

City of Monticello, Iowa

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Agenda Posted on July 02, 2020 at 5:30 p.m.

Monticello City Council Meeting July 06, 2020 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa

Mayor:	Brian Wolken	City Administrator:	Doug Herman
City Council:		Staff:	
At Large:	Dave Goedken	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brenda Hanken	Police Chief:	Britt Smith
Ward #1:	Gary Feldmann	City Engineer:	Patrick Schwickerath
Ward #2:	Candy Langerman	Public Works Dir.:	Nick Kahler
Ward #3:	Chris Lux	Water/Wastewater Sup.:	Jim Tjaden
Ward #4:	Tom Yeoman	Amb. Dpt. Lead Par.:	Lori Lynch

- 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	June	15, 2020
Approval of Payroll	June	18, 2020
Approval of Payroll	July	02, 2020

Approval of Bill List

Approval of Appointment of Mark Stoneking, City Representative to the Park Board, and Ben Hogan, Township Representative, to the Fire Service Board.

Approval of Chamber Liquor License Transfer to Pocket Park for July 24th Uptown Summer Night

Approval of Diamond Pi Liquor License

Public Hearing and Action Related Thereto:

1. **Public Hearing** on the proposed adoption of the Monticello City Code of Ordinances.

Ordinance:

2. **Ordinance** approving Monticello City Code of Ordinances. (First Reading)

Motions:

3. **Motion** to approve replacement of sidewalk/driveway panels in front of Monticello Monument at City Cost.
4. **Motion** to direct staff action related to Zimmerman Property potential Sewer Main or Sewer Service line Extension.

5. **Motion** to authorize installation of water/sewer service lines or mains in E. 1st Street ROW, to serve single family residence proposed to be built on lot to the west of Sewer Plant Road

Resolutions:

6. **Resolution** authorizing City Clerk to make the appropriate transfers of sums and record the same in the appropriate manner for FY 2021 for the City of Monticello.
7. **Resolution** approving Pay Request #4 from Crawford Company related to Berndes Center HVAC project.
8. **Resolution** to approve on-call Ambulance pay rates.
9. **Resolution** to approve policies related to receipt of CDBG Grant and scheduling Public Hearing for July 20, 2020 at 6:00 p.m.

Ordinances: None

Reports / Potential Action:

1. City Administrator
 - a. Goal Setting
 - b. Tree Board Survey to N. Sycamore Street
 - c. Mayoral/Council Pay
 - d. N. Sycamore Street Painting
 - e. Hwy. 38 Cedar Street DOT Project
 - f. Compost Site Grinding and Windrow Work
2. Police Chief
3. Public Works Director
 - a. Sealcoating Report
 - b. Other
4. Park and Recreation
 - a. Aquatic Center 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.

Meeting Instructions for the Public

Due to the Covid-19 Virus the City Council will be limiting access to the Council meeting to a limited number of residents on a first come first served basis so that social distancing may be maintained. The meeting will continue to be broadcast on Mediacom (Local Access Channel) and will be accessible via Zoom.

The City Administrator will be on the Zoom Meeting app and you may participate by joining the meeting via zoom, the information being set forth below.

Topic: City Council Meeting July 6th at 6:00 p.m. (Log in between 5:45 and 6:00)

Join Zoom Meeting

<https://us02web.zoom.us/j/86541576179?pwd=YlpOME5LZmxTSk82WFBZWFFpU3YyUT09>

Meeting ID: 865 4157 6179

Password: 977308

Dial by your location: 1-312-626-6799

Regular Council Meeting
June 15, 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, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Police Chief Britt Smith, Director of Park & Recreation Jacob Oswald and Park & Facilities Superintendent Shannon Poe. Library Director Michelle Turnis joined electronically. The public was invited to attend the meeting in person, with limited seating or participate in the meeting electronically via "Zoom Meetings" and were encouraged to communicate from Zoom Meeting via chat, due to the heightened public health risks of the Coronavirus Pandemic (COVID-19). The meeting did have public attendance, both in-person and on Zoom Meeting.

Yeoman moved to approve the agenda, adding discussion on the Sixth Street ditch. Langerman seconded, roll call unanimous.

Stuart Gerdes, 615 North Sycamore, inquired what decision was made regarding trees along North Sycamore where the trees were removed for construction and if they will be able to plant trees in the right of way. Herman stated the Tree Board is working on this but was delayed due to COVID- 19 pandemic. Gerdes stated there are issues with the North Sycamore Street seeding and the landscaping is terrible. Wolken recommended the new seeding be sprayed with a weed killer made for new seeding.

Bud Coyle, 515 North Sycamore, addressed issues with the area by Sixth Street that did not get seeded and concerns on the sidewalk getting fixed by contractor. Herman stated the sidewalk was not installed according to the specs and the contractor is to re-do the sidewalk. Goedken stated the street was raised in front of Coyle's home and feels the elevated street in causing the problems with water drainage. Barry stated they added an intake, which was installed 6 inches higher than the plans called for and the sidewalk was installed 6 to 8 inches higher than the plans called for. During the walk-thru, Horsfield agreed to fix the intake and sidewalk. Barry stated the intake and sidewalk ramp were designed with the elevation of the street in mind.

Yeoman moved to approve the consent agenda, with the removal for the Council minutes, Goedken seconded, roll call unanimous.

Goedken stated he did not remember the storage building being discussed. After discussion, Goedken moved to approve the June 1, 2020 minutes with the following sentence being removed: "Council directed Kahler to put together some options and costs for their review". Langerman seconded, roll call unanimous.

