345.20						4,345.20	
5 2	Portland Cement Concrete	\$51.89	710	710	\$36,841.80	\$38,841.90				36,841.90		1,842.10
6 2	Seeding	\$3,940.50		0.8	\$3,152.40							
7 2	Topsoiling	\$6.39		650	\$4,153.50							
8 2	Mulching	\$3,301.50		0.8	\$2,641.20							
9 2	Construction Survey	\$3,727.50	1.00	1	\$3,727.50	\$3,727.50				3,727.50		186.38
10 2	Electrical Service Extension	\$7,455.00		1	\$7,455.00	\$4,500.00		\$1,174.80		5,674.80	1,780.20	283.74
11 2	Ten-Unit Nested Tee Hanger, Complete, 54' x 284'	\$473,880.27	0.82	1	\$473,880.27	\$357,410.59		\$30,054.59		387,465.18	86,415.09	19,373.26
<b>GRAND TOTALS</b>						<b>656,736.80</b>	<b>513,643.68</b>	<b>31,229.38</b>		<b>544,873.07</b>	<b>111,863.73</b>	<b>27,243.65</b>

User may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

AIA DOCUMENT G702 - CONTINUATION SHEET FOR G702 - 1982 EDITION - AIA - 1982  
 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W. WASHINGTON, D. C. 20006-5232

G703-1982

<b>City Council Meeting</b> <b>Prep. Date:</b> 03/16/18 <b>Preparer:</b> Doug Herman		<b>Agenda Item:</b> 2 <b>Agenda Date:</b> 03/19/2018
--	--	---

**Communication Page**

**Agenda Items Description:** Resolution to approve Tax Abatement related to property located at 801 Birch Street.

<b>Type of Action Requested:</b> Motion; <b>Resolution;</b> Ordinance; Report; Public Hearing; Closed Session													
<b>Attachments &amp; Enclosures:</b> <table border="1" style="width: 100%;"> <tr><td>Proposed Resolution</td></tr> <tr><td>Application</td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>	Proposed Resolution	Application			<b>Fiscal Impact:</b> <table border="1" style="width: 100%;"> <tr><td>Budget Line Item:</td><td>n/a</td></tr> <tr><td>Budget Summary:</td><td>n/a</td></tr> <tr><td>Expenditure:</td><td>n/a</td></tr> <tr><td>Revenue:</td><td>n/a</td></tr> </table>	Budget Line Item:	n/a	Budget Summary:	n/a	Expenditure:	n/a	Revenue:	n/a
Proposed Resolution													
Application													
Budget Line Item:	n/a												
Budget Summary:	n/a												
Expenditure:	n/a												
Revenue:	n/a												

**Synopsis:** Abatement Application filed by Julin Printing Company Re: Commercial property located at 801 Birch Street, Monticello.

**Background Information:** This Resolution provides the standard commercial property tax abatement as set out in Chapter 10 of the Monticello Code. The new value added by the improvement is eligible for a partial exemption from taxation according to the following schedule:

1. Year 1: 75%
2. Year 2: 65%
3. Year 3: 55%
4. Year 4: 45%
5. Year 5: 35%

**Staff Recommendation:** I recommend that the Council approve the proposed Resolution providing for the Standard Commercial Tax Abatement as set out above.



# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO,  
IOWA

## RESOLUTION #

### **Approving Julin Printing Company, Inc., Application for Tax Abatement on Improvements to the property located at 801 N. Birch Street, Monticello, Iowa.**

**WHEREAS,** Monticello has enacted an Urban Revitalization Tax Abatement program and codified same at Chapter 10 of the Monticello Code of Ordinances, and

**WHEREAS,** Julin Printing Company, Inc., has completed and filed an Application for Tax Abatement on their property, a Commercially zoned property located at 801 N. Birch Street, Monticello, Iowa, same utilized for commercial/industrial purposes, and

**WHEREAS,** The City Council has reviewed said Application, and finds that the information submitted therein is consistent with that required by the Monticello Code of Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Julin Printing Company, Inc. as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of 3/2/2018 and being signed by John Williams, and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19<sup>th</sup> day of March, 2018.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 3-2-2018

Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 801 N. Biran Street Monticello, IA 52310

Legal Description: Industrial Park 2<sup>nd</sup> Add, Lot 1, Exc.  
S 30' + Parcel 95-32

Title Holder or Contract Buyer John + Judy Williams

Address of Owner (if different than above): 21587 Stone Bridge Rd Monticello, IA

Phone Number (to be reached during the day): 319-465-3558 52310

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial

Nature of Improvements:  New Construction  Addition  General Improvements

Specify Added a 75' x 74' addition onto our existing  
building.

Estimated or Actual Date of Completion: 5-2017

Estimated or Actual Cost of Improvements: \$ 173,000.<sup>00</sup>

Tax Exemption Schedule is attached.

Signed: John A. Williams

New Addition Costs	
Monk Construction	\$ 27,750.00
Accent Construction	\$ 38,317.00
REM Electric	\$ 32,784.51
Alliant Rebate	\$ (1,311.93)
Welter Storage	\$ 47,978.71
Kraus Plumbing	\$ 19,849.47
Flooring	\$ 2,500.00
B&J Excavating	\$ 1,190.00
Landscaping	\$ 2,350.49
Humidifier	\$ 620.00
Ceiling Fans	\$ 1,061.45
Paint	\$ 800.00
	<b>\$ 173,889.70</b>

City Council Meeting  
Prep. Date: 03/16/18  
Preparer: Doug Herman



Agenda Item: # 3  
Agenda Date: 03/19/18

**Agenda Item Description:** Resolution to approve the Final Plat of McElmeel Acres. (Located within the two-mile jurisdiction)

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing

**Attachments & Enclosures:**

Final Plat and Aerial depiction

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Property located within two-mile jurisdiction

**Background Information:** Jared McElmeel proposes to purchase a parcel of 1.15 acres from his father, same begin located within the two –mile jurisdiction of the City limits of the City of Monticello. The parcel is located off of 150<sup>th</sup> Avenue NE of the City limits.

P & Z will review the proposed Final Plat at their meeting of March 19<sup>th</sup> at 5:00 p.m., ahead of the City Council meeting. (I believe they will recommend approval of the Plat.)

**Staff Recommendation:** I recommend that the Council consider the approval of the Final Plat of McElmeel Acres.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #18-\_\_

## Resolution Approving Final Plat of McElmeel Acres

**WHEREAS,** The Final Plat of McElmeel Acres has been presented to the City Council for approval, same being located within the two-mile jurisdiction of the City limits of the City of Monticello, and

**WHEREAS,** The City Planning and Zoning Board has reviewed the Final Plat and recommends that it be approved, and

**WHEREAS,** The City Council has reviewed the Final Plat and finds that it should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Final Plat of McElmeel Acres.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19<sup>th</sup> day of March, 2018.

---

Brian Wolken, Mayor

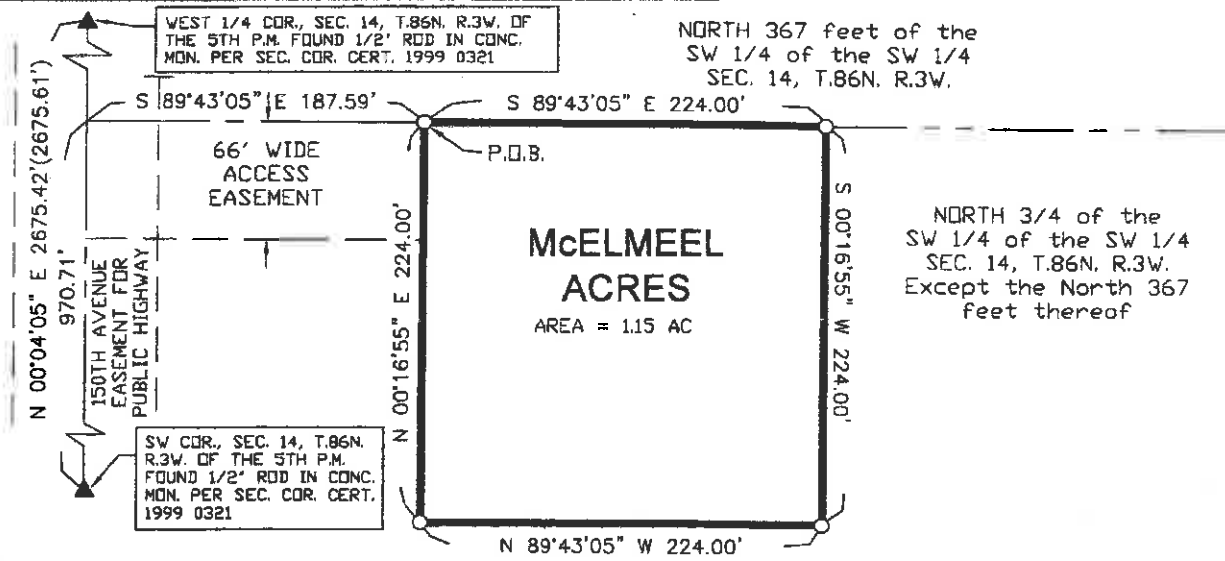
Attest:

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Sally Hinrichsen, Monticello City Clerk

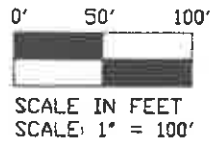
Index Legend	
Location:	McElmeel Acres, SW-SW, Sec. 14, T.86N. R.3W.
Requestor:	Jared McElmeel
Proprietor:	Donald Hughes & Gerald McElmeel P.O. BOX. 205 Monticello, IA 52310
Surveyor:	Michael J. Weber
Surveyor Company:	Weber Surveying, LLC
& Return To:	26789 46th AVE, Bernard, IA 52032 mjweber1@bernardtel.com 563-590-4993

**FINAL PLAT of  
McELMEEL ACRES**  
in Section 14, T.86N. R.3W. of the  
5th P.M. in Jones County, Iowa

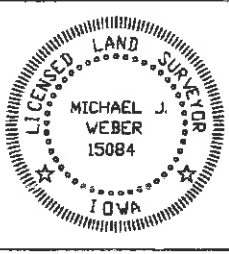


NOTES:  
1. ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.  
2. THIS PLAT IS SUBJECT TO RIGHT OF WAY AND EASEMENTS OF RECORD AND NOT OF RECORD.

