

# City of Monticello, Iowa

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Final Agenda Posted on January 31, 2020 at 5:00 p.m.

Monticello City Council Regular Meeting February 04, 2020 @ 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>	Gary Feldmann	<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		

- 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	January	20, 2020
Approval of Payroll	January	30, 2019
Approval of Bill List		
Approval of Eagles Club Liquor License		
Approval of City Board Appointments		
Butch Pratt and Nick Sauser to the P & Z and Board of Adjustment		

## Public Hearing and Resolutions Related Thereto:

1. **Public Hearing** Re: FY '21 Maximum Tax Dollars
2. **Resolution** approving FY '21 Maximum Tax Dollars to be levied and collected

**Motions:** None

## Resolutions:

3. **Resolution** to approve FY '21 Senior Dining investment in the amount of \$5,025
4. **Resolution** to accept Berndes Center HVAC bids and to review and negotiate contract with low bidder.
5. **Resolution** to approve Preliminary Resolution related to 2020 E. 7<sup>th</sup> Street Reconstruction Project

6. **Resolution** to approve the Preliminary Assessment Plat and Schedule and Estimate of Cost related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project.
7. **Resolution** to Schedule a Public Hearing on potential Resolution of Necessity for February 17, 2020

**Ordinances:** None

**Reports / Potential Action**

- **PW Director Report**
- **Police Chief / Ambulance Administrator Report**
- **City Administrator Report**
  - Iowa's Ride Update
  - Hometown Pride Update
  - Intlekofer Property, 520 S. Cedar (R-1 versus R-2, appeared intended use.)
  - Catalyst Grant update

**Adjournment:** Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**City Council Work Session:** Public Welcome to Stay but comment or interaction of Council is at the Discretion of Mayor

**FY '20-'21 Budget Review**  
Library Presentation

**Review proposed Amendments to City of Monticello Rules of Order & Procedure for Conduct of City Council Business originally adopted in December, 2001**

Regular Council Meeting  
January 20, 2020 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Gary Feldmann, Candy Langerman and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Police Chief Britt Smith and Park & Rec Director Jacob Oswald. Council member Chris Lux was absent.

Yeoman moved to approve the agenda adding Stickley Electric Service invoice in the amount of \$1,750.00, Langerman seconded, roll call unanimous.

Langerman moved to approve the consent agenda, include appointing Dennis Gray, Dave Tobiason and Doug Bean to the Soldiers Memorial Board and removing the P & Z Board and Board of Adjustments appointments. Goedken seconded, roll call unanimous.

Herman reported the P & Z Board reviewed the Plat of Survey to Parcel 2020-22 within the two-mile jurisdiction and recommended its approval. Langerman moved to approve Resolution 2020-11 Approving Plat of Survey to Parcel 2020-22 located in the two-mile jurisdiction of the City of Monticello, Goedken seconded, roll call unanimous.

Herman reported the P & Z Board reviewed the Plat of Survey to Parcels 2020-26 and 2020-27 and recommended approval. The Parcels are for the Stevens condominium units on South Main Street. Yeoman moved to approve Resolution #2020-12 Approving Plat of Survey to Parcels 2020-26 and 2020-27, located within the City limits of the City of Monticello, Langerman seconded, roll call unanimous.

Herman reported the Plat of Survey to Parcels 2020-30 and 2020-31 was previously approved but was not recorded in 2019, so had to be reapproved with a 2020 number. Goedken moved to approve Resolution #2020-13 Approving Plat of Survey to Parcels 2020-30 and 2020-31, located within the City limits of the City of Monticello, Feldmann seconded, roll call unanimous.

Herman was advised some time ago by Ambulance Director Dawn Brus that she planned to retire on February 1, 2020. Herman reviewed the proposed Ambulance Department Management Plan that was reviewed with the Ambulance Department Review Committee. Smith will be responsible for the oversight and management of the Ambulance Department. Paramedic Lori Lynch will be promoted to "Lead Paramedic" with day to day responsibilities and supervision to ensure the Ambulance Department and staff are operating within the legal bounds required of the Ambulance Service. Herman stated Ambulance Director Dawn Brus recommended Lynch for the position. He recommended that Lynch receive a \$1.00 per hour increase based on her additional responsibilities effective February 1<sup>st</sup>, with a review of Smith and Lynch's roles in July 2020. Smith reported that he and Goedken met with Castle Grove Township to review Department finances and township contributions. Herman and Smith, along with members of the Ambulance Department Review Committee, Goedken, Langerman and Lux, plan to meet with the other townships in the near future to review the Ambulance Department finances and to request additional financial support. Goedken moved to approve Resolution #2020-14 Approving Ambulance Management Plan, Feldmann seconded, roll call unanimous.

Herman reviewed the various inspections and Phase 1 Environmental Assessment related to City owned building at 103 West First Street. Demolition estimates suggest a cost between \$450,000 and \$550,000. Herman reported that there are few, if any, grants to help cover demolition costs while restoration grants are available including the State of Iowa Catalyst Grant, DNR Derelict Building Grant, and DNR Brownfield Grant. Economic Development Director Lumsden advised Council of several buildings that he helped to write grants to restore building, including the Wortman building in Anamosa. Council discussed stabilizing the building and then selling it with the purchaser left to finish the interior. Lumsden stated it would be more cost effective and beneficial to rehab the building than to demolish it. Yeoman moved to approve Resolution #2020-15 to approve submission of Catalyst Grant, Derelict Building Grant, and other grants to assist with the costs to renovate City owned property located at 103 West First Street, Feldmann seconded, roll call unanimous.

Kahler reported crew has been busy pushing and moving snow. He also used the new chipper at Baty Disc Golf and it worked great.

Oswald updated Council on programs and improvements completed in 2019 and what their plans are for 2020. Oswald reviewed options to make repairs to sidewalk and fence between Golf Course and park main gate entrances, along Maple Street. The discussion whether to repair the sidewalk only; remove and replace fence and to remove and install a wider sidewalk; or to remove and not replace the fence and install a wider sidewalk, with no decision made. Oswald reported the Park Board recommended removing the fence between Golf Course and the park main gate entrances, along Maple Street. Council requested firmer prices and suggested placing the wider sidewalk inside the park.