Hanken moved to approve Resolution #2020-70 Directing the City Clerk to Publish Notice of a Public Hearing on the adoption of the proposed City of Monticello Code of Ordinances, Lux seconded, roll call unanimous. Hearing will be held on July 6, 2020 at 6 PM.

Yeoman moved to approve Resolution #2020-71 Approving Pam McCarthy Tax Abatement Application related to Residential Improvements constructed at 511 Locust Ct., Monticello, Iowa, Lux seconded, roll call unanimous.

Regular Council Meeting
June 15, 2020

Lux moved to approve Resolution #2020-72 Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2020 for the City of Monticello, Goedken seconded, roll call unanimous.

Herman reported City purchased airport hangars from Monticello Aviation, who paid taxes in the amount of \$1,746 to cover taxes due until February, 29, 2020 to the City. Goedken moved to approve Resolution #2020-73 to request Abatement of accrued Property Taxes on property owned by the City of Monticello for public purposes within the City limits of the City of Monticello, Feldmann seconded, roll call unanimous.

Herman stated the owner of Northside Bar requested the premise update be removed from the agenda. Yeoman moved to table action related to the approval of premise update adding Northside Bar basement to the license, as previously request of the owner, Langerman seconded, roll call unanimous.

Herman reported the Royal Flush Development Agreement has an error in the dates listed for the rebates, which skipped FY 2021-2022 and proposed resolution corrects the error. Langerman moved to approve Resolution #2020-74 Approving correction of typographical error in Royal Flush Development Agreement, Lux seconded, roll call unanimous.

Herman reported the Park Department has a 2000 Ford Ranger and 2006 GMC Canyon pickup and the Airport has the old police Explorer. The Police Department could sell the Airport the 2015 Interceptor for \$5,000 and could transfer or sell the Park Department the 2011 Silverado pickup for \$10,000. If the pickup is transferred to the Parks Department, it would continue to be made available to the PD for placement of barriers and use for traffic needs. Langerman moved to approve Resolution #2020-75 Authorizing the sale/transfer of the two Police Department vehicles to two other City Departments and to purchase one replacement vehicle, Yeoman seconded, roll call unanimous.

Council discussed proposed wages for employees not covered by the Collective Bargaining excluding the police department staff, as recommended by the Compensation Committee. Tjaden asked the Council to consider a raise of \$3,000 a year, for the next five years to get his wages comparable to other Grade 3 Wastewater Operators. Other proposed increases are: Smith to receive a 2.5% increase plus \$5,000 increase tied to ambulance duties; Lori Lynch, Lead Paramedic to receive \$.55 under the current Collective Bargaining Agreement and an additional \$1.00 per hour for a total of \$1.55 per hour; Hinrichsen to receive 2.5% increase; Kahler to receive 3% increase; Oswald to receive \$5,000 (7.7%) a year increase; Poe to receive 3% increase and Herman to receive a 2% increase. Goedken moved to Resolution #2020-76 Approving FY '21 Wages for Non-Bargaining Staff, including the change for Jim Tjaden's increase to reflect \$3,000 per year for the next five years. Hanken seconded, roll call unanimous.

Council reviewed the proposed increases for the Police Officers and Secretary, as recommended by the Compensation Committee, which is a 3% pay increase for the next three years, elimination of the education incentive and shift differential pay, and adding longevity pay based on years of service. Goedken moved to approve Resolution #2020-77 Approving Employment Agreement with Monticello Police Department Officers and Staff, Langerman seconded, roll call unanimous.

Regular Council Meeting

June 15, 2020

Council decided to hold a goal setting session and possible tour of town to look at various streets following the July 20th Council meeting.

Herman reported two residents contacted him and offered to be on a sidewalk review committee. Their desire is to look at Monticello as a whole and determine what is needed to make Monticello a walkable community.

Herman requested a bid from Heiar Fencing to fence in the Berndes Center's HVAC air exchanger and compressors and will report back to Council.

Herman reported that he filed the Wellmark grant for Fountain Park improvements.

Herman advised that he has received two bids for the North Sycamore Street painting. The angle parking near McNeil Hardware, Theisens and Sacred Heart on Sycamore Street will be 10' and the angle parking on Third Street will remain 9' stalls. The low bid of \$1,500 was from L.L. Pelling.

Herman stated he has plans for Sycamore Street and First Street intersection to make the walks ADA compliant.

Herman reported Keith Hagen would like to build a home at the end of East First Street, west of the wastewater treatment plant road. This area is outside of the treatment plant upgrade scope. City will need to decide whether to extend water and sewer mains to this property or have developer install service lines.

Herman stated the treatment plant upgrades are being designed as large as it can be as a Grade 3 plant to provide additional treatment processing as the town grows and develops.

Goedken voiced his concerns related to the Sixth Street ditch, which was full by Hwy 38 and only knee deep by Bud Coyle's property after the heavy rainfall. He stated there are trees and concrete blocking the flow of the water in the ditch and the box culvert under Hwy 38 is half full of silt cause by obstructions east of Hwy 38. Herman reported easements are drawn-up, however, property owners disagree with having to pay for improvements to the ditch. Herman is working on a USDA water quality grant to help cover the costs and possibly reduce the easements. Goedken inquired on the timeline and stated that it would add value to the property currently being destroyed without improvements. Wolken agreed the trees and debris is making a pinch point in the ditch. Bud Coyle stated there was never a problem with the ditch until the concrete was put in and feels taxpayers should not have to pay to remove it. Herman stated area of the ditch by Scott Chally's property is also a concern. Herman will update Council on status at the next meeting.