- NEW LOT LINE
- - - EASEMENT LINE
- EXISTING PARCEL LINE
- ( ) P.O.B. ROW AC
- ▲ UNITED STATES PUBLIC LAND CORNER DESCRIPTION AS NOTED
- PLACED 5/8" STEEL REROD W/DRANGE PLASTIC CAP MARKED "WEBER PLS 15084"



**DESCRIPTION:**  
McELMEEL ACRES, being part of the North 3/4 of the SW 1/4 of the SW 1/4, Section 14, T.86N. R.3W. of the 5th P.M. Excepting the North 367 feet thereof in Jones County, Iowa, more particularly described as follows: Commencing at the SE corner of said Section 14, thence N 00°04'05" E, (assumed bearing), 970.71' along the West line of said Section 14 to the SW corner of the North 367 feet of the SW 1/4 of the SW 1/4 of said Section 14; thence S 89°43'05" E, 187.59' along the South line of the said North 367 feet to the point of beginning; thence S 89°43'05" E, 224.00' along said South line; thence S 00°16'55" W, 244.00'; thence N 89°43'05" W, 224.00'; thence N 00°16'55" E, 224.00' to the point of beginning containing 1.15 acres and subject to easements of record and not of record.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

*Michael J. Weber* February 19, 2018  
MICHAEL J. WEBER (DATE)

LICENSE NUMBER 15084  
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2019

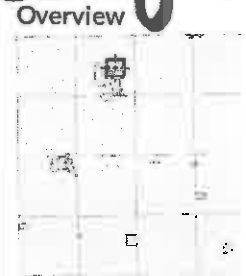
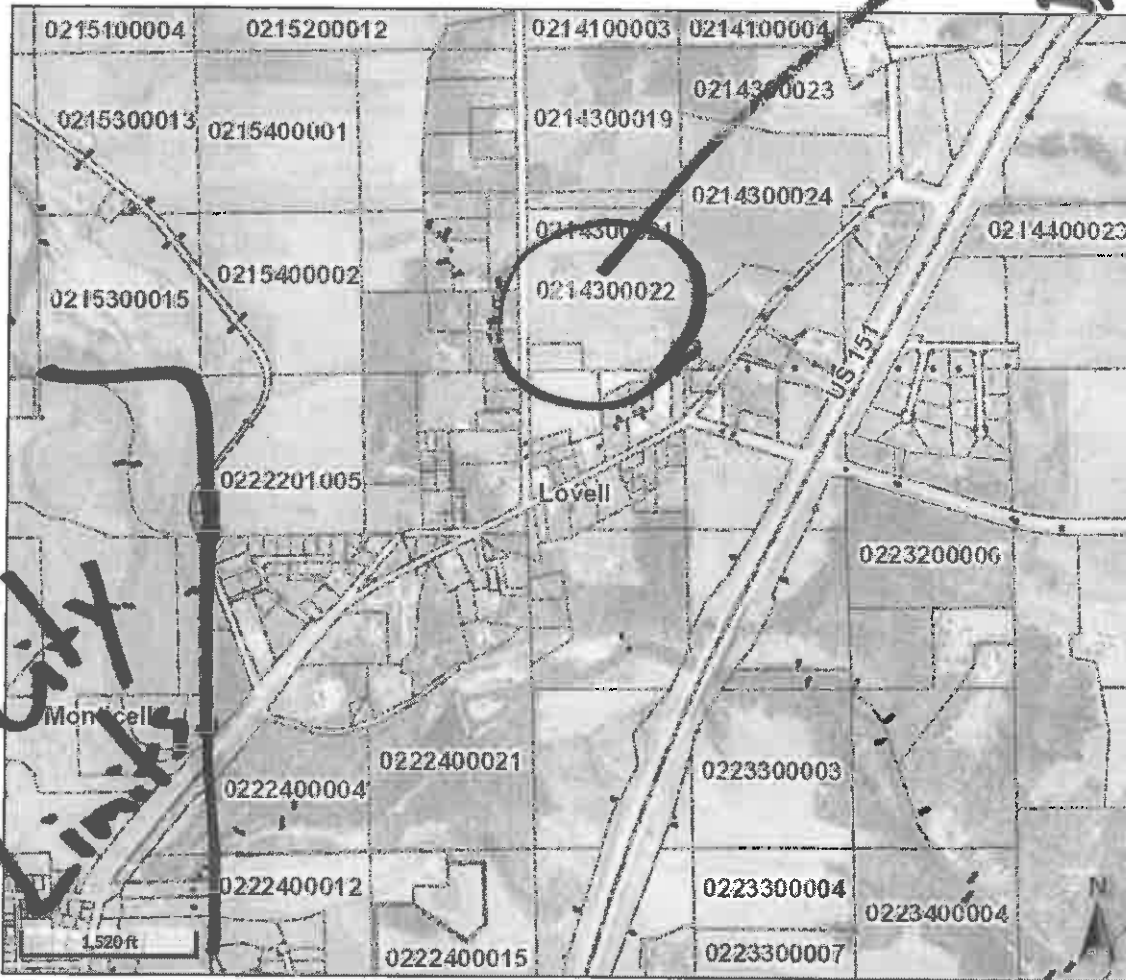
SHEETS COVERED BY THIS SEAL : SHEET NO. 1

**WEBER SURVEYING, LLC**  
26789 46TH AVE  
BERNARD, IA 52032  
PH: (563) 879-4173  
FAX: (563) 879-4199

DRAWN BY: MJW  
SURVEY DATE: 2/19/18  
DWG: 18014-McELMEEL

**SHEET 1 OF 1**

*General Area of Parcel*



- Legend**
- Corporate Limits
  - Political Township
  - Parcels
  - Cartography
  - Major Roads

*City Limits*

<b>Parcel ID</b>	0214300022	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	HUGHES, DONALD & MCELMEEL, GERALD
<b>Sec/Twp/Rng</b>	14-86-03	<b>Class</b>	A		PO BOX 205
<b>Property Address</b>		<b>Acreeage</b>	19		MONTICELLO IA 52310
<b>District</b>	LOVMO				
<b>Brief Tax Description</b>	14 86 3 N 3/4 SW SW EXC N 367'				
	(Note: Not to be used on legal documents)				

THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 3/16/2018  
 Last Data Uploaded: 3/15/2018 5:30:44 PM

City Council Meeting  
Prep. Date: 03/16/18  
Preparer: Doug Herman



Agenda Item: # 4  
Agenda Date: 03/19/18

**Agenda Item Description:** Resolution to approve Plat of Survey to Parcel 2018-19 and 2018-20.

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing

**Attachments & Enclosures:**

Plat of Survey to parcel 2018-19 and 2018-20
Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Church property located on Hwy. 38 within two-mile jurisdiction

**Background Information:** These parcels are located just inside of the City two-mile jurisdiction. These parcels were created to facilitate a land swap between two property owners. Mike First, et. al., and St. John's Lutheran Church. First will be transferring Parcel 2018-19 to St. John's in return for Parcel 2018-20. (As I understand it 2018-19 will add to the size of the cemetery.)

P & Z has previously recommends their approval as they were previously presented for consideration as Parcels 2017-84 and 2017-85. Because the Plat was not filed by the end of 2017 they needed to be renumbered and a new resolution needed to be approved.

**Staff Recommendation:** I recommend that the Council consider the approval of the Plat of Survey to Parcel 2018-19 and 2018-20. (Previously approved as 2017-84 and 2017-85 by way of Resolution #17-135.)



# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #18-\_\_\_

## Resolution Approving Plat of Survey to Parcel 2018-19 and 2018-20

**WHEREAS,** A Plat of Survey has been presented to Parcels 2018-19 and 2018-20 same being located within the two-mile jurisdiction of the City limits of the City of Monticello, and

**WHEREAS,** Said Plat of Survey was previously presented for consideration and approval and same was approved, with the Parcels being identifies as Parcels 2017-84 and 2017-85, by way of Resolution #17-135, and

**WHEREAS,** The Plat of Survey has been returned for further approval due to the fact that the Plat of Survey was not recorded during 2017 and based thereon required a new number, same being 2018, and

**WHEREAS,** The City Planning and Zoning Board has reviewed the Plat of Survey to said Parcels and recommends that it be approved, and

**WHEREAS,** The City Council has reviewed the Plat of Survey and finds that it should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcels 2018-19 and 2018-20.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19<sup>th</sup> day of March, 2018.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

LOCATION: SECTION 1, T85N, R3W  
 PROPRIETORS: PARCEL 2018-19 - MICHAEL FIRST ET AL  
 PARCEL 2018-20 - ST. JOHNS LUTHERAN CHURCH  
 REQUESTOR: CHUCK WILLIAMS  
 SURVEYOR: BILL BURGER  
 SURVEYOR COMPANY: W.M. BURGER LANDSURVEYOR  
 BILL BURGER, 510 3RD STREET WEST COURT,  
 WORTHINGTON, IA 52078 | (563) 855-2028

PREPARED BY BILL BURGER 510 3RD STREET WEST COURT, WORTHINGTON, IOWA 52078 (563) 855 2028

**PLAT OF SURVEY**

**PARCEL 2018-19** PART OF THE NORTHEAST QUARTER (NE1/4) OF THE NORTHWEST QUARTER (NW1/4) OF SECTION ONE (1), TOWNSHIP EIGHTY-FIVE NORTH (T85N), RANGE THREE WEST (R3W) OF THE FIFTH PRINCIPAL MERIDIAN, JONES COUNTY, IOWA

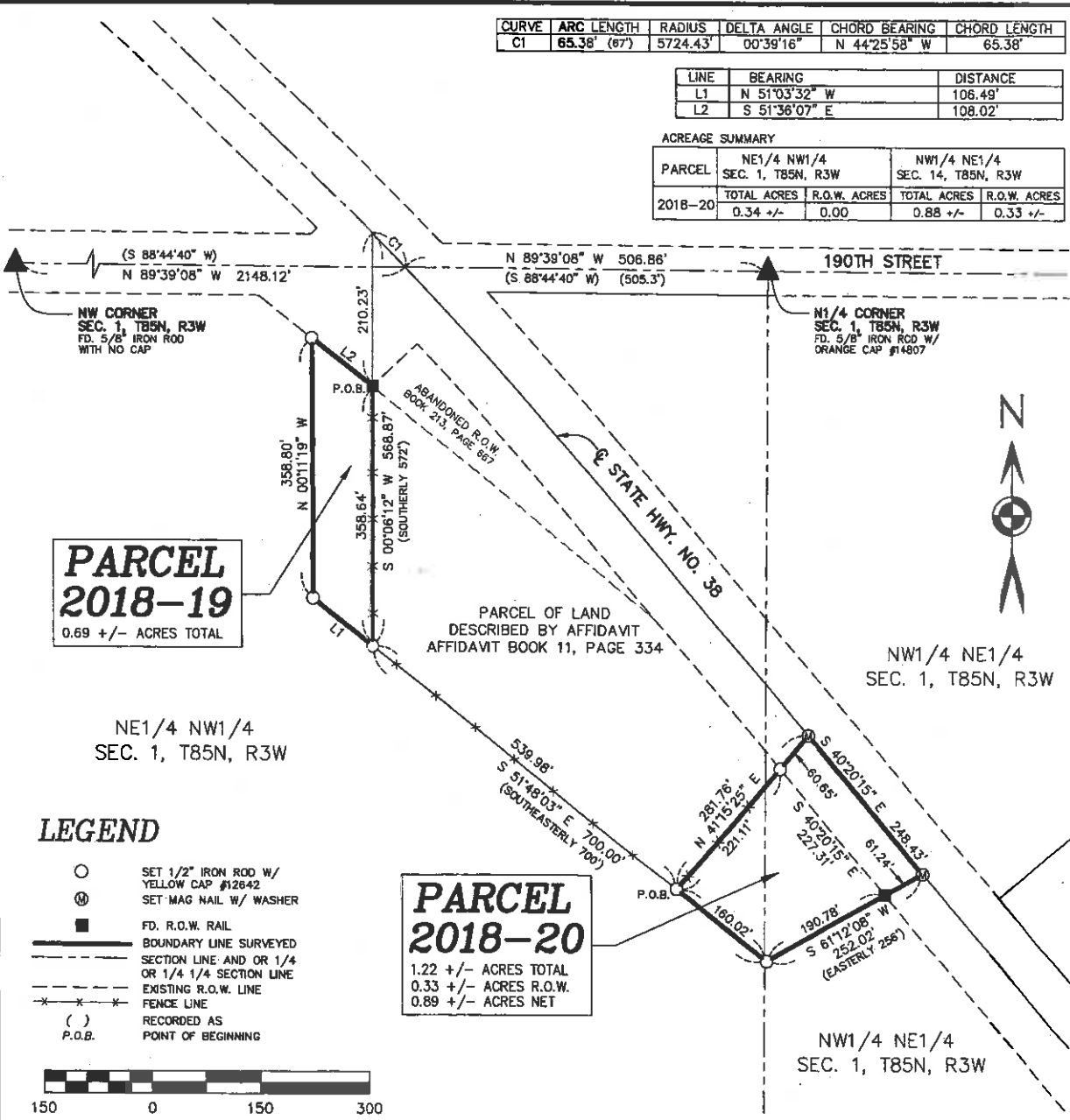
**PARCEL 2018-20** PART OF THE NORTHEAST QUARTER (NE1/4) OF THE NORTHWEST QUARTER (NW1/4) AND PART OF THE NORTHWEST QUARTER (NW1/4) OF THE NORTHEAST QUARTER (NE1/4), ALL IN SECTION ONE (1), TOWNSHIP EIGHTY-FIVE NORTH (T85N), RANGE THREE WEST (R3W) OF THE FIFTH PRINCIPAL MERIDIAN, JONES COUNTY, IOWA

