

# City of Monticello, Iowa

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Posted on March 15, 2019 at 4:00 p.m.

Monticello City Council Regular Meeting March 18, 2019 @ 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>	Brenda Hanken	<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

**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. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

**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	04, 2019
<b>Approval</b> of Council Mtg. Minutes (Special)	March	06, 2019
<b>Approval</b> of Payroll	March	14, 2019
<b>Approval</b> of Bill List		
<b>Approval</b> of Treasurer's report February, 2019		

## Public Hearings:

1. **Public Hearing** on N. Sycamore Street Proposed Plans, Specifications, Form of Contract and Estimate of Cost.

**Motions:** None

## Resolutions:

2. **Resolution** finally approving the North Sycamore Street Plans, Specifications, Form of Contract, and Cost Estimate and awarding the 2019 North Sycamore Street Reconstruction project to Horsfield Construction, Inc., the lowest responsive responsible bidder, in the base bid amount of \$1,934,839.70.
3. **Resolution** authorizing the City Clerk to transfer funds budgeted to be transferred in the FY '20 budget and to appropriately record same.

4. **Resolution** approving supplemental Agreement for Additional Services #1 between Snyder & Associates and the City of Monticello related to Construction Services to be performed by Snyder & Associates during the N. Sycamore Street Reconstruction project.
5. **Resolution** to request Abatement of Accrued Property Taxes on property owned by the City of Monticello for public purposes within the City limits of the City of Monticello.
6. **Resolution** to approve standard residential tax abatement related to property located at 942 Deer Run Drive.
7. **Resolution** to approve reporting of Employee Wages, calendar year ending December 31, 2018.

**Ordinances:** None

**Reports / Potential Action:**

- Engineer Report
- Administrator Report
- Police Chief Report

**Closed Session:**

**Closed Session** to discuss the potential purchase of Real Estate where the premature disclosure could be reasonably expected to increase the price the governmental body would receive for the property. Iowa Code § 21.5(j)

8. **Resolution** to authorize the City Administrator to proceed with presentation of Offer to Buy Real Estate and Acceptance to property owner consistent with terms discussed in Closed Session.

**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 4, 2019 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Rob Paulson, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen and Police Chief Britt Smith. Council member Johnny Russ was absent.

Yeoman moved to approve the agenda, Lux seconded, roll call unanimous.

During Open Forum, Stu Gerdes, 615 N Sycamore, questioned if they would be allowed to plant trees in the terrace on the west side of N. Sycamore Street, over the water main, at the conclusion of the project. Council expressed that they have not ruled out to allow trees to be planted in the terrace. Herman will visit with City Engineer on this question.

Lux moved to approve the consent agenda, Goedken seconded, roll call unanimous.

Mayor Wolken opened the public hearing on proposed Amendments to the Monticello Urban Renewal Plan to include the N. Sycamore Street Reconstruction Project. Herman reported P & Z Board had reviewed the proposed amendment and had no objections. Herman also invited the School and County to meet to discuss the proposed amendment. He spoke with School Superintendent on the phone and County could not meet as scheduled due to weather and did not request an alternative meeting time. 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. Yeoman moved to approve Resolution #19-26 Approving 2019 Amendment Number 1 to the City of Monticello Urban Renewal Plan, Goedken seconded, roll call unanimous.

Mayor Wolken opened the public hearing on proposed amendments to Development Agreement between City of Monticello and Menasha Corporation a/k/a Orbis Mfg. Herman reviewed the proposed modification to the Development Agreement with Orbis. Herman stated during project it became apparent that the City Water Main system could use additional capacity and flow and it was decided to add a new water main between 11<sup>th</sup> Street and Plastic Lane, which Orbis needed for their sprinkler system and will be beneficial to other industrial users and properties in that area. Orbis purchased property to install the new main, which also has City sewer running through it and installed the water main. Orbis has requested grant payments from City to cover cost of water main construction including materials, but not the land purchase. In return, Orbis will dedicate the main to the City and will grant easements to City to access both the water and sewer mains for maintenance, repair and replacement. 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 #19-27 Approving Amendment to Development Agreement between the City of Monticello and Menasha Corporation, a/k/a/ Orbis, Lux seconded, roll call unanimous.

Goedken moved to approve Resolution #19-28 Scheduling Public Hearing on proposed Amendments to the Monticello Urban Renewal Area and Plan, Lux seconded, roll call unanimous. Public Hearing was set for April 15, 2019 at 6 PM.

Regular Council Meeting – Official  
March 4, 2019

Mayor Wolken opened the public hearing on the proposed Fiscal Year 2019/2020 City of Monticello Budget. Staff received no written comments. Hinrichsen received a phone call with questions from Steve Hanken and responded to his questions. Mayor Wolken closed the hearing on the Fiscal Year 2019/2020 budget. Yeoman moved to approve Resolution #19-29 Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2019 through June 30, 2020, Goedken seconded, roll call unanimous except Hanken who vote nay. Motion carried.

Herman reviewed the City Goal Setting final report generated after the February 18, 2019 goal setting meeting. Goedken moved to approve Resolution #19-30 Approving Final Report generated as a result of City of Monticello Goal Setting meeting held on February 18, 2019, Lux seconded, roll call unanimous.

Herman reported that the 2008 City backhoe is being considered for trade-in. Two machines are being considered, both brand new and currently available. One quote is for \$50,000, a 2018 model, and the other is \$55,000, a 2015 model. The 2015 model is brand new and includes many features desired by the Public Works Dept. Both options include the trade in of the current backhoe with a trade in allowance of \$29,000. In addition, the City would not be invoiced for current and ongoing repairs to the existing backhoe which is in the shop. Yeoman moved to approve Resolution #19-31 to approve purchase of 2015 New Holland backhoe from Kromminga Motors, with Kromminga Motors extending the warranty to five years, Lux seconded, roll call unanimous except Hanken who vote nay. Motion carried.

Hanken inquired where the City Code Book update stood. Herman reported that he is reviewing the current Code Book and hoping to have it done prior to June 30, 2019. The updated Code Book will have a search capability online.

Herman reported that Zeb Bowser was hired to fill the position created by Billy Norton's resignation. Bowser will start March 25<sup>th</sup>.

Herman reported that the PW Director hiring committee will meet again to discuss the position and candidates. In the interim, Herman reported that Nick Kahler was placed in charge of the Public Works Dept. and Jim Tjaden overseeing water and wastewater.

Herman reported that he applied for the Dubuque Racing Grant for trails and other grants for the fountain are pending.

Hinrichsen reported that the US Census Bureau is currently looking for 2020 Census takers and a flier has been posted at City Hall.

Goedken moved to adjourn at 6:44 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

Special Council Meeting – Official  
March 6, 2019 – 5:15 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Rob Paulson, Chris Lux and Tom Yeoman. Brenda Hanken and Johnny Russ were absent. Also present were City Administrator Doug Herman and Police Chief Britt Smith.

Yeoman moved to approve the agenda, Goedken seconded, roll call unanimous.

Herman reviewed with the Council details associated with the purchase of a new Backhoe from Kromminga Motors that was approved at the Regular City Council meeting of March 4<sup>th</sup>. Herman reported that he wanted to clarify some of the terms related to the purchase and wanted the Council to consider whether or not to purchase an extended warranty on the backhoe. Greg Kromminga, Kromminga Motors, was also present to discuss and answer questions. After discussion, Goedken moved to approve Resolution #19-32 Approving Purchase of "New Holland" backhoe from Kromminga Motors, seconded by Paulson, roll call unanimous. This approved the purchase of the 2015 backhoe from Kromminga Motors for \$85,000 less a \$29,000 trade in allowance, for a net delivered cost of \$56,000, the purchase to include both a bucket and forks attachment and to include a free service of the backhoe by Kromminga Motors at or about 50 hours of use and to purchase the two year extended warranty at a cost of \$2,791.

Lux moved to adjourn at 5:40 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - MARCH 14, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>Feb. 25 - Mar. 10, 2019</b>				
Jeremy Beli	\$ 459.60	\$ -	0.00	0.00	\$ 356.93
Brian Bronemann	135.36	-	0.00	0.00	115.79
Carter Bronemann	1,734.30	-	0.00	0.00	1,226.57
Dawn Brus	1,710.00	-	0.00	0.00	1,229.50
Drew Haag	383.72	-	0.00	0.00	322.24
Jessica Heasty	74.40	-	0.00	0.00	63.64
Ben Hein	90.24	-	0.00	0.00	77.19
Mary Intlekofer	1,927.05	66.45	0.00	25.13	1,292.71
Brandon Kent	1,860.61	-	0.00	0.00	1,214.38
Jim Luensman	730.95	-	0.00	0.00	549.51
Lori Lynch	1,860.60	-	0.00	0.00	1,236.80
Dave McNeill	308.80	-	0.00	0.00	260.14
Mandy Norton	259.84	-	0.00	0.00	210.66
Shelly Searles	1,860.60	-	0.00	0.00	1,292.27
Sabrina Strella	132.48	-	0.00	0.00	113.33
Brenda Surom	531.60	-	0.00	0.00	400.65
Chris Szymanowski	1,840.05	63.45	0.00	0.00	1,190.21
<b>TOTAL AMBULANCE</b>	<b>\$ 15,900.20</b>	<b>\$ 129.90</b>	<b>0.00</b>	<b>25.13</b>	<b>\$ 11,152.52</b>
<b>CEMETERY</b>	<b>Feb. 23 - Mar. 8, 2019</b>				
Dan McDonald	\$ 1,781.37	\$ 173.36	0.00	0.00	\$ 1,266.38
<b>TOTAL CEMETERY</b>	<b>\$ 1,781.37</b>	<b>\$ 173.36</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,266.38</b>
<b>CITY HALL</b>	<b>Feb. 24 - Mar. 9, 2019</b>				
Cheryl Clark	\$ 1,963.21	\$ -	0.00	1.38	\$ 1,348.26
Doug Herman	3,720.71	-	0.00	0.00	2,685.82
Sally Hinrichsen	2,427.38	-	0.00	0.00	1,624.60
Nanci Tuel	1,396.00	-	0.00	0.00	921.32
<b>TOTAL CITY HALL</b>	<b>\$ 9,507.30</b>	<b>\$ -</b>	<b>0.00</b>	<b>1.38</b>	<b>\$ 6,580.00</b>
<b>FIRE</b>					
Drew Haag	\$ 100.00	\$ -	0.00	0.00	\$ 85.54
Nick Kahler	60.00	-	0.00	0.00	51.32
Don McCarthy	125.00	-	0.00	0.00	106.93
Billy Norton	100.00	-	0.00	0.00	85.54
<b>TOTAL FIRE</b>	<b>\$ 385.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 329.33</b>
<b>LIBRARY</b>	<b>Feb. 25 - Mar. 10, 2019</b>				
Molli Hunter	\$ 269.93	\$ -	0.00	0.00	\$ 230.30
Penny Schmit	1,000.01	-	0.00	0.00	734.69
Madonna Thoma-Kremer	920.00	-	0.00	0.00	569.60
Michelle Turnis	1,538.46	-	0.00	0.00	977.46
<b>TOTAL LIBRARY</b>	<b>\$ 3,728.40</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,512.05</b>
<b>MBC</b>	<b>Feb. 25 - Mar. 10, 2019</b>				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,390.97
Shannon Poe	1,538.46	-	0.00	0.00	1,100.90
<b>TOTAL MBC</b>	<b>\$ 3,384.61</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,491.87</b>

