

# City of Monticello, Iowa

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Posted on November 29, 2019 at 3:00 p.m.

Monticello City Council Regular Meeting December 02, 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>Police Chief:</b>	Britt Smith
<b>Ward #1:</b>	Rob Paulson	<b>City Engineer:</b>	Patrick
	Schwickerath		
<b>Ward #2:</b>	Candy Langerman	<b>Public Works Dir.:</b>	Nick Kahler
<b>Ward #3:</b>	Chris Lux	<b>Water/Wastewater Sup:</b>	Jim Tjaden
<b>Ward #4:</b>	Tom Yeoman	<b>Ambulance Dir.:</b>	Dawn Brus

- 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.)

Approval of Council Mtg. Minutes	November	18, 2019
Approval of Payroll	November	21, 2019
Approval of Bill List		

**Motions:** None

**Resolutions:**

1. **Resolution** to approve Supplemental Agreement between the City of Monticello and the Iowa DOT Re: Maintenance of Primary Roads in Monticello.
2. **Resolution** to approve FY '21 commitment to Jones County Jets.
3. **Resolution** to approve Standard Residential Tax Abatement related to home located at 307 Grandview Avenue.
4. **Resolution** to approve Pay Request #8 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$48,745.79

**Ordinances:** None

**Reports / Potential Action**

- **PW Director Report**
- **City Administrator Report**

**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  
November 18, 2019 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Rob Paulson, Candy Langerman, Chris Lux and Tom Yeoman. Also present were City Clerk Sally Hinrichsen, Police Chief Britt Smith, Public Works Director Nick Kahler and Ambulance Director Dawn Brus

Yeoman moved to approve the agenda, adding HDR invoice for the Airport Master Plan in the amount of \$1,657.00; Lux seconded, roll call unanimous.

During Open Forum, Bud Coyle, 515 North Sycamore Street, thanked the teachers and students of Monticello for honoring the Veterans. He expressed his concerns that the cheap fittings were used and curb boxes will fill up with dirt and not work, causing issues in three locations.

Jeff Bauer, 734 Breckenridge Drive, inquired on the status Accent Construction lot behind his residence and has been for waiting for an update. Smith stated the lot is zoned M-1 – Light Industrial. Wolken stated the Council and staff have been looking into the situation and how the City Code affects the area. Bauer expressed his opinion that they are unable to use their back lot due to the mosquitos from the standing water on Accent's lot. This is causing his property to devaluate. He voiced concerns on the motorcycle frame and other junk near the entrance gate. Goedken suggested that could belong to McDonough and not Accent.

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

Mayor Wolken opened the public information meeting on proposed project to purchase a new ambulance with a USDA grant to fund a portion of the ambulance purchase. No public comments were received, and staff reported no oral or written comments were received. Wolken reported the estimated cost of a new ambulance is \$210,000, with the proposed grant paying \$110,000; City cost share of \$75,000 and the MEMT (Ambulance volunteers) cost share of \$25,000. Mayor Wolken closed the public information meeting and no action was taken.

Yeoman moved to approve Resolution #19-158 to approve standard Tax Abatement on Commercial Real Estate located at 712 John Drive, Monticello, Iowa, Goedken seconded, roll call unanimous.

Wolken reported that there has been issues with the Berndes Center HVAC equipment over the years and it has been determined the equipment was not properly installed when originally installed. Staff has tried to prepare plans and specifications, but more detailed plans are needed. Wolken stated the proposed agreement with MEP Engineers for services to prepare complete plans and specifications that may be used by the City to obtain bids to replace/upgrade all HVAC equipment in the Berndes Center; MEP to answer questions during construction and to perform a final inspection of the project with a fixed fee of \$4,800 with additional services to be invoiced per agreement. Goedken moved to approve Resolution #19-159 to approve agreement for Services between the City of Monticello and MEP Engineers related to preparation of Berndes Center HVAC Plans and Specifications, Yeoman seconded, roll call unanimous.

Regular Council Meeting  
November 18, 2019

Wolken reviewed annual TIF appropriations as set out in previously approved development agreements, as the following resolutions were reviewed and approved. Goedken moved to approve Resolution #19-160 Appropriating funds necessary to meet the City's Obligation to Innovative Ag. Services under Development Agreement dated February 15, 2010, Yeoman seconded; roll call unanimous.

Goedken moved to approve Resolution #19-161 Appropriating funds necessary to meet the City's Obligation to Mike Beck and Ken McDermott, known as Royal Flush Truck Wash, Inc per Development Agreement dated March 17, 2014, and as amended, dated June 3, 2019, Langerman seconded; roll call unanimous.

Yeoman moved to approve Resolution #19-162 Appropriating funds necessary to meet the City's Obligation to Althoff Properties, LLC per Development Agreement dated April 18, 2011, Lux seconded; roll call unanimous.

Langerman moved to approve Resolution #19-163 Appropriating funds necessary to meet the City's Obligation to Cobblestone Inn & Suites (formerly known as Boulders Inn Monticello) under Development Agreement dated October 5, 2015; as amended November 20 2017, Goedken seconded; roll call unanimous, except Yeoman who abstained.

Goedken moved to approve Resolution #19-164 Appropriating funds necessary to meet the City's Obligation to Robert "Bud" Johnson under the Development Agreement dated February 15, 2010, Lux seconded; roll call unanimous.

Lux moved to approve Resolution #19-165 Appropriating funds necessary to meet the City's Obligation to Kardes Inc. per Development Agreement dated March 17, 2014, Langerman seconded; roll call unanimous.

Yeoman moved to approve Resolution #19-166 Appropriating funds necessary to meet the City's Obligation to MC Industries under Development Agreement dated August 2, 2010, Goedken seconded; roll call unanimous.

Goedken moved to approve Resolution #19-167 Appropriating funds necessary to meet the City's Obligation to Lauren Welter, successor owner of 218 West First Street, Suite "A" per Development Agreement dated October 2, 2017, Langerman seconded; roll call unanimous.

Goedken moved to approve Resolution #19-168 Appropriating funds necessary to meet the City's Obligation to B & J Hauling and Excavating, owner of 218 West First Street, Suite "B" per Development Agreement dated October 2, 2017, Yeoman seconded; roll call unanimous.

Goedken moved to approve Resolution #19-169 Appropriating funds necessary to meet the City's Obligation to Njs LLC, successor owner of 218 West First Street, Suite "C" per Development Agreement dated October 2, 2017, Langerman seconded; roll call unanimous.

Lux moved to approve Resolution #19-170 Appropriating funds necessary to meet the City's Obligation to Orbis Manufacturing, a subsidiary of Menasha Corporation, per Development Agreement dated April 3, 2017, as amended by Resolution #19-27, dated April 15, 2019, Langerman seconded; roll call unanimous.