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	65.38' (67')	5724.43'	00°39'16"	N 44°25'58" W	65.38'

LINE	BEARING	DISTANCE
L1	N 51°03'32" W	106.49'
L2	S 51°38'07" E	108.02'

**ACREAGE SUMMARY**

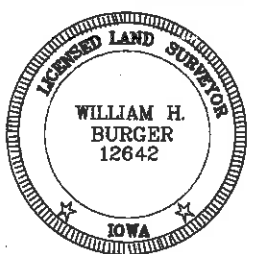
PARCEL	NE1/4 NW1/4 SEC. 1, T85N, R3W	NW1/4 NE1/4 SEC. 14, T85N, R3W
2018-20	TOTAL ACRES 0.34 +/-	TOTAL ACRES 0.88 +/-
	R.O.W. ACRES 0.00	R.O.W. ACRES 0.33 +/-



**PARCEL 2018-19**  
0.69 +/- ACRES TOTAL

**PARCEL 2018-20**  
1.22 +/- ACRES TOTAL  
0.33 +/- ACRES R.O.W.  
0.89 +/- ACRES NET

- LEGEND**
- SET 1/2" IRON ROD W/ YELLOW CAP #12642
  - ⊙ SET MAG NAIL W/ WASHER
  - FD. R.O.W. RAIL
  - BOUNDARY LINE SURVEYED
  - - - SECTION LINE AND OR 1/4 OR 1/4 1/4 SECTION LINE
  - - - EXISTING R.O.W. LINE
  - x - x - FENCE LINE
  - ( ) RECORDED AS P.O.B.



DATE OF SURVEY: 7/19/2017 SCALE: 1" = 150' SHEET 1 OF 3

PROPRIETORS: SEE INDEX ABOVE

I HEREBY CERTIFY THAT THIS LANDSURVEYING DOCUMENT WAS PREPARED AND RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA. MY LICENSE RENEWAL DATE IS DECEMBER 31, 2018

**Wm. Burger**  
**LandSurveyor**  
510 3rd Street West Court  
Worthington, Iowa 52078

NO. OF SHEETS COVERED BY THIS SEAL: 1 WILLIAM H. BURGER #12642 DATE 2/28/18

City Council Meeting  
Prep. Date: 03/16/18  
Preparer: Doug Herman



Agenda Item: 5  
Agenda Date: 03/19/18

**Communication Page**

**Agenda Items Description:** Resolution to schedule Public Hearing on proposed abandonment of unutilized Street Right-of-Way generally located along the eastern side of the N. Gill Street Right-of-Way between W. 5<sup>th</sup> and W. 6<sup>th</sup> Streets and alleyway Right-of-Way running in a southerly – northerly direction within said block.

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Proposed Resolution
Aerial Representation

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** This is an effort to get the ball rolling on the potential vacation of unutilized street and alleyway ROW. This action schedules public hearing.

**Background Information:** It is not entirely clear what needs to happen to clear up what has become an issue for a property owner along N. Gill Street. Beacon suggests that most of their house rests on a lot with no known owner and which may have one time been street ROW. I understand that they plan to have an attorney look things over and that the Auditor is potentially performing some amount of investigation as well. In the end a survey may be necessary to establish legal descriptions for the “unknown owner” property. In an effort to keep things moving I propose that a public hearing be scheduled to consider the vacation of what appears to be unutilized street ROW as well as unused alleyway ROW.

The alleyway does not appear to go from one end of the block to the other and buildings have in some cases been built on or very near the ROW. Letters were sent to property owners in this area a number of years ago making them aware of this potential issue and offering to help them resolve the issue for a fee and no one took me up on said offer. (The issues don’t directly impact the City and are to the benefit of the property owners and will take a significant amount of time to deal with. I thought it fair to have the impacted residents pay something to the City to cover my time and publication costs.)

**Staff Recommendation:** I recommend that the Council reschedule a Public Hearing on the proposed Street ROW and alleyway abandonments for the 16<sup>th</sup> day of April, 2018 at 6:00 p.m.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #18-\_\_

Scheduling Public Hearing on proposed vacation of unutilized Street Right-of-Way generally located along the eastern side of the N. Gill Street Right-of-Way between W. 5<sup>th</sup> and W. 6<sup>th</sup> Streets and alleyway Right-of-Way running in a southerly - northerly direction within said block for April 16, 2018 at 6:00 p.m.

**WHEREAS**, The Monticello Planning & Zoning Board, after the receipt of input from interested parties, has recommended that the Council consider the abandonment of street and alleyway ROW generally described in the heading of this Resolution, and

**WHEREAS**, In furtherance of the objective to consider the abandonment of said ROW a Public Hearing will be necessary, with notice of same to be published in the Monticello Express in advance thereof consistent with the Code of Iowa.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby schedule a Public Hearing related to the abandonment of said Street and Alleyway right of way as more generally described within the body of this Resolution for April 16, 2018 at 6:00 p.m.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19<sup>th</sup> day of March, 2018.

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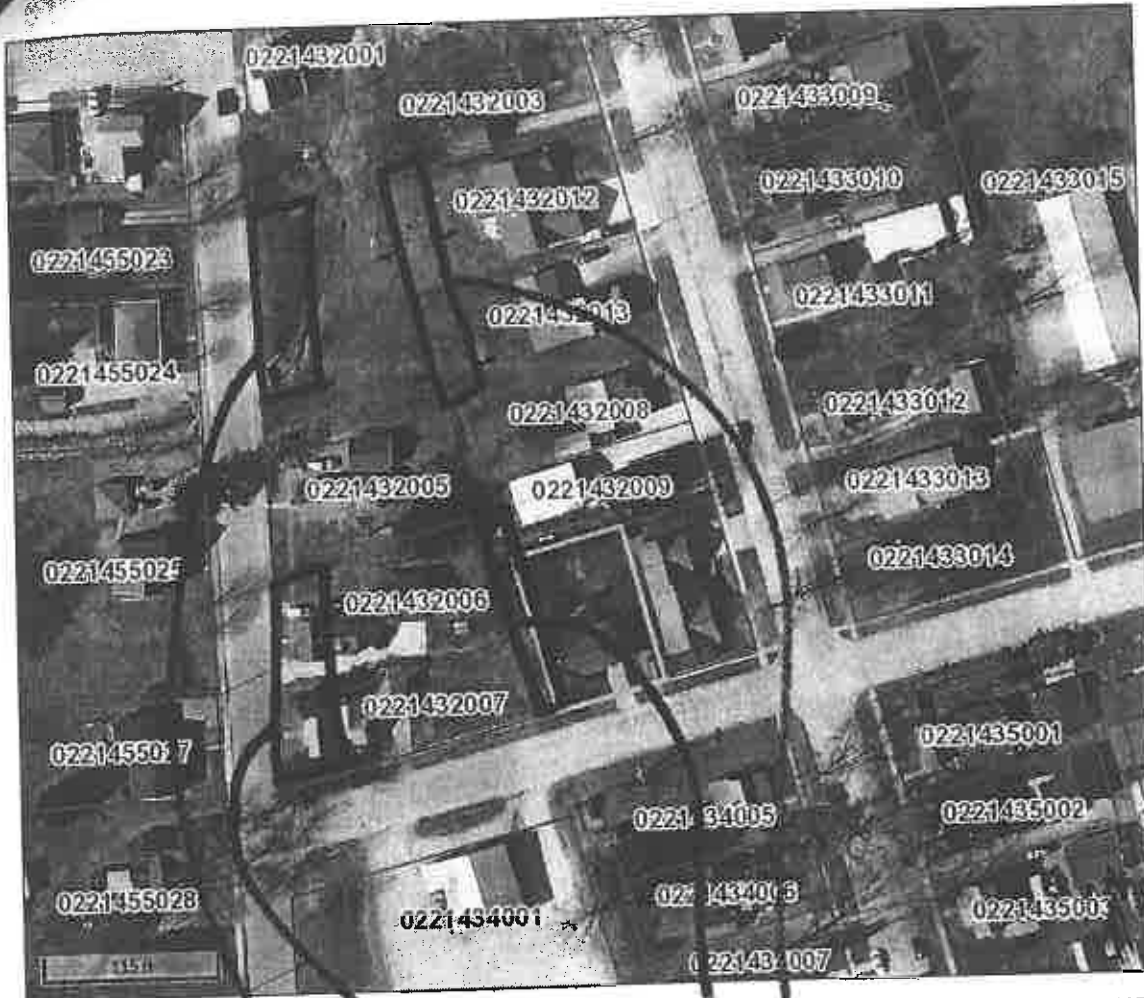
Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk




# Beacon™ Jones County, IA



## Overview



## Legend

-  Parcels
-  Cartography
-  Major Roads

Parcel ID	0221432010	Alternate ID	0783001	Owner Address	HARMS, TAMMY R
Sec/Twp/Rng	n/a	Class	R		304 W 5TH ST
Property Address	304 W 5TH ST	Acreage	n/a		MONTICELLO IA 52310
	MONTICELLO				
District	MONTICELLO				
Brief Tax Description	R.R. AND W 1/2 LOT 107 & 108				
	(Note: Not to be used in legal documents)				

*Alleyway Row*

*Street Row?*

THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 3/14/2018  
Last Data Uploaded: 3/13/2018 5:31:11 PM

 Developed by  
The Schneider Corporation

City Council Meeting  
Prep. Date: 03/19/18  
Preparer: Doug Herman



Agenda Item: 5(a) and 5(b)  
Agenda Date: 03/19/2018

### Communication Page

**Agenda Items Description:** Resolution to recommend approval of Plat of Survey to Parcels 2018-21 and 2018-22 and Resolution to Schedule a Public Hearing on the re-zoning of property located at 324 W. 2<sup>nd</sup> Street from R-2, two-family residential, to R-3, Multi-Family Residential and Condominium District.

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution
Aerial (See Aerial attached to prior agenda item)

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** Plat of Survey to create two lots out of one on which a duplex is currently located, with intent of creating two zero lot line condominiums.