# PAYROLL - MARCH 14, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE</b>	<b>Feb. 25 - Mar. 10, 2019</b>				
Peter Fleming	\$ 1,827.15	\$ -	0.00	0.00	\$ 1,308.79
Dawn Graver	2,012.80	-	0.00	0.00	1,441.75
Erik Honda	1,908.36	-	0.00	10.00	1,427.77
Jordan Kcoos	2,176.35	-	0.00	24.00	1,581.98
Britt Smith	2,504.65	-	0.00	0.00	1,834.15
Madonna Staner	1,450.40	-	0.00	0.00	1,097.50
Brian Tate	2,109.24	-	0.00	0.00	1,446.24
Robert Urbain	2,012.80	-	0.00	0.00	1,453.07
<b>TOTAL POLICE</b>	<b>\$ 16,001.75</b>	<b>\$ -</b>	<b>0.00</b>	<b>34.00</b>	<b>\$ 11,591.25</b>
<b>ROAD USE</b>	<b>Feb. 23 - Mar. 8, 2019</b>				
Wayne Yousse	\$ 3,570.26	\$ 354.26	0.00	77.88	\$ 2,554.00
<b>TOTAL ROAD USE</b>	<b>\$ 3,570.26</b>	<b>\$ 354.26</b>	<b>0.00</b>	<b>77.88</b>	<b>\$ 2,554.00</b>
<b>SANITATION</b>	<b>Feb. 23 - Mar. 8, 2019</b>				
Michael Boyson	\$ 1,940.40	\$ 356.40	0.00	0.00	\$ 1,353.59
Nick Kahler	2,072.69	424.69	0.00	0.00	1,475.76
<b>TOTAL SANITATION</b>	<b>\$ 4,013.09</b>	<b>\$ 781.09</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,829.35</b>
<b>SEWER</b>	<b>Feb. 23 - Mar. 8, 2019</b>				
Tim Schultz	\$ 1,980.75	\$ 312.75	0.00	26.25	\$ 1,369.39
Jim Tjaden	2,317.15	381.15	0.00	0.00	1,715.17
<b>TOTAL SEWER</b>	<b>\$ 4,297.90</b>	<b>\$ 693.90</b>	<b>0.00</b>	<b>26.25</b>	<b>\$ 3,084.56</b>
<b>WATER</b>	<b>Feb. 23 - Mar. 8, 2019</b>				
Brant LaGrange	\$ 1,417.26	\$ -	0.00	0.00	\$ 1,052.45
Daniel Pike	1,729.70	161.70	1.50	12.00	1,250.07
<b>TOTAL WATER</b>	<b>\$ 3,146.96</b>	<b>\$ 161.70</b>	<b>1.50</b>	<b>12.00</b>	<b>\$ 2,302.52</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 65,716.84</b>	<b>\$ 2,294.21</b>	<b>1.50</b>	<b>176.64</b>	<b>\$ 46,693.83</b>

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
<b>ACCOUNTS PAYABLE CLAIMS</b>				
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	GENERAL			
	POLICE DEPARTMENT			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	44.48		
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	460.00		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	103.57		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	52.52		
LEADS ONLINE LLC	PD COMPUTER SUPPORT FEES	548.63		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	857.32		
MONTICELLO EXPRESS INC	PD GOLF CART DECALS	93.75		
TCM BANK NA	PD POSTAGE	14.15		
U.S. CELLULAR	PD CELL PHONES	165.37		
UNIFORM DEN INC	PD MAG HOLDER	59.65		
WELAND CLINICAL LAB P.C.	PD LAB	25.00		
		=====		
	POLICE DEPARTMENT	2,424.44		
	STREET LIGHTS			
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	134.34		
LASLEY ELECTRIC LLC	STREETLIGHT FIXTURES	1,277.97		
		=====		
	STREET LIGHTS	1,412.31		
	AQUATIC CENTER			
JONES CO ENVIRONMENTAL SERVICE	POOL FOOD SERVICE LICENSE	150.00		
		=====		
	AQUATIC CENTER	150.00		
	CEMETERY			
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - JAN & FEB	600.00		
JOHN DEERE FINANCIAL	CEMETERY BLDG REPAIR/MAINT	12.99		
M TOWN TIRE & AUTO	CEMETERY EQUIP REPAIR/MAINT	415.65		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	423.19		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	409.56		
		=====		
	CEMETERY	1,861.39		
	SOLDIER'S MEMORIAL BOARD			
MEDIACOM	SLDR MEM TELEPHONE	25.51		
		=====		
	SOLDIER'S MEMORIAL BOARD	25.51		
	ATTORNEY			
EMC INSURANCE COMPANIES	ATTORNEY FEES - LUMPA LAWSUIT	1,828.06		



**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
LEXISNEXIS	ATTORNEY RESEARCH	78.44		
	ATTORNEY	1,906.50		
	CITY HALL/GENERAL BLDGS			
BAKER PAPER CO INC	CH BUILDING SUPPLIES	48.97		
BOSS OFFICE SUPPLIES & SYS INC	CH OFFICE SUPPLIES	330.71		
INFRASTRUCTURE TECHNOLOGY	CH SONIC WALL	2,695.80		
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES	4.99		
LASLEY ELECTRIC LLC	CH BLDG REPAIR/MAINT	11.99		
MEDIACOM	CH TELEPHONE	161.53		
MONTICELLO EXPRESS INC	CH ADVERTISING	453.42		
TCM BANK NA	IMFOA CONFERENCE - HINRICHSEN	125.00		
	CITY HALL/GENERAL BLDGS	3,832.41		
	GENERAL	11,612.56		
	MONTICELLO BERNDES CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC ELECTRIC	784.08		
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES	42.57		
FAREWAY STORES #840-1	MBC BUILDING SUPPLIES	12.17		
DEZE RAE HORSTMAN	MBC SHELTER REFUND	20.00		
JONES CO ENVIRONMENTAL SERVICE	MBC FOOD SERVICE LICENSE	150.00		
CHRIS MILLER	MBC DAMAGE DEPOSIT REFUND	200.00		
TCM BANK NA	MBC OFFICE SUPPLIES	10.59		
	PARKS	1,219.41		
	MONTICELLO BERNDES CENTER	1,219.41		
	FIRE			
	FIRE			
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING	730.00		
JOHN DEERE FINANCIAL	FIRE SUPPLIES	10.98		
LAPORTE MOTOR SUPPLY	FIRE SUPPLIES	101.10		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	72.96		
MUNICIPAL EMERGENCY SERVICES	FIRE BOOTS	199.95		
SANDRY FIRE SUPPLY	FIRE CAPITAL EQUIPMENT	3,661.67		
TCM BANK NA	FIRE SCHOOL TRAVEL	1,560.81		
UNITY POINT HEALTH HOSPITALS	FIRE PHYSICALS	1,240.92		
	FIRE	7,578.39		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	FIRE	7,578.39		
	AMBULANCE			
	AMBULANCE			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	118.10		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	44.47		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	39.12		
FREESE MOTORS INC	AMB VEHICLE REPAIR/MAINT	39.88		
TRAVIS HARBOUR	AMB OVERPAYMENT REFUND	2.00		
INFRASTRUCTURE TECHNOLOGY	AMB AVAST CLOUDCARE - 1 YR	380.00		
KERP'S SERVICE CENTER, INC.	AMB VEHICLE REPAIR/MAINT	1,099.32		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	758.17		
U.S. CELLULAR	AMB CELL PHONES	68.12		
	AMBULANCE	2,549.18		
	AMBULANCE	2,549.18		
	LIBRARY IMPROVEMENT			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB IMP BOOKS	400.00		
INFRASTRUCTURE TECHNOLOGY	LIBRARY DESKTOP COMPUTERS (3)	2,509.11		
TCM BANK NA	LIB IMP SUMMER READING	23.34		
	LIBRARY	2,932.45		
	LIBRARY IMPROVEMENT	2,932.45		
	LIBRARY			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB AUDIO RECORDINGS	451.64		
BOSS OFFICE SUPPLIES & SYS INC	LIB PROGRAMS/PROMOTIONS	6.33		
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	39.72		
INFRASTRUCTURE TECHNOLOGY	LIB PROCESSING	955.00		
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES	3.99		
MEDIACOM	LIB TELEPHONE	119.02		
TCM BANK NA	LIB BOOKS	521.56		
	LIBRARY	2,109.67		
	LIBRARY	2,109.67		