Oswald reviewed his request to purchase a Bobcat 5600 for \$60,677.42 to replace the 2006 Gator. They could use to clean snow and debris off sidewalks and trails. Kahler stated the Public Works uses the Gator to pull paint wagon when painting streets and curbs and Water Dept uses it to flush hydrants. Council asked Oswald to see if he could get a Bobcat brought to town for the Council to take a look at and for the Department to try.

Herman reported that HVAC plans and specifications have been released.

Herman reported that Phase 2 improvements for Fountain Park are in the planning stages. Cost of these improvements will be paid with grants and donations after Council approval.

Herman updated the Council on Steve Intlekofer property located at 502 South Cedar Street, informing the Council that Mr. Intlekofer was told that the home was zoned R-1 and could not be used as a duplex and that it appears Intlekofer is trying to treat it as a duplex. The dwelling reportedly has a kitchen and bathroom on the main floor and in the basement and each area has a separate entrance. City was informed by a tenant that there were two apartments, one upstairs and one down. Herman reached out to ECIA in Dubuque to ensure that they were aware that the home was zoned R-1 and that they should not provide any rental assistance to this home if it were being utilized as a duplex. After much discussion Council directed Herman to reach out to ECIA again. Depending on the findings with ECIA, Herman was directed to take any legal action necessary to ensure the home was used as permitted by the City Code.

Mayor Wolken review the Council's appointment to the various boards.

Regular Council Meeting  
January 20, 2020

Council took a short recess at 7:59, before starting the work session regarding the City Code Book, budget and Rules of Order & Procedure for Conduct of City Council Business. Langerman move to adjourn at 9:47 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - JANUARY 30, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>January 13 - 26, 2020</b>				
Dawn Brus	\$ 3,505.50	\$ 922.50	0.00	0.00	\$ 2,319.46
Mary Intlekofer	2,064.56	153.56	0.00	0.00	1,415.05
Dean Jensen	261.00	-	0.00	0.00	221.79
Brandon Kent	1,911.00	-	0.00	0.00	1,421.16
Jim Luensman	227.50	-	0.00	0.00	187.42
Lori Lynch	1,922.38	-	0.00	0.00	1,301.63
Shelly Searles	1,911.00	-	0.00	63.38	1,330.66
Jeff Silver	522.00	-	0.00	0.00	433.59
Brenda Surom	301.44	-	0.00	0.00	233.76
Chris Szymanowski	1,911.00	-	0.00	0.00	1,246.52
Jenna Weih	862.50	-	0.00	0.00	664.82
<b>TOTAL AMBULANCE</b>	<b>\$ 15,399.88</b>	<b>\$ 1,076.06</b>	<b>0.00</b>	<b>63.38</b>	<b>\$ 10,775.86</b>
<b>CEMETERY</b>	<b>January 11 - 24, 2020</b>				
Dan McDonald	\$ 2,434.84	\$ 737.44	0.00	0.00	\$ 1,896.22
<b>TOTAL CEMETERY</b>	<b>\$ 2,434.84</b>	<b>\$ 737.44</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,896.22</b>
<b>CITY HALL</b>	<b>January 12 - 25, 2020</b>				
Cheryl Clark	\$ 1,684.00	\$ -	6.00	45.00	\$ 1,153.18
Doug Herman	3,951.46	-	0.00	0.00	2,779.10
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,567.70
Nanci Tuel	1,486.40	-	0.00	0.00	1,146.01
<b>TOTAL CITY HALL</b>	<b>\$ 9,609.92</b>	<b>\$ -</b>	<b>6.00</b>	<b>45.00</b>	<b>\$ 6,645.99</b>
<b>LIBRARY</b>	<b>January 13 - 26, 2020</b>				
Molli Hunter	\$ 332.85	\$ -	0.00	0.00	\$ 282.44
Penny Schmit	1,074.40	-	0.00	0.00	790.13
Madonna Thoma-Kremer	460.41	-	0.00	0.00	56.39
Michelle Turnis	1,615.38	-	0.00	0.00	1,212.66
<b>TOTAL LIBRARY</b>	<b>\$ 3,483.04</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,341.62</b>
<b>MBC</b>	<b>January 13 - 26, 2020</b>				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,426.69
Shannon Poe	1,576.92	-	0.00	0.00	1,078.42
<b>TOTAL MBC</b>	<b>\$ 3,469.23</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,505.11</b>
<b>POLICE</b>	<b>January 13 - 26, 2020</b>				
Zachary Buehler	\$ 1,838.76	\$ -	0.00	0.00	\$ 1,366.61
Peter Fleming	1,885.11	-	0.00	20.00	1,351.06
Dawn Graver	2,056.81	-	0.00	0.00	1,518.12
Erik Honca	2,073.34	-	0.00	20.00	1,549.29
Jordan Koos	2,191.44	-	0.00	26.00	1,602.54
Britt Smith	2,735.42	-	0.00	0.00	2,001.76
Madonna Staner	1,486.41	-	0.00	0.00	1,126.17
Brian Tate	2,976.56	-	0.00	0.00	2,369.36
<b>TOTAL POLICE</b>	<b>\$ 17,243.85</b>	<b>\$ -</b>	<b>0.00</b>	<b>66.00</b>	<b>\$ 12,884.91</b>
<b>ROAD USE</b>	<b>January 11 - 24, 2020</b>				
Zeb Bowser	\$ 2,696.18	\$ 1,040.18	0.00	0.00	\$ 2,106.01

# PAYROLL - JANUARY 30, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>ROAD USE (cont.)</b>					
Eric Jungling	2,628.42	1,032.42	0.00	0.00	1,931.58
<b>TOTAL ROAD USE</b>	\$ 5,324.60	\$ 2,072.60	0.00	0.00	\$ 4,037.59
<b>SANITATION</b>	<b>January 11 - 24, 2020</b>				
Michael Boyson	\$ 2,753.70	\$ 1,109.70	0.00	0.00	\$ 1,971.54
Nick Kahier	2,019.23	-	0.00	0.00	1,386.87
<b>TOTAL SANITATION</b>	\$ 4,772.93	\$ 1,109.70	0.00	0.00	\$ 3,358.41
<b>SEWER</b>	<b>January 11 - 24, 2020</b>				
Tim Schultz	\$ 2,520.38	\$ 804.38	0.00	25.00	\$ 1,870.33
Jim Tjaden	2,230.77	-	0.00	0.00	1,615.64
<b>TOTAL SEWER</b>	\$ 4,751.15	\$ 804.38	0.00	25.00	\$ 3,485.97
<b>WATER</b>	<b>January 11 - 24, 2020</b>				
Daniel Pike	\$ 2,106.22	\$ 450.22	0.00	23.50	\$ 1,574.57
<b>TOTAL WATER</b>	\$ 2,106.22	\$ 450.22	0.00	23.50	\$ 1,574.57
<b>TOTAL - ALL DEPTS.</b>	\$ 68,595.66	\$ 6,250.40	6.00	222.88	\$ 49,506.25