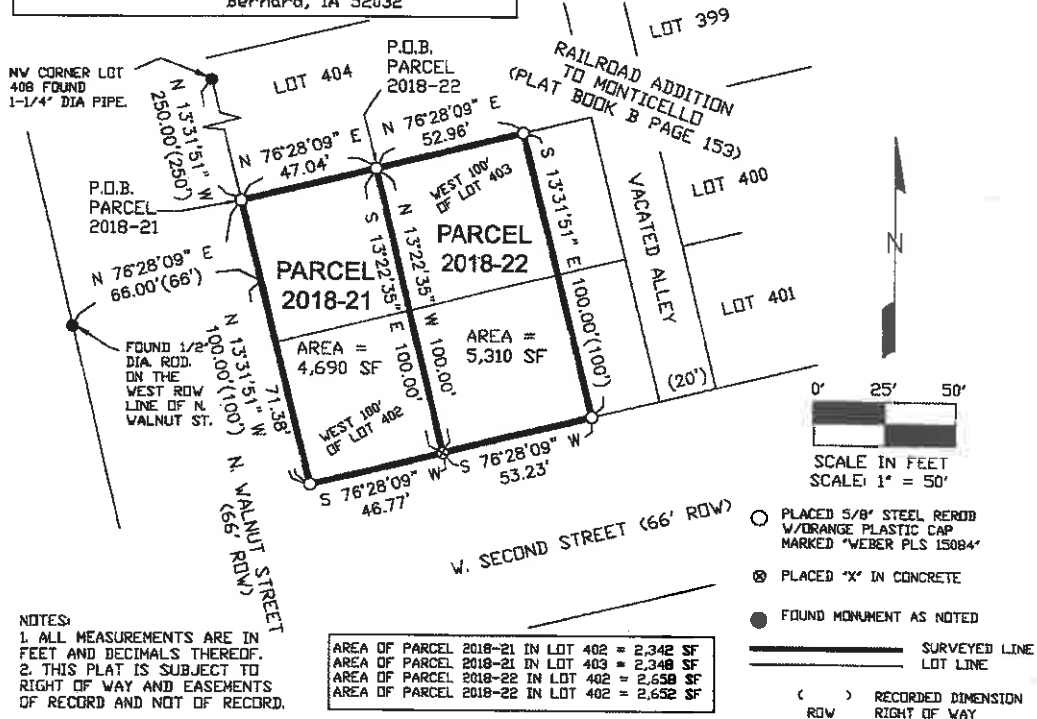
**Background Information:** This parcel currently contains a duplex, originally intended to be a “condominium”. The prior owner, Ron Hunt did not get the Condo set up before passing away and his son, Rob, is now moving that direction. Each of the two units is served by its own water service and the property shares a common 4” sewer service connection. The Condominium documents will make clear that the two units share the service line and maintenance thereof. The City would require two water service lines if two didn’t exist, however, the one sewer line is not problematic so long as the owners of each unit know and understand that they are sharing a sewer line. The second step in the process of converting the “duplex” to “condo’s” is to change the zoning from R-2, two family residential, to R-3 Multi-Family Residential and Condominium District. A duplex is correctly zoned as R-2 while a Condo is correctly zoned R-3.

**Staff Recommendation:** I recommend that the Council proceed with one of the following options:

1. Approve the Plat of Survey and schedule a Public Hearing on the proposed Zoning amendment.
2. Delay approval of the Plat of Survey and schedule a Public Hearing on the proposed Zoning amendment. (Approving the Plat of Survey after successful approval of the zoning change.)

Index Legend	
Location:	Parcel 2018-21 & 2018-22, City of Monticello
Requestor:	Rob Hunt
Proprietor:	R & R Reality, Inc
Surveyor:	Michael J. Weber
Surveyor Company:	Weber Surveying, LLC
& Return To:	26789 46th AVE, Bernard, IA 52032

**PLAT of SURVEY of  
PARCEL 2018-21 and PARCEL 2018-22  
in the City of Monticello, Iowa**



**DESCRIPTION:**

Parcel 2018-21 being part of the West 100' of Lot 402 and Lot 403 in Railroad Addition to Monticello, Iowa, as shown in Plat Book B page 153 of the Jones County Recorder's Office, more particularly described as follows: Commencing at the NW corner of said Lot 403 being the point of beginning; thence N 76°28'09" E, 47.04' along the North line of said Lot 403; thence S 13°22'35" E, 100.00' to the South line of said Lot 402; thence S 76°28'09" W, 46.77' along said South line to the SW corner of said Lot 402; thence N 13°31'51" W, 100.00' along the West line of said Lot 402 and Lot 403 to the point of beginning, containing 4,690 square feet and subject to easements of record and not of record.

Parcel 2018-22 being part of the West 100' of Lot 402 and Lot 403 in Railroad Addition to Monticello, Iowa, as shown in Plat Book B page 153 of the Jones County Recorder's Office, more particularly described as follows: Commencing at the NW corner of said Lot 403, thence N 76°28'09" E, 47.04' along the North line of said Lot 403 to the point of beginning; thence N 76°28'09" E, 52.96' along said North line to the NE corner of the West 100' of said Lot 403; thence S 13°31'51" E, 100.00' along the East line of the West 100' of said Lot 403 and Lot 402 to the South line of said Lot 402; thence S 76°28'09" W, 53.25' along said South line; thence N 13°22'35" W, 100.00' to the point of beginning, containing 5,310 square feet and subject to easements of record and not of record.

	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA. <i>Michael J. Weber</i> February 20, 2018 MICHAEL J. WEBER (DATED) LICENSE NUMBER 15084 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2019 SHEETS COVERED BY THIS SEAL: <u>Sheet 1</u>	WEBER SURVEYING, LLC 26789 46TH AVE BERNARD, IA 52032 PH: (563) 590-4993 mjweber1@bernardtel.com
	DRAWN BY: MJW SURVEY DATE: 2/20/18 DWG: 18015	SHEET 1 OF 1

City Council Meeting  
Prep. Date: 03/16/18  
Preparer: Doug Herman



Agenda Item: **6**  
Agenda Date: 03/19/2018

**Communication Page**

**Agenda Items Description:** Public Hearing on Re-Zoning of Accent Construction property located on N. Chestnut Street between 424 N. Chestnut Street to the north and 402 N. Chestnut Street to the south from R-1 to C-1 and Ordinance related thereto. (2<sup>nd</sup> Reading)

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution
Aerial (See Aerial attached to prior agenda item)

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** Accent Construction requests re-zoning of lot currently zoned R-1 but utilized as C-1 property

**Background Information:** The lot in question was made part of a recently approved Plat of Survey (Parcel 2017-43). Most of that Parcel is zoned C-1 with the exception of this lot which is zoned R-1, but used for access to the C-1 portions of 2017-43.

The P & Z considered the request to re-zone and recommends that the property be re-zoned with the understanding that the lot cannot be developed as a C-1 use, merely used for access / driveway purpose to the balance of Parcel 2017-43.

After the public hearing the Council can consider the requested change in zoning which would occur by the approval of three readings of an Ordinance.

**Staff Recommendation:** I recommend that the Mayor open the Public Hearing, that after public comment the hearing be closed, and that the Council then consider the approval of the second reading of an Ordinance to change the zoning from R-1 to C-1.



Preparer: Doug Herman, Monticello City Admin. 200 E. 1<sup>st</sup> St., Monticello, IA 52310; 319.465.6435  
Return to: Doug Herman, Monticello City Admin. 200 E. 1<sup>st</sup> St., Monticello, IA 52310

Amendment to Ordinance recorded as document \_\_\_\_\_, recorded date \_\_\_\_\_

ORDINANCE NO. \_\_\_\_

An Ordinance amending the Monticello Code of Ordinances, by amending Chapter 165 “ZONING REGULATIONS” of certain property located within the City Limits of the City of Monticello, same being generally described as the vacant lot between 424 N. Chestnut Street to the north and 402 N. Chestnut Street to the south, Monticello, IA 52310, legally described as set forth below, and amending the Official Zoning Map.

Legal Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

**BE IT ENACTED** by the City Council of the City of Monticello, Iowa:

A. Zoning Classification:

That the Zoning Classification for the above-described property shall be hereby amended from its’ present designation of R-1, Single Family Residential to C-1 General Commercial.

B. Repealer:

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

C. Severability:

If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

D. Effective Date

This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

1<sup>st</sup> reading passed by the Council on this  
2<sup>nd</sup> reading passed by the Council on this  
3<sup>rd</sup> reading passed by the Council on this

\_\_\_\_\_  
Dena Himes, Mayor




Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_\_ was published in the Monticello Express on the \_\_\_\_\_.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk



- Legend**
-  Parcels
  -  Cartography
  -  Major Roads

Parcel ID 0221478004      Alternate ID 022100      Owner Address A [REDACTED] SERVICES OF JONES COUNTY  
 Sec/Twp/Rng n/a      Class EX      [REDACTED]  
 Property Address [REDACTED]      Acreage n/a      [REDACTED]  
 [REDACTED] MONTICELLO, IA 50910-9470

District [REDACTED]  
 Brief Tax Description [REDACTED] 1  
 (Not Not to be used for legal documents)

**Account Lot:**  
**R-1 to C-1**

THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 3/1/2018  
 Last Data Uploaded: 2/28/2018 5:37:01 PM

 Developed by  
 The Schneider Corporation

City Council Meeting  
 Prep. Date: 03/16/18  
 Preparer: Doug Herman



Agenda Item: # 7  
 Agenda Date: 03/19/18

**Communication Page**

**Agenda Items Description:** Ordinance amending Code Section 165.42 Re: Nonconforming Buildings and Structures

**Type of Action Requested:** Motion; Resolution; **Ordinance**; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Ordinance (To be provided separately)

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Approval of Amendment to Chapter 165.42, Code of Ordinances, Re: Non-conforming buildings and structures.

The following info. was provided in the last packet. The Council directed me to prepare an amendment to the Code to clarify that adding structures to a site on which a non-conforming structure already existed was not permitted. I need to work on the Ordinance and will get it out before the meeting but am running out of time today.

**Background Information:** Interpretation of Ordinances pertaining to non-conforming structures / lots: We have begun to see issues at staff level and P & Z levels related to desired improvements to non-conforming property. When you think of non-conforming uses of property you can break it down into non-conforming use (A commercial use on a residential lot for example) and non-conforming structures/set back violations (An R-1 house on an R-1 lot, therefore conforming, but the house sits too close to the property line, therefore, non-conforming as to the use of the land)

- o The Code indicates at 165.43(1) Nonconforming Use Of Land: That a non-conforming use shall not be enlarged or increased, moved, nor extended to occupy a greater area of land than was occupied by the effective date of adoption or amendment of this Ordinance.
- o The Code indicates at 165.42(1) Nonconforming Buildings and Structures
  - A non-conforming building that exists at the time of the adoption of this Ordinance may be continued, maintained, and repaired.....
  - 165.42(1)(A) "It is the intent of this Ordinance to permit these non-conformities to continue until they are removed or abandoned, but not to encourage their survival. It is the further intent of this Ordinance that non-conformities shall not be enlarged upon, expanded or extended, nor

be used as grounds for adding other structures or uses prohibited elsewhere in the same district.

- 165.42(2) A non-conforming building or structure shall not be added to or enlarged in any manner unless said building or structure including additional enlargements is made to conform to all the regulations of the District....
  - If, however, a building is conforming as to use but non-conforming only as to yard rules / regs., height, or off-street parking, the building or structure may be enlarged or added to provided that the enlargement or additions comply with the yard and height and off street parking requirements of the district.
- The question relates to the interpretation of the above provisions.
- Question: If an R-1 house on an R-1 lot clearly violates setbacks or worse hangs over the property line onto another lot, can the owner of said house build an accessory structure (garage) on said property so long as the accessory structure does not violate setbacks?
  - 165.42(1)(A) clearly sets forth the intent to end nonconformities and to not allow them to be expanded.
  - 165.42(2) seems to allow the growth of a non-conforming property so long as the enlargement or addition complies with the yard, height, and off-street requirements of the district.

**Recommendation:** I recommend that the Council consider the approval of the 1<sup>st</sup> reading of the Ordinance.

#1

Preparer: Doug Herman, Monticello City Admin. 200 E. 1<sup>st</sup> St., Monticello, IA 52310; 319.465.6435  
Return to: Sally Hinrichsen, City Clerk, 200 E. 1<sup>st</sup> Street, Monticello, IA 52310 319.465.3577

Amendment to Ordinance recorded as document \_\_\_\_\_, recorded date \_\_\_\_\_

ORDINANCE NO. \_\_\_\_

An Ordinance Amending Chapter 165.42, Zoning Regulations, Monticello Code, by Amending Provisions Pertaining to Nonconforming Buildings and Structures

**BE IT ENACTED** by the City Council of the City of Monticello, Iowa:

Section 1: Chapter 165, Subsection 42(2) (165.42(2)) currently reads as follows:

**165.42 Nonconforming Buildings and Structures**

2. Alteration or Enlargement of Building and Structures. A non-conforming building or structure shall not be added to or enlarged in any manner unless said building or structure including additions and enlargements, is made to conform to all the regulations of the District in which it is located; provided, however, that if a building or structure is conforming as to its use, but non-conforming as to yards or height or off-street parking space, said building or structure may be enlarged or added to provided that the enlargement or addition complies with the yard and height and off-street parking requirements of the District in which said building or structure is located. No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the District in which it is located.