AIRPORT

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	AIRPORT			
JOHN DEERE FINANCIAL	AIRPORT EQUIP REPAIR/MAINT	2,873.83		
LAPORTE MOTOR SUPPLY	AIRPORT EQUIP REPAIR/MAINT	24.68		
MCALDER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	48.70		
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	669.44		
		=====		
	AIRPORT	3,616.65		
		=====		
	AIRPORT	3,616.65		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	108.81		
BROWN SUPPLY CO INC	RU EQUIP REPAIR/MAINT	1,306.25		
HOTSY CLEANING SYSTEMS	RU SUPPLIES	356.07		
JOHN DEERE FINANCIAL	RU SUPPLIES	260.17		
KROMMINGA MOTORS INC	RU BACKHOE	58,845.55		
LASLEY ELECTRIC LLC	RU STOPLIGHT REPAIRS	270.00		
M TOWN TIRE & AUTO	RU EQUIP REPAIR/MAINT	54.00		
DAVID B MCNEILL	RU SUPPLIES	1.19		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	2,099.34		
MONTICELLO EXPRESS INC	RU ADVERTISING	169.19		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT	529.04		
NEXT GENERATION PLBG & HTG LLC	RU BLDG REPAIR/MAINT	433.56		
SPAHN & ROSE LUMBER CO INC	RU EQUIP REPAIR/MAINT	3.99		
WHITE HAWK PLUMBING & HEATING	RU STREET MAINTENANCE	212.50		
		=====		
	STREETS	64,589.66		
	SNOW REMOVAL			
ALL SEASON'S TRUCKING INC	RU SNOW REMOVAL	3,879.00		
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL	2,001.87		
		=====		
	SNOW REMOVAL	5,880.87		
		=====		
	ROAD USE	70,470.53		
	TIF PROJECT			
	STREETS			
MONTICELLO EXPRESS INC	N SYCAMORE ST PROJECT	21.05		
		=====		
	STREETS	21.05		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	TIF PROJECT	21.05		
	CAPITAL IMPROVEMENT			
	STREETS			
MONTICELLO EXPRESS INC	N SYCAMORE ST PROJECT	14.03		
	STREETS	14.03		
	AIRPORT			
HDR ENGINEERING INC	CAP IMP - AIRPORT MASTER PLAN	9,939.00		
	AIRPORT	9,939.00		
	CAPITAL IMPROVEMENT	9,953.03		
	MYSBA CAPITAL FUND			
	PARKS			
EASTERN IOWA SPORTS FACILITY	MYBSA SCOREBOARDS (2)	8,118.03		
	PARKS	8,118.03		
	MYSBA CAPITAL FUND	8,118.03		
	WATER			
	WATER			
BEHREND'S CRUSHED STONE	WATER SYSTEM	459.50		
HAWKINS WATER TREATMENT	WATER SUPPLIES	15.00		
HUGHES GARAGE & AUTO SALES LLC	WATER EQUIP REPAIR/MAINT	142.95		
HYGIENIC LABORATORY	WATER LAB TESTS	71.50		
KROMMINGA MOTORS INC	WATER SYSTEM	125.00		
DAVID B MCNEILL	WATER POSTAGE	15.45		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	174.30		
TCM BANK NA	WATER POSTAGE	205.48		
U.S. CELLULAR	WATER CELL PHONE	42.47		
WHITE HAWK PLUMBING & HEATING	WATER SYSTEM	1,018.30		
	WATER	2,269.95		
	WATER	2,269.95		
	SEWER			
	SEWER			

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ALLIANT ENERGY-IES	1105 E FIRST ST	3,285.50		
HYGIENIC LABORATORY	SEWER LAB TESTS	1,229.00		
JOHN DEERE FINANCIAL	SEWER EQUIP REPAIR/MAINT	350.13		
LAPORTE MOTOR SUPPLY	SEWER SYSTEM	19.66		
LASLEY ELECTRIC LLC	SEWER BLDG REPAIR/MAINT	1,999.95		
DAVID B MCNEILL	SEWER POSTAGE	26.09		
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL	174.30		
MONTICELLO MACHINE SHOP INC	SEWER SYSTEM	52.31		
MUNICIPAL SUPPLY INC	SEWER SYSTEM	148.20		
TCM BANK NA	SEWER POSTAGE	65.58		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	1,830.96		
		=====		
	SEWER	9,181.68		
		=====		
	SEWER	9,181.68		
	SANITATION			
	SANITATION			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	9,102.61		
		=====		
	SANITATION	9,102.61		
		=====		
	SANITATION	9,102.61		
**** SCHED TOTAL ****		140,735.19		
		=====		
***** REPORT TOTAL *****		140,735.19		
		=====		

**ACCOUNTS PAYABLE ACTIVITY**  
**CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	11,612.56		
005	MONTICELLO BERNDES CENTER	1,219.41		
015	FIRE	7,578.39		
016	AMBULANCE	2,549.18		
030	LIBRARY IMPROVEMENT	2,932.45		
041	LIBRARY	2,109.67		
046	AIRPORT	3,616.65		
110	ROAD USE	70,470.53		
325	TIF PROJECT	21.05		
332	CAPITAL IMPROVEMENT	9,953.03		
333	MYSBA CAPITAL FUND	8,118.03		
600	WATER	2,269.95		
610	SEWER	9,181.68		
670	SANITATION	9,102.61		

**TREASURER'S REPORT**  
**CALENDAR 2/2019, FISCAL 8/2019**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	508,809.07	89,562.94	123,557.51	.00	474,814.50
003 SOLDIER MEMORIAL FUND	12,272.43	.00	.00	.00	12,272.43
005 MONTICELLO BERNDES CENT	38,152.81	11,976.76	10,992.81	.00	39,136.76
008 DARE	6,325.24	11.11	.00	.00	6,336.35
010 INSURANCE	23,085.10	44.81	563.27	.00	22,566.64
014 MONTICELLO TREES FOREVE	34,779.51	64.03	.00	.00	34,843.54
015 FIRE	304,384.37	305.56	1,628.15	.00	303,061.78
016 AMBULANCE	40,704.28	34,137.87	34,196.87	.00	40,645.28
018 HOTEL/MOTEL TAX	12,532.16	23.07	724.68	.00	11,830.55
022 EARL F LEHMAN TRUST	237.71	.00	.00	.00	237.71
023 TRUST FUND/STREET BOND	1,000.00	.00	.00	.00	1,000.00
026 POLICE IMPROVEMENT	385.46-	524.21	.00	.00	138.75
030 LIBRARY IMPROVEMENT	48,202.23	113.19	1,801.71	.00	46,513.71
041 LIBRARY	15,971.66	10,737.31	13,585.00	.00	13,123.97
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	98,228.98	202.07	.00	.00	98,431.05
045 SUPER MAC FUND	4,842.29	8.91	1,450.40	.00	3,400.80
046 AIRPORT	6,824.91	1,257.75	6,747.91	.00	1,334.75
050 REVOLVING LOAN FUND	27,615.82	129.44	.00	.00	27,745.26
110 ROAD USE	623,676.26	41,044.19	61,521.98	.00	603,198.47
112 EMPLOYEE BENEFITS	370,039.56	2,800.40	28,348.35	.00	344,491.61
125 TIF -SPECIAL REVENUE	571,095.15	5,804.74	.00	.00	576,899.89
178 TRUST/SLAVKA GEHRET FUN	204,779.02	216.58	.00	.00	204,995.60
180 POLICE FORFEITURE	834.37	1.37	.00	.00	835.74
200 DEBT SERVICE	256,635.41	2,402.14	.00	.00	259,037.55
225 TIF - DEBT	.00	.00	.00	.00	.00
300 REVOLVING LOAN FUND	.00	.00	.00	.00	.00
313 PARK IMPROVEMENT	40,881.80-	15,029.28	.00	.00	25,852.52-
316 LIB CAPITAL IMPROVEMENT	4,057.51	7.46	.00	.00	4,064.97
319 AMBULANCE IMPROVEMENT	64,687.31	133.98	.00	.00	64,821.29
325 TIF PROJECT	5,213.18	.00	.00	.00	5,213.18
326 TRUST/CEMETERY IMPROVEM	43,392.55	276.39	.00	.00	43,668.94
328 FAMILY AQUATIC CENTER C	12,374.70	21.70	.00	.00	12,396.40
332 CAPITAL IMPROVEMENT	60,711.51	43,168.79	6,626.00	.00	97,254.30
333 MYSBA CAPITAL FUND	.00	.00	.00	.00	.00
336 LOW INCOME HOUSING FUND	14,669.13	30.38	.00	.00	14,699.51
337 MDC FUNDS	4,003.68-	.00	.00	.00	4,003.68-
338 BATY DISC GOLF COURSE	14,977.99	25.12	.00	.00	15,003.11
339 MARY MAXINE REDMOND TRU	8,333.01	17.16	.00	.00	8,350.17
375 POCKET PARK	10,567.77	19.45	.00	.00	10,587.22
500 TRUST/CEMETERY PERPETUA	163,314.80	180.00	.00	.00	163,494.80
502 C.C. BIDWELL LIBRARY BO	84,245.31	70.72	44.34	.00	84,271.69
503 TRUST/IOMA MARY BAKER	40,731.35	84.26	201.57	.00	40,614.04
600 WATER	5,284.99-	32,440.12	20,239.54	.00	6,915.59
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	89,980.70	510.00	1,195.00	.00	89,295.70
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	1,393.61-	514.95	.00	.00	878.66-
610 SEWER	104,444.35	46,226.32	24,951.85	.00	125,718.82
611 SEWER RESERVE	.00	.00	.00	.00	.00
612 SEWER SINKING	.00	.00	.00	.00	.00
613 SEWER CAPITAL IMPROVEME	110,828.49	729.04	.00	.00	111,557.53
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00

**TREASURER'S REPORT**  
**CALENDAR 2/2019, FISCAL 8/2019**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
670 SANITATION	38,040.17	43,498.35	48,129.08	.00	33,409.44
671 SANITATION CAPITAL IMPR	62,797.49	123.62	.00	.00	62,921.11
740 STORM WATER	34,310.77-	2,478.55	158.79	.00	31,991.01-
820 INTERNAL REV SELF FUNDE	.00	819.65	819.65	.00	.00
950 FLEX SPENDING FUND	254.35	57.69	.00	.00	312.04
951 ENTERPRISE FLEX SPENDIN	318.75	173.07	.00	.00	491.82
Report Total	4,058,708.45	388,004.50	387,484.46	.00	4,059,228.49



City Council Meeting  
 Prep. Date: 03/14/19  
 Preparer: Doug Herman



Agenda Item: 1 & 2  
 Agenda Date: 03/18/2019

**Agenda Items Description** Public Hearing on the Proposed Plans and Specs., Proposed Form of Contract and Estimate of Costs for 2019 North Sycamore Street Reconstruction Project; Resolution to Finally Approve the Plans and Specifications, Proposed Form of Contract and Estimate of Costs for 2019 North Sycamore Street Reconstruction Project, and to award the project to Horsfield Construction, Inc.

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

**Attachments & Enclosures:**

Proposed Resolution
Snyder Recommendation
Resolution #19-17

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	N. Sycamore Street Project
Expenditure:	\$2,000,000 +/-
Revenue:	

**Synopsis:** Public Hearing as required by Code. City previously approved preliminary documents.

**Background Information:** As part of the assessment process Council needs to hold a public hearing on the final plans, proposed form of contract and estimate of costs related to the 2019 N. Sycamore Street Reconstruction project. Today is the day set for public hearing pursuant to prior published notice.

Other than the questions/input the Council is aware of, largely related to trees, timing, etc. there has been no other complaints or input in regard to the plans/specs./form of contract received at City Hall.