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
GLOBAL SOFTWARE	PD TAC 10 MAINTENANCE	6,233.00			
FROHWEIN OFFICE SUPPLY INC	PD SUPPLIES	49.78			
U.S. VENTURE, INC.	PD VEHICLE OPERATING	584.00			
UNIFORM DEN INC	PD SUPPLIES	495.21			
			-----		
	110 POLICE DEPARTMENT TOTAL	7,361.99			
STREET LIGHTS					
ALLIANT ENERGY-IES	E FIRST STREETLIGHTS	4,938.16			
			-----		
	230 STREET LIGHTS TOTAL	4,938.16			
CEMETERY					
KRAMER FUNERAL HOME	SCHOON	667.50			
			-----		
	450 CEMETERY TOTAL	667.50			
MAYOR AND CITY COUNCIL					
CHRISTINA LUX	COUNCIL MILEAGE	13.80			
			-----		
	610 MAYOR AND CITY COUNCIL TOTAL	13.80			
CLERK/CITY ADMIN					
JOHN MONK	JANITORIAL SERVICES	387.50			
			-----		
	620 CLERK/CITY ADMIN TOTAL	387.50			
ENGINEER					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES-HWY 38 TRAIL	2,030.60			
			-----		
	640 ENGINEER TOTAL	2,030.60			
CITY HALL/GENERAL BLDGS					
BAKER PAPER CO INC	CH BUILDING SUPPLIES	104.20			
IMFOA	CH DUES - HINRICHSN	100.00			
DAVID B MCNEILL	CH BLDG REPAIR/MAINT	20.00			
ORBIS MENASHA CORP	CH FRANCHISE FEE REFUND	6,352.83			
			-----		
	650 CITY HALL/GENERAL BLDGS TOTAL	6,577.03			
			-----		
	001 GENERAL TOTAL	21,976.58			
MONTICELLO BERNDES CENTER					
PARKS					
FAREWAY STORES #840-1	MBC CONCESSIONS	34.74			
JOHN DEERE FINANCIAL	MBC EQUIP REPAIR/MAINT	23.98			
KARDES INC	MBC CONCESSIONS	62.93			
JOHN MONK	JANITORIAL SERVICES	293.75			
SOPHIE SCHEMML	MBC KICKBALL REFUND	10.00			
T.T.T. SOCIETY	MBC DAMAGE DEPOSIT REFUND	65.00			
RYAN TOENJES	MBC CONCESSIONS	180.00			



**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	430 PARKS TOTAL		670.40		
	005 MONTICELLO BERNDES CENTER TOTAL		670.40		
FIRE					
FIRE					
JOHN DEERE FINANCIAL	FIRE EQUIP REPAIR/MAINT		26.97		
NEXT GENERATION PLBG & HTG LLC	FIRE BLDG REPAIR/MAINT		274.89		
SPAHN & ROSE LUMBER CO INC	FIRE SUPPLIES		67.96		
TOYNE, INC.	FIRE EQUIP REPAIR/MAINT		113.08		
	150 FIRE TOTAL		482.90		
	015 FIRE TOTAL		482.90		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES		108.75		
BOSS OFFICE SUPPLIES & SYS INC	AMB OFFICE SUPPLIES		29.48		
DAVID B MCNEILL	AMB OFFICE SUPPLIES		9.38		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		2,141.31		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		79.35		
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES		123.90		
	160 AMBULANCE TOTAL		2,492.17		
	016 AMBULANCE TOTAL		2,492.17		
LIBRARY IMPROVEMENT					
LIBRARY					
LAURA FRANCES KEYES	LIB IMP PROGRAMS/PROMOTIONS		402.00		
	410 LIBRARY TOTAL		402.00		
	030 LIBRARY IMPROVEMENT TOTAL		402.00		
LIBRARY					
LIBRARY					
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS		23.13		
HAWKINS MEMORIAL LIBRARY	LIB BOOKS		3.00		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS		146.84		
JOHN MONK	JANITORIAL SERVICES		343.75		
	410 LIBRARY TOTAL		516.72		
	041 LIBRARY TOTAL		516.72		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AIRPORT					
AIRPORT					
MONTICELLO AVIATION INC	AIRPORT MANAGER		2,083.33		
	280 AIRPORT TOTAL		2,083.33		
	046 AIRPORT TOTAL		2,083.33		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	22059 HWY 38 2ND METER		489.11		
BAKER PAPER CO INC	RU SUPPLIES		62.17		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		33.80		
W.W. GRAINGER, INC	RU TREE REMOVAL/PLANTING		74.11		
JOHN DEERE FINANCIAL	RU SUPPLIES		88.55		
LINDA KAHLER	RU CLOTHING - HATS		386.30		
KIMBALL MIDWEST	RU SUPPLIES		159.70		
LAPORTE MOTOR SUPPLY	RU VEHICLE OPERATING		4.62		
MID-AMERICAN RESEARCH CHEMICAL	RU SUPPLIES		109.93		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT		313.64		
	210 STREETS TOTAL		1,721.93		
SNOW REMOVAL					
ACCENT CONSTRUCTION	RU SNOW REMOVAL		1,800.00		
ALL SEASON'S TRUCKING INC	RU SNOW REMOVAL		2,417.86		
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL		1,912.04		
	250 SNOW REMOVAL TOTAL		6,129.90		
	110 ROAD USE TOTAL		7,851.83		
LIB CAPITAL IMPROVEMENTS					
LIBRARY					
JOSHUA PHILLIP KELCHEN	LIB CAPITAL IMPROVEMENTS		1,000.00		
	410 LIBRARY TOTAL		1,000.00		
	316 LIB CAPITAL IMPROVEMENTS TOTAL		1,000.00		
TIF PROJECT					
STREETS					
ALLIANT ENERGY-IES	N SYCAMORE ST RECONSTRUCTION		9,598.80		
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION		718.80		
	210 STREETS TOTAL		10,317.60		
	325 TIF PROJECT TOTAL		10,317.60		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CAPITAL IMPROVEMENT					
STREETS					
ALLIANT ENERGY-IES	N SYCAMORE ST RECONSTRUCTION	6,399.20			
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION	479.20			
	210 STREETS TOTAL		6,878.40		
	332 CAPITAL IMPROVEMENT TOTAL		6,878.40		
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BIDWELL BOOKS	227.40			
MICRO MARKETING LLC	LIB BIDWELL BOOKS	141.58			
	410 LIBRARY TOTAL		368.98		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		368.98		
WATER					
WATER					
ALLIANT ENERGY-IES	16540 190TH ST WATER TOWER	258.29			
CRITICAL COMPUTER CARE, LLC	WATER SUPPLIES	9.99			
IOWA ONE CALL	WATER SYSTEM	9.00			
KIRKWOOD COMMUNITY COLLEGE	WATER EDUCATION - PIKE	62.50			
MUNICIPAL SUPPLY INC	WATER SYSTEM	3,788.42			
	810 WATER TOTAL		4,128.20		
	600 WATER TOTAL		4,128.20		
CUSTOMER DEPOSITS					
WATER					
CITY OF MONTICELLO	KULA/DUSTIN	514.27			
ARMIN JACOBS	WATER DEPOSIT REFUND	3.11			
JONES CO FAMILY DENTISTRY	WATER DEPOSIT REFUND	8.58			
HOLLY KNOUSE	WATER DEPOSIT REFUND	12.33			
DUSTIN KULA	WATER DEPOSIT REFUND	121.71			
	810 WATER TOTAL		660.00		
	602 CUSTOMER DEPOSITS TOTAL		660.00		
SEWER					
SEWER					
ALLIANT ENERGY-IES		.29			
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	11.88			
IOWA ONE CALL	SEWER SYSTEM	9.00			
JOHN DEERE FINANCIAL	SEWER SYSTEM	19.38			
KIRKWOOD COMMUNITY COLLEGE	SEWER EDUCATION - SCHULTZ	212.50			
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	.61			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
DAVID B MCNEILL	SEWER SYSTEM		18.10		
MUNICIPAL SUPPLY INC	SEWER SYSTEM		235.30-		
	815 SEWER TOTAL		----- 35.88		
	610 SEWER TOTAL		----- 35.88		
SANITATION					
SANITATION					
ALLIANT ENERGY-IES			.29-		
REPUBLIC SERVICES	RESIDENTIAL GARBAGE		21,683.40		
	840 SANITATION TOTAL		----- 21,683.11		
	670 SANITATION TOTAL		----- 21,683.11		
	Accounts Payable Total		=====		
			81,548.10		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	21,976.58
005 MONTICELLO BERNDES CENTER	670.40
015 FIRE	482.90
016 AMBULANCE	2,492.17
030 LIBRARY IMPROVEMENT	402.00
041 LIBRARY	516.72
046 AIRPORT	2,083.33
110 ROAD USE	7,851.83
316 LIB CAPITAL IMPROVEMENTS	1,000.00
325 TIF PROJECT	10,317.60
332 CAPITAL IMPROVEMENT	6,878.40
502 C.C. BIDWELL LIBRARY BOOK	368.98
600 WATER	4,128.20
602 CUSTOMER DEPOSITS	660.00
610 SEWER	35.88
670 SANITATION	21,683.11
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TOTAL FUNDS	81,548.10