Section 2: Chapter 165, Subsection 42(2) (165.42(2)) shall be amended to read as follows:

**165.42 Nonconforming Buildings and Structures**

2. Alteration or Enlargement of Buildings and Structures. A non-conforming building or structure shall not be added to or enlarged in any manner, *whether said additions or enlargements are attached or detached*, unless said building or structure including additions and enlargements, is made to conform to all the regulations of the District in which it is located.; ~~provided, however, that if a building or structure is conforming as to its use, but non-conforming as to yards or height or off-street parking space, said building or structure may be enlarged or added to provided that the enlargement or addition complies with the yard and height and off-street parking requirements of the District in which said building or structure is located.~~ No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the District in

which it is located. No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the District in which it is located.

Section 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

\_\_\_\_\_  
Brian Wolken, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_\_ was published in the Monticello Express on the \_\_\_\_\_

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

#2

Preparer: Doug Herman, Monticello City Admin. 200 E. 1<sup>st</sup> St., Monticello, IA 52310; 319.465.6435  
Return to: Sally Hinrichsen, City Clerk, 200 E. 1<sup>st</sup> Street, Monticello, IA 52310 319.465.3577

Amendment to Ordinance recorded as document \_\_\_\_\_, recorded date \_\_\_\_\_

ORDINANCE NO. \_\_\_\_

An Ordinance Amending Chapter 165.42, Zoning Regulations, Monticello Code, by Amending Provisions Pertaining to Nonconforming Buildings and Structures

**BE IT ENACTED** by the City Council of the City of Monticello, Iowa:

Section 1: Chapter 165, Subsection 42(2) (165.42(2)) currently reads as follows:

**165.42 Nonconforming Buildings and Structures**

- 2. Alteration or Enlargement of Building and Structures. A non-conforming building or structure shall not be added to or enlarged in any manner unless said building or structure including additions and enlargements, is made to conform to all the regulations of the District in which it is located; provided, however, that if a building or structure is conforming as to its use, but non-conforming as to yards or height or off-street parking space, said building or structure may be enlarged or added to provided that the enlargement or addition complies with the yard and height and off-street parking requirements of the District in which said building or structure is located. No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the District in which it is located.

Section 2: Chapter 165, Subsection 42(2) (165.42(2)) shall be amended to read as follows:

**165.42 Nonconforming Buildings and Structures**

- 2. Alteration or Enlargement of Buildings and Structures. A non-conforming building or structure shall not be added to or enlarged in any manner, *whether said additions or enlargements are attached or detached, if said building or structure is located partially outside the boundaries of the owner's property unless said building or structure including additions and enlargements, is made to conform to all the regulations of the District in which it is located. However, if said building or structure is conforming as to its use, but non-conforming as to yard, height, off-street parking or other requirement of the Code, and said building or structure is located wholly within the bounds of owner's property, said building or structure may be enlarged or added to provided that the enlargement or addition complies with the yard, height off-street parking and/or other requirement of the Code, of the District in which said building or*



***structure is located.*** No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the District in which it is located. No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the District in which it is located.

Section 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

\_\_\_\_\_  
Brian Wolken, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_\_ was published in the Monticello Express on the \_\_\_\_\_

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 03/16/18  
Preparer: Doug Herman



Agenda Item: Reports  
Agenda Date: 03/19/2018

**Communication Page**

**Agenda Items Description: Misc. Reports**

**Type of Action Requested:** Motion; Resolution; Ordinance; **Reports**; Public Hearing; Closed Session

**Attachments & Enclosures:**

- |  |
|--|
| Sewer Plant Information (Snyder & Associates)  |
| Auction flier                                  |
| Snyder letter to Taylor Const. (Spoils)        |
| P.D. Report                                    |
| Berndes Electric Usage and Strittmatter letter |

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Reports / Potential Action:**

- Property Update, 103 W. 1<sup>st</sup> Street: Terracon was hired to perform a Phase I Environmental and everything came back fine. We are moving forward with taking title and will also move forward with an asbestos inspection.
- Misc. Property Auction: See flier for auction items on which sealed bids will be received.
- Band Parent Request: Request by band parents to paint Panther type logo on business sidewalks in town as fundraiser. Code doesn't speak to this request. Considerations include the size, general appearance, wearing or fading of paint, etc. Is this something the Council is supportive of? (Seems there are other entities selling placards for business windows with school support messages already?)
- See project spoils letter sent out by Snyder & Associates to Taylor Construction.
- Jacob will bring color samples to look over.
- Discussion of Pool Passes and rate differences between residents and non-residents.
- PD Report
- Berndes electricity usage graph shows before and after LED upgrade.
- Letter from Nick Strittmatter thanking Council for consideration on Holub final utility bill.
- Engineer Report
  - Sewer Plant Update

# CITY OF MONTICELLO

## Miscellaneous Item Sale

City of Monticello will be accepting sealed bids on a variety of items from Public Works and Police Dept.

Police Dept. items can be viewed during normal business hours at Public Safety Building on South St. or call 319-465-3526 for info.

- (2) DVD players, Misc. hand tools, Red Purse, Tool pouches, Weed whip, Bungee cords/case, Tie Down binder/chain, (8) bicycles, JD Gator Patient box, K-9 partition for Crown Vic.

Public Works items can be viewed during normal business hours at various locations, majority at City Maintenance building, 22059 Hwy 38N. or call 319-465-5277(city shop) or 319-465-3577(city hall).

- Standing slop sink, Boss V plow, Titan portable Air Compressor, Sand spreader for Dump truck, (2) Fairbanks scales, York furnace, Amana furnace, Flood lights from old ball field.

Sealed bids in envelope with item, bid price, contact information due April 6, 2018. City may accept or reject any or all bids.

## Doug Herman

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**From:** Diane Temple <templefamilyiowa@gmail.com>  
**Sent:** Saturday, March 03, 2018 8:25 AM  
**To:** Doug Herman  
**Subject:** Re: Emblems

- > Fundraiser? Yes, for the Band Parents
- > Temporary? We use traffic marking paint. It's as temporary/permanent as lines in a parking lot.
- > Size? 2'x3'
- > Consistent look? Yes
- > Has this been done elsewhere? Anamosa and Center Point around here for sure. Dallas Center and Grimes

Thank you for checking on it!

- >
- > Thanks
- >
- > Doug
- >
- > Sent from my iPhone
- >
- >> On Mar 2, 2018, at 6:41 PM, Diane Temple <templefamilyiowa@gmail.com> wrote:
- >>
- >> Can businesses have a Monticello M and paw print painted on the sidewalk in front of their business? Thanks!
- >>
- >> D Temple



## Memorandum

**To:** Jeff Yoder

**Date:** 03/14/18

**From:** Patrick Schwickerath, P.E.

**CC:** Doug Herman, City Administrator

**RE:** Bridge Replacement – CCS East 1<sup>st</sup> Street Over Kitty Creek  
BROS-5182(604)—8J-53

---

Snyder & Associates was notified by the City of Monticello on Thursday, March 1<sup>st</sup> of concerns over the placement of soil and/or spoil materials that were brought to the City regarding the disposal of waste material from the Bridge Replacement – CCS East 1<sup>st</sup> Street Over Kitty Creek project in Monticello, Iowa. After receiving this information we contacted you and Ray's Excavating LLC to determine the location where the waste material from the project was disposed of. Based on these conversations it is our understanding that the waste material was disposed of on property owned by Ronald and Jane Picray (22259 River Road Monticello, IA 52310) and property owned by Mark and Terry Bader (22509 River Road Monticello, IA 52310).

Attached to this memo are excerpts from the Flood Insurance Rate Maps that include the properties listed above along with National Wetlands Inventory information from the US Fish and Wildlife Service. These attachments note the general locations of the properties listed above.

Below is a partial list of pertinent information from the project documents regarding waste disposal for the bridge project. Please review the additional information included with this memo along with the attached information and let us know if the waste material should be relocated and/or if the proper environmental clearances and permits for the waste sites were obtained to maintain compliance with the project documents. If you have any questions or would like to review this further please feel free to call me. Thank you!

- Sheet A.1 of the plans notes, "This project is covered by Iowa DNR Flood Plain Construction Permit No. FP 2013-257" (a copy of the permit is attached to this memo).
- Sheet A.1 of the plans notes, "This project is covered by the Iowa Department of Natural Resources NPDES General Permit No. 2. The Contractor shall carry out the terms and conditions of General Permit No. 2 and the storm water pollution prevention plan which is part of these contract documents. Refer to Section 2602 of the standard specifications for additional information."

- Sheet C.5 of the plans includes the Pollution Prevention Plan. Section III.C.2.a includes “Contractor disposal of unused construction materials and construction material wastes shall comply with applicable state and local waste disposal, sanitary sewer, or septic system regulations. In the event of a conflict with our governmental laws, rules and regulations, the more restrictive laws, rules or regulations shall apply.”
- Sheet V.3 includes the following General Note, “It shall be the bridge Contractor’s responsibility to provide sites for excess excavated material. No payment for overhaul will be allowed for material hauled to these sites.”
- Iowa DNR Flood Plain Development Permit FP 2013-257 includes the following permit condition: 8. Spoil Disposal / Floodway Corridor Requirements - Excess spoil material resulting from the project shall not be placed in any floodway delineated in a Flood Insurance Study without prior authorization from this Department. In addition, spoil material should not be placed in an area that is, or could be, classified as a regulated wetland.
- Iowa DOT Specification Section 1107 Legal Relations and Responsibility to the Public includes the following:
  - Part 1107.01 Laws to be observed – “...The Contractor shall so conduct the work that conflict with any such laws, ordinances, or regulations will be avoided, and the Contractor shall save harmless the Contracting Authority and its representatives against any claims arising from violation thereof.”
  - Section 1107.18 Environmental Protection,
    - A. Protection of Water Quality and Wetlands
      - Part 3. - “..The Contractor shall comply with the following requirements in order to meet the general conditions of Clean Water Act Section 404/401 Permits
        - Part 3.d Disposal and Handling – “Construction debris shall be disposed of at upland, non-wetland locations so that it cannot enter a waterway or wetland. Equipment for handling and conveying materials during construction shall be operated to prevent dumping or spilling the materials into waterbodies, streams, or wetlands except as approved by the Engineer. Care shall be taken to prevent petroleum products, chemicals, or other deleterious materials from entering waterbodies, streams, or wetlands.”
- Iowa DOT Construction Manual – Section 6.30 Excavation
  - Part 6.36 Waste Areas – “Similar to Contractor furnished borrow areas, the Contractor is required to obtain necessary environmental clearances and permits for waste sites. Refer to Section 6.34 for a list of potential impacts and helpful links.

**Enclosures:** Excerpt of Flood Insurance Rate Map (FIRM) 19105C0039F, Excerpt of FIRM 19105C0043F, US Fish and Wildlife Service National Wetlands Inventory mapping, Iowa DNR Flood Plain Development Permit FP 2013-257.