The proposed Resolution not only accepts the documents but awards the contract to Horsfield and gives them permission to proceed upon approval to do so by the City Engineer.

The Council can approve the base bid alone, the base bid and bid alternate #1 and/or #2 or the base bid and both. If the Council is not prepared to make a decision on the alternates until the next meeting the decision could be delayed, but to keep the project moving the decision should be made on the bid alternates no later than the 1<sup>st</sup>.

Horsfield Base Bid:	\$1,934,839.70
Bid Alt. #1:	\$ 16,347.00 (Additional Water Main Work, connections, and street patching)
Bid Alt. #2:	\$ 73,000.00 (Decorative Street Lighting, 1 <sup>st</sup> to 7 <sup>th</sup> ) <sup>1</sup>

After further discussion with the contractor the Council will be asked to consider whether or not to approve one or both of the bid alternatives. (One tied to additional water main work on 7<sup>th</sup> Street and the other tied to decorative street lighting.)

<sup>1</sup> This does not include the purchase of fixtures and bases which would be provided by the City and paid from the Streets Budget at the approximate cost of \$40,768. Total "Lighting" costs = \$113,768. (Rough payback period of 25 years +/-)

RESOLUTION NO. 19-\_\_

Finally approving the North Sycamore Street Plans, Specifications, Form of Contract, and Cost Estimate and awarding the 2019 North Sycamore Street Reconstruction project to Horsfield Construction, Inc.

**WHEREAS**, the Council previously adopted a final Resolution of Necessity in connection with the 2019 N. Sycamore Street Reconstruction Project (the "Project"); and

**WHEREAS**, the Council previously approved the preliminary detailed plans and specifications, notice of hearing and notice to bidders and form of contract presented by the City Engineer, and

**WHEREAS**, the Council has scheduled, published notice, and held a hearing on the final plans and specifications, proposed form of contract, and cost estimate for the 2019 N. Sycamore Street Reconstruction Project, and

**WHEREAS**, the Council finds that the final plans and specifications, form of contract, and cost estimate should be finally approved, and

**WHEREAS**, the Council finds that bids on this project were sought and that six bids were received, with the lowest responsive, responsible bidder being Horsfield Construction, Inc. with a base bid in the amount of \$1,934,839.70, same coming in below the Engineer's estimate and otherwise deemed appropriate by the City Engineer and City staff, and

**WHEREAS**, the Council has also considered Bid Alternate #1 related to additional Water Main improvements at a cost of \$16,347 and Bid Alternate #2 related to the installation of Period Street Light Fixtures in the amount of \$73,000, and has determined that it would be appropriate to proceed with \_\_\_\_\_ and \_\_\_\_\_ and to include said bid alternate(s) in the project at this time, and

**WHEREAS**, (Potentially some language related to san. Sewer or bid alternate delays?)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOW, THEREFORE**, It Is Resolved by the City Council of the City of Monticello, Iowa, as follows:

Section 1. That the final plans and specifications, form of contract, and cost estimate as prepared and presented by the City Engineer should be and are hereby approved.

Section 2. That the bids received associated with this project are hereby accepted and the project is hereby awarded to the lowest responsive, responsible bidder, Horsfield Construction Inc. in the amount of \$1,934,839.70, the base bid, and bid alternates (# 1 \_\_\_\_ #2 \_\_\_\_).

Section 3. \_\_\_\_\_ Sanitary Sewer? Bid Alternate Delay? \_\_\_\_\_

Section 4. The Contractor is hereby authorized to commence work on the portion of the project covered by the base bid upon authorization to do so by the City Engineer.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved on this 18<sup>th</sup> day of March, 2019.

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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, City Clerk



March 13, 2019

Mr. Doug Herman, City Administrator  
City of Monticello  
200 East First Street  
Monticello, IA 52310

RE: 2019 North Sycamore Street Reconstruction  
Recommendation for Award

Mr. Herman and City Council:

On Tuesday, March 12<sup>th</sup>, 2019 the City received six bids for the **2019 North Sycamore Street Reconstruction** project, which were opened and read aloud publicly. We reviewed the unit price extensions on all bids and found no errors. The bid tabulation is enclosed. The engineer's opinion of probable cost for the project base bid was \$2,468,000 and \$2,569,000 for the base bid plus all bid alternates. The six bids received ranged from \$1,934,839.70 to \$2,675,921.75 for the base bid and \$2,024,187.70 to \$2,768,987.15 for the base bid plus all bid alternates. The low bid for the project (with or without bid alternates) was submitted Horsfield Construction, Inc. of Epworth, with a total bid (base bid plus all bid alternates) of **\$2,024,187.70**.

We, hereby, recommend that the City award the **2019 North Sycamore Street Reconstruction** project to **Horsfield Construction, Inc** for an amount to be determined based on the City's selection of the base bid and bid alternates.

I will be in attendance at the Council meeting on March 18<sup>th</sup> to answer any question you may have with regard to this project.

Sincerely,

SNYDER & ASSOCIATES, INC.

Patrick Schwickerath, P.E.  
Civil Engineer

Enclosure: Bid Tabulation

cc: Sally Hinrichsen, City Clerk/Treasurer  
Matt Horsfield, Horsfield Construction, Inc.



506010-10-00	INTAKE S/S BOX	EA	2	\$ 5,172.00	\$ 11,000.00	\$ 4,800.00	\$ 8,800.00	\$ 7,120.00	\$ 14,000.00	\$ 4,775.00	\$ 8,950.00	\$ 4,400.00	\$ 12,800.00	\$ 3,400.00	\$ 8,800.00	\$ 2,870.00	\$ 5,740.00	\$ 3,850.00	\$ 7,700.00		
506010-10-00	DRIP CONNECTION, E/W/007	EA	2	\$ 500.00	\$ 1,000.00	\$ 2,425.00	\$ 4,850.00	\$ 1,315.00	\$ 2,630.00	\$ 2,407.00	\$ 4,814.00	\$ 1,400.00	\$ 2,800.00	\$ 1,400.00	\$ 2,800.00	\$ 700.00	\$ 1,400.00	\$ 2,360.00	\$ 1,850.00	\$ 3,700.00	
521010-10-00	REMOVE INTAKE	EA	2	\$ 500.00	\$ 1,000.00	\$ 2,425.00	\$ 4,850.00	\$ 1,315.00	\$ 2,630.00	\$ 2,407.00	\$ 4,814.00	\$ 1,400.00	\$ 2,800.00	\$ 1,400.00	\$ 2,800.00	\$ 700.00	\$ 1,400.00	\$ 2,360.00	\$ 1,850.00	\$ 3,700.00	
531010-10-00	REINFORCING	SV	12499	\$ 40.00	\$ 511,960.00	\$ 30,000.00	\$ 4,277,000.00	\$ 9,700.00	\$ 485,610.00	\$ 33,000.00	\$ 488,940.00	\$ 8,200.00	\$ 488,670.00	\$ 7,000.00	\$ 485,700.00	\$ 2,700.00	\$ 488,840.00	\$ 2,700.00	\$ 488,840.00	\$ 2,700.00	
551010-10-00	CURB AND CUTTER, 2.5' F	LF	285	\$ 45.00	\$ 12,825.00	\$ 25,000.00	\$ 7,125.00	\$ 3,000.00	\$ 7,550.00	\$ 28.50	\$ 8,122.50	\$ 18.30	\$ 5,215.50	\$ 30.00	\$ 8,550.00	\$ 28.50	\$ 8,122.50	\$ 25.72	\$ 7,124.25		
561010-10-00	CURB AND CUTTER, 11.5' F	LF	70	\$ 190.00	\$ 13,300.00	\$ 67,000.00	\$ 4,600.00	\$ 3,300.00	\$ 5,225.00	\$ 1,747.50	\$ 67.50	\$ 2,385.00	\$ 3.00	\$ 7,000.00	\$ 62.50	\$ 6,700.00	\$ 62.50	\$ 6,700.00	\$ 62.50	\$ 6,700.00	
581010-10-00	REINFORCING	SV	3954	\$ 4.00	\$ 15,816.00	\$ 6,500.00	\$ 19,200.00	\$ 12,000.00	\$ 55,440.00	\$ 5.00	\$ 17,200.00	\$ 5.75	\$ 16,860.00	\$ 3.82	\$ 11,244.25	\$ 6.35	\$ 16,750.00	\$ 6.71	\$ 18,212.50		
591010-10-00	REINFORCING	SV	1371	\$ 6.00	\$ 8,226.00	\$ 9,000.00	\$ 12,300.00	\$ 14,000.00	\$ 19,154.00	\$ 10.75	\$ 14,738.25	\$ 6.75	\$ 9,254.25	\$ 6.05	\$ 8,251.55	\$ 10.50	\$ 14,356.50	\$ 9.61	\$ 13,015.93		
611010-10-00	BIDWALK, 2.5' F	LF	333	\$ 50.00	\$ 16,650.00	\$ 4,400.00	\$ 14,310.00	\$ 52.00	\$ 17,310.00	\$ 49.50	\$ 16,433.50	\$ 33.00	\$ 11,170.50	\$ 54.00	\$ 17,992.00	\$ 55.20	\$ 18,381.20	\$ 47.50	\$ 16,961.00		
631010-10-00	DRIVEWAY	SV	120	\$ 10.00	\$ 1,200.00	\$ 2,000.00	\$ 5,040.00	\$ 9.50	\$ 1,140.00	\$ 9.00	\$ 1,080.00	\$ 6.10	\$ 732.00	\$ 10.00	\$ 1,200.00	\$ 18.40	\$ 11,380.00	\$ 9.70	\$ 8,840.00		
651010-10-00	PAVEMENT REMOVAL	SV	142.1	\$ 7.00	\$ 995.30	\$ 2,700.00	\$ 3,850.00	\$ 2.50	\$ 352.50	\$ 5.00	\$ 715.00	\$ 7.45	\$ 1,055.00	\$ 8.00	\$ 1,148.80	\$ 12.40	\$ 1,748.80	\$ 6.50	\$ 925.90		
671010-10-00	PAINTED PAVEMENT MARKINGS	STA	8	\$ 125.00	\$ 1,000.00	\$ 1,250.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00	\$ 95.00	\$ 760.00	\$ 41.00	\$ 335.00	\$ 5.00	\$ 30.00	\$ 700.00	\$ 4,070.00	\$ 23.50	\$ 1,718.00		
681010-10-00	TEMPORARY TRAFFIC CONTROL	LF	1	\$ 7,500.00	\$ 7,500.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
711010-10-00	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 4)	AC	2	\$ 15,300.00	\$ 3,060.00	\$ 3,390.00	\$ 7,500.00	\$ 4,300.00	\$ 8,600.00	\$ 13,700.00	\$ 37,410.00	\$ 3,600.00	\$ 7,200.00	\$ 3,900.00	\$ 7,800.00	\$ 1,610.00	\$ 3,220.00	\$ 6,300.00	\$ 6,300.00	\$ 10,400.00	
721010-10-00	TEMPORARY TRAFFIC CONTROL	LF	150	\$ 1.00	\$ 150.00	\$ 1,000.00	\$ 5,000.00	\$ 5.00	\$ 750.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	
731010-10-00	TEMPORARY TRAFFIC CONTROL	LF	100	\$ 0.25	\$ 25.00	\$ 2.50	\$ 250.00	\$ 1.00	\$ 100.00	\$ 1.75	\$ 175.00	\$ 0.50	\$ 50.00	\$ 0.50	\$ 50.00	\$ 0.50	\$ 50.00	\$ 1.13	\$ 113.00		
751010-10-00	TEMPORARY TRAFFIC CONTROL	LF	15	\$ 15.00	\$ 225.00	\$ 60.00	\$ 900.00	\$ 5.00	\$ 75.00	\$ 20.00	\$ 300.00	\$ 25.00	\$ 375.00	\$ 65.00	\$ 975.00	\$ 1.00	\$ 15.00	\$ 36.00	\$ 540.00		
771010-10-00	COMBINED CONCRETE SIDEWALK AND RETAINING WALL	CV	3	\$ 700.00	\$ 2,100.00	\$ 1,700.00	\$ 5,100.00	\$ 1,350.00	\$ 4,050.00	\$ 400.00	\$ 1,200.00	\$ 126.00	\$ 378.00	\$ 1,660.00	\$ 4,980.00	\$ 400.00	\$ 1,200.00	\$ 1,215.00	\$ 3,645.00		
781010-10-00	TEMPORARY TRAFFIC CONTROL	LF	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
791010-10-00	TEMPORARY TRAFFIC CONTROL	LF	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
811010-10-00	TEMPORARY TRAFFIC CONTROL	EA	8	\$ 2,000.00	\$ 16,000.00	\$ 8,000.00	\$ 64,000.00	\$ 7,500.00	\$ 60,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,000.00	
831010-10-00	TEMPORARY TRAFFIC CONTROL	EA	2	\$ 2,000.00	\$ 4,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,500.00	\$ 3,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	
851010-10-00	TEMPORARY TRAFFIC CONTROL	CV	1	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	
871010-10-00	TEMPORARY TRAFFIC CONTROL	TON	30	\$ 17.50	\$ 525.00	\$ 22.50	\$ 675.00	\$ 30.00	\$ 900.00	\$ 30.00	\$ 900.00	\$ 16.50	\$ 495.00	\$ 2.00	\$ 60.00	\$ 39.40	\$ 1,185.00	\$ 2.15	\$ 64.50	\$ 193.50	
TOTAL BASE BID:					\$ 2,478,248.00		\$ 1,034,800.00		\$ 2,215,828.00		\$ 2,288,324.00		\$ 2,474,992.00		\$ 2,346,717.00		\$ 2,372,175.00		\$ 2,187,941.00		\$ 1,874,522.00
BID SECURITY:							\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00