City Council Meeting  
Prep. Date: 01/31/20  
Preparer: Doug Herman



Agenda Item: 1+2  
Agenda Date: 02/04/20

*Communication Page*

**Agenda Items Description:** Public Hearing for the Purpose of Considering the Maximum Tax Dollars to be collected by the City from Certain Levies for the City's Proposed Fiscal Year 2020-2021 Budget. Resolution approving FY '21 Maximum Tax Dollars.

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

**Attachments & Enclosures:**

Proposed Resolution
Draft Budget Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Council previously scheduled a public hearing for tonight's meeting to consider the Maximum Tax Dollars to be collected for the FY '21 Budget as required by new law passed in the last legislative session. After the Public Hearing the Council will consider passage of the proposed Resolution.

**Background Information:** The new law requires a Public Hearing after informing the public of the proposed tax collections for the coming FY from the GF levy and Employee Benefit Levy. If the increase exceeds 2% the Resolution following the Public Hearing must be approved by a 2/3 vote. (As the Monticello City Council is made up of six (6) Councilpersons, a majority and 2/3 vote is one and the same, 4 members either way.)

The proposed tax collections for the General Fund Levy (\$8.10 per \$1,000 of taxable valuation) and Employee Benefits Fund Levy (\$3.22769 per \$1,000 of taxable valuation) totals \$1,486,590, which is 6.26% less than last year's total of \$1,585,817. For that reason, the Council does not need to pass this Resolution by a 2/3rds vote which, as noted earlier, is inapplicable to Monticello based upon the number of Councilpersons.

**Staff Recommendation:** I recommend that the Mayor open the Public Hearing, close the Public Hearing, and that the Council thereafter approve the proposed Resolution.

# The City of Monticello, Iowa

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

## RESOLUTION #

Approval of FY 2021 Maximum Property Tax Dollars

**WHEREAS**, the City Council of the City of Monticello has considered the proposed FY 2021 city maximum property tax dollars for the affected levy total, and

**WHEREAS**, a notice concerning the proposed city maximum property tax dollars was published as required and posted on city web site and/or social media accounts as applicable, and

**WHEREAS**, a public hearing concerning the proposed city maximum property tax dollars for the affected levy total was held during the Regular City Council Meeting held on February 4, 2020 at or about 6:00 p.m., consistent with the Public Notice.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Monticello, Iowa that the maximum property tax dollars for the affected tax levies for FY 2021 shall not exceed \$1,486,590, which does not represent an increase of 2% or more from the maximum property tax dollars collected in FY '20.