Regular Council Meeting  
November 18, 2019

Yeoman moved to approve Resolution #19-171 Appropriating funds necessary to meet the City's Obligation to Mercy Care Management, Inc, per Development Agreement dated July 7, 2019, Langerman seconded; roll call unanimous.

Hinrichsen reviewed the proposed TIF certification for FY 2021 and staff recommended the certification of \$600,000. Goedken moved to approve Resolution #19-172 Approving FY 2021 TIF Certification, Lux seconded; roll call unanimous.

Yeoman moved to approve Resolution #19-173 approving the use of Tax Increment Financing receipts to cover a portion of the Professional Fees invoiced by PFM Financial Advisors (PFM), the City's financial advisor, in relation to the North Sycamore Street Reconstruction Bond Issue, Goedken seconded, roll call unanimous.

Kahler updated the Council on the North Sycamore Street Reconstruction Project and reported the punch list has been prepared. Horsfield flushed out two water shut-offs. Horsfield plans to address a small curb replacement on 4<sup>th</sup> Street, this week or early next week. Engineer will work on finalizing project quantities with next pay request and then will prepare final assessment documents. City staff will install the remaining street signs once they are delivered. Council discussed that street lighting, which Alliant now wants about three times the amount they quoted, being the ground will be frozen when they bore the wiring. When asked what was decided on allowing trees to be planted on North Sycamore, Wolken stated Council is waiting for the Tree Board's recommendation.

Wolken reported he was contacted by the Iowa's Ride event planners to see if Monticello would consider being a host City, for the bike tour across Iowa. It will be held one week before RAGBRIA and they will travel east to west and estimating 5000 bikers. He received a letter of support from the Jones County Economic Development. He will continue to work with them and will report back to Council.

Langerman move to adjourn at 6:46 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - NOVEMBER 21, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>November 4 - 17, 2019</b>				
Dawn Brus	\$ 1,828.65	\$ -	0.00	0.00	\$ 1,310.61
Mary Intlekofer	2,994.47	93.84	0.00	0.00	2,046.29
Brandon Kent	1,911.00	-	3.00	11.25	1,244.53
Jim Luensman	682.50	-	0.00	0.00	516.68
Lori Lynch	1,945.13	34.13	0.00	0.00	1,314.33
Shelly Searles	1,911.00	-	2.25	2.25	1,326.03
Jeff Silver	304.50	-	0.00	0.00	258.07
Brenda Surom	284.38	-	0.00	0.00	220.73
Chris Szymanowski	1,962.19	51.19	0.00	0.00	1,277.48
Jenna Weih	1,237.50	-	0.00	0.00	923.73
Curtis Wyman	450.00	-	0.00	0.00	302.41
<b>TOTAL AMBULANCE</b>	<b>\$ 15,511.32</b>	<b>\$ 179.16</b>	<b>5.25</b>	<b>13.50</b>	<b>\$ 10,740.89</b>
<b>CEMETERY</b>	<b>November 2 - 15, 2019</b>				
Dan McDonald	\$ 2,007.83	\$ 201.83	0.00	0.00	\$ 1,463.93
<b>TOTAL CEMETERY</b>	<b>\$ 2,007.83</b>	<b>\$ 201.83</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,463.93</b>
<b>CITY HALL</b>	<b>November 3 - 16, 2019</b>				
Cheryl Clark	\$ 1,684.00	\$ -	0.00	26.63	\$ 1,134.88
Doug Herman	4,201.46	-	0.00	0.00	2,932.28
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,439.49
Nanci Tuel	2,230.96	-	0.00	0.00	1,639.51
<b>TOTAL CITY HALL</b>	<b>\$ 10,604.48</b>	<b>\$ -</b>	<b>0.00</b>	<b>26.63</b>	<b>\$ 7,146.16</b>
<b>COUNCIL / MAYOR</b>					
Dave Goedken	\$ 100.00	\$ -	0.00	0.00	\$ 92.26
Brenda Hanken	100.00	-	0.00	0.00	92.26
Candy Langerman	100.00	-	0.00	0.00	92.35
Chris Lux	100.00	-	0.00	0.00	92.26
Rob Paulson	100.00	-	0.00	0.00	92.35
Brian Wolken	300.00	-	0.00	0.00	273.78
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>\$ 827.61</b>
<b>LIBRARY</b>	<b>November 4 - 17, 2019</b>				
Molli Hunter	\$ 342.36	\$ -	0.00	0.00	\$ 289.64
Penny Schmit	1,074.40	-	0.00	0.00	587.85
Madonna Thoma-Kremer	993.44	4.64	0.00	0.00	633.94
Michelle Turnis	1,615.38	-	0.00	0.00	1,003.75
<b>TOTAL LIBRARY</b>	<b>\$ 4,025.58</b>	<b>\$ 4.64</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,515.18</b>
<b>MBC</b>	<b>November 4 - 17, 2019</b>				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,422.50
Shannon Poe	1,576.92	-	0.00	0.00	1,076.28
<b>TOTAL MBC</b>	<b>\$ 3,469.23</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,498.78</b>
<b>POLICE</b>	<b>November 4 - 17, 2019</b>				
Zachary Buehler	\$ 1,763.28	\$ -	0.00	0.00	\$ 1,310.62
Peter Fleming	1,851.36	-	0.00	0.00	1,325.43

# PAYROLL - NOVEMBER 21, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE (cont.)</b>					
Dawn Graver	2,056.80	-	0.00	0.00	1,476.09
Erik Honda	2,031.96	-	0.00	6.50	1,515.26
Jordan Koos	2,185.44	-	0.00	3.00	1,590.29
Britt Smith	2,735.42	-	0.00	0.00	1,996.57
Madonna Staner	1,486.40	-	0.00	0.00	1,122.44
Brian Tate	2,168.27	-	0.00	0.00	1,599.95
<b>TOTAL POLICE</b>	<b>\$ 16,278.93</b>	<b>\$ -</b>	<b>0.00</b>	<b>9.50</b>	<b>\$ 11,936.65</b>
<b>ROAD USE</b>					
<b>November 2 - 15, 2019</b>					
Zeb Bowser	\$ 1,935.45	\$ 279.45	0.00	0.00	\$ 1,450.09
Eric Jungling	1,797.99	201.99	0.00	0.00	958.29
<b>TOTAL ROAD USE</b>	<b>\$ 3,733.44</b>	<b>\$ 481.44</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,408.38</b>
<b>SANITATION</b>					
<b>November 2 - 15, 2019</b>					
Michael Boyson	\$ 2,164.95	\$ 237.15	0.00	0.00	\$ 1,552.88
Nick Kahler	2,019.23	-	0.00	0.00	1,383.28
<b>TOTAL SANITATION</b>	<b>\$ 4,184.18</b>	<b>\$ 237.15</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,936.16</b>
<b>SEWER</b>					
<b>November 2 - 15, 2019</b>					
Tim Schultz	\$ 471.90	\$ -	0.00	11.50	\$ 134.29
Jim Tjaden	2,230.77	-	0.00	0.00	1,610.91
<b>TOTAL SEWER</b>	<b>\$ 2,702.67</b>	<b>\$ -</b>	<b>0.00</b>	<b>11.50</b>	<b>\$ 1,745.20</b>
<b>WATER</b>					
<b>November 2 - 15, 2019</b>					
Daniel Pike	\$ 1,819.01	\$ 163.01	0.00	16.50	\$ 1,308.86
<b>TOTAL WATER</b>	<b>\$ 1,819.01</b>	<b>\$ 163.01</b>	<b>0.00</b>	<b>16.50</b>	<b>\$ 1,308.86</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 65,236.67</b>	<b>\$ 1,267.23</b>	<b>5.25</b>	<b>77.63</b>	<b>\$ 45,527.80</b>