BID ALTERNATE 1 - WATER MAIN			ENGINEER'S ESTIMATE		1		2		3		4		5		6		DAVE SCHMITT		BID AVERAGE	
ITEM	ITEM CODE	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
47A	5110-101-A-1	WATER MAIN TRSN. MED. PV. AW. 10" C200 8' - BID ALTERNATE	LF	156	\$ 90.00	\$ 14,040.00	\$ 38.00	\$ 5,928.00	\$ 34.80	\$ 5,428.80	\$ 35.50	\$ 5,538.00	\$ 43.70	\$ 6,817.20	\$ 71.90	\$ 11,216.40	\$ 41.70	\$ 6,503.20	\$ 44.10	\$ 6,885.60
88A	5010-1340-0	FITTING ALL FITTINGS WATER MAIN - BID ALTERNATE	LB	92	\$ 10.00	\$ 920.00	\$ 10.00	\$ 920.00	\$ 7.50	\$ 690.00	\$ 7.00	\$ 644.00	\$ 6.70	\$ 616.40	\$ 6.00	\$ 552.00	\$ 9.70	\$ 892.40	\$ 7.82	\$ 719.10
89A	5110-101-B-0	WATER SERVICE "C" TYPE K COPPER, 1" L.W. 3 SIDE BRANCH, 90° - BID ALTERNATE	EA	3	\$ 324.00	\$ 972.00	\$ 137.00	\$ 411.00	\$ 1,240.00	\$ 3,720.00	\$ 1,800.00	\$ 5,400.00	\$ 2,000.00	\$ 6,000.00	\$ 4,000.00	\$ 12,000.00	\$ 1,165.00	\$ 3,495.00	\$ 2,151.87	\$ 6,451.50
91A	5010-101-C-1	WATER MAIN BRANCHMENT - BID ALTERNATE	LF	135	\$ 2.61	\$ 352.35	\$ 6.00	\$ 810.00	\$ 2.00	\$ 270.00	\$ 2.06	\$ 278.10	\$ 2.70	\$ 364.50	\$ 10.00	\$ 1,350.00	\$ 11.65	\$ 1,572.75	\$ 6.18	\$ 804.30
92A	5010-101-D-1	REINFORCING DRIVEWAY - BID ALTERNATE	CV	28	\$ 6.00	\$ 168.00	\$ 3.00	\$ 84.00	\$ 20.00	\$ 560.00	\$ 16.75	\$ 469.50	\$ 6.75	\$ 189.00	\$ 20.00	\$ 560.00	\$ 18.25	\$ 511.00	\$ 14.28	\$ 400.17
94A	5010-101-H-1	DRIVEWAY PAVED PCC, 8" - BID ALTERNATE	SV	33	\$ 7.00	\$ 231.00	\$ 37.00	\$ 1,221.00	\$ 9.00	\$ 297.00	\$ 3.00	\$ 99.00	\$ 11.50	\$ 379.50	\$ 9.00	\$ 297.00	\$ 4.00	\$ 132.00	\$ 42.18	\$ 1,392.00
TOTAL BID ALTERNATE 1:						\$ 22,000.00		\$ 16,447.00		\$ 14,909.00		\$ 14,124.00		\$ 17,250.70		\$ 30,042.10		\$ 20,115.70		\$ 18,745.22

**BID ALTERNATE 2 - LIGHTING**

		ENGINEER'S ESTIMATE		1 HORSFIELD CONSTRUCTION, INC. EPWORTH, IA		2 MIDWEST CONCRETE, INC. PEOSTA, IA		3 EASTERN IOWA EXCAVATING & CONCRETE, LLC CASCADE, IA		4 TSCHODDORF EXCAVATING, CO. OUBUQUE, IA		5 RATHJE CONSTRUCTION, CO. MARION, IA		6 DAVE SCHWETT CONSTRUCTION CO., INC. CEDAR RAPIDS, IA		BID AVERAGE		
ITEM	ITEM CODE	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
USA	110A-108A-2	LIGHTING - BID ALTERNATE	LS	1	\$ 78,891.00	\$ 78,891.00	\$ 73,445.00	\$ 73,445.00	\$ 115,000.00	\$ 115,000.00	\$ 110,245.00	\$ 110,245.00	\$ 55,000.00	\$ 55,000.00	\$ 70,000.00	\$ 70,000.00	\$ 72,950.00	\$ 72,950.00
TOTAL BID ALTERNATE 2:					\$ 78,891.00	\$ 78,891.00	\$ 73,445.00	\$ 73,445.00	\$ 115,000.00	\$ 115,000.00	\$ 110,245.00	\$ 110,245.00	\$ 55,000.00	\$ 55,000.00	\$ 70,000.00	\$ 70,000.00	\$ 72,950.00	\$ 72,950.00

**BID ALTERNATE 3 - ADJUSTED  
COMPLETION DATE**

		ENGINEER'S ESTIMATE		1 HORSFIELD CONSTRUCTION, INC. EPWORTH, IA		2 MIDWEST CONCRETE, INC. PEOSTA, IA		3 EASTERN IOWA EXCAVATING & CONCRETE, LLC CASCADE, IA		4 TSCHODDORF EXCAVATING, CO. OUBUQUE, IA		5 RATHJE CONSTRUCTION, CO. MARION, IA		6 DAVE SCHWETT CONSTRUCTION CO., INC. CEDAR RAPIDS, IA		BID AVERAGE				
ITEM	ITEM CODE	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE		
USA	099-000 A-1	ADJUSTED COMPLETION DATE	LS	1	\$ -	\$ -	\$ 1.00	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	\$ 110,000.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ 1,750.17	\$ 18,750.17
TOTAL BID ALTERNATE 3:					\$ -	\$ -	\$ 1.00	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	\$ 110,000.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ 1,750.17	\$ 18,750.17
TOTAL BID (BASE BID + BID ALT 1 + BID ALT 2 + BID ALT 3):					\$ 2,578,891.50	\$ 2,578,891.50	\$ 2,024,187.30	\$ 2,024,187.30	\$ 2,362,822.00	\$ 2,362,822.00	\$ 2,697,044.00	\$ 2,697,044.00	\$ 2,448,368.73	\$ 2,448,368.73	\$ 2,768,887.15	\$ 2,768,887.15	\$ 2,444,138.98	\$ 2,444,138.98		

Notes

2019 North Sycamore Street Reconstruction  
Monticello, IA  
118.0554.08  
Bid Opening  
11:00 A.M. on 03/12/2019

Bidder	Date & Time Bid Received Recorded on Envelope Along with the Bidders Name	By Bid Bond Separate Envelope	Receipt of Addendum 1	Receipt of Addendum 2	Bidder Status Form Included & Completed	Base Bid	Alternate 1 Water Main	Alternate 2 Lighting	Alternate 3 Adjusted Completion Date	Base Bid + Alternates
1 TSCHIGGFRIE EXCAVATING	3/12/19 @ 10:01AM	X	X	X	X	\$ 2,474,792.30	\$ 17,253.70	\$ 95,000.00	\$ 110,000.00	\$ 2,687,046.00
2 RATHJE CONSTRUCTION	3/12/19 @ 10:38AM	X	X	X	X	\$ 2,345,717.73	\$ 30,042.00	\$ 70,000.00	\$ 2,500.00	\$ 2,448,259.73
3 EASTERN IOWA EXCAVATING	3/12/19 @ 10:40AM	X	X	X	X	\$ 2,288,324.65	\$ 14,952.40	\$ 80,245.00	-	\$ 2,363,522.05
4 DAVE SCHMITT	3/12/19 @ 10:46AM	X	X	X	X	\$ 2,675,921.75	\$ 20,115.40	\$ 72,950.00	-	\$ 2,760,987.15
5 MIDWEST CONCRETE	3/12/19 @ 10:50AM	X	X	X	X	\$ 2,213,828.50	\$ 14,000.80	\$ 135,000.00	-	\$ 2,362,829.30
6 HORSEFIELD CONSTRUCTION	3/12/19 @ 10:50AM	X	X	X	X	\$ 1,934,899.70	\$ 16,347.00	\$ 73,000.00	\$ 1.00	\$ 2,024,187.70