Kahler stated last year when they hired the sealcoating done, it was his intent to hire all sealcoating done as the City equipment is outdated. He stated there are 38 sealcoated streets in Monticello. Kahler stated the Council was given a quote from LL Pelling in the Spring of this year in the amount of \$58,756.90 for several streets to be sealcoated and no decision was made on which streets to do. They have moved their equipment to another area, so Kahler will have to see if they will be able to do any sealcoating this year.

Regular Council Meeting
June 15, 2020

Oswald and Poe reviewed the CDC, American Red Cross and the Iowa Department of Health requirements and recommendation to open the swimming pool. They met with the Park Board to review the proposed bullet points needed to open the pool. Poe stated to get all cleaning supplies, PPE supplies and to do the staff training will take a few weeks, but hoping to open June 29th. Lux recommended not having concessions. Yeoman stated at the Park Board meeting they decided to sell only pre-packaged concessions and will be using a punch card. Poe estimated approximately 100 to 150 patrons would be allowed in the pool at one time. They will be selling pre-paid pool passes only. Park Board recommended a soft opening to work through issues. Yeoman moved to approve Park Board recommendation to open the swimming pool following the Park Board recommendations and guidelines, as stated in the June 15, 2020 letter from Shannon Poe to the Council, with a target opening date of June 29th, Hanken seconded, roll call unanimous.

Oswald reported there was an incident at the Youth Tournament, which involved alcohol, this past weekend. Oswald recommended the alcohol not be allowed at any scheduled youth activities or events, but to allow alcohol at the adult activities.

Council discussed increasing the Mayor and Council pay to increase the candidate pool for the offices. Hinrichsen stated the increase would not go into effect until January 1st of the next term of office, following the election in November 2021.

Herman handed out the Library Board's recommendation to open the Library to the public.

Feldmann moved to adjourn at 8:46 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - JUNE 18, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	June 1 - 14, 2020				
Mary Intlekofer	\$ 1,911.00	\$ -	0.00	0.00	\$ 1,305.77
Brandon Kent	2,337.56	85.31	0.00	0.00	1,630.97
Lori Lynch	2,930.16	365.16	0.00	0.00	2,087.23
Shelly Searles	2,374.65	-	0.00	0.00	1,673.63
Chris Szymanowski	546.00	-	0.00	0.00	456.14
Jenna Weih	1,752.81	-	0.00	0.00	1,306.11
Curtis Wyman	1,703.91	91.41	0.00	0.00	1,185.29
TOTAL AMBULANCE	\$ 13,556.09	\$ 541.88	0.00	0.00	\$ 9,645.14
CEMETERY	May 30 - June 12, 2020				
Ed Goldsmith	\$ 292.50	\$ -	0.00	0.00	\$ 267.12
Ty Kehoe	337.50	-	0.00	0.00	311.68
Connor Lambert	281.25	-	0.00	0.00	254.45
Luke Lambert	341.25	-	0.00	0.00	300.86
Dan McDonald	1,803.50	147.49	0.00	0.00	1,300.34
TOTAL CEMETERY	\$ 3,056.00	\$ 147.49	0.00	0.00	\$ 2,434.45
CITY HALL	May 31 - June 13, 2020				
Cheryl Clark	\$ 2,336.55	\$ -	0.00	0.00	\$ 1,623.00
Doug Herman	4,991.75	-	0.00	0.00	3,645.35
Sally Hinrichsen	3,980.90	-	0.00	0.00	2,646.33
Nanci Tuel	1,786.11	-	0.00	0.00	1,250.15
TOTAL CITY HALL	\$ 13,095.31	\$ -	0.00	0.00	\$ 9,164.83
COUNCIL / MAYOR					
Gary Feldmann	\$ 100.00	\$ -	0.00	0.00	\$ 92.35
Dave Goedken	100.00	-	0.00	0.00	92.26
Brenda Hanken	100.00	-	0.00	0.00	92.35
Candy Langerman	100.00	-	0.00	0.00	92.35
Chris Lux	100.00	-	0.00	0.00	92.26
Brian Wolken	300.00	-	0.00	0.00	273.78
Tom Yeoman	100.00	-	0.00	0.00	92.35
TOTAL COUNCIL / MAYOR	\$ 900.00	\$ -	0.00	0.00	\$ 827.70
LIBRARY	June 1 - 14, 2020				
Molli Hunter	\$ 520.25	\$ -	0.00	0.00	\$ 433.75
Penny Schmit	1,074.40	-	0.00	0.00	584.57
Michelle Turnis	1,615.38	-	0.00	0.00	1,001.75
TOTAL LIBRARY	\$ 3,210.03	\$ -	0.00	0.00	\$ 2,020.07
MBC	June 1 - 14, 2020				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,426.69
Shannon Poe	1,576.92	-	0.00	0.00	1,078.42
TOTAL MBC	\$ 3,469.23	\$ -	0.00	0.00	\$ 2,505.11
POLICE	June 1 - 14, 2020				
Zachary Buehler	\$ 1,838.76	\$ -	0.00	0.00	\$ 1,366.61
Peter Fleming	1,886.36	-	0.00	0.00	1,351.88
Dawn Graver	2,056.81	-	0.00	0.00	1,478.77