Approximate location of Mark and Terry Bader property

Approximate location of Ronald and Jane Pieray property





TERRY E. BRANSTAD, GOVERNOR  
KIM REYNOLDS, LT. GOVERNOR

STATE OF IOWA  
DEPARTMENT OF NATURAL RESOURCES  
CHUCK GIPP, DIRECTOR

2/24/2017

Monticello, City of  
C/O Bullerman, Adam  
Snyder & Associates, Inc.  
2727 SW Snyder Blvd  
Ankeny, IA 50021-1159

Project Description: Proposed Bridge Replacement - Request to modify the roadway profile and to modify the bridge size to 100'-0" x 30'-0" (previously permitted as 100'-0" x 24'-6") for a Continuous Concrete Slab bridge; (East 1<sup>st</sup> Street at Kitty Creek)

Project Location(s): County: Jones, QTR-QTR: NW, Quarter: NE, Section: 27, Township: T36N, Range: R03W, Iowa;  
Within the incorporated limits of the City of Monticello  
Iowa DNR Work Record Number: 79150

Dear Mr. Bullerman:

Your request on behalf of the City of Monticello to modify Flood Plain Development Permit Number FP 2013-257 for the above project has been approved. Enclosed are Flood Plain Development Permit Number FP 2013-257 (Modified) and an approved copy of the engineering plans. Please use the enclosed modified permit and engineering plans to replace the prior approved documents.

Please review all permit conditions. If you don't agree with any of the permit conditions, you have 30 days from the date of mailing of the permit to appeal. If you wish to appeal, it is suggested that you contact Carrie Schoenebaum at 515-725-8244, Iowa DNR Legal Services Bureau, within 15 days to determine the correct procedure and format. Also, you should be aware of the fact that any person can appeal the issuance of this permit within the same 30 day period.

Enclosed is a DNR Form 37, Notification of Completion of Construction. The Form 37 must be completed and returned within 30 days of the completion of construction.

The project may require a local flood plain development permit from the City of Monticello. If you have not yet done so, please contact Sally Hinrichsen, Flood Plain Manager, at (319) 465-3577 for assistance on applying for the local flood plain permit.

No land or water under the jurisdiction of the State of Iowa is involved in the project area; therefore, a sovereign lands construction permit pursuant to Chapter 461A of the Iowa Code will not be required for this project.

The applicant is responsible for complying with all other local, state and federal statutes, ordinances, rules and permit requirements applicable to the construction, operation and maintenance of the approved works. Approval through the Corps of Engineers Section 404 Permit Program may be required for this project.

If you have any questions, please contact me by email at [Kelly.Stone@dnr.iowa.gov](mailto:Kelly.Stone@dnr.iowa.gov).

Sincerely,



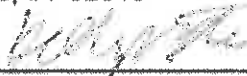
Kelly M. Stone, P.E.  
Flood Plain Management and Dam Safety Section

CC: Sally Hinrichsen; City Clerk; City of Monticello; 200 E 1<sup>st</sup> Street; Monticello, Iowa 52310-1501  
Iowa DNR Field Office : 1  
Ward Lenz; Rock Island District, U.S Army Corps of Engineers; P.O. Box 2004; Rock Island, IL 61204-2004

**IOWA DEPARTMENT OF NATURAL RESOURCES  
FLOOD PLAIN DEVELOPMENT PERMIT**

**PERMIT NUMBER:** FP 2013-257 (Modified)

**PERMIT ISSUED TO:** City of Monticello  
200 E 1<sup>st</sup> Street  
Monticello, IA 52310

**PERMIT ISSUED BY:**  **DATE:** 2-24-2017  
Kelly M. Stone, P.E.  
Flood Plain Management and Dam Safety Section

**PROJECT LOCATION:** NW ¼ of the NE ¼ of Section 27, T86N, R03W; East 1<sup>st</sup> Street at Kitty Creek; within the corporate limits of the City of Monticello, Jones County, Iowa.

**PERMITTED ACTIVITY:** In accordance with the approved engineering plans and subject to the following permit conditions, permittee is authorized to remove an existing bridge and to construct, operate and maintain a 100'-0" x 30'-0" continuous concrete slab bridge on the flood plain of Kitty Creek at the above-described location.

**BASIS FOR ISSUANCE:** The decision to issue this permit was based on a staff review of the project with respect to relevant approval criteria contained in Chapter 72 of the Department's administrative rules (Agency 567, Iowa Administrative Code) and applicable provisions of Iowa Code Sections 455B.262, .264, .275 and .277. Results of the staff review are summarized in the attached project review report update by Kelly M. Stone dated February 24, 2017, and this report is part of this permit.


**PERMIT CONDITIONS:**

1. **Disclaimer.** No legal or financial responsibility arising from the construction, operation or maintenance of the approved works shall attach to the state of Iowa or the Department due to issuance of this permit.
2. **Maintenance.** The permittee and any successor in real estate on which the permitted activity is located shall be responsible for proper maintenance.
3. **Other Permits, Licenses and Regulations.** The permittee shall be responsible for complying with all other local, state and federal statutes, ordinances, rules and permit requirements applicable to the construction, operation and maintenance of the approved works.
4. **Revocation.** This permit may be revoked by the Department if construction is not completed within 5 years of the date of issue.
5. **Change in Plans.** This permit only authorizes construction in accordance with the approved engineering plans. No changes shall be made without prior authorization from the Department.
6. **Lands, Easements and Rights-of-Way.** The permittee shall be responsible for obtaining all lands, easements or rights-of-way necessary for the construction, operation and maintenance of the approved works.

7. **Riprap Requirements.** Acceptable riprap material includes; field stone, quarry rock, and broken concrete. If any broken concrete is used, all exposed reinforcing steel must be cut off flush with the surface of the concrete prior to lacing the riprap. Also, any concrete pieces larger than three feet across shall either be broken into smaller pieces prior to placement or not used as riprap material. The use of asphalt or other solid waste is prohibited.
8. **Spoil Disposal / Floodway Corridor Requirements.** Excess spoil material resulting from the project shall not be placed in any floodway delineated in a Flood Insurance Study without prior authorization from this Department. In addition, spoil material should not be placed in an area that is, or could be, classified as a regulated wetland
9. **Maintenance of Waterway Openings.** The permittee shall be responsible for regularly inspecting the waterway areas of the bridge and removing accumulated sediment such that the design dimensions are appropriately maintained to provide the enlarged bridge opening and channel areas.
10. **No-Rise Certification / Revision of Flood Insurance Study.** The permittee shall be responsible for providing the City of Monticello with either 1) A No-Rise Certification (i.e. 0.00 ft. increase for the 100-year encroached condition with the proposed project) or 2) The information needed for the application to the Federal Emergency Management Agency to revise the Flood Insurance Study to show the effects of the proposed project on the flood plain.

### CERTIFICATION OF MAILING

I hereby certify that I have this 21 day of February, 2017 mailed Flood Plain Development Permit No. FP 2013-257 (Modified) to the permittee

By 

## Summary of Engineering Data Bridges and Roads

Applicant(s): City of Monticello

Location: Qtr NE 1/4 Sec 27 T 86 N R 03W County Jones

Stream: Kitty Creek

Drainage: 50.9 sq. mi.

Stream Slopes: Reach .00152 ft/ft 8.02 ft/mi Source: Field Survey

Main-Channel Slope N/A ft/mi Source: \_\_\_\_\_

**Bridge Details:**

Existing Bridge Length 40 ft.

Proposed Bridge Length 100 ft.

Proposed Bridge Angle 0 degrees

Proposed Pier Skew Angle 0 degrees

Elevation Data: (Datum: NAVD88 )

Channel Bottom 788.20 ft.

Top of Bank 792.95 ft.

Record High Water N/A ft. (Source: \_\_\_\_\_ )

Low Superstructure 801.28 ft.

Low Point in Approach Grade 799.02 ft.

**Flood Frequency Data**

Design Frequencies 50 yr. 100 yr.

Discharges\* 11,000 cfs 14,500 cfs

Waterway Opening Areas 855 sq ft. 855 sq ft.

Average Bridge Velocities 5.52 ft/sec 5.46 ft/sec

Natural Stages 803.16 ft. 804.34 ft. (Datum: NAVD88 )

Encroachment Stages 803.85 ft. 804.80 ft. (Datum: NAVD88 )

Maximum Backwater Due to Project 0.69 ft. 0.46 ft.

Freeboard (if applicable) Variance ft. Variance ft.

**Roadgrade Overflow Data:**

Amounts of Overflow 6280 cfs 8832 cfs

**\*Source of Discharge Information (check one)**

- USGS Regional Equations Report 87-4732
- USGS Regional Equations Report 00-4233
- COE Study
- WRC 17B analysis of stream gage data
- Nearby flood insurance study
- Other (explain)

# FLOOD PLAIN PROJECT SUMMARY REPORT

Iowa Department of Natural Resources

WR 79160

Project: Proposed Bridge Replacement, E. 1<sup>st</sup> Street at Kitty Creek, Monticello, IA  
FP 2013-257 (Modified)

Modification prepared by: Kelly M. Stone  
Originally Prepared by: Jim Hallmark

Date: November 19, 2013 (original)  
February 24, 2017 (permit modification)

## INFORMATION RECEIVED

A request for modification of flood plain permit FP 2013-257 was received from Adam Bullerman of Snyder & Associates on behalf of the City of Monticello. The request included changing the width of the bridge to 30'-0" and raising the roadway profile. The original application and engineering plans had requested approval of a 100'-0" x 24'-6" continuous concrete slab bridge and associated channel shaping. The proposed project as modified to a 100'-0" x 30'-0" continuous concrete slab bridge is located on the flood plain of Kitty Creek in the NW ¼ of the NE ¼ of Section 27, T86N, R03W, within the corporate limits of the City of Monticello, Jones County, Iowa.

This is a replacement of an existing bridge.

## DEPARTMENTAL JURISDICTION

The proposed project site is in an urban area on the flood plain of a stream draining more than 100 square miles at the location of the bridge. Therefore, approval by the Iowa Department of Natural Resources is required for the bridge and associated approach road grades as specified in 567—71 2(1), Iowa Administrative Code (IAC).

The project does not require a Sovereign Lands Construction Permit from the Department by approval from Kelly Poole of DNR Sovereign Lands database entry dated August 12, 2013.

It is not known whether an application was submitted to the U.S. Army Corps of Engineers or whether the Department will need to issue an individual Section 401 Water Quality Certification for the proposed project.

## PROJECT REVIEW

The drainage area at the project site, about 50.9 square miles, was determined by the consultant and checked using tools available in ArcView. Flows for the 50 and 100-year flood event were determined using the FIS dated April 4, 2011, for the City of Monticello, Jones County.

The submitted engineering plans and supporting information, including a Hydraulic Report certified by an engineer licensed in the state of Iowa show the physical characteristics of the flood plain, proposed bridge, and roadway profile. Hydraulic modeling for the project was done using HEC-RAS.

The project is located in a FEMA Zone AE, detailed study area.

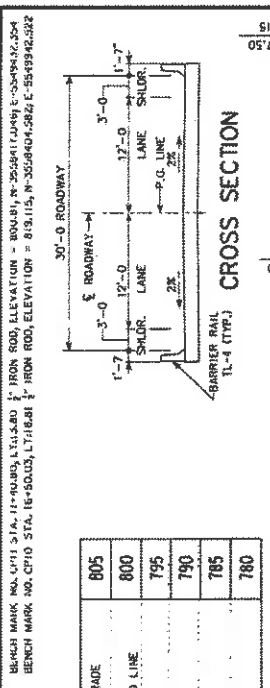
The proposed changes in the bridge width and road profile cause a small increase in backwater for each flood event compared to the original design. However, the review shows that the modified project satisfies FEMA requirements for "no-rise" and the Department's backwater criteria (in effect as of the date of the original permit) for bridge structures for the 50-year and 100-year frequency floods.