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
ALLIANT ENERGY-IES	201 E SOUTH ST PD		252.99		
BOSS OFFICE SUPPLIES & SYS INC	PD OFFICE SUPPLIES		42.00		
HARTIG DRUG COMPANY CORP	PD EQUIP REPAIR/MAINT		14.98		
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING		62.51		
UNITY POINT HEALTH	PD FLU SHOTS		108.55		
	110 POLICE DEPARTMENT TOTAL		481.03		
STREET LIGHTS					
ALLIANT ENERGY-IES	S CEDAR STREETLIGHTS		696.92		
	230 STREET LIGHTS TOTAL		696.92		
AQUATIC CENTER					
ALLIANT ENERGY-IES	811 S CEDAR ST POOL		294.99		
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT		1,402.50		
	440 AQUATIC CENTER TOTAL		1,697.49		
CEMETERY					
ALLIANT ENERGY-IES	CEMETERY ELECTRIC		36.86		
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES		19.96		
UNITY POINT HEALTH	CEM FLU SHOT		10.08		
	450 CEMETERY TOTAL		66.90		
SOLDIER'S MEMORIAL BOARD					
ALLIANT ENERGY-IES	200 E FIRST ST		375.16		
	498 SOLDIER'S MEMORIAL BOARD TOTAL		375.16		
ATTORNEY					
DOUG HERMAN	ATTORNEY ICAA CONFERENCE		576.95		
LYNCH DALLAS, P.C.	ATTORNEY FEES		957.00		
	641 ATTORNEY TOTAL		1,533.95		
CITY HALL/GENERAL BLDGS					
ALLIANT ENERGY-IES	200 E FIRST ST		750.33		
BOSS OFFICE SUPPLIES & SYS INC	CH OFFICE SUPPLIES		9.68		
FAREWAY STORES #840-1	CH BUILDING SUPPLIES		10.32		
FP MAILING SOLUTIONS	CH CONTRACTS		81.00		
DENNIS J GRAY	CH BLDG REPAIR/MAINT		50.00		
DAVID B MCNEILL	CH BUILDING SUPPLIES		15.75		
NEXT GENERATION PLBG & HTG LLC	CH BLDG REPAIR/MAINT		500.00		
UNITY POINT HEALTH	CH FLU SHOTS		44.97		
	650 CITY HALL/GENERAL BLDGS TOTAL		1,462.05		
	001 GENERAL TOTAL		6,313.50		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	114 E FIRST ST POCKET PARK		137.06		
NEXT GENERATION PLBG & HTG LLC	MBC BLDG REPAIR/MAINT		465.52		
UNITY POINT HEALTH	MBC FLU SHOTS		31.01		
			-----		
	430 PARKS TOTAL		633.59		
			-----		
	005 MONTICELLO BERNDES CENTER TOTAL		633.59		
FIRE					
FIRE					
ALLIANT ENERGY-IES	E SOUTH ST FIRE STATION		271.12		
UNITY POINT HEALTH	FIRE FLU SHOTS		201.59		
			-----		
	150 FIRE TOTAL		472.71		
			-----		
	015 FIRE TOTAL		472.71		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES		181.40		
ALLIANT ENERGY-IES	201 E SOUTH ST AMB		252.99		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES		217.34		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		1,711.96		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		79.35		
UNITY POINT HEALTH	AMB FLU SHOTS		160.71		
			-----		
	160 AMBULANCE TOTAL		2,603.75		
			-----		
	016 AMBULANCE TOTAL		2,603.75		
HOTEL/MOTEL TAX					
HOTEL/MOTEL					
ALLIANT ENERGY-IES	HWY 151 SIGN		43.78		
			-----		
	699 HOTEL/MOTEL TOTAL		43.78		
			-----		
	018 HOTEL/MOTEL TAX TOTAL		43.78		
LIBRARY IMPROVEMENT					
LIBRARY					
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS		4.20		
EXPRESSPOINT TECHNOLOGY	LIB IMP CHROMEBOOK & IPAD AIR		825.00		
			-----		
	410 LIBRARY TOTAL		829.20		
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	030 LIBRARY IMPROVEMENT TOTAL		829.20		



## CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIBRARY					
LIBRARY					
ALLIANT ENERGY-IES	200 E FIRST ST		375.17		
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES		17.98		
NEXT GENERATION PLBG & HTG LLC	LIB BLDG REPAIR/MAINT		575.53		
SCHOOL SPECIALITY	LIB BUILDING SUPPLIES		49.84		
EXPRESSPOINT TECHNOLOGY	LIB POSTAGE		45.87		
UNITY POINT HEALTH	LIB FLU SHOTS		31.01		
	410 LIBRARY TOTAL		1,095.40		
	041 LIBRARY TOTAL		1,095.40		
AIRPORT					
AIRPORT					
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT		489.83		
ATR LIGHTING ENTERPRISES INC	AIRPORT GROUNDS SUPPLIES		301.70		
MONTICELLO AVIATION INC	AIRPORT MANAGER		2,083.33		
	280 AIRPORT TOTAL		2,874.86		
	046 AIRPORT TOTAL		2,874.86		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	20500 HWY 38/151 OVERPASS		117.40		
UNITY POINT HEALTH	RU FLU SHOTS		55.82		
	210 STREETS TOTAL		173.22		
	110 ROAD USE TOTAL		173.22		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
PENNY SCHMIT	LIB GEHRET PROGRAMMING		44.35		
	410 LIBRARY TOTAL		44.35		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		44.35		
TIF PROJECT					
STREETS					
DORSEY & WHITNEY LLP	N SYCAMORE ST RECONSTRUCTION		6,523.41		
	210 STREETS TOTAL		6,523.41		
	325 TIF PROJECT TOTAL		6,523.41		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CAPITAL IMPROVEMENT					
STREETS					
DORSEY & WHITNEY LLP	N SYCAMORE ST RECONSTRUCTION	4,348.94			
	210 STREETS TOTAL	4,348.94			
	332 CAPITAL IMPROVEMENT TOTAL	4,348.94			
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
MICRO MARKETING LLC	LIB BIDWELL BOOKS	18.90			
	410 LIBRARY TOTAL	18.90			
	502 C.C. BIDWELL LIBRARY BOOK TOTAL	18.90			
WATER					
WATER					
ALLIANT ENERGY-IES	WATER PUMP #4	1,976.65			
IOWA RURAL WATER ASSOCIATION	WATER DUES	325.00			
NEXT GENERATION PLBG & HTG LLC	WATER BLDG REPAIR/MAINT	2,372.24			
UNITY POINT HEALTH	WATER FLU SHOTS	25.21			
	810 WATER TOTAL	4,699.10			
	600 WATER TOTAL	4,699.10			
CUSTOMER DEPOSITS					
WATER					
BOSS OFFICE SUPPLIES & SYS INC	WATER DEPOSIT REFUND	9.82			
CITY OF MONTICELLO	Water Deposit Refunds	815.80			
TYLER GRAY	WATER DEPOSIT REFUND	13.46			
HEATHER GUDENKAUF	WATER DEPOSIT REFUND	13.46			
MITCHELL & ALLISON JENSEN	WATER DEPOSIT REFUND	3.73			
JAMES & MARIANNE ZIMMERMAN	WATER DEPOSIT REFUND	3.73			
	810 WATER TOTAL	860.00			
	602 CUSTOMER DEPOSITS TOTAL	860.00			
SEWER					
SEWER					
LASLEY ELECTRIC LLC	SEWER BLDG REPAIR/MAINT	539.93			
MONTICELLO SPORTS	SEWER POSTAGE	8.00			
UNITY POINT HEALTH	SEWER FLU SHOTS	40.72			
	815 SEWER TOTAL	588.65			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	610 SEWER TOTAL		588.65		
SANITATION SANITATION UNITY POINT HEALTH	SANITATION FLU SHOTS		9.30		
	840 SANITATION TOTAL		9.30		
	670 SANITATION TOTAL		9.30		
STORM WATER STORM WATER FUND DORSEY & WHITNEY LLP	STORMWATER - SIXTH ST DITCH		1,777.50		
	865 STORM WATER FUND TOTAL		1,777.50		
	740 STORM WATER TOTAL		1,777.50		
	Accounts Payable Total		33,910.16		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	6,313.50
005 MONTICELLO BERNDES CENTER	633.59
015 FIRE	472.71
016 AMBULANCE	2,603.75
018 HOTEL/MOTEL TAX	43.78
030 LIBRARY IMPROVEMENT	829.20
041 LIBRARY	1,095.40
046 AIRPORT	2,874.86
110 ROAD USE	173.22
178 TRUST/SLAVKA GEHRET FUND	44.35
325 TIF PROJECT	6,523.41
332 CAPITAL IMPROVEMENT	4,348.94
502 C.C. BIDWELL LIBRARY BOOK	18.90
600 WATER	4,699.10
602 CUSTOMER DEPOSITS	860.00
610 SEWER	588.65
670 SANITATION	9.30
740 STORM WATER	1,777.50
-----	
TOTAL FUNDS	33,910.16

City Council Meeting  
Prep. Date: 11/29/2019  
Preparer: Doug Herman



Agenda Item: 1  
Agenda Date: 12/02/19

*Communication Page*

**Agenda Items Description:** Resolution to approve Supplemental Agreement between the City of Monticello and the IDOT Re: Maintenance of Primary Roads in Monticello.

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

**Attachments & Enclosures:**

Proposed Agreement

Resolution

**Fiscal Impact:**

Budget Line Item:

n/a

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

**Synopsis:** City regularly enters into annual agreement with IDOT in regard to maintenance obligations we accept on Hwy. 38 through Monticello.

**Background Information:** Reimbursement from the State to the City in the amount of \$9,284 is proposed to cover our general maintenance of those sections of Hwy. 38 located within the Monticello city limits. This amount increased two years ago and remains unchanged.

**Staff Recommendation:** City Administrator recommends that Council approve the proposed agreement.

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #19-\_\_

**Resolution** to approve Supplemental Agreement between the City of Monticello and the IDOT Re: Maintenance of Primary Roads in Monticello.

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

**WHEREAS**, The City of Monticello has historically entered into an agreement with the IDOT whereby the City agrees to accept certain maintenance responsibilities on Hwy. 38 in Monticello in return for a pre-determined sum of money, and

**WHEREAS**, The IDOT proposed to pay the City the sum of \$9,284 to care for 4.22 lane miles of State Hwy. 38 located within the City limits, and

**WHEREAS**, The City finds the agreement to be acceptable and in the best interests of the City.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 2<sup>nd</sup> day of December, 2019 that the proposed "Supplemental Agreement" between the City of Monticello and the IDOT is hereby approved and the Mayor is hereby authorized to execute same on behalf of the Monticello City Council.

**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 2<sup>nd</sup> day of December, 2019.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



**Iowa Department of Transportation**  
**SUPPLEMENTAL AGREEMENT**  
**For Maintenance of Primary Roads in Municipalities**

This Supplemental Agreement made and entered into by and between the Municipality of Monticello,  
Jones County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of  
Transportation, Ames, Iowa, hereinafter referred to as the Department.

**AGREEMENT:**

- I. This Agreement supplements the Agreement for Maintenance and Repair of Primary Roads in Municipalities entered into by the parties on September 19, 2016, and in effect from July 1, 2016, to June 30, 2021.
- II. The Municipality agrees to perform and accept all responsibility for those maintenance activities listed in Sections I.B.1, I.B.3, I.B.4 and I.C.1 of the basic Agreement, with respect to the primary roads within the corporate limits of the Municipality specifically described in this section.

In consideration thereof, the Department agrees to pay the Municipality at the rate of \$2,200.00 / lane mile for acceptable work at the end of the fiscal year ending on June 30<sup>th</sup>:

Route	From	To	Lane Miles	Total Cost
IA 38	SB US 151 off-ramp (Milepost 63.06) (includes turn lane	9th Street (Milepost 65.10) of 0.14 mile)	4.22	\$9,284.00

Pavement maintenance does not include full depth patching and bituminous resurfacing. I.C.1 does not include traffic services and painting and structural repair to bridges.

- III. The Municipality further agrees to perform additional maintenance for the Department on primary roads as specifically described below:

Any special maintenance will be covered by a supplemental contract.

In consideration thereof, the Department agrees to pay the Municipality the following amounts after the work has been completed:

N/A

- IV. This Supplemental Agreement may be terminated at any time by either party upon 30 days written notice.
- V. This Supplemental Agreement shall be in effect from July 1, 2019 to June 30, 2020 unless re-negotiated or terminated.