Roll Call Vote:

\_\_\_\_\_ - YEA/NAY  
\_\_\_\_\_ - YEA/NAY  
\_\_\_\_\_ - YEA/NAY  
\_\_\_\_\_ - YEA/NAY  
\_\_\_\_\_ - YEA/NAY  
\_\_\_\_\_ - YEA/NAY

**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 4<sup>th</sup> day of February, 2020.

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

*Attest:*

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

City Council Meeting  
Prep. Date: 01/30/20  
Preparer: Doug Herman



Agenda Item: 3  
Agenda Date: 02/04/2020

*Communication Page*

**Agenda Items Description:** Resolution to approve FY '21 investment in Jones County Senior Dining.

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

**Attachments & Enclosures:**

Proposed Resolution
Senior Dining Request Letter

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	\$3,700
Revenue:	n/a

**Synopsis:** Request of Senior Dining program for annual appropriation.

**Background Information:** The City of Monticello has been appropriated funds to senior dining for a number of years. The requested investment has been based upon the percentage of meals served in Monticello of the total senior dining meals, for the most recent year, multiplied times \$10,000. In our case, according to Senior Dining, our percentage has gone up and down over the years, ranging between 35% to 45%. The current funding request is \$5,025 which is based upon the same formula as in the past, but an overall increase based upon an increase in meals, as a percentage of the Jones County total, served in Monticello. The same equation is used for other communities, however, in the past, some have not paid. (requests will be made of Anamosa, Olin, Oxford Junction, Wyoming, and the Jones County Supervisors.) Keep in mind that some of the meals served at our facility are served to folks who live outside the Monticello City limits but those meals are factored into our investment percentage.

**Staff Recommendation:** I recommend that the Council consider approval of the requested investment for FY '21 in the amount of \$5,025.



# The City of Monticello, Iowa

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

RESOLUTION #20-\_\_

## **Approving FY '21 Senior Dining Funding request in the amount of \$5,025**

**WHEREAS,** Monticello has historically supported the Senior Dining program in Monticello, typically being based upon a per meal rate or a % of program use, and

**WHEREAS,** Jones County Senior Dining has requested \$5,025 as the City of Monticello FY '21 investment is based upon the percentage of meals served at the Monticello site last year times \$10,000, up from \$3,700 in FY '20, and

**WHEREAS,** The requested amount would be included as a contribution to be paid from the FY '21 General Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the funding request of the Jones County Senior Dining program in the amount of \$5,025 for fiscal year 2021.

**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, 2020.

---

Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk

# Jones County Senior Center

112 North Ford St.  
Anamosa, Iowa 52205  
(319) 462 - 4484

January 10, 2020

Doug Herman, City Administrator  
City of Monticello  
200 E. 1<sup>st</sup> St.  
Monticello, Ia. 52310

RE: Request for financial support for operating costs of the Jones County Senior Dining Program for the fiscal year 2021 (July 1, 2020-June 30, 2021).

I am writing to you on behalf of the Jones County Senior Dining Center, which is requesting financial support in the amount of \$5,025.00; this will be used for program costs. This amount was based on the number of meals served in Monticello this last fiscal year and is based on a percentage of what the Program needs to help provide services to our seniors.

Meals are also served in Anamosa, Olin, Oxford Junction and Wyoming; therefore we will be requesting funds from them as well.

Since we are a county wide program we will be requesting funds from the Board of Supervisors too.

The operation of the Jones County Senior Center benefits senior's throughout the county. Seniors receive nutritious noon meals in addition to the opportunity for socialization and education. Frail homebound seniors in the county receive nutritious meals delivered to their homes and are monitored on a regular basis.

We need your continued support to maintain nutritious meal options with an increasingly growing senior population.

We appreciate your assistance with funding for the program. If at any time you have any questions or concerns please contact Lisa Tallman at 462-4484.

Sincerely,

A handwritten signature in black ink that reads "Lisa Tallman". The signature is fluid and cursive, with the first name "Lisa" and last name "Tallman" clearly legible.

Lisa Tallman, Program Director  
Jones County Senior Center

City Council Meeting  
Prep. Date: 01/31/20  
Preparer: Doug Herman



Agenda Item: # 4  
Agenda Date: 02/04/20

*Communication Page*

**Agenda Items Description:** Resolution to accept Berndes Center HVAC bids and to review and negotiate contract with low bidder.

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

**Attachments & Enclosures:**

Resolution
Bid Spec. and Bids Received (Working through)

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	Parks Dpt.
Expenditure:	\$161,084 +
Revenue:	

**Synopsis:** The City hired an engineer to put together plans and specs for Berndes Center HVAC system upgrades, put the project out to bid, and received three bids.

**Background Information:** Three bids were received to perform the work identified by the Bid Specifications.

- |                                  |           |
|----------------------------------|-----------|
| 1. Giese (Dubuque)               | \$199,900 |
| 2. Meyer Mechanical (Dyersville) | \$173,340 |
| 3. Crawford Company (Dubuque)    | \$161,084 |

As you are aware, we sought bids locally, without a set of plans, and received very different non apples to apples bids. We then sought bids based upon a set of drawings from a company that supplies local HVAC contractors after which we received two bids, again not apples to apples. Based thereon, the decision was made to hire a professional engineer to design a set of plans for the project. The result is a very detailed set of plans and a system that meets all current codes with a higher price tag. If the Engineer who designed the system could be present, he would explain that the system was never installed correctly, in his opinion, on various fronts. Couple that with required code updates and the price tag increases. I invited our Engineer/Designer to come to the meeting, however, he planned to be out of state. Some comments he made to me via e-mail were as follows: (Engineer in lighter color while mine are black and italic.)

1. Replacing outside air intake louvers from 50x20 to 50x42. If existing furnaces could pull rated air flow through louver, velocity will be so high that rain would be sucked in. I think with the existing duct configuration the furnaces were most likely operating at below normal volumes and when in economizer even lower. *(Seems to be one of the biggest problems, furnaces not*

*getting near enough air. This problem communicated to me by more than one HVAC Contractor and Engineer while looking over this system.)*