The review shows that the modified project does not satisfy the Department's freeboard criterion for bridge structures for the 50-year flood event. Except for the freeboard criterion, the proposed project satisfies all applicable criteria for bridge structures as outlined in 567—72.1, IAC. A freeboard variance was granted for the original project. The freeboard variance was granted on the basis of the Department's concurrence with the applicant's justification of the: 1) Ice and debris are not expected to be a problem; 2) the current road grade allows for overflow relief in the event the bridge opening becomes obstructed; 3) economic considerations (e.g. excessive costs to raise the road grade) involved to meet the criterion; and 4) upstream development could be adversely impacted if the road grade was significantly raised. Each justification for the variance granted for the original project is pertinent for the modified project. This reviewer determined that the original variance remains effective.

#### **CONCLUSIONS AND RECOMMENDATIONS**

The proposed project meets all relevant approval criteria in the administrative rules and all applicable criteria in Iowa Code sections 455B .262, .264, .275, and .277. It is recommended that the project be approved as modified, subject to all applicable general conditions and four additional conditions for riprap requirements, spoil disposal, maintenance of the waterway openings, and providing the City of Monticello with documentation needed for coordination with the Federal Emergency Management Agency.





**PROPOSED PROFILE GRADE**

**HYDRAULIC DATA**  
 DRAINAGE AREA = 50.30 SQ. MI.  
 STREAM SLOPE = 8.02 FT./MI.  
 Q<sub>10</sub> = 11,000 CFS  
 Q<sub>50</sub> = 14,500 CFS  
 Q<sub>100</sub> = 18,400 CFS  
 CALCULATED DESIGN SCOUR = 78.00  
 O. OVERTOP = 1,900 CFS  
 CALCULATED CHEST SCOUR = 184.56  
 ROADWAY OVERTOP = 799.02  
 STA 9+98  
 Q<sub>500</sub> = 25,500 CFS  
 50, 100 & 500 YR DISCHARGES FROM  
 JONES COUNTY FLOOD, DATED APRIL 14, 2011  
 FILE NUMBER SAME AS PROJECT DATUM.

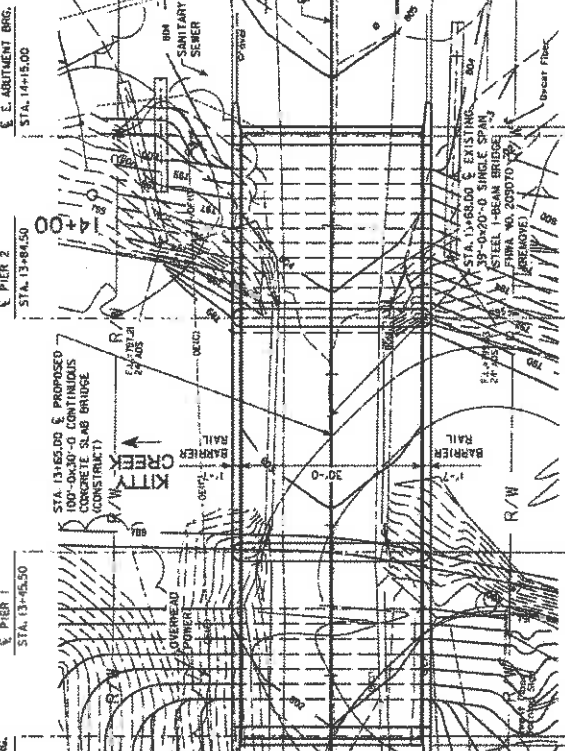
**TRAFFIC ESTIMATE**  
 2009 ADT 570 V.P.D.  
 2033 ADT 1080 V.P.D.

**LOCATION**  
 EAST FIRST STREET OVER  
 CITY CREEK  
 SECTION 22 & 27  
 LOWELL TOWNSHIP  
 PART OF CITY OF MONTICELLO  
 JONES COUNTY  
 IOWA DEPARTMENT OF TRANSPORTATION  
 COUNTY PROJECT NO. 20070  
 P.M.A. NO. 20070

**DESIGN FOR 0<sup>th</sup> SHEW**  
**100'-0x30'-0 CONTINUOUS CONCRETE**  
**SLAB BRIDGE**  
 30'-0 END SPANS  
**SITUATION PLAN**  
 STA. 12+65.00  
**CITY OF MONTICELLO - JONES COUNTY**  
 IOWA DEPARTMENT OF TRANSPORTATION - HIGHWAY DIVISION  
 DESIGN SHEET NO. OF 7, FILE NO. ? DESIGN NO. ? SHEET NUMBER

**LONGITUDINAL SECTION ALONG & APPROACH ROADWAY**

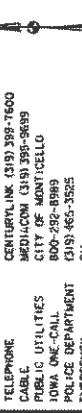
NOTE: TOP OF BRIDGE DECK CROWN 0.03' BELOW PROFILE GRADE.



**BOTT. OF PIER CAP ELEV.**

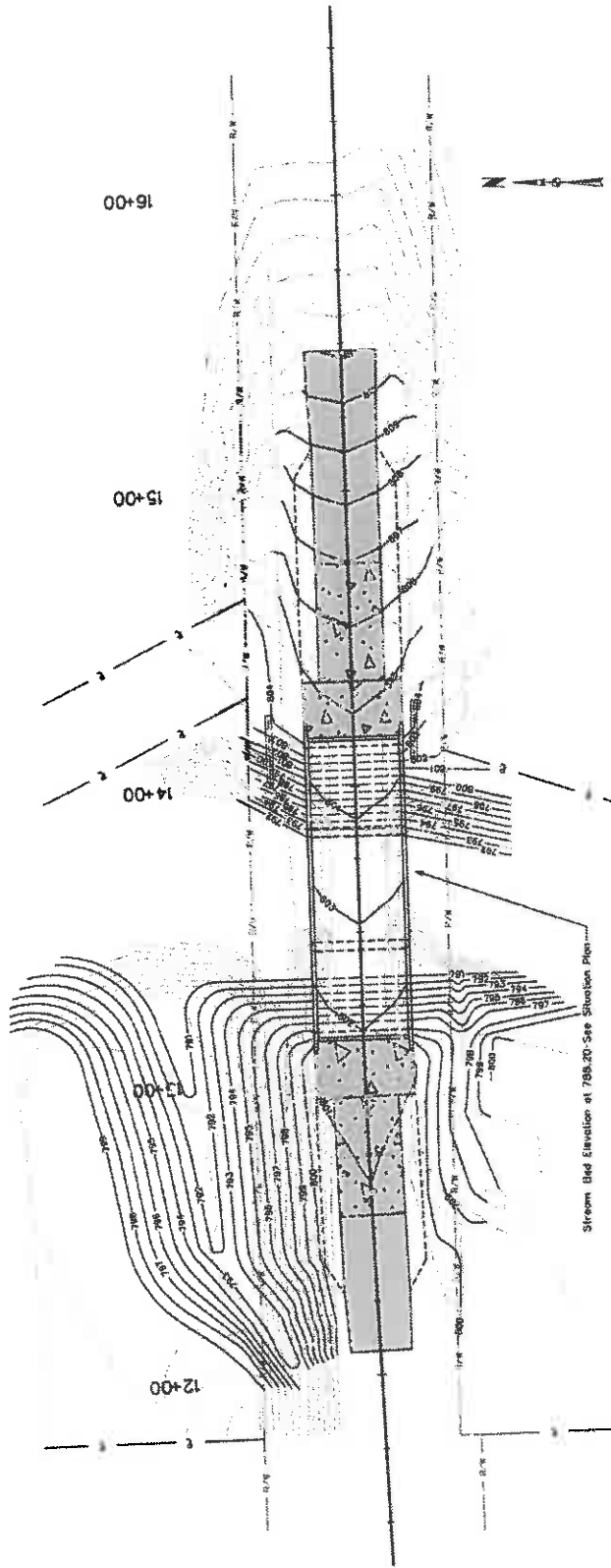
PIER	& ROADWAY	EXTERIOR PILE
1	800.08	795.83
2	801.17	800.92

- UTILITY CONTACTS**
- GAS BLACK HILLS ENERGY (563) 585-4021
  - ELECTRIC ALLIANT ENERGY (319) 462-6338
  - TELEPHONE CENTURYLINK (319) 399-7600
  - CABLE MEDIALINK (319) 399-9699
  - PUBLIC UTILITIES CITY OF MONTICELLO
  - IOWA ONE-CALL 800-292-8999
  - POLICE DEPARTMENT (319) 462-3525
  - EMERGENCY 911



**APPROVED PLANS**  
 Department of Natural Resources  
 Permit Fp No. 12-13-2013  
 Approved by: [Signature]  
 Date: 12-10-12

**HYDRAULIC DESIGN**  
 I hereby certify that the engineering documents are prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.  
 Adam R. Bullardman  
 License No. 1920  
 08-08-2016  
 My license renewal date is December 31, 2016  
 By license renewal date to December 31, 2016  
 I, J. W. MONTICELLO, C. DIA J.  
 Pages or sheets covered by this date: J. W. MONTICELLO, C. DIA J.  
 DESIGN NO. ? SHEET NUMBER ?



**GRADING PLAN GENERAL NOTES**

- A. UTILITY WARNING:  
THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY. NO GUARANTEE IS MADE AS TO THE ACCURACY OF THE LOCATION. THE CONTRACTOR SHALL GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER LOCATIONS INDICATED THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.
- B. NOTE: UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES. CONTRACTORS EXPENSE. CONTRACTORS SHALL BE CORRECTED AT THE CONTRACTORS EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.
- C. ALL PROPOSED CONTOURS AND SPOT ELEVATIONS SHOWN ARE FINISHED NOTES AND/OR TOP OF PAVING (LAD GUTTERS), UNLESS OTHERWISE NOTED.
- D. RESPEC ROAD MINIMUM 8" TOPSOIL DEPTH TO FINISH GRADES.
- E. THE CONTRACTOR IS RESPONSIBLE FOR CLEANING DIRT AND DEBRIS FROM DRIVEWAYS, SIDEWALKS, AND SIDEWALKS CAUSED BY CONSTRUCTION ACTIVITIES.

Department of Natural Resources  
**APPROVED PLANS**  
 Flood Plain Permit FP No. 16-0093  
 2015.07  
 10/15/2015

I hereby certify that this plan, showing details, was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

*Patrick D. Schwickerath*  
 Patrick D. Schwickerath, P.E., Iowa  
 License Number: 18652

My License Renewal Date is January 31, 2017

Page or sheets marked by this seal:  
**This Sheet Only**

IOWA DEPARTMENT OF NATURAL RESOURCES  
CERTIFICATION OF COMPLETION OF CONSTRUCTION

Notice is hereby given that construction of the project authorized by the Department of Natural Resources was completed in accordance with approved plans and specifications.

PERMIT NUMBER: FP 2010-257 (B&B&C)

WR#: 79160

ISSUED TO:  
City of Marquette

DATE OF PROJECT COMPLETION:

SIGNATURE OF APPLICANT OR AUTHORIZED AGENT

07/2008 doc

FP Form 3

DNR Form 547-3018

Please mail form back to

FLOOD PLAIN PERMITS

IOWA DNR  
502 E 9<sup>TH</sup> ST  
DES MOINES IA 50319



201 E. South Street  
Monticello, IA 52310  
(319) 465-3526  
Fax (319) 465-4681

*From the Office of:*

*Chief of Police*

*Britt D. Smith*

## POLICE DEPARTMENT ACTIVITY

For the month of:

**February 2018**

**Total Calls for Service:** 204 (442 for 2018)

We had a 97% clearance rate (Completion Rate) for calls for service/Incidents for the month of February.

**Notable Investigations:**

Greg Stephen Invasion of Privacy, Manufacturing Child Pornography, working with Iowa DCI and FBI to continue the investigation.

Arson to unattached storage shed at a residence, arrest made.