IN WITNESS WHEREOF, the parties hereto have set their hands, for the purposes herein expressed on the dates indicated below.

City of Monticello  
MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

BY \_\_\_\_\_  
District Engineer

Date \_\_\_\_\_

Date \_\_\_\_\_







# Iowa Department of Transportation

## Agreement for Maintenance and Repair of Primary Roads in Municipalities

This Agreement made and entered into by and between the Municipality of Monticello, Jones County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

### AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-.23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

- I. The Department shall maintain and repair:
  - A. Freeways (functionally classified and constructed)
    1. Maintain highway features including ramps and repairs to bridges.
    2. Provide bridge inspection.
    3. Highway lighting.
  - B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)
    1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
    2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
    3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
    4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
    5. Vehicular Bridges: Structural maintenance and painting as necessary.
    6. Provide bridge inspection.
  - C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)
    1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.
  - D. City Streets Crossing Freeway Rights of Way (See II.C)
    1. Roadsides within the limits of the freeway fence.
    2. Surface drainage of right of way.
    3. Traffic signs and pavement markings required for freeway operation.
    4. Guardrail at piers and bridge approaches.
    5. Bridges including deck repair, structural repair, berm slope protection and painting.
    6. Pavement expansion relief joints and leveling of bridge approach panels.
- II. The Municipality shall maintain and repair:
  - A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)
    1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
    2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
    3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.

4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.
  5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
  6. Clean, sweep and wash streets when considered necessary by the Municipality.
  7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.
- B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)
1. Maintain and repair highway facilities due to utility construction and maintenance.
  2. Removal of trees as necessary and the trimming of tree branches as necessary.
  3. Maintain sidewalks.
- C. City Streets Crossing Freeway Rights of Way (See I.D)
1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
  2. Mark traffic lanes on the cross street.
  3. Remove snow on the cross street, including bridges over the freeway.
  4. Clean and sweep bridge decks on streets crossing over freeway.
  5. Maintain all roadside areas outside the freeway fence.
  6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways."
- B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
- C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
- D. To comply with the current Utility Accommodation Policy of the Department.
- E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.

IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.

V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.

VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.

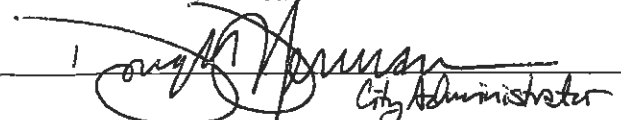
VII. This Agreement shall be in effect for a five year period from July 1, 2016 to June 30, 2021

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

City of Monticello

MUNICIPALITY

By

  
City Administrator

Date

June 24, 2016

IOWA DEPARTMENT OF TRANSPORTATION

BY

\_\_\_\_\_  
District Engineer

Date

\_\_\_\_\_

City Council Meeting  
Prep. Date: 11/29/19  
Preparer: Doug Herman



Agenda Item: # *Z*  
Agenda Date: 12/02/19

*Communication Page*

**Agenda Items Description:** Resolution to approve Investment in Jones County Jets program.

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

**Attachments & Enclosures:**

Request from JETS Program

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Admin. – County Investment

\$1,500

**Synopsis:** Jones County JETS requests City financial support for FY '21.

**Background Information:** The City has regularly supported the JETS program and JETS program serves many Monticello residents. The amount requested, \$1,500, is consistent with the City's investment since FY '10.

I believe JETS to be a worthwhile and necessary service for Monticello. I did not pursue information related to the contribution of other Jones County municipalities; it is clearly a service used regularly by Monticello residents.

**Staff Recommendation:** City Administrator recommends that Council approve the proposed Resolution investment \$1,500 in the Jones County Jets program.

# Jones County Jets

814 John Dr. Monticello, IA 52310

319-465-6564

10/29/2019

To: Monticello City Clerk:

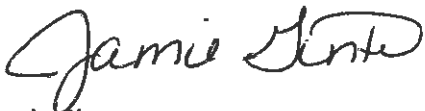
I would like to take this time in thanking you for your past support in the Jets Transportation System and hope that you will be able to consider donating again this fiscal year (2020-2021). I am asking all cities in Jones County to assist in supporting this system. State and Federal funds are not always a sure thing so we need to receive support throughout the county to keep this system running smoothly.

We are asking for \$1500.00 to be allotted if at all possible.

We are a Public Transportation System for the entire Jones County area and are running into the same difficulties as the cities in regard to shortfalls in funding, so I can understand if you would like documentation as to how the funds will be used. We are in need to continue allocations from the city to subsidize the shortfalls from the State and Federal Government.

The money would be used for operating expenses for the fiscal year 2020-2021.

Thank you for your support,



Jamie Ginter  
Jets Manager

**THE CITY OF MONTICELLO, IOWA**

**RESOLUTION #19-**

To approve funding/investment in Jones County JETS  
Transportation System in the amount of \$1,500.00.

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

**WHEREAS**, Jones County JETS Transportation System has requested an investment in their system from the City of Monticello, and

**WHEREAS**, the Monticello City Council has considered the request made by Jones County JETS Transportation System, and has determined it appropriate to invest in Jones County JETS Transportation System, by way of a donation in the amount of \$ 1,500.00 for fiscal year 2021.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 2<sup>nd</sup> day of December 2019, that the City of Monticello shall budget for and invest in Jones County JETS Transportation System in the amount of \$ 1,500.00 for fiscal year 2020.

**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 2<sup>nd</sup> day of December, 2019.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 11/29/19  
Preparer: Doug Herman



Agenda Item: 3  
Agenda Date: 12/02/2019

*Communication Page*

**Agenda Items Description:** Resolution to approve standard Residential Tax Abatement related to property located at 307 Grandview Ave.

**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 Jeffrey Fowler, owner of home located at 307 Grandview Court, Monticello, Iowa.

**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 Jeffrey Fowler Tax Abatement Application related to  
Residential Improvements constructed at 307 Grandview Ave., 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,** Jeffrey Fowler has completed and filed an Application for Tax Abatement related to residential property located at 307 Grandview Ave., and

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

**WHEREAS,** The Council further finds that the estimated completion date of the improvements was May, 2018, and finds, based thereon, that the Jones County Assessor will need to determine how many years of tax abatement remain on this property, being tied to the date on which the property was deemed to be 100% complete for taxation purposes.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Jeffrey Fowler as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of November 25, 2019 and being signed Jeffrey Fowler 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 2<sup>nd</sup> day of December, 2019.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 11-25-19

Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 307 GRANDVIEW AVE

Legal Description: Willow Ridge 4th Add, Lot 7

Title Holder or Contract Buyer JEFFREY L. FOWLER

Address of Owner (if different than above): \_\_\_\_\_

Phone Number (to be reached during the day): 319-480-6391

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial


Nature of Improvements:  New Construction  Addition  General Improvements

Specify \_\_\_\_\_

Estimated or Actual Date of Completion: May, 2018

Estimated or Actual Cost of Improvements: \$200,000

Tax Exemption Schedule is attached.