PAYROLL - JUNE 18, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE (cont.)					
Erik Honda	2,031.96	-	0.00	0.00	1,520.45
Jordan Koos	2,191.44	-	0.00	11.00	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	2,431.30	-	0.00	0.00	1,850.75
TOTAL POLICE	\$ 16,658.46	\$ -	0.00	11.00	\$ 12,298.93
ROAD USE					
	May 30 - June 12, 2020				
Zeb Bowser	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,214.14
Eric Jungling	1,608.00	-	0.00	0.50	1,136.60
TOTAL ROAD USE	\$ 3,264.00	\$ -	0.00	0.50	\$ 2,350.74
SANITATION					
	May 30 - June 12, 2020				
Michael Boyson	\$ 1,870.05	\$ -	0.00	0.00	\$ 1,333.06
Nick Kahler	2,019.23	-	0.00	0.00	1,386.87
TOTAL SANITATION	\$ 3,889.28	\$ -	0.00	0.00	\$ 2,719.93
SEWER					
	May 30 - June 12, 2020				
Tim Schultz	\$ 2,380.96	\$ -	0.00	0.00	\$ 1,752.93
Jim Tjaden	2,230.77	-	0.00	0.00	1,615.64
TOTAL SEWER	\$ 4,611.73	\$ -	0.00	0.00	\$ 3,368.57
WATER					
	May 30 - June 12, 2020				
Daniel Pike	\$ 1,668.00	\$ -	0.00	0.00	\$ 1,210.04
TOTAL WATER	\$ 1,668.00	\$ -	0.00	0.00	\$ 1,210.04
TOTAL - ALL DEPTS.	\$ 67,378.13	\$ 689.37	0.00	11.50	\$ 48,545.51

PAYROLL - JULY 2, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	June 15 - 28, 2020				
Mary Intlekofer	\$ 1,957.20	\$ -	0.00	0.00	\$ 1,336.95
Dean Jensen	279.60	-	0.00	0.00	238.29
Brandon Kent	1,957.21	-	0.00	0.00	1,278.57
Lori Lynch	2,125.20	-	0.00	0.00	1,438.62
Shelly Searles	1,957.20	-	0.00	0.00	1,327.63
Jeff Silver	279.60	-	0.00	0.00	238.29
Chris Szymanowski	1,398.00	-	0.00	0.00	1,079.91
Jenna Weih	1,705.20	-	0.00	0.00	1,254.92
Curtis Wyman	1,669.39	36.19	0.00	0.00	1,062.38
TOTAL AMBULANCE	\$ 13,328.60	\$ 36.19	0.00	0.00	\$ 9,255.56
CEMETERY	June 13 - 26, 2020				
Ed Goldsmith	\$ 277.50	\$ -	0.00	0.00	\$ 253.27
Ty Kehoe	352.50	-	0.00	0.00	325.53
Connor Lambert	240.00	-	0.00	0.00	221.49
Luke Lambert	352.50	-	0.00	0.00	309.13
Dan McDonald	1,835.47	135.47	0.00	0.00	1,322.26
TOTAL CEMETERY	\$ 3,057.97	\$ 135.47	0.00	0.00	\$ 2,431.68
CITY HALL	June 14 - 27, 2020				
Cheryl Clark	\$ 1,736.10	\$ 8.10	1.50	1.50	\$ 1,174.00
Doug Herman	4,030.49	-	0.00	0.00	2,832.23
Sally Hinrichsen	2,550.27	-	0.00	0.00	1,604.26
Nanci Tuel	1,530.40	-	0.00	0.00	1,007.28
TOTAL CITY HALL	\$ 9,847.26	\$ 8.10	1.50	1.50	\$ 6,617.77
FIRE					
Joe Bayne	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
David Husmann	60.00	-	0.00	0.00	55.41
Billy Norton	100.00	-	0.00	0.00	85.94
Paul Warner	100.00	-	0.00	0.00	92.35
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 349.14
LIBRARY	June 15 - 28, 2020				
Molli Hunter	\$ 522.87	\$ -	0.00	0.00	\$ 435.75
Penny Schmit	1,132.00	-	0.00	0.00	625.73
Michelle Turnis	1,655.77	-	0.00	0.00	1,029.97
TOTAL LIBRARY	\$ 3,310.64	\$ -	0.00	0.00	\$ 2,091.45
MBC	June 15 - 28, 2020				
Jacob Oswald	\$ 2,038.46	\$ -	0.00	0.00	\$ 1,529.03
Shannon Poe	1,624.23	-	0.00	0.00	1,111.83
TOTAL MBC	\$ 3,662.69	\$ -	0.00	0.00	\$ 2,640.86
POLICE	June 15 - 28, 2020				
Zachary Buehler	\$ 2,055.19	\$ -	0.00	0.00	\$ 1,519.53
Peter Fleming	2,142.00	-	0.00	0.00	1,509.88
Dawn Graver	2,400.00	-	0.00	0.00	1,718.79
Erik Honda	2,415.00	-	0.00	0.00	1,787.19

PAYROLL - JULY 2, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE (cont.)					
Jordan Koos	2,436.00	-	0.00	0.00	1,752.78
Britt Smith	2,996.15	-	0.00	0.00	2,185.37
Madonna Staner	1,530.40	-	0.00	0.00	1,156.09
Brian Tate	2,457.00	-	0.00	0.00	1,807.07
TOTAL POLICE	\$ 18,431.74	\$ -	0.00	0.00	\$ 13,436.70
ROAD USE					
June 13 - 26, 2020					
Zeb Bowser	\$ 1,795.63	\$ 95.63	0.00	0.00	\$ 1,314.20
Eric Jungling	1,744.94	92.93	0.00	0.00	1,232.04
TOTAL ROAD USE	\$ 3,540.57	\$ 188.56	0.00	0.00	\$ 2,546.24
SANITATION					
June 13 - 26, 2020					
Michael Boyson	\$ 1,688.00	\$ -	0.00	0.00	\$ 1,183.22
Nick Kahler	2,079.81	-	0.00	0.00	1,428.45
TOTAL SANITATION	\$ 3,767.81	\$ -	0.00	0.00	\$ 2,611.67
SEWER					
June 13 - 26, 2020					
Tim Schultz	\$ 1,760.00	\$ -	0.00	0.00	\$ 1,218.58
Jim Tjaden	2,346.15	-	0.00	0.00	1,694.98
TOTAL SEWER	\$ 4,106.15	\$ -	0.00	0.00	\$ 2,913.56
SWIMMING POOL					
Mya Boffei	\$ 220.99	\$ -	0.00	0.00	\$ 196.61
Corinne Gadiant	8.60	-	0.00	0.00	7.95
Madeline Stadtmueller	67.20	-	0.00	0.00	62.06
Maci Welter	67.20	-	0.00	0.00	62.06
TOTAL SWIMMING POOL	\$ 363.99	\$ -	0.00	0.00	\$ 328.68
WATER					
June 13 - 26, 2020					
Daniel Pike	\$ 1,712.00	\$ -	0.00	0.00	\$ 1,240.98
TOTAL WATER	\$ 1,712.00	\$ -	0.00	0.00	\$ 1,240.98
TOTAL - ALL DEPTS.	\$ 65,514.42	\$ 368.32	1.50	1.50	\$ 46,464.29