Two notable drug seizures involving significant quantities of controlled substances and currency.

**Traffic Stops:** 39

**Citations:** 13

**Parking Citations:** 27

Snow Emergency/Winter Parking Violations. Despite the publication of Snow Emergency declaration in the TV media, Radio media, and Social Media we still routinely have violators of the winter parking rules.

Grand Street Parking lot has several routine violators for the 2-hour parking/Lot Storage regulations, citations have been issued, tenants in the apartments continue to complain they have nowhere to park.

**Arrests:** 10

**Accidents Investigated:** 8

**EMS Assists:** 24

**Nuisance Warnings:** 2

Both were for unregistered motor vehicles parked upon the property

**Use of Force:** 0

201 E. South Street  
Monticello, IA 52310  
(319) 465-3526  
Fax (319) 465-4681

During the Month of February, the Department had 0 use of force incidents. Use of force incidents are reviewed by the Chief and then reviewed with the City Administrator to ensure policy and procedures are being followed.

**Public Complaints: 0**

During the month of February, the Department received or investigated 0 complaints against officers or their activity.

Officer Urbain has returned to work with restrictions. Officer Urbain will be completed a variety of administrative tasks and catch up work that we have, along with conducting all of our spring nuisance violation contacts.

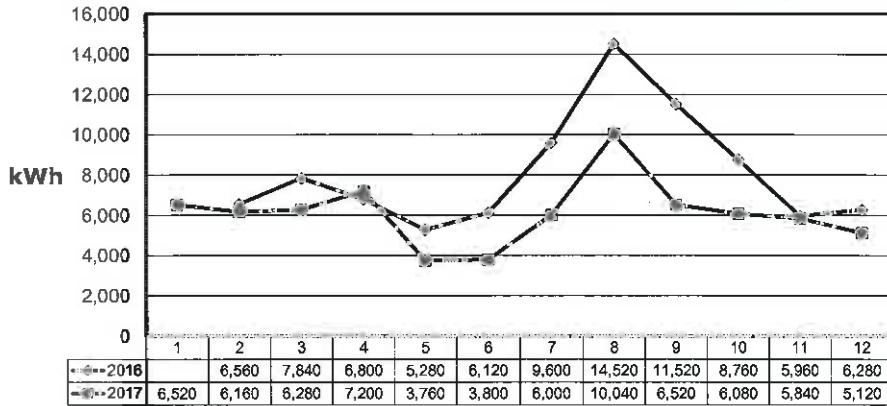
We are nearing completion of our Data Conversion and Records Management System with Jones County and Anamosa PD and will hope to go live with the new system at the end of March.

As always, if you have any questions feel free to contact me.

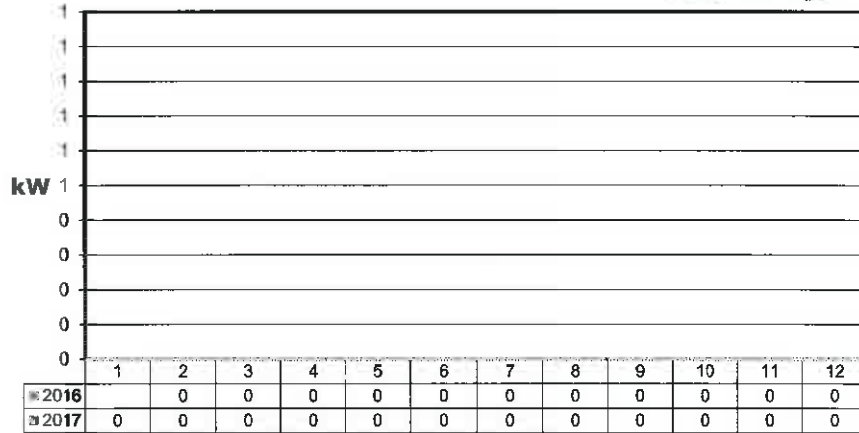
Britt

**Monticello, City of**

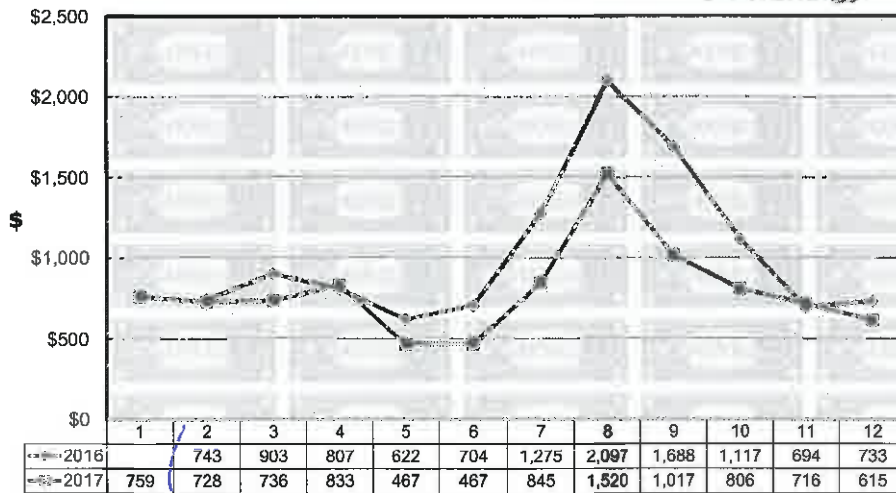
**kWh per Month**  
[ Read Month ]



**kW Demand On\_Peak**



**Electric Billed \$**



\$11,383  
 \$8,750  
 \$2,633  
 -23%



CITY OF  
MONTICELLO

200 E. First St.  
Monticello, IA 52310  
(319) 465-3577  
Fax (319) 465-3527

Equal Opportunity Employer - Fair Housing City

February 28, 2018

Henry Bemrose  
P.O. Box 229  
Monticello, IA 52310

To Whom It May Concern:

Please find enclosed your final water bill for 125 North Sycamore Street. We have a deposit of \$50.00 on file and will apply it to the bill leaving a balance of \$3.83, which is due on March 20, 2018.

Feel free to contact me at (319) 465-3577 if you have any questions.

Sincerely,

*Cheryl Clark*

Cheryl Clark  
Deputy City Clerk

Enc.

*Thanks, Cheryl and  
Thanks to the  
Council for your  
kind consideration in  
discounting Henry's water*

*bill at the time of  
his death.*

*The family is most  
appreciative.*

*Wm. P. [Signature]  
Henry's Executor*

# MONTICELLO WASTEWATER TREATMENT PLANT



## Existing Plant

- Avg. High Flow - 1.1 Million Gallons/Day
- Trickling Filter Treatment
- Last Upgrade Approximately 2000
- New Nitrogen (N) & Phosphorus (P) requirements
- Treatment Plant Capacity Limited
  - Could Impact Future Development



# Nitrogen & Phosphorus

- > Nutrients In Wastewater
- > Large Plants (>1.0 MGD) to Treat N & P
- > Current Monticello Permit
  - > Includes Nutrient Reduction Strategy
- > Trickling Filters
  - Limited N&P Treatment Capability



# DNR Nutrient Reduction Schedule

DNR Nutrient Reduction Strategy Schedule						
2016	2017	2018	2019	2020	2021	2022
		10/01/16 - DNR Issued Renewed NPDES Permit				
		10/01/16 to 10/01/18 - Nutrient Monitoring Period				
			Engineering Study & Report			
			10/01/18 - Nutrient Reduction Feasibility Report Due			
			WWTP Optimization, New Construction, or Do Nothing			
				09/30/21 - NPDES Permit Expiration		
			*10/01/21 - Establish Nutrient Limits or Revisit Nutrient Reduction Strategy			

\*Dependent upon conclusion of Nutrient Reduction Strategy

## Cost Comparisons

- Over \$1M and Less Than \$10M
- Anamosa 2011/12 WWTP - \$5.25M Construction
- Atkins 2016/17 WWTP - \$5.6M Construction
- \$6M Loan, 2.0% Interest, 20-years, 1,700 users
  - Plus O&M, Debt Coverage, Etc.
- Approx \$20+ /Monthly Increase  
(increase to sewer bill)



## Example Nutrient Strategies

- West Burlington
  - Opted to include Nutrient Reduction within plant upgrade (under construction)
- Anamosa
  - Proposed (2016) to delay Phosphorus removal until 2019
- Mix of upgrade soon or delay for future
  - If delayed, the City will be asked to re-visit and report again each permit renewal cycle (5-years)

## Nutrient Reduction Goals

- DNR has Nitrogen Reduction Goals
- Goal 66% Nitrogen Reduction
  - Approximate Limit of 10 mg/l
- Goal 75% Phosphorus Reduction
  - Approximate Limit of 1 mg/l
- Permit Limits Based on Actual Achievable Levels after Implementation of Improvements

## Questions



**Facility Name:** MONTICELLO CITY OF STP  
**Permit Number:** 5343001

### Nutrient Reduction Requirements

In support of the Iowa Nutrient Reduction Strategy you shall prepare and submit a report that evaluates the feasibility and reasonableness of reducing the amounts of nitrogen and phosphorus discharged into surface water. The report shall be submitted no later than *October 1, 2018* and shall address the following:

- A A description of the existing treatment facility with particular emphasis on its capabilities for removing nitrogen and phosphorus. The description shall include monitoring data that define the current amounts of total nitrogen (TKN+nitrate+nitrite) and total phosphorus in both the raw wastewater and the final effluent.
- A A description and evaluation of operational changes to the existing treatment facility that could be implemented to reduce the amounts of total nitrogen and total phosphorus discharged in the final effluent and the feasibility and reasonableness of each. Your evaluation must discuss the projected degree of total nitrogen and total phosphorus reduction achievable for each operational change. When evaluating feasibility you must consider what, if any, effect operational changes would have on the removal of other pollutants (e.g. CBOD<sub>5</sub>, TSS). When evaluating reasonableness you shall include estimates of the additional cost, if any, to implement such changes and for a publicly-owned treatment works the impact on user rates.
- A A description and evaluation of new or additional treatment technologies that would achieve significant reductions in the amounts of total nitrogen and total phosphorus discharged in the final effluent with a goal of achieving annual average mass limits based on AWW design flow equivalent to concentrations of 10 mg/L total nitrogen and 1 mg/L total phosphorus for plants treating typical domestic strength sewage. For purposes of this evaluation typical domestic sewage is considered to contain approximately 25 – 35 mg/L total nitrogen and 4 - 8 mg/L total phosphorus. For plants treating wastewater with total nitrogen and/or total phosphorus concentrations greater than typical domestic strength sewage, the evaluation shall include the projected reductions in the total nitrogen and phosphorus effluent concentrations achievable with the application of feasible and reasonable treatment technology with a goal of achieving at least a 66 % reduction in nitrogen and 75% reduction in total phosphorus. For each treatment technology the report shall assess its feasibility, reasonableness, practicability, the availability of equipment, capital costs, annual operating costs, impact on user rates and any non-water quality environmental impacts (e.g. additional air pollution, increased sludge production, etc.).
- A Based on the evaluations of operational changes and new or additional treatment technologies the report must select the preferred method(s) for reducing total nitrogen and total phosphorus in the final effluent, the rationale for the selected method(s) and an estimate of the effluent quality achievable.
- A The report must include a schedule for making operational changes and/or installing new or additional treatment technologies to achieve the concentration and/or percentage removal goals listed above. Additional financial justification must be included in the report if no operational changes or treatment technologies are feasible or reasonable.

The schedule will be incorporated into the NPDES permit by amendment. Effluent discharge limits will be based on one full year of operating data after implementation of the operational changes or completion of plant modifications and a six month optimization period.

The report shall be sent to the following address:

Brandy Beavers  
NPDES Section  
Iowa Department of Natural Resources  
502 East 9th Street  
Des Moines, IA 50319