2. Hanging the ductwork from structure above community room lay-in ceiling, ducts are now supported by ceiling grid. *(Original plans called for this duct to be hung from ceiling, not laid on ceiling grid. This was described as a shortcut.)*
3. Repairing damaged ductwork because existing was not supported and looks like someone sat on duct.
4. We saw evidence of condensation on duct and ceiling tile so called for existing accessible ductwork in community room to be insulated. Code requires supply ductwork to have insulation so all new ductwork must be insulated. Code also requires outside air intake ducts to be insulated. Supply ductwork that is in the space it is serving does not require insulation like gym ductwork. Above ceiling is not considered in room.
5. We added economizer to community room furnace because room will need cooling in the of winter if it has a high occupancy. *(I questioned this as we have not, to my knowledge, had complaints related to this room getting too hot in the winter. With that said, this room is now and is proposed to have a 5-ton unit, by code a 5-ton unit requires outside air so the only way to avoid this expense is to reduce the unit to a 4-ton unit which may not work adequately in high usage situations. Going to a 4-ton unit may save \$3,000.)*
6. We added CO2 ventilation control to community room furnace system to meet ventilation code without constantly taking in design occupancy ventilation air. *(The CO2 Detector will determine when there is high occupancy and will then bring in outside air as necessary as opposed to be on 100% of the time or off 100% of the time. As I understand it the economizer is currently off all the time which is not consistent with Code. I also understand, based upon prior comments, that when it was working and open that it was 100% open, sucking way too much outside air in at most times.)*
7. Called for new disconnects at condensing units so they can be installed with code required clearances.
8. Added electrical outlets by mechanical equipment. Code requires outlet within 25' of equipment.
9. Repairing of the kitchen hood exhaust. *(Exhaust hood goes into attic and has separated at floor and near ceiling. This is minor repair.)*

City FY '20 Park and Rec. Budget has about \$40,000 remaining in the Repair / Maintenance Building line item for this purpose and about \$10,000 left in the "Other Capital Equipment" line item, leaving us approximately \$110,000 short of the needed \$160,000. Next year's proposed budget has \$55,000 set aside for other capital equipment which was in the budget to replace the current gator with a comparable or better piece of equipment. It also appears that the Park and Rec. Budget will have unspent budgeted sums at year's end if we continue down the same path without other unexpected issues; another \$10,000 as an approximation. Therefore, at least some of the cost of the upgraded / repaired system would need to be covered by an additional appropriation from the General Fund to the Parks Dpt.

**Recommendation:** I recommend that the Council consider the three bids and determine a path forward to complete the proposed project. *(If approved to move forward I would meet with the low bidder, check references, give the project specs. a final review, and modify any areas deemed appropriate before bringing the contract between the City and the low bidder to you for approval.)*

# The City of Monticello, Iowa

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

## RESOLUTION #20-\_\_

### **Resolution Accepting Berndes Center HVAC Bids and to review and negotiate contract with low bidder**

**WHEREAS,** The City of Monticello sought bids related to updating and replacement of the existing HVAC systems at the Berndes Center as set out in a professionally prepared set of bid specifications, and

**WHEREAS,** Three bids were received, as follows:

<u>Bidder</u>	<u>Bid</u>
1. Giese (Dubuque)	\$199,900
2. Meyer Mechanical (Dyersville)	\$173,340
3. Crawford Company (Dubuque)	\$161,084

- and -

**WHEREAS,** The Council has reviewed the bids and finds it appropriate to accept the bids and to direct the City Administrator to review and negotiate a contract with the low bidder, bringing that contract back to the City Council for consideration and approval at the February 17<sup>th</sup> meeting.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby accept the bids and does hereby direct the City Administrator to review and negotiate a contract with the low bidder, bringing that contract back to the City Council for consideration and approval at the February 17<sup>th</sup> meeting.

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, 2020.

---

Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk

City Council Meeting  
Prep. Date: 01/31/20  
Preparer: Doug Herman



Agenda Item: 5,6,7  
Agenda Date: 02/04/2020

*Communication Page*

**Agenda Items Description** Resolution to approve Preliminary Resolution pursuant to 384.42 of the Iowa Code covering the 2020 E. 7<sup>th</sup> Street Reconstruction Project; **Resolution** to approve Preliminary Assessment Plat and Schedule and Estimate of Cost related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project; **Resolution** to Schedule a Public Hearing on potential Resolution of Necessity for February 17, 2020 at 6:00 P.M..

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

**Attachments & Enclosures:**

Proposed Resolutions

Preliminary Assessment Plat and Schedule

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

E. 7<sup>th</sup> Street Project

See Engineer Cost Estimate

**Synopsis:** Three Resolutions to move the E. 7<sup>th</sup> Street Reconstruction project forward.

**Background Information:** Resolutions are required steps in this project due to the Council plan to assess a portion of the improvement costs to identified benefitted property owners.

**Resolution #1:** Describes project parameters and general boundaries and addresses intent to assess specific portions of the project to benefitted property owners.

**Resolution #2:** Adopts the Preliminary Plans and Specifications, Preliminary Assessment Plat and Schedule and Estimate of Project Costs prepared by Snyder & Associates and approves filing of same with City Clerk.

**Resolution #3:** Schedules a Public Hearing on the Proposed Resolution of Necessity related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project.

These three steps are required to move forward with the E 7<sup>th</sup> Street project at this time. Based upon past direction of the City Council the Engineer has been working on plans and specifications for this project and the Council has advised the engineer and City staff to proceed with the project, planning to assess adjacent property owners as was done in the N. Sycamore Street project, and to set the bid up in a fashion that would allow the Council to consider two alternatives when it comes to reconstructing E. 7<sup>th</sup> Street as follows:

1. Awarding the entire project scope which includes E. 7<sup>th</sup> Street from and including the intersection of N. Cedar to the intersection of E. 7<sup>th</sup> Street and N. Maple Street.
2. Awarding just that portion of E. 7<sup>th</sup> Street from its' intersection with N. Sycamore to the point at which E. 7<sup>th</sup> reaches the newer concrete near the intersection of N. Maple.

The plans will also give contractors an opportunity to bid on a bid alternate, that being the intersection of N. Gill and W. 6<sup>th</sup> Street, the intersection having been torn up a couple times last year due to water main breaks, the intersection having a brick sewer manhole, and non-ADA compliant sidewalks and crossings.

The amount to be assessed by the City Council in the end may not exceed the amount shown on the Plat and Schedule. In addition, the amounts proposed to be assessed are tied only to curb and gutter, sidewalk, and driveway approaches, with the Council indicating an intent to give appropriate credit to any property owner who has replaced said concrete in the last 10 years so long as said concrete remains in good condition.

All property owners will be mailed notice of the proposed assessment schedule and of the date and time of the Public Hearing in advance of the hearing and notice will be published in the Express.