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AT&T MOBILITY	PD CELL PHONES	214.74			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	10.98			
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00			
ZACHARY BUEHLER	PD CELL PHONE STIPEND	120.00			
DUBUQUE FIRE EQUIPMENT, INC.	PD OSHA	48.00			
PETER FLEMING	PD CELL PHONE STIPEND	240.00			
DAWN GRAVER	PD CELL PHONE STIPEND	240.00			
ERIK HONDA	PD CELL PHONE STIPEND	240.00			
INSURANCE ASSOCIATES, INC.		440.00			
JOHN DEERE FINANCIAL	PD SUPPLIES	9.99			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	73.86			
JORDAN KOOS	PD CELL PHONE STIPEND	240.00			
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	3.22			
BRITT SMITH	PD CELL PHONE STIPEND	600.00			
BRIAN TATE	PD CELL PHONE STIPEND	240.00			
	110 POLICE DEPARTMENT TOTAL		1,881.79		
STREET LIGHTS					
ALLIANT ENERGY-IES	E FIRST STREETLIGHTS	5,000.75			
	230 STREET LIGHTS TOTAL		5,000.75		
AQUATIC CENTER					
CARRICO AQUATIC RESOURCES INC	POOL CHEMICALS	1,278.25			
ROBERT P CLAUSSEN	POOL BUILDING REPAIR/MAINT	222.65			
FAREWAY STORES #840-1	POOL CONCESSIONS	127.62			
JOHN DEERE FINANCIAL	POOL GROUNDS SUPPLIES	713.68			
MYERS-COX CO.	POOL CONCESSIONS	969.46			
OAK STREET COMMERCIAL CABINETS	POOL BUILDING SUPPLIES	94.74			
SPAHN & ROSE LUMBER CO INC	POOL BUILDING REPAIR/MAINT	39.74			
SUPERIOR APPLIANCE, INC.	POOL EQUIP REPAIR/MAINT	39.80			
ULINE	POOL GROUNDS SUPPLIES	593.22			
USA BLUE BOOK	POOL OSHA SUPPLIES (GLOVES)	452.47			
	440 AQUATIC CENTER TOTAL		4,531.63		
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY EQUIP REPAIR/MAINT	179.97			
PAM KRAUS	PLAQUE INSTALLATION - BREHM/JAMIESON	300.00			
	450 CEMETERY TOTAL		479.97		
SOLDIER'S MEMORIAL BOARD					
MONTICELLO MEMORIAL BOARD	SLDR MEM OPERATING FEE	500.00			
O'KEEFE ELEVATOR COMPANY INC	ELEVATOR MAINTENANCE	41.37			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		541.37		
MAYOR AND CITY COUNCIL					
DAVID GOEDKEN	COUNCIL MILEAGE	27.60			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	610 MAYOR AND CITY COUNCIL TOTAL		27.60		
CLERK/CITY ADMIN MOLLI JENN HUNTER	JANITORIAL SERVICES		331.50		
	620 CLERK/CITY ADMIN TOTAL		331.50		
ENGINEER SNYDER & ASSOCIATES, INC	ENGINEERING FEES		15,114.55		
	640 ENGINEER TOTAL		15,114.55		
CITY HALL/GENERAL BLDGS FAREWAY STORES #840-1	CH BUILDING SUPPLIES		20.55		
IOWA INTERACTIVE LLC	CREDIT CARD PROCESSING FEES		370.05		
IOWA LEAGUE OF CITIES	CH DUES		2,143.00		
JOHN DEERE FINANCIAL	CH BUILDING REPAIR/MAINT		6.78		
JONES CO SAFE & HEALTHY	CH CONTRIBUTION		3,000.00		
JONES COUNTY SENIOR DINING	CH CONTRIBUTION		5,025.00		
JONES COUNTY TOURISM ASSOC	CH CONTRIBUTION		1,139.00		
BRIAN KRAMER	CH NUISANCES - 853 RIDGEVIEW		45.00		
O'KEEFE ELEVATOR COMPANY INC	ELEVATOR MAINTENANCE		82.74		
OAK STREET COMMERCIAL CABINETS	CH BUILDING SUPPLIES		94.74		
	650 CITY HALL/GENERAL BLDGS TOTAL		11,926.86		
	001 GENERAL TOTAL		39,836.02		
MONTICELLO BERNDEN CENTER PARKS					
BLADE PEST CONTROL INC	MBC PEST CONTROL		68.00		
FAREWAY STORES #840-1	MBC BUILDING SUPPLIES		5.99		
MOLLI JENN HUNTER	JANITORIAL SERVICES		304.00		
NEXT GENERATION PLBG & HTG LLC	MBC BUILDING REPAIR/MAINT		1,814.87		
WELLS FARGO VENDOR FINANCIAL	2020 TOOLCAT PAYMENT		1,048.95		
	430 PARKS TOTAL		3,241.81		
	005 MONTICELLO BERNDEN CENTER TOTAL		3,241.81		
FIRE FIRE					
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		10,742.76		
RADIOLOGY CONSULTANTS OF IOWA	FIRE PHYSICAL - MCNALLY		34.00		
SANDRY FIRE SUPPLY	FIRE SUPPLIES		268.55		
USA BLUE BOOK	FIRE SUPPLIES		29.15		
	150 FIRE TOTAL		11,074.46		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	015 FIRE TOTAL		11,074.46		
AMBULANCE					
AMBULANCE					
AT&T MOBILITY	AMB CELL PHONES		73.19		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES		10.99		