# The City of Monticello, Iowa

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

## RESOLUTION #19-17

### Resolution Accepting bids for Tree Removal within the N. Sycamore Street Reconstruction Project Scope and awarding bid to Randy Muller Tree Service

WHEREAS, The City of Monticello Public Works Dpt. sought bids related to tree removal with the N. Sycamore Street project scope, same to occur in the late winter or early spring of 2019, and

WHEREAS, Three bids were received, as follows:

<u>Bidder</u>	<u>Tree Removal</u>	
Randy Muller Tree Service	\$36,250	
Bowser/Ehrisman	\$43,825	
Wiezurek Timber Co.	\$49,775	- and -

WHEREAS, The Council has reviewed the bids and finds it appropriate to accept the bids and to award the Tree Removal projects to the low bidder, Randy Muller Tree Service, and

WHEREAS, The tree removal process is necessary to allow for the N. Sycamore Street Reconstruction project and as bids have not yet been received for that project the awarding of a bid herein must be subject to the N. Sycamore Street project moving forward and to that end, the Council finds that Randy Muller Tree Service should be notified that they have been awarded the project but that Muller Tree Service may not proceed until being given permission to proceed by the City of Monticello Public Works Director, said permission to be given in consultation with the City Administrator and City Council after the receipt of bids on the N. Sycamore Street Reconstruction Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby accept the bids and does hereby award the Tree Removal project to Randy Muller Tree Service, subject to his subsequent receipt of permission and direction to proceed by Monticello Public Works Director Brant LaGrange.

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 4<sup>th</sup> Day of February, 2019.

Attest:

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

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

<b>City Council Meeting</b> <b>Prep. Date:</b> 03/14/19 <b>Preparer:</b> Doug Herman		<b>Agenda Item:</b> 3 <b>Agenda Date:</b> 03/18/2019
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**Agenda Items Description** Resolution authorizing the City Clerk to transfer funds budgeted to be transferred in the FY '20 budget and to appropriately record same.

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Sally indicates that this Resolution has been recommended by the State Auditor's Office and may become mandated by future legislation.

**Background Information:** Proposed Resolution is a formal approval of all transfers from one fund to another in the City Budget. The transfers all appear in the budget or amended budget, as the case may be, and this Resolution is basically a second approval of the fund transfers. In my opinion, it seems to be an unnecessary step, but if it is recommended it may be easier to do it than buck the system.

In the event budgeted transfers increase we would need to amend the budget, as is the current practice, and also approve a second resolution with updated transfer numbers.

**Staff Recommendation:** I recommend that the Council approve the proposed resolution.

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #

Authorizing the City Clerk to Transfer funds budgeted to be transferred in the FY '20 budget and to appropriately record same.

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

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Monticello, Iowa as follows:

**SECTION 1: Authorize the City Clerk to Transfer Funds.** That the City Clerk be and is hereby authorized by the City Council to make the appropriate transfer of sums and record the same in the appropriate manner for FY 2020.

**SECTION 2: Transfer of Funds.** The City Clerk will transfer the following sums and to record the same in the appropriate manner:

1. Transfer from the General Fund to the Monticello Berndes Center - \$170,000.00 to support operation of the Berndes Center.
2. Transfer from the General Fund to the Insurance Fund - \$20,000.00 to pay for self-funded insurance payments.
3. Transfer from the General Fund to the Fire Department - \$66,364.00 to support the operation of the Fire Department
4. Transfer from the General Fund to the Ambulance Fund - \$225,000.00 to support the operation of the Ambulance Department.
5. Transfer from the General Fund to the Library Fund - \$122,500.00 to support the operation of the Library Department.
6. Transfer from the General Fund to General Equipment Set-Aside - \$10,000.00 to purchase future police squad car and equipment
7. Transfer from the General Fund to Super MAC fund - \$25,000.00 to support the operation of the Super MAC Department
8. Transfer from the General Fund to Baty Disc Golf - \$10,000.00 to support the operation and maintenance of the disc golf course
9. Transfer from Fire Department to C.P. Fire Department - \$45,000.00 to purchase future Fire Trucks
10. Transfer from the Ambulance Fund to General Equipment Set-Aside - \$10,000.00 to purchase future Ambulance and equipment
11. Transfer from Hotel/Motel Fund to Park Improvement - \$10,000.00 to for trail improvements
12. Transfer from the Library Fund to the Library Capital Improvement fund - \$3,000.00 to pay for various Library Building Improvements

13. Transfer Airport Fund to C.P. – Airport Funds - \$3,000.00 for Airport AIP Grant match for Master Plan
14. Transfer TIF Collections to TIF Debt - \$289,615.00 to pay for FY 2020 principal, interest and registration fee payments
15. Transfer Water Operating to Debt Service - \$105,505.00 to pay for 2020 principal, interest and registration fee payments
16. Transfer Sewer Operating to Debt Service - \$97,321.00 to pay for 2020 principal, interest and registration fee payments
17. Transfer Storm Water Fund to Debt Service - \$11,213.00 to pay for 2020 principal, interest and registration fee payments

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 18<sup>th</sup> day of March 2019, that the City Clerk is hereby authorized and directed to transfer funds budgeted to be transferred in the FY '20 budget and to appropriately record same consistent with the above and foregoing resolution.

**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 4<sup>th</sup> day of March 2019.

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Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 03/15/19  
Preparer: Doug Herman



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

**Communication Page**

**Agenda Items Description:** Resolution to approve Supplemental Agreement for Additional Services #1 between Snyder & Associates and the City of Monticello related to Construction Services to be performed by Snyder & Associates during the N. Sycamore Street Reconstruction project.

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

**Attachments & Enclosures:**

Resolution
Snyder Supplemental Agreement

**Fiscal Impact:**

Budget Line Item:	Cap. Projects - Design
Budget Summary:	n/a
Expenditure:	\$184,000 +/-
Revenue:	n/a

**Synopsis:** Resolution approves amendment to original agreement tied to design of N. Syc. Project, covering the construction oversight. Estimated costs are not to exceed \$184,000.

**Background Information:** The City Council previously approved an agreement with Snyder & Associates to design the N. Syc. Street project at a cost of approx. \$206,000. The supplemental agreement provides a not to exceed fee related to their on sight observation and management of the project. The fees for that purpose are noted to not exceed \$184,000. The design fees were budgeted and will be covered outside of the bond proceeds while the construction observation fees will be paid from Bond Proceeds.

**Staff Recommendation:** I recommend that the Council consider the proposed Resolution to approve Supplemental Agreement for Additional Services #1 between Snyder & Associates and the City of Monticello related to Construction Services to be performed by Snyder & Associates during the N. Sycamore Street Reconstruction project

# The City of Monticello, Iowa

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

RESOLUTION #19-\_\_\_

**Approving supplemental Agreement for Additional Services #1 between Snyder & Associates and the City of Monticello related to Construction Services to be performed by Snyder & Associates during the N. Sycamore Street Reconstruction project**

**WHEREAS**, the City Council has entered into a contract to reconstruct N. Sycamore Street, and

**WHEREAS**, The City Engineer, Snyder and Associates has provided the City with an Engineering Services Agreement for Additional Services #1 and Scope of Services related to supervision and observation of the Construction phase of the project, with a not to exceed cost of \$184,500,

**WHEREAS**, The Council finds it to be in the best interests of the City to have professional observation and supervision on this project, and finds that the City Engineering Firm is the appropriate entity to handle said observation, and further finds that the proposed agreement should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Engineering Services Agreement and Scope of Services related to supervision and observation of the Construction phase of the N. Sycamore Street Reconstruction project, with a not to exceed cost of \$184,500, a copy of same being attached hereto, and by this reference incorporated as if same had been set forth fully verbatim herein.

**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 18<sup>th</sup> day of March, 2019.

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

Attest:

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

**SUPPLEMENTAL AGREEMENT FOR ADDITIONAL SERVICES # 1**

To: **Snyder & Associates, Inc.**  
5005 Bowling Street S.W., Suite A  
Cedar Rapids, Iowa 52404-5070

Attn: Patrick Schwickerath, P.E.  
Phone: 319.362.9394  
Fax: 319.362.9448

This is authorization for Snyder & Associates, Inc. to proceed with the following described additional services.

<b>Client:</b> City of Monticello	
<b>Project Name:</b> North Sycamore Street Reconstruction	
<b>S&amp;A Project Number:</b> 118.0554.08	<b>Original Agreement Date:</b> 06/04/2018

**DESCRIPTION OF ADDITIONAL SERVICES:**

This amendment is to authorize Snyder & Associates, Inc. to complete the Construction Services as described in the original agreement (Exhibit A, II, C) for the N. Sycamore Street Reconstruction project. Compensation for the Construction Services by the Engineer shall be on the basis of current hourly rates and will not exceed the values listed below:

- Lump Sum in the amount of: \$
- Hourly plus expenses per original agreement or attached fee schedule, not to exceed budget: \$184,500.00 if Construction is complete on November 21, 2019. If the Construction extends beyond November 21, 2019 (e.g. if construction of the block of North Sycamore Street from West 1<sup>st</sup> Street north to the south end of the radius at the interesection with West 2<sup>nd</sup> Street continues until June 30, 2020 as allowed in the approved contract documents) then the Client (The City of Monticello) shall authorize (in writing/email) funds to compensate the Professional (i.e. Snyder & Associates, Inc.) for the contingency services. The contingency funds would apply to construction services performed during the extended construction period and would be on the basis of the then current hourly rates with a not to exceed amount of \$34,900.

Document attached:

The undersigned, on behalf of the Client, understands and agrees that the services described in this Supplemental are additional service, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Supplemental are subject to the general conditions contained in the original Professional Services Agreement.