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

# The City of Monticello, Iowa

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

## RESOLUTION NO. #20-\_\_

### **Preliminary resolution pursuant to Section 384.42 of the Iowa Code related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project**

**WHEREAS**, it is deemed advisable by the City Council of the City of Monticello, Iowa (the “City”) that certain public improvements be constructed in the City in accordance with the provisions of Chapter 384 of the Code of Iowa, and a portion of the cost be assessed to the property benefitted thereby; and

**WHEREAS**, the City has arranged for engineering services with Snyder & Associates, Inc., in connection with the said improvement;

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

Section 1. The 2020 E. 7<sup>th</sup> Street Reconstruction Project shall consist of the reconstruction and surfacing of streets, including the construction of curb and gutter improvements, storm sewer and drainage improvements, water system extensions, improvements and connections, sanitary sewer system extensions, improvements and connections, sidewalk and driveway approach reconstructions, and in some cases new driveways, construction of new sidewalks and pedestrian ramps, lighting, and other work incidental thereto on and along certain streets in the City of Monticello, Iowa, as follows:

East 7<sup>th</sup> Street from and including its’ intersection with N. Cedar Street to the west to and including its’ intersection with N. Maple Street to the east.

Section 2. The assessable portion of the 2020 E. 7<sup>th</sup> Street Reconstruction Project shall consist of 100% of the cost of curb and gutter improvements, 100% of the cost of reconstruction of driveway approaches, and driveways where appropriate, and 50% of the cost of the construction and reconstruction of sidewalks. It is considered that all properties abutting the above described segments of streets to be improved will be specially benefited from this improvement and should be specially assessed. The City Council will consider the granting of a credit against proposed assessments if the property owner to be assessed provides evidence found sufficient by the Council that sidewalks or driveway approaches have been replaced within the past ten (10) years and remain in good condition.



Section 3. The Project Engineers, Snyder & Associates, are hereby ordered to prepare preliminary plans and specifications, an estimated total cost of the work and a plat and schedule and to file the same with the City Clerk.

Section 4. The improvement shall be known as the "2020 E. 7<sup>th</sup> Street Reconstruction Project," and shall be so referred to in all subsequent proceedings.

Section 5. All resolutions, parts of resolutions, or actions of the Council in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved February 04, 2020.

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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, City Clerk

# The City of Monticello, Iowa

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

## RESOLUTION NO. 20-\_\_

### **Resolution to Adopt the Preliminary Plans and Specifications, Preliminary Assessment Plat and Schedule and Estimate of Project Costs related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project**

**WHEREAS**, the City Council of the City of Monticello, Iowa, has adopted a preliminary resolution in accordance with Section 384.42 of the Code of Iowa, related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project (the "Project"); and

**WHEREAS**, pursuant thereto, the Project Engineers have prepared preliminary plans and specifications, an estimated total cost of the work, and a Preliminary Assessment Plat and Schedule, including the valuation of each lot as determined to be appropriate by the Council, and the Council finds that same should be adopted and approved and placed on file with the City Clerk.

**NOW, THEREFORE**, The Monticello City Council, in session this 4<sup>th</sup> day of February, 2020, does hereby approve the Preliminary Plans and Specifications, Preliminary Assessment Plat and Schedule and Estimate of Project Costs related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project that has been prepared by the Project Engineer, Snyder & Associates.

**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, 2020.

---

Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, City Clerk

# The City of Monticello, Iowa

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

## RESOLUTION NO. 20-\_\_\_

### **Resolution Scheduling a Public Hearing on Proposed Resolution of Necessity related to the 2020 E. 7<sup>th</sup> Street Reconstruction Project**

**WHEREAS**, the City Council of the City of Monticello, Iowa, has adopted a preliminary resolution in accordance with Section 384.42 of the Code of Iowa, related to the 2019 N. Sycamore Street Reconstruction Project (the “Project”); and

**WHEREAS**, pursuant thereto, the Project Engineers have prepared preliminary plans and specifications, an estimated total cost of the work, and a Preliminary Assessment Plat and Schedule, including the valuation of each lot as determined to be appropriate by the Council, and the Council finds that same should be adopted and approved and placed on file with the City Clerk, and

**WHEREAS**, the City Council has reviewed a proposed Resolution of Necessity related to the 2020 E. 7<sup>th</sup> Street Reconstruction project and finds that a Public Hearing should be set on the proposed Resolution of Necessity prior to giving it final consideration

**NOW, THEREFORE**, The Monticello City Council, in session this 4<sup>th</sup> day of February, 2020, does hereby schedule a Public Hearing on a proposed Resolution of Necessity, same being appended hereto, pertaining to the 2020 E. 7<sup>th</sup> Street Reconstruction project, for the 17<sup>th</sup> day of February, 2020 at 6:00 p.m. on said date at the Monticello Renaissance Center, Community Media Center a/k/a City Council Chambers, 220 E. 1<sup>st</sup> Street, Monticello, IA 52310.

**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, 2020.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, City Clerk

**Proposed  
Resolution of Necessity**

**WHEREAS**, the City Council of the City of Monticello, Iowa, has adopted a preliminary resolution in accordance with Section 384.42 of the Code of Iowa, pertaining to the 2020 E. 7<sup>th</sup> Street Reconstruction Project (the “Project”); and

**WHEREAS**, pursuant thereto, the Project Engineers have prepared preliminary plans and specifications, an estimated total cost of the work and a plat and schedule, including the valuation of each lot as determined to be appropriate by the City Council, and the same have been duly adopted and are now on file with the City Clerk;

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

Section 1. It is hereby found and determined to be necessary and in the best interest of the City and its inhabitants to proceed with the Project, and to assess a portion of the cost to the property benefitted thereby.

Section 2. The Project shall consist of the reconstruction and surfacing of streets, including the construction of curb and gutter improvements, storm sewer and drainage improvements, water system extensions, improvements and connections, sanitary sewer system extensions, improvements and connections, sidewalk and driveway approach reconstructions, pedestrian ramps, lighting, and other work incidental thereto on and along certain streets in the City of Monticello, Iowa, as follows:

East 7<sup>th</sup> Street from and including its’ intersection with N. Cedar Street to the west to and including its’ intersection with N. Maple Street to the east.

Section 3. The assessable portion of the 2020 E. 7<sup>th</sup> Street Reconstruction Project shall consist of 100% of the cost of curb and gutter improvements, 100% of the cost of reconstruction of driveway approaches, and driveways where appropriate, and 100% of the cost of the construction and reconstruction of sidewalks. It is considered that all properties abutting the above described segments of streets to be improved will be specially benefitted from this improvement and should be specially assessed.