BLADE PEST CONTROL INC	AMB PEST CONTROL		41.00		
DEPARTMENT OF THE TREASURY	AMB PCORI FEE		12.25		
DUBUQUE FIRE EQUIPMENT, INC.	AMB OSHA		138.90		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		28,638.87		
JOHN DEERE FINANCIAL	AMB VEHICLE REPAIR/MAINT		6.38		
KONICA MINOLTA BUSINESS	AMB OFFICE SUPPLIES		36.93		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		2,471.32		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		79.35		
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES		178.28		
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES		195.65		
	160 AMBULANCE TOTAL		31,883.11		
	016 AMBULANCE TOTAL		31,883.11		
TRUST FUND/STREET BOND					
PUBLIC WORKS					
KRAUS PLUMBING & HEATING INC	STREET BOND REFUND - 346 E 3RD		150.00		
MP NEXLEVEL	STREET BOND REFUND-114 S CEDAR		250.00		
NEXT GENERATION PLBG & HTG LLC	STREET BOND REFUND-415 S LINDEMAN		250.00		
	299 PUBLIC WORKS TOTAL		650.00		
	023 TRUST FUND/STREET BOND TOTAL		650.00		
LIBRARY IMPROVEMENT					
LIBRARY					
MICHELLE TURNIS	LIB IMP SUMMER READING		20.00		
	410 LIBRARY TOTAL		20.00		
	030 LIBRARY IMPROVEMENT TOTAL		20.00		
LIBRARY					
LIBRARY					
MOLLI JENN HUNTER	JANITORIAL SERVICES		114.50		
MICRO MARKETING LLC	LIB BOOKS		19.60		
O'KEEFE ELEVATOR COMPANY INC	ELEVATOR MAINTENANCE		41.37		
OAK STREET COMMERCIAL CABINETS	LIB BUILDING SUPPLIES		47.37		
	410 LIBRARY TOTAL		222.84		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	041 LIBRARY TOTAL		222.84		
AIRPORT					
AIRPORT					
HELLE FARM EQUIPMENT, INC.	AIRPORT EQUIP REPAIR/MAINT		38.49		
MONTICELLO AVIATION INC	AIRPORT HANGAR LOAN		12,885.52		
	280 AIRPORT TOTAL		12,924.01		
	046 AIRPORT TOTAL		12,924.01		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	22059 HWY 38		144.97		
DIAMOND VOGEL PAINT CENTER	227 RU STREET MAINTENANCE SUPPLIES		472.50		
FREESE MOTORS INC	RU VEHICLE OPERATING		22.33		
JOHN DEERE FINANCIAL	RU STREET MAINTENANCE SUPPLIES		465.84		
JONES CO ENGINEER	RU STREET MAINTENANCE CONTRACT		3,615.00		
LINDA KAHLER	RU SUPPLIES		57.67		
KROMMINGA MOTORS INC	RU MINI HOE RENTAL		213.50		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT		12.16		
STEVE MONK CONSTRUCTION, LTD.	RU STREET MAINTENANCE CONTRACT		1,696.60		
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES		1,389.60		
SPAHN & ROSE LUMBER CO INC	RU SUPPLIES		121.93		
THOMPSON TRUCK & TRAILER, INC.	RU EQUIP REPAIR/MAINT		1,397.68		
WELTER STORAGE EQUIP CO., INC.	RU SUPPLIES		24.00		
WHITE HAWK PLUMBING & HEATING	RU SUPPLIES		40.16		
	210 STREETS TOTAL		9,673.94		
	110 ROAD USE TOTAL		9,673.94		
EMPLOYEE BENEFITS					
POLICE DEPARTMENT					
DEPARTMENT OF THE TREASURY	PD PCORI FEE		18.37		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		14,993.93		
	110 POLICE DEPARTMENT TOTAL		15,012.30		
STREETS					
DEPARTMENT OF THE TREASURY	RU PCORI FEE		6.37		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		11,764.38		
	210 STREETS TOTAL		11,770.75		
LIBRARY					
DEPARTMENT OF THE TREASURY	LIB PCORI FEE		7.35		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		334.50		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL		341.85		
PARKS					
DEPARTMENT OF THE TREASURY	MBC PCORI FEE		4.90		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		2,721.06		
	430 PARKS TOTAL		2,725.96		
AQUATIC CENTER					
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		1,980.40		
	440 AQUATIC CENTER TOTAL		1,980.40		
CEMETERY					
DEPARTMENT OF THE TREASURY	CEMETERY PCORI FEE		1.59		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		1,937.16		
	450 CEMETERY TOTAL		1,938.75		
SUPER MAC FUND					
DEPARTMENT OF THE TREASURY	SUPER MAC PCORI FEE		1.23		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		72.32		
	499 SUPER MAC FUND TOTAL		73.55		
CLERK/CITY ADMIN					