City of Monticello (Client)  
(Type or Print Name above line)

SNYDER & ASSOCIATES, INC. (Professional)

By: \_\_\_\_\_  
(Authorized signature)

By: \_\_\_\_\_  
(Authorized signature)

Brian Wolken, Mayor  
(Print Name)

Lindsay R. Beaman, P.E.  
(Print Name)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Route executed to: \_\_\_\_\_

City Council Meeting  
Prep. Date: 03/15/19  
Preparer: Doug Herman



Agenda Item: 5  
Agenda Date: 03/18/2019

**Communication Page**

**Agenda Items Description:** Resolution to request abatement of accrued Property Taxes on property owned by the City of Monticello for public purposes within the City limits of the City of Monticello.

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

**Attachments & Enclosures:**

Proposed Resolution
Iowa Code Section (below)

**Fiscal Impact:**

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

**Synopsis:** City purchased property at 103 W. 1<sup>st</sup> Street for redevelopment/removal of derelict building purposes.

**Background Information:** Pursuant to Iowa Code the City does not pay property taxes. However, a Resolution must be approved to ask the County to abate existing and accruing taxes on newly acquired parcels.

The attached Resolution will request the abatement of accrued and accruing taxes on the 103 W. 1<sup>st</sup> Street property

**Staff Recommendation:** I recommend that the City request that the County officially abate any and all taxes, whether accrued or accruing on this property as provided by the Iowa Code.

**445.63 Abatement of taxes.**

When taxes are owing against a parcel owned or claimed by the state or a political subdivision of this state and the taxes were owing before the parcel was acquired by the state or a political subdivision of this state, the county treasurer shall give notice to the appropriate governing body which shall pay the amount of the taxes due. **If the governing body fails to immediately pay the taxes due, the board of supervisors shall abate all of the taxes.**



# The City of Monticello, Iowa

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

RESOLUTION #19-\_\_

**Resolution** to request Abatement of accrued Property Taxes on property owned by the City of Monticello for public purposes within the City limits of the City of Monticello.

**WHEREAS,** The City of Monticello has over the last couple years been involved in the purchase of a dilapidated downtown Monticello property located at 103 W. 1<sup>st</sup> Street by way of the purchase of a Tax Sale Certificate from a tax sale purchaser and by way of a purchase agreement with the property owner, and

**WHEREAS,** The City, through the tax sale certificate purchase, became the owner of a 1% interest in the property on or about March 23, 2018, and was to receive a deed from the property owner that would have resulted in the City having complete ownership of the property by no later than April 1, 2018, however, the property owner, Allen J. Hughes, failed to meet his obligations under the purchase agreement with the City and not until a lawsuit was filed by the City did he meet his obligations under the Purchase Agreement, executing the deed and paying damages to the City in the amount of \$500.00 on or about February 16, 2019, and

**WHEREAS,** The City will be working with a structural engineer in April, 2019 to determine whether or not the structures can be left standing with repairs or should be demolished, taking full account of the impact demolition may have on numerous adjacent structures, thereafter making a decision on the future of the building and the site, and

**WHEREAS,** The City will be receiving a tax statement related to this property in August, 2019, and consistent with §445.63 of the Iowa Code finds it appropriate, under the circumstances, to request the abatement of all accrued and accruing taxes related to said parcel, whether past due or accrued and not yet due, and to so inform the County Treasurer so that the County Board of Supervisors can take action to formally abate said taxes.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby direct the City Clerk to inform the County Treasurer of the decision of the City Council to request the abatement of the taxes accrued and accruing on the above described property, also identified by tax parcel number 0228228010, consistent with §445.63 of the Iowa Code.

**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 18<sup>th</sup> day of March, 2019.

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

Attest:

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

City Council Meeting  
Prep. Date: 03/14/19  
Preparer: Doug Herman



Agenda Item: 6  
Agenda Date: 03/18/2019

**Communication Page**

**Agenda Items Description:** Resolution to approve standard Residential Tax Abatement related to property located at 942 Deer Run Drive.

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

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

**Synopsis:** Abatement Application filed by Jeff Hinrichs, owner of home located at 942 Deer Run Drive.

**Background Information:** This Resolution provides the tax abatement as set out in the Code for Residential properties. The new value added by the improvement, up to \$75,000, is exempt from taxation for five years.

**Staff Recommendation:** I recommend that the Council approve the proposed Resolution providing for the Standard 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 #19-\_\_

**Approving Jeff Hinrichs Tax Abatement Application related to  
Residential Improvements constructed at 942 Deer Run Drive, 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,** Jeff Hinrichs, developer and contractor, has completed and filed an Application for Tax Abatement related to a home recently constructed at this location, a Residentially zoned property, located at 942 Deer Run Drive, Monticello, Iowa, 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 Jeff Hinrichs as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of March 01, 2019 and being signed by Jeff Hinrichs 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 18<sup>th</sup> day of January, 2019.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 1-22-19

Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 942 DEER RUN DRIVE MONTICELLO IA

Legal Description: LOT 12 NORTHRIDGE ESTATES, SECOND ADDITION  
CITY OF MONTICELLO, JONES COUNTY, IA

Title Holder or Contract Buyer HIGHLAND CORP

Address of Owner (if different than above): 516 BTH AVE SW DYERSVILLE IA  
52040

Phone Number (to be reached during the day): 563-590-1435

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial

Nature of Improvements:  New Construction  Addition  General Improvements

Specify NEW HOME UNDER CONSTRUCTION

Estimated or Actual Date of Completion: 3-1-19

Estimated or Actual Cost of Improvements: \$ 325,000

Tax Exemption Schedule is attached.

Signed: 

City Council Meeting  
Prep. Date: 03/15/19  
Preparer: Doug Herman



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

**Communication Page**

**Agenda Items Description:** Resolution to approve reporting of Employee Wages, calendar year ending Dec. 31<sup>st</sup> 2018.

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item: n/a

Budget Summary: n/a

Expenditure: n/a

Revenue: n/a

**Synopsis:** State law mandates publishing of annual wages of City employees.

**Background Information:** The wages of City employees through Dec. 31, 2018 are set out in the proposed resolution. The publishing of this resolution is a state code requirement, and the format proposed is consistent with State requirements and past practices of the City

**Recommendation:**

I recommend that the proposed Resolution be moved, seconded, and approved.

RESOLUTION NO. 19-

The City Council of the City of Monticello, Iowa, a municipality organized and existing under the laws of the State of Iowa, met in regular session at the City Council Chambers, Monticello, Iowa, beginning at 6:00 p.m. on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Whereupon, the Mayor declared the following Resolution duly adopted. A Resolution entitled reporting all employees' wages for calendar year ending December 31, 2018.

Sophia L. Ahlrichs	1652.16	Pool	Brant M. LaGrange	53590.59	Public Works
Sydney E. Ballou	1614.00	Pool	Luke T. Lambert	982.00	Pool
Evan C. Barry	5819.08	Ambulance	Madison G. Lambert	1939.29	Pool
Allyson P. Bartachek	760.00	Pool	Raleigh J. Lambert	4053.87	Pool
Rylee E. Bauer	1605.50	Pool	Lilly L. Lambert-Lanczos	4285.51	Pool
Christian M. Bell	144.32	Ambulance	James J. Luensman	10579.02	Ambulance
Jeremy J. Bell	10031.18	Ambulance	Kain R. Luensman	546.00	Pool
McKenna K. Bell	1641.43	Pool	Tyler J. Luensman	498.00	Pool
Mya M. Boffeli	1810.42	Pool	Christina M. Lux	1200.00	Council
Michael L. Boysen	42207.41	Sanitation	Lori M. Lynch	52305.68	Ambulance
Brian P. Bronemann	1423.40	Ambulance	Kyan J. Martensen	582.00	Pool
Carter G. Bronemann	28070.40	Ambulance	Donald P. McCarthy	1500.00	Fire
Dawn M. Brus	38156.10	Ambulance	Daniel J. McDonald	42849.69	Cemetery/Streets
Cheryl M. Clark	44383.16	Clerk's Office	Macy E. McDonough	2575.15	Pool
Aubree M. Fairley	2412.00	Pool	Travis J. McNally	3425.31	Police
Stephen D. Fasnacht	982.96	Ambulance	David B. McNeill	2603.96	Ambulance
Peter B. Fleming	12944.29	Police	Brenda K. McTaggart-Surom	13466.28	Ambulance
Matthew P. Fokken	551.80	Pool	Christopher T. Moore	37516.98	Ambulance
Kyle D. Gassman	1337.81	Library	Tyler J. Nealsen	1546.00	Pool
Michelle E. Gehl	792.52	Police	Amanda S. Norton	1336.44	Ambulance
Johnathon C. Geiger	665.76	Ambulance	Billy J. Norton	45813.82	Streets/Fire
David J. Goedken	1200.00	Council	Jacob J. Oswald	47999.90	MBC
Jacob R. Gravel	4705.50	Ambulance	Robert S. Paulson	1200.00	Council
Dawn M. Graver	56269.73	Police	Elizabeth M. Petersen	1762.00	Pool
Jaelyn A. Graver	573.00	Pool	Shannon L. Poe	17692.29	MBC
Drew J. Haag	2572.96	Fire/Ambulance	Gary R. Pratt	945.71	Council
Brenda M. Hanken	140.00	Council	Brian L. Rechkemmer	2614.08	Ambulance
Jessica A. Heasty	45.56	Ambulance	Casey J. Reyner	20384.59	MBC
Benjamin L. Hein	1220.40	Ambulance	Angela J. Rilling	12.00	Ambulance
Caleb D. Herman	4707.50	Cemetery/Sanitation	John T. Russ	1200.00	Council
Douglas D. Herman	100110.55	City Admin.	Penny M. Schmit	25312.05	Library
Dena G. Himes	300.00	Mayor	Timothy M. Schultz	44377.38	Water/Sewer
Sally M. Hinrichsen	63763.19	Clerk's Office	Shelly A. Searles	63811.14	Ambulance
Leah A. Holub	1646.00	Pool	Britt D. Smith	64647.44	Police
Erik J. Honda	52085.49	Police	Madalyn J. Stadtmueller	1036.00	Pool
Molli J. Hunter	7317.84	Library	Madonna M. Staner	37242.44	Police/Local Access
Mary A. Intlekofer	52907.24	Ambulance	Brooklyn P. Stark	601.50	Pool
Ashley L. Jenkins	1322.43	Pool	Sabrina N. Strella	374.96	Ambulance
Nicholas L. Kahler	43062.45	Sanitation/Fire	Christopher R. Szymanowski	2929.28	Ambulance
Maxwell T. Keleher	3250.00	Cemetery/Sanitation	Chad A. Tatar	2474.55	Ambulance
Brandon J. Kent	50870.92	Ambulance	Brian J. Tate	56746.15	Police
John D. Klein	1241.38	Police	Christopher M. Taylor	1933.56	Sanitation
Jordan M. Koos	55606.76	Police	Madonna S. Thoma-Kremer	23313.34	Library
Brian J. Kramer	2776.26	Sanitation	James D. Tjaden	51094.86	Water/Sewer
Karle J. Kramer	480.00	Pool	Nanci R. Tuel	36834.09	Clerk's Office
Matthew M. Kunkle	4910.73	Ambulance	Michelle L. Turnis	39785.37	Library

Robert M. Urbain	21322.34	Police	Amanda M. Wygle	80.00	City Hall/MBC/Lib.
Maci R. Welter	1588.00	Pool	Jay M. Yanda	47038.10	Water/Sewer
Micah L. Williams	864.00	Pool	Thomas W. Yeoman	1200.00	Council
Brian R. Wolken	3600.00	Mayor	Wayne A. Yousse	45235.28	Streets
Andrue T. Wright	1346.00	Pool			

This resolution passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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Brian R. Wolken, Mayor

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Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 03/14/19  
Preparer: Doug Herman



Agenda Item: 8  
Agenda Date: 03/18/2019

**Communication Page**

**Agenda Items Description:** Resolution to authorize the City Administrator to proceed with presentation of Offer to Buy Real Estate and Acceptance to property owner consistent with terms discussed in Closed Session.