Signed: 



City Council Meeting  
Prep. Date: 11/29/19  
Preparer: Doug Herman



Agenda Item: # 4  
Agenda Date: 12/02/19

*Communication Page*

**Agenda Items Description:** Resolution approving Pay Request #8 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$48,745.79

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

**Attachments & Enclosures:**

Resolution

Engineer Recommendation with Pay Request

**Fiscal Impact:**

Budget Line Item:

N. Syc. Capital Project

Budget Summary:

N. Syc. Street

Expenditure:

\$48,745.79

Revenue:

**Synopsis:** Approval of Horsfield Construction, Inc. Pay Request #8 related to N. Sycamore Street Reconstruction Project.

**Background Information:** Horsfield Construction submits its' 8<sup>th</sup> pay request in the amount of \$48,745.79 The Pay Request has been reviewed and recommended for approval by the City Engineer.

After approval of this payment the City will be maintaining a retainer totaling \$102,519.13, 5% of the earned amount. The City Engineer will need to complete a review of the project quantities and unit pricing as we near project completion. That review will result in a final change order at some point. Quantities of concrete, fill, and other items are expected due to the additional work performed by Horsfield for private property owners. (New driveways, sewer or water service lines, etc. Those additional improvements will be assessed against the property owners by agreement.)

**Recommendation:** I recommend that the Council approve the proposed Resolution approving the 8<sup>th</sup> pay request in the amount of \$48,745.79

# The City of Monticello, Iowa

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

## RESOLUTION #19-

Approving Pay Request #8 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$48,745.79

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

**WHEREAS,** Horsfield Construction was hired to reconstruct North Sycamore Street Reconstruction Project, and

**WHEREAS,** The City Engineer has reviewed the 8<sup>th</sup> pay request from Horsfield related to said project and recommends that it be paid in the amount of \$48,745.79, same reflecting the maintenance of a 5% retainer, on this and prior payments, in the amount of \$102,519.13, 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 #8 from Horsfield Construction and authorizes payment in the amount of \$48,745.79.

**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 2<sup>nd</sup> day of December, 2019.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



November 27, 2019

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

RE: Pay Request #8  
2019 NORTH SYCAMORE STREET RECONSTRUCTION  
S & A Project # - 118.0554.08  
Contractor: Horsfield Construction, Inc.

Dear Council:

Enclosed for your review and approval is Pay Request #8 from Horsfield Construction, Inc. 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 #8 for this project in the amount of \$48,745.79 to Horsfield Construction, Inc.

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', is written over a horizontal line.

A.J. Barry, P.E.  
Civil Engineer

Enclosure: Pay Request #8

cc: Cody Lawler, Horsfield Construction, Inc.

**APPLICATION FOR PARTIAL PAYMENT NO. 8**

PROJECT: 2019 North Sycamore Street Reconstruction

S&A PROJECT NO.: 118.0554.08

OWNER: City of Monticello  
CONTRACTOR: Horsfield Construction, Inc.  
ADDRESS: 505 E Main Street  
Epworth, IA 52045  
DATE: 11/27/2019

PAYMENT PERIOD: 10/25/2019  
to 11/21/2019

**1. CONTRACT SUMMARY:**

Original Contract Amount: \$ 1,951,187.70  
Net Change by Change Order: \$ 69,639.48  
Contract Amount to Date: \$ 2,020,827.18

**CONTRACT PERIOD**

Completion Date: November 21, 2019

Days between Start Date and  
Completion Date: 227

**2. WORK SUMMARY:**

Total Work Performed to Date: \$ 2,050,382.59  
Retainage: 5% \$102,519.13  
Total Earned Less Retainage: \$ 1,947,863.46  
Less Previous Applications for Payment: \$ 1,889,117.67  
AMOUNT DUE THIS APPLICATION: \$ 48,745.79

Added by Change Order: 0

Total Time: 227

Time Used to Date: 227

Time Remaining: 0

Percentage of Time Used: 100%

Percentage of Work Performed: 101%

**3. CONTRACTOR'S CERTIFICATION:**

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
- (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Horsfield Construction, Inc.  
CONTRACTOR