DEPARTMENT OF THE TREASURY	CH PCORI FEE		7.11		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		2,971.74		
	620 CLERK/CITY ADMIN TOTAL		2,978.85		
	112 EMPLOYEE BENEFITS TOTAL		36,822.41		
PARK IMPROVEMENT					
CAPITAL PROJECTS					
ROBERT P CLAUSSEN	STREET BANNERS		900.00		
MONK CONSTRUCTION, INC.	PARK IMP - PICKLEBALL COURT		1,200.00		
	750 CAPITAL PROJECTS TOTAL		2,100.00		
	313 PARK IMPROVEMENT TOTAL		2,100.00		
TIF PROJECT					
STREETS					
EMERALD GREEN LAWNCARE	N SYCAMORE ST RECONSTRUCTION		888.00		
	210 STREETS TOTAL		888.00		
	325 TIF PROJECT TOTAL		888.00		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CAPITAL IMPROVEMENT					
STREETS					
EMERALD GREEN LAWCARE	N SYCAMORE ST RECONSTRUCTION		592.00		
	210 STREETS TOTAL		592.00		
	332 CAPITAL IMPROVEMENT TOTAL		592.00		
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BIDWELL BOOKS		90.45		
	410 LIBRARY TOTAL		90.45		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		90.45		
TRUST/IOMA MARY BAKER					
LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS		44.34		
	410 LIBRARY TOTAL		44.34		
	503 TRUST/IOMA MARY BAKER TOTAL		44.34		
WATER					
WATER					
ALLIANT ENERGY-IES	16540 190TH ST WATER TOWER		132.74		
AT&T MOBILITY	WATER CELL PHONES		70.31		
BODENSTEINER IMPLEMENT CO	WATER/SEWER MOWER		5,987.50		
CODE PROPERTIES LLC	OVERPAYMENT REFUND - ANDERSEN		20.00		
DEPARTMENT OF THE TREASURY	WATER PCORI FEE		3.99		
HAWKINS WATER TREATMENT	WATER SYSTEM		20.00		
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE		6,920.26		
IOWA ONE CALL	WATER SYSTEM		37.35		
JOHN DEERE FINANCIAL	WATER/SEWER GENERATOR		631.16		
KIJI LTD	OVERPAYMENT REFUND - INGRAM		479.79		
KROMMINGA MOTORS INC	WATER SYSTEM		125.00		
DELBERT LOOP	OVERPAYMENT REFUND - FELTON		24.40		
R & R REALTY	OVERPAYMENT REFUND - MCCOY		148.77		
MIKE SIMMONS	OVERPAYMENT REFUND - WEYER		136.30		
CALLIE SMITH	OVERPAYMENT REFUND - HOFFMAN		66.29		
USA BLUE BOOK	WATER EQUIP REPAIR/MAINT		125.60		
	810 WATER TOTAL		14,929.46		
	600 WATER TOTAL		14,929.46		
CUSTOMER DEPOSITS					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
WATER					
CITY OF MONTICELLO	WATER DEPOSIT REFUNDS	552.50			
ASHLEY MILLER	WATER DEPOSIT REFUND	5.46			
JEAN TAKES	WATER DEPOSIT REFUND	2.04			
	810 WATER TOTAL		560.00		
	602 CUSTOMER DEPOSITS TOTAL		560.00		
SEWER					
SEWER					
BAKER PAPER CO INC	SEWER LAB SUPPLIES	62.17			
BODENSTEINER IMPLEMENT CO	WATER/SEWER MOWER	5,987.50			
BRIAN CROWLEY	SEWER EQUIP REPAIR/MAINT	373.00			
DEPARTMENT OF THE TREASURY	SEWER PCORI FEE	6.42			
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE	9,286.22			
IOWA ONE CALL	SEWER SYSTEM	37.35			
JOHN DEERE FINANCIAL	WATER/SEWER GENERATOR	602.83			
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	14.64			
M TOWN TIRE & AUTO	SEWER EQUIP REPAIR/MAINT	220.00			
	815 SEWER TOTAL		16,590.13		
	610 SEWER TOTAL		16,590.13		
SANITATION					
SANITATION					
DEPARTMENT OF THE TREASURY	SANITATION PCORI FEE	1.47			
INSURANCE ASSOCIATES, INC.	WORKMANS COMP INSURANCE	6,396.40			
REPUBLIC SERVICES	RESIDENTIAL GARBAGE	23,502.44			
	840 SANITATION TOTAL		29,900.31		
	670 SANITATION TOTAL		29,900.31		
	Accounts Payable Total		212,043.29		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	39,836.02
005 MONTICELLO BERNDEN CENTER	3,241.81
015 FIRE	11,074.46
016 AMBULANCE	31,883.11
023 TRUST FUND/STREET BOND	650.00
030 LIBRARY IMPROVEMENT	20.00
041 LIBRARY	222.84
046 AIRPORT	12,924.01
110 ROAD USE	9,673.94
112 EMPLOYEE BENEFITS	36,822.41
313 PARK IMPROVEMENT	2,100.00
325 TIF PROJECT	888.00
332 CAPITAL IMPROVEMENT	592.00
502 C.C. BIDWELL LIBRARY BOOK	90.45
503 TRUST/IOMA MARY BAKER	44.34
600 WATER	14,929.46
602 CUSTOMER DEPOSITS	560.00
610 SEWER	16,590.13
670 SANITATION	29,900.31
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TOTAL FUNDS	212,043.29