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

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

**Synopsis:** Proposed Real Estate purchase discussed in closed session.

**Background Information:** This Resolution authorizes City Admin. to proceed with real estate offer consistent with closed session discussions.

**Staff Recommendation:** I recommend that the Council approve the proposed Resolution.



# The City of Monticello, Iowa

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

RESOLUTION #19-\_\_

**Resolution** directing the City Administrator to pursue the Purchase of Real Estate under the terms and provisions discussed during a Closed Session of this date as set forth within a Written Offer to Buy Real Estate and Acceptance reviewed by the City Council.

**WHEREAS,** The City Administrator has had conversations with the property owner and has a general understanding of the terms of sale that would be agreeable to the owner and has considered what terms would be workable for the City and based thereon has presented a written offer to buy real estate and acceptance that is believed to be agreeable to the property owner and workable for the City of Monticello, and

**WHEREAS,** The Council finds that the property would be appropriate for the needs identified by the City Council and beneficial to the public in general, and

**WHEREAS,** The City Council finds that the Mayor should sign the Offer as proposed so that it may be forwarded to the property owner for consideration

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby direct the Mayor to execute the proposed Offer to Buy Real Estate and Acceptance and further directs that it be forwarded to the property owner for consideration.

**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 18<sup>th</sup> day of March, 2019.

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

Attest:

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

City Council Meeting  
Prep. Date: 03/14/19  
Preparer: Doug Herman



Agenda Item:  
Agenda Date: 03/18/2019

*Communication Page*

**Agenda Items Description:** City Administrator Report

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

**Attachments & Enclosures:**

Police Chief Report Attached

**Fiscal Impact:**

Budget Line Item:

n/a

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

Due to my absence I wanted to update you on a number of matters that are currently pending, the following in no particular order:

**Administrator Report:**

- 1. Compadres Structural Inspection:** I have arranged for a structural inspection of the Compadres Building that is tentatively scheduled for the morning of April 10<sup>th</sup>. The inspection will be performed by a structural engineer who will then be able to advise the Council on the overall structural integrity of the building, concerns if you will, and what it might take to make it structurally sound or to safely demolish it taking into account adjacent buildings. This is an important and necessary next step in the decision making progress. As you may recall, there is asbestos in the roof system that would need to be removed whether the decision is to renovate or demolish. If the decision is to “renovate” or “maintain” the structure the City will need to be prepared to put a new roof on the building in concert with the asbestos removal. (Grants available for asbestos removal not sure on the new roof front.)
- 2. Ren. Center Mens Restroom Repairs:** I expected work to begin this week on the movement (raising) of two urinals in the men’s restroom in the Ren. Center and the removal of some drywall so that appropriate backer boards could be installed for partitions that are loose on the walls. This work has not, however I expect it to soon.
- 3. Council Chambers Pipe Leaks:** We have experienced at least the third copper pipe failure above the ceiling in the Council Chambers. Next Generation was called in on this repair and after some inspection determined the likely cause of the pinhole leaks, that were coming from water lines that were constantly recirculating, was that the amount of psi provided by the

recirculating pump was almost 10 times more than it should have been, forcing water through the lines at a much higher/faster rate than necessary, creating turbulence if you will and wearing through the pipes. In addition, the pump was not only too "big" from a psi standpoint it was not installed in the correct location and was made of cast iron as opposed to stainless or brass which is required by code for water lines. (The purpose of the pump is to keep warm water circulating and available at faucets that are a great distance from the water heaters when called for.) We will be installing the appropriate pump at the appropriate location to hopefully limit future similar problems.

4. **Norm Zimmerman**: Pursuant to the City Agreement with Norm Zimmerman the Council is to approve a plan set for the new home to be built on the N. Chestnut Street lot by no later than April 1<sup>st</sup> with closing on the lot by May 1<sup>st</sup> and construction commencement by May 1<sup>st</sup>. I have kept in contact with Norm and he is aware of the deadlines and has informed me that they have plans well underway for the home.
5. **7<sup>th</sup> Street Improvements**: As a result of the lower than estimated N. Syc. St. bid some of you have suggested that we look at more significant repairs or total reconstruction of 7<sup>th</sup> Street from N. Cedar Street to N. Maple Street. I have reached out to our Bond Counsel with questions on this point associated with bidding requirements for that additional work and assessments to property owners along 7<sup>th</sup> that were not originally identified as being affected by the N. Syc. Project. I haven't yet received a response.
6. **Backhoe**: The new backhoe is in our possession and the guys have had some training from Kromminga Motors related to operations and maintenance.
7. **MYBSA**: The relationship / responsibilities between the City Park and Rec. Dpt. and the MYBSA continue to be in flux a bit. The Council and the MYBSA entered into an agreement dated April 2, 2018 that expires on December 31, 2020. The agreement may be amended by mutual agreement of the City and the MYBSA. The MYBSA has proposed changes to the relationship that are not necessarily agreeable to the City Parks Dpt. and it is unclear if the MYBSA understands their obligation to follow the existing agreement absent mutually agreed upon amendments. I have forwarded a copy of the agreement to the MYBSA and will attempt to set up a meeting in the near future to review this further. (In a nutshell the MYBSA wants the Parks Dpt. to pay more money to the MYBSA or, in lieu of paying more money, to take over some field preparation. It also appears that the MYBSA proposes to not cover some concession stand operations that were previously covered.) Unfortunately this arrangement and/or relationship seems to be ever changing or always in flux. The three year agreement was desired by the MYBSA in 2018 and it would be nice to not have to revisit the agreement every year so that we can go in and out of budget years and seasons with a clear plan and set of expectations. I will keep you posted.
8. **6<sup>th</sup> Street Ditch Committee**: Tom, Dave, Chris and Brian agreed to meet with me on the 6<sup>th</sup> Street Ditch project. I would like to set up a meeting for Wed. April 3<sup>rd</sup> at 5:15 if that works. If yes, please have Sally send me an e-mail to that effect so I remember to put it on my schedule. I will get you information in advance of that meeting to consider.
9. **Water/Wastewater Superintendent - Public Works Director / Superintendent**: After interviews and discussions by and between me, the Mayor, Dave, Chris, and Tom a decision was made to move forward with Jim Tjaden as our Water / Wastewater superintendent and Nick Kahler as our PW Director/Streets Superintendent, with both answering to me on the

organizational chart. I will be working with both to establish job descriptions between now and the next meeting. Jim has requested consideration for a raise based upon his training and experience and the going rate for folks in his position and I will ask you to consider that request at the April 1<sup>st</sup> meeting as well. Jim would be moved to a management/supervisory salaried position. I have discussed with Nick a graduated pay increase over the coming year. I will get his job description penciled out as well and will review him every three months moving forward. Nick would also move to a salaried position at some point during the process, probably between the 6 and 12 month window. Moving Nick into the this position really leaves us one short in the PW Dpt. Depending upon the job description drafted for Nick and our experiences working together over the next 6-9 months we can make a decision on how to proceed with the open position. If the decision is for Nick to be more hands on in the Dpt. and not in the office we could look to hire an employee to work out of City Hall instead of putting some administrative tasks on Nick that had been put on Brant. Waiting on that decision over a series of months, as opposed to jumping into a decision, will allow us to all get a better feel for what the best decision may be. I will also present a wage proposal for Nick Kahler at our next meeting. In the meantime his wage increased \$1.00 per hour as the superintendent.

- 10. Development on Beck Property near Kardes:** I am working with developers of a proposed truck wash next to Kardes. We are working through water, storm water, and sanitary water needs/issues with hopes of having things to a point where the Council can review a site plan by April 1<sup>st</sup>, 15<sup>th</sup> at the latest. All looks good but for management of the Sanitary Sewer piece. I am working with the City Engineer and other experts on options to manage the waste that would be headed to the Sewage Treatment Plant. This would be a significant investment and would create a number of jobs. (10 +/- potentially)



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:

### JANUARY 2019

**Total Calls for Service: 239 (239 for 2019)**

Recovered Stolen Firearm

**Traffic Stops: 30**

**Citations: 6**

**Parking Citations: 5**

**Snow Emergency: 49**

**Arrests: 11**

**Accidents Investigated: 8**

**EMS Assists: 21**

**Nuisance Warnings: 13**

**Use of Force: 1**

On January 30<sup>th</sup>, 2019 I went to take Anthony Pennel into custody for a valid warrant for failing to return to a correctional facility from a work release. Pennel was hiding out in Monticello avoiding apprehension. Pennel was located at Kardes C Store and fled on foot. After a brief foot chase, Pennel entered an apartment and attempted to lock himself inside. Entry was forced and Pennel was taken into custody. While escorting Pennel to the police car he began to resist and was taken to the ground and controlled with empty hand control techniques. No one suffered injuries and Pennel was transported to the Jones County Jail.

**Public Complaints: 0**

**Information:**

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

I applied for and was awarded a grant through the Mercy Medical Center Rural First Responder Grant. I applied for a grant for the purchase of an additional Automated External Defibrillator (AED). This AED will be placed into a patrol vehicle and will allow us to have an AED in each of our 4 vehicles.

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

Britt