B. [Signature] DATE: 11/27/19  
Cody Lawler

**4. ENGINEER'S APPROVAL:**

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.  
ENGINEER

B. [Signature] DATE: 11/27/2019  
A.J. Barry, P.E.

**5. OWNER'S APPROVAL**

City of Monticello  
OWNER

B. \_\_\_\_\_ DATE: \_\_\_\_\_  
Shan Wolcott, Mayor

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	ITEM CODE	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
			PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	2010-108-C-0	GRUBBING	1	LS	\$ 15,000.00	\$ 15,000.00	1.00		\$ 15,000.00
2.	2010-108-D-3	TOPSOIL, OFF-SITE	936	CY	\$ 28.00	26,208.00	936.00		26,208.00
3.	2010-108-E-0	EXCAVATION, CLASS 10	5,282	CY	\$ 8.60	45,425.20	5,282.00		45,425.20
4.	2010-108-G-0	SUBGRADE PREPARATION	15,073	SY	\$ 1.00	15,073.00	12,500.00		12,500.00
5.	2010-108-H-0	SUBGRADE TREATMENT, GEOGRID	15,073	SY	\$ 4.75	71,596.75	15,633.00		74,256.75
6.	2010-108-I-0	SUBBASE, 12" MODIFIED	15,073	SY	\$ 8.10	122,091.30	15,112.00		122,407.20
7.	2010-108-I-0	SUBBASE, 4" MODIFIED	1,596	SY	\$ 3.25	5,187.00	1,596.00		5,187.00
8.	2010-108-L-0	COMPACTION TESTING	1	LS	\$ 3,500.00	3,500.00	1.00		3,500.00
9.	2010-108-M-0	SAMPLING AND TESTING FOR PETROLEUM CONTAMINATION (REMEDIATION)	10	EA	\$ 485.00	4,850.00	4.00		1,940.00
10.	2010-108-N-0	EXCAVATION AND DISPOSAL OF CONTAMINATED SOIL	100	CY	\$ 77.50	7,750.00			-
11.	3010-108-C-0	TRENCH FOUNDATION	310	TON	\$ 20.50	6,355.00			-
12.	3010-108-D-0	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	1,256	CY	\$ 35.25	44,274.00	815.00		28,728.75
13.	3010-108-F-0	TRENCH COMPACTION TESTING	1	LS	\$ 3,500.00	3,500.00	1.00		3,500.00
14.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR 26, 8"	1,550	LF	\$ 38.00	58,900.00	1,673.00		63,574.00
15.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 12"	20	LF	\$ 99.00	1,980.00	20.00		1,980.00
16.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, DIP, 12"	20	LF	\$ 150.00	3,000.00	20.00		3,000.00
17.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR 26, 12"	1,137	LF	\$ 50.00	56,850.00	1,137.00		56,850.00
18.	4010-108-E-0	SANITARY SEWER SERVICE STUB, PVC SDR 23.5, 4"	1,881	LF	\$ 45.25	85,115.25	2,131.00		96,427.75
19.	4010-108-H-0	REMOVAL OF SANITARY SEWER, ALL TYPES AND SIZES	2,439	LF	\$ 1.00	2,439.00	4,566.00		4,566.00
20.	4010-108-K-2	SANITARY SEWER ABANDONMENT, FILL AND PLUG	242	LF	\$ 12.00	2,904.00	340.00		4,080.00
21.	4020-108-A-1	STORM SEWER, TRENCHED, PVC OR HDPE, 12"	60	LF	\$ 85.00	5,100.00			-
22.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 15"	104	LF	\$ 60.00	6,240.00	314.00		18,840.00
23.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 18"	550	LF	\$ 50.50	27,775.00	550.00		27,775.00
24.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 24"	98	LF	\$ 73.00	7,154.00	98.00		7,154.00
25.	4020-108-C-0	REMOVAL OF STORM SEWER, ALL TYPES AND SIZES	57	LF	\$ 10.00	570.00	57.00		570.00
26.	4040-108-A-0	SUBDRAIN, TYPE 1, (SMOOTH INTERIOR), 6"	5,783	LF	\$ 9.00	52,047.00	6,395.00		57,555.00
27.	4040-108-A-0	SUBDRAIN, TYPE 1, (SMOOTH INTERIOR), 8" UNSLOTTED	488	LF	\$ 13.50	6,588.00	488.00		6,588.00
28.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-1, 6"	5	EA	\$ 600.00	3,000.00	6.00		3,600.00
29.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-2, 6"	25	EA	\$ 500.00	12,500.00	25.00		12,500.00
30.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-2, 8"	3	EA	\$ 650.00	1,950.00	3.00		1,950.00
31.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE B, 24"	1	EA	\$ 1,375.00	1,375.00	1.00		1,375.00
32.	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, 6"	13	EA	\$ 367.00	4,771.00	13.00		4,771.00
33.	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, 8"	1	EA	\$ 600.00	600.00	1.00		600.00
34.	4040-108-E-0	STORM SEWER SERVICE STUB, PVC, 2"	68	LF	\$ 37.00	2,516.00			-
35.	4040-108-E-0	STORM SEWER SERVICE STUB, PVC, 4"	42	LF	\$ 27.00	1,134.00			-
36.	5010-108-A-1	WATER MAIN, TRENCHED, PVC AWWA C900, 8"	1,988	LF	\$ 35.00	69,580.00	1,988.00		69,580.00
37.	5010-108-A-1	WATER MAIN, TRENCHED, DIP, 8" (w/ NITRILE GASKETS)	1,086	LF	\$ 56.00	60,816.00	1,086.00		60,816.00
38.	5010-108-C-2	FITTING, ALL FITTINGS, WATER MAIN	1,076	LB	\$ 11.80	12,696.80	1,186.00		13,994.80
39.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", SHORT SIDE (approx. 7ft)	34	EA	\$ 1,000.00	34,000.00	34.00		34,000.00
40.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", LONG SIDE (approx. 59ft)	34	EA	\$ 1,800.00	61,200.00	34.00		61,200.00
41.	5010-108-F-1	WATER MAIN ABANDONMENT	3,099	LF	\$ 8.00	24,792.00	3,099.00		24,792.00
42.	5020-108-A-0	VALVE, GATE VALVE, 8"	11	EA	\$ 1,360.00	14,960.00	11.00		14,960.00
43.	5020-108-B-0	TAPPING VALVE ASSEMBLY, 8"	1	EA	\$ 2,900.00	2,900.00	1.00		2,900.00
44.	5020-108-C-0	FIRE HYDRANT ASSEMBLY	6	EA	\$ 4,900.00	29,400.00	6.00		29,400.00
45.	5020-108-D-0	FLUSHING DEVICE (BLOWOFF), 2"	4	EA	\$ 800.00	3,200.00	4.00		3,200.00
46.	5020-108-I-0	FIRE HYDRANT ASSEMBLY REMOVAL	3	EA	\$ 500.00	1,500.00	3.00		1,500.00
47.	6010-108-A-0	MANHOLE, SW-301, 48"	11	EA	\$ 4,750.00	52,250.00	11.00		52,250.00
48.	6010-108-B-0	INTAKE, SW-505	6	EA	\$ 3,100.00	18,600.00	6.00		18,600.00
49.	6010-108-B-0	INTAKE, SW-506	2	EA	\$ 4,800.00	9,600.00	2.00		9,600.00
50.	6010-108-C-0	DROP CONNECTION, SW-307	2	EA	\$ 2,425.00	4,850.00	2.00		4,850.00
51.	6010-108-H-0	REMOVE MANHOLE	9	EA	\$ 500.00	4,500.00	9.00		4,500.00
52.	6010-108-H-0	REMOVE INTAKE	2	EA	\$ 500.00	1,000.00	2.00		1,000.00
53.	7010-108-A-0	PAVEMENT, PCC, 7"	13,499	SY	\$ 30.00	404,970.00	13,538.00		406,140.00
54.	7010-108-A-0	PAVEMENT, PCC, 10"	64	SY	\$ 60.00	3,840.00	64.00		3,840.00
55.	7010-108-E-0	CURB AND GUTTER, 2.5', 7"	285	LF	\$ 25.00	7,125.00	285.00		7,125.00
56.	7010-108-E-0	CURB AND GUTTER, 11.5', 7"	70	LF	\$ 67.00	4,690.00	70.00		4,690.00
57.	7010-108-E-0	CURB AND GUTTER, 12.0', 7"	17	LF	\$ 90.00	1,530.00	17.00		1,530.00
58.	7030-108-A-0	REMOVAL OF SIDEWALK	2,954	SY	\$ 6.50	19,201.00	2,954.00		19,201.00
59.	7030-108-A-0	REMOVAL OF DRIVEWAY	1,371	SY	\$ 9.00	12,339.00	1,371.00		12,339.00
60.	7030-108-E-0	SIDEWALK, PCC, 4"	2,088	SY	\$ 32.00	66,816.00	2,455.00		78,560.00