The City Council will consider the granting of a credit against proposed assessments if the property owner to be assessed provides evidence found sufficient by the Council that sidewalks or driveway approaches have been replaced within the past ten (10) years and remain in good condition.

Section 4. Unless a property owner filed objections with the City Clerk at the time of the hearing on this resolution of necessity, the property owner shall be deemed to have waived all objections pertaining to the regularity of the proceedings and the legality of using the special assessment procedure.

Section 5. All resolutions, parts of resolutions, or actions of the Council in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved the \_\_\_\_ day of \_\_\_\_\_, 2020.

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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, City Clerk

## NOTICE TO PROPERTY OWNERS

NOTICE IS GIVEN: That there are now on file for public inspection in the office of the City Clerk of the City of Monticello, Iowa, a proposed resolution of necessity, an estimate of cost and a plat and schedule showing the amounts proposed to be assessed against each lot and the valuation of each lot within a district approved by the City Council of Monticello, Iowa, for a street improvement, described in general as the 2020 E. 7<sup>th</sup> Street Reconstruction Project, of the type and in the location as follows:

The 2020 E. 7<sup>th</sup> Street Reconstruction Project shall constitute a single improvement and shall consist of the reconstruction and surfacing of streets, including the construction of curb and gutter improvements, storm sewer and drainage improvements, water system extensions, improvements and connections, sanitary sewer system extensions, improvements and connections, sidewalk and driveway approach reconstructions, and in some cases new driveway, construction of new sidewalks and pedestrian ramps, lighting, and other work incidental thereto on and along certain streets in the City of Monticello, Iowa, as follows:

East 7<sup>th</sup> Street from and including its' intersection with N. Cedar Street to the west to and including its' intersection with N. Maple Street to the east.

The assessable portion of the 2020 E. 7<sup>th</sup> Street Reconstruction Project shall consist of 100% of the cost of curb and gutter improvements, 100% of the cost of reconstruction of driveway approaches, and driveways where applicable, and 100% of the cost of the construction and reconstruction of sidewalks. It is considered that all properties abutting the above described segments of streets to be improved will be specially benefited from this improvement and should be specially assessed, all as shown on the preliminary assessment plat and schedule now on file for inspection at the office of the City Clerk. The City Council will consider the granting of a credit against proposed assessments if the property owner to be assessed provides evidence found sufficient by the Council that sidewalks or driveway approaches have been replaced within the past ten (10) years and remain in good condition.

The City Council will meet at 6:00 o'clock p.m., on the 17<sup>th</sup> day of February, 2020, at the Monticello Renaissance Center, Community Media Center a/k/a City Council Chambers, 220 East First Street, Monticello, Iowa, at which time the owners of the property subject to assessment for the proposed improvement or any other person having an interest in the matter may appear and be heard for or against the making of the improvement, the boundaries of the district, the cost, the assessment against any lot or the final adoption of a resolution of necessity. A property owner will be deemed to have waived all objections unless at the time of hearing the property owner has filed objections with the City Clerk.

Sally Hinrichsen  
City Clerk

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(The mailed copies of such notice to property owners may have added thereto the following:

According to the records of the County Auditor, you are the owner of:

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**(Insert Property Description)**

and the proposed assessment against the same is \$ \_\_\_\_\_.)

•••••

There being no further business to come before the meeting, it was upon motion adjourned.

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

Attest:

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



STATE OF IOWA            )  
COUNTY OF JONES        )§  
CITY OF MONTICELLO     )

I, the undersigned, City Clerk of the City of Monticello, Iowa, do certify that the above and foregoing is a true, correct and complete copy of the minutes of a meeting of the Council, held as therein shown, insofar as such minutes pertain to the proposed 2020 E. 7<sup>th</sup> Street Reconstruction Project, including a true, correct and complete copy of each of the resolutions referred to in said minutes.

WITNESS MY HAND this \_\_ day of \_\_\_\_\_, 2020.

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

STATE OF IOWA            )  
COUNTY OF JONES        )§  
CITY OF MONTICELLO     )

I, the undersigned, City Clerk of the City of Monticello, Iowa, certify that in such capacity I have control and access to the corporate records of such City, and from examination of such records and based upon advice received from the Project Engineers and Attorney for the City, I hereby certify that title to the land upon which the 2020 E. 7<sup>th</sup> Street Reconstruction Project is to be constructed is vested in the City, and that all such improvements and the streets upon which they are to be constructed are wholly within the corporate limits of the City.

WITNESS MY HAND this \_\_ day of \_\_\_\_\_, 2020.

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

**(Please note that if all of the necessary easements and rights-of-way have not yet been obtained, you should not execute and return this certificate. However, title should be obtained, and this certificate completed and returned to us, prior to the commencement of construction.)**

STATE OF IOWA            )  
COUNTY OF JONES        )§  
CITY OF MONTICELLO     )

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that a grade ordinance has been duly adopted for all of the streets to be improved under the 2020 E. 7<sup>th</sup> Street Reconstruction Project.

WITNESS MY HAND this \_\_\_ day of \_\_\_\_\_, 2020.

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

STATE OF IOWA            )  
COUNTY OF JONES        )§  
CITY OF MONTICELLO     )

I, the undersigned, City Clerk of the City of Monticello, Iowa, do certify that on the \_\_\_ day of \_\_\_\_\_, 2020, I mailed to each owner of property proposed to be assessed for the 2020 E. 7<sup>th</sup> Street Reconstruction Project, a copy of the notice to property owners in the form attached to this certificate, as set out in the resolution of necessity, covering such improvement project, insofar as the said owners could be determined from the records of the County Auditor's office.

I further certify that there is no property owned by the State of Iowa or under the control of the Highway Division of the Iowa Department of Transportation being assessed for such improvement project.

WITNESS MY HAND this \_\_\_ day of \_\_\_\_\_, 2020.

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

**(Attach a copy of the notice to property owners as mailed.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavit, but please return all other completed pages to us as soon as they are available.)**

STATE OF IOWA                    )  
COUNTY OF JONES            )§  
CITY OF MONTICELLO        )

I, the undersigned, City Clerk of the City of Monticello, Iowa, do certify that the notice to property owners, of which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, was published on the dates and in the newspaper specified in such affidavit, and that such newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2020.

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

**(Attach hereto publisher's original affidavit of publication of notice to property owners with a clipping of the notice as published attached.)**