61.	7030-108-E-0	SIDEWALK, PCC, 6"	333	SY	\$ 43.00	14,319.00	333.00		14,319.00
62.	7030-108-G-0	DETECTABLE WARNING, CAST IRON	405	SF	\$ 39.00	15,795.00	405.00		15,795.00
63.	7030-108-H-1	DRIVEWAY, PAVED, PCC, 5"	1,619	SY	\$ 37.00	59,903.00	1,619.00		59,903.00
64.	7030-108-H-2	DRIVEWAY, GRANULAR	720	SY	\$ 7.00	5,040.00	720.00		5,040.00
65.	7040-108-H-0	PAVEMENT REMOVAL	14,233	SY	\$ 2.80	39,852.40	14,233.00		39,852.40
66.	7060-108-A-0	BITUMINOUS SEAL COAT	560	SY	\$ 26.00	14,560.00	665.00		17,290.00
67.	8020-108-B-0	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	8	STA	\$ 125.50	1,004.00			-
68.	8030-108-A-0	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 7,000.00	7,000.00	1.00		7,000.00
69.	8940-108-A-0	SIGN PANELS	82	SF	\$ 28.00	2,296.00	82.00		2,296.00
70.	8940-108-B-0	SIGN POSTS	250	LF	\$ 18.00	4,500.00	250.00		4,500.00
71.	9010-108-B-0	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 4)	2	AC	\$ 3,750.00	7,500.00			-
72.	9040-108-A-2	SWPPP MANAGEMENT	1	LS	\$ 2,000.00	2,000.00			-
73.	9040-108-D-1	FILTER SOCK, 8"	100	LF	\$ 10.00	1,000.00			-
74.	9040-108-D-2	FILTER SOCK, REMOVAL	100	LF	\$ 2.50	250.00			-
75.	9040-108-T-1	INLET PROTECTION DEVICE	13	EA	\$ 195.00	2,535.00			-
76.	9040-108-T-2	INLET PROTECTION DEVICE, MAINTENANCE	13	EA	\$ 50.00	650.00			-
77.	9072-108-A-0	COMBINED CONCRETE SIDEWALK AND RETAINING WALL	3	CY	\$ 1,700.00	5,100.00	7.75		13,175.00
78.	11020-108-A	MOBILIZATION	1	LS	\$ 40,000.00	40,000.00	1.00		40,000.00
79.	11030-108-A-0	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 500.00	500.00	1.00		500.00
80.	11030-108-B-0	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 1,000.00	1,000.00	1.00		1,000.00
81.	11050-108-A-0	CONCRETE WASHOUT	1	LS	\$ 1,000.00	1,000.00	1.00		1,000.00
82.	11065-108-A-0	REMOVAL OF WINDOW WELLS	6	EA	\$ 595.00	3,570.00	6.00		3,570.00
83.	11070-108-I-0	BOX CULVERT PATCHING	2	EA	\$ 1,400.00	2,800.00	2.00		2,800.00
84.	11075-108-A-0	CONNECTION INTO BOX CULVERT	4	EA	\$ 640.00	2,560.00	4.00		2,560.00
85.	11085-108-G-0	LIME BACKFILL	3,354	CY	\$ 11.50	38,571.00	6,319.20		72,670.80
86.	7030-108-H-2	TEMPORARY GRANULAR	30	TON	\$ 22.00	660.00	186.00		3,652.00
87A.	5010-108-A-1	WATER MAIN, TRENCHED, PVC AWWA C900, 8" - BID ALTERNATE	156	LF	\$ 36.00	5,616.00	205.00		7,380.00
88A.	5010-108-C-2	FITTING, ALL FITTINGS, WATER MAIN - BID ALTERNATE	92	LB	\$ 10.00	920.00	92.00		920.00
89A.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", SHORT SIDE (approx. 7ft) - BID ALT	1	EA	\$ 1,000.00	1,000.00	1.00		1,000.00
90A.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", LONG SIDE (approx. 59ft) - BID ALT	3	EA	\$ 1,300.00	5,400.00	3.00		5,400.00
91A.	5010-108-F-1	WATER MAIN ABANDONMENT - BID ALTERNATE	136	LF	\$ 8.00	1,088.00	185.00		1,480.00
92A.	7040-108-A-0	FULL DEPTH PATCHES - BID ALTERNATE	5	SY	\$ 170.00	850.00	12.06		2,050.20
93A.	7030-108-A-0	REMOVAL OF DRIVEWAY - BID ALTERNATE	28	SY	\$ 9.00	252.00	56.00		504.00
94A.	7030-108-H-1	DRIVEWAY, PAVED, PCC, 5" - BID ALTERNATE	33	SY	\$ 37.00	1,221.00	56.98		2,108.26
96A.	9999-999-A-1	ADJUSTED COMPLETION DATE	1	LS	\$ 1.00	1.00	1.00		1.00
						TOTAL ORIGINAL CONTRACT =	\$ 1,951,187.70		\$ 1,980,743.11
<b>STORED MATERIALS SUMMARY:</b>									
5.	2010-108-H-0	SUBGRADE TREATMENT, GEOGRID	1	LS	\$ 63,412.50	63,412.50	0.00		-
						TOTAL STORED MATERIALS =	\$ 63,412.50		\$ -
<b>CHANGE ORDER SUMMARY:</b>									
95A.	11080-108-A-0	CO1 - LIGHTING - BID ALTERNATE	1	LS	\$ 47,530.00	\$ 47,530.00	1.00	1	47,530.00
CO2.1		CO2 - STAIRWAY WORK	1	LS	\$ 2,070.00	\$ 2,070.00	1.00	2	2,070.00
CO2.2		CO2 - FERNCO COUPLER	2	EA	\$ 121.69	\$ 243.38	2.00	2	243.38
CO3.1		CO3 - 1ST STREET WATER MAIN WORK	1	LS	\$ 5,725.81	\$ 5,725.81	1.00	3	5,725.81
CO3.2		CO3 - 4" WATER SERVICE TO 302 N. SYCAMORE	1	LS	\$ 4,222.50	\$ 4,222.50	1.00	3	4,222.50
CO3.3		CO3 - FERNCO COUPLER	1	EA	\$ 121.69	\$ 121.69	1.00	3	121.69
CO3.4		CO3 - BOX CULVERT FLOODED BACKFILL	1	LS	\$ 1,750.00	\$ 1,750.00	1.00	3	1,750.00
CO3.5		CO3 - 2" WATER SERVICE TO 234 N. SYCAMORE	1	LS	\$ 3,000.00	\$ 3,000.00	1.00	3	3,000.00
CO3.6		CO3 - 6" SANITARY SERVICE TO 234 N. SYCAMORE	1	LS	\$ 256.10	\$ 256.10	1.00	3	256.10
CO4.1		CO4 - FUEL TANK REMOVAL AT 120 N. SYCAMORE	1	LS	\$ 4,720.00	\$ 4,720.00	1.00	4	4,720.00
						TOTAL CHANGE ORDERS =	\$ 69,639.48		\$ 69,639.48
						TOTAL CONTRACT & CHANGE ORDERS	\$2,020,827.18		\$ 2,050,382.59