City Council Meeting
Prep. Date: 07/03/20
Preparer: Doug Herman



Agenda Item: 1 ↓ Z
Agenda Date: 07/06/2020

Agenda Items Description Public Hearing on the proposed adoption of the Monticello City Code of Ordinances. Ordinance approving Monticello City Code of Ordinances. (First Reading)

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

Attachments & Enclosures:

Proposed Ordinance

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Public Hearing is the 1st step in Ordinance Approval process. After the PH the Council may consider the first reading of the Ordinance.

Background Information: The Code is not yet available on-line but we were told that it should be soon. We have copies at City Hall and in the library. (To my knowledge we haven't received comments related to the proposed code from the public at City Hall.)

Staff Recommendation: I recommend that the Mayor open the Public Hearing, accept public comment if any, close the Public Hearing, and that the Council approve the first reading. (Changes / Amendments may be made throughout the three reading process.)

ORDINANCE NO. _____

**AN ORDINANCE ADOPTING THE “CODE OF ORDINANCES
OF THE CITY OF MONTICELLO, IOWA”**

BE IT ORDAINED by the City Council of the City of Monticello, Iowa, that:

SECTION 1. Pursuant to published notice and following public hearing on the _____ day of _____, _____, so required by Sections 362.3 and 380.8, Code of Iowa, there is hereby adopted by the City of Monticello, Iowa, the “CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA.”

SECTION 2. All of the provisions of the “CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA,” shall be in force and effect on and after the effective date of this ordinance.

SECTION 3. All ordinances or parts thereof in force on the effective date of this ordinance are hereby repealed from and after the effective date of this ordinance, except as hereinafter provided.

SECTION 4. The repeal provided for in the preceding section of this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance; nor shall such repeal affect any ordinance or resolution promising or guaranteeing the payment of money by the City or authorizing the issuance of any bonds of said City or any evidence of said City's indebtedness or any contract or obligation assumed by said City; nor shall said repeal affect the administrative ordinances or resolutions of the Council not in conflict or inconsistent with the provisions of “THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA”; nor shall it affect the following ordinances specifically saved from repeal:

URBAN RENEWAL

EDITOR’S NOTE		
The following ordinances not codified herein, and specifically saved from repeal, have been adopted establishing Urban Renewal Areas in the City and remain in full force and effect.		
ORDINANCE NO.	ADOPTED	NAME OF AREA
367 and 435		Monticello Urban Renewal Area
482	2-28-00	Breckenridge Urban Renewal Project Area
513	7-02-01	2001 Addition to Monticello Urban Renewal Area
608	8-06-07	2007 Addition to Monticello Urban Renewal Area
642	11-01-10	2010 Addition to Monticello Urban Renewal Area
954	11-21-11	2011 Addition to Monticello Urban Renewal Area
700	6-05-17	2017 Addition to Monticello Urban Renewal Area
709	12-4-17	2017 Addition (Amendment #2)

VACATION AND DISPOSAL OF STREETS**EDITOR'S NOTE**

The following ordinances, not codified herein and specifically saved from repeal, have been adopted vacating certain streets, alleys and/or public grounds and remain in full force and effect.

ORDINANCE NO.	ADOPTED	ORDINANCE NO.	ADOPTED
57	--	470	January 2, 1917
75	--	490	May 4, 1925
87	June 19, 1879	518	September 21, 1931
99	March 14, 1881	151	November 3, 1947
105	May 4, 1881	152	October 11, 1949
107	March 8, 1882	246	January 19, 1981
108	July 7, 1882	283	June 16, 1984
214	May 1, 1900	290	April 15, 1985
226	October 2, 1900	291	July 1, 1985
237	April 2, 1901	307	May 27, 1987
305	May 3, 1905	376	July 19, 1993
459	April 9, 1914	377	December 13, 1993

STREET GRADES**EDITOR'S NOTE**

The following ordinances not codified herein, and specifically saved from repeal, have been adopted establishing street and/or sidewalk grades and remain in full force and effect.

ORDINANCE NO.	ADOPTED	ORDINANCE NO.	ADOPTED
48	November 24, 1931	233	July 18, 1977
172	March 3, 1958	241	January 15, 1979
186	July 29, 1963	272	June 26, 1983
188	June 8, 1964	280	June 18, 1984
197	October 28, 1968	285	October 15, 1984
201	November 17, 1969	587	March 7, 2005
217	June 17, 1974	592	June 20, 2005
219	April 16, 1975	625	April 6, 2009
220	May 27, 1975	651	May 16, 2011
228	April 19, 1976		

ZONING**EDITOR'S NOTE**

The following ordinances have been adopted amending the Official Zoning Map described in this chapter and have not been included as a part of this Code of Ordinances but have been specifically saved from repeal and are in full force and effect.

ORDINANCE NO.	DATE ADOPTED	ORDINANCE NO.	DATE ADOPTED
428	May 28, 1996	655	May 7, 2012
437	October 30, 1996	657	July 2, 2012
446	May 28, 1997	660	August 20, 2012
459	May 26, 1998	661	August 20, 2012
460	August 10, 1998	663	October 15, 2012
466	October 12, 1998	666	April 1, 2013
473	July 12, 1999	668	May 6, 2013
474	July 12, 1999	669	December 16, 2013
487	June 12, 2000	672	May 19, 2014
488	May 30, 2000	673	May 19, 2014
517	August 6, 2001	675	June 16, 2014
530	February 18, 2002	692	December 5, 2016
531	May 6, 2002	695	May 1, 2017
533	June 3, 2002	697	May 1, 2017
534	May 20, 2002	698	April 3, 2017
536	June 3, 2002	699	May 1, 2017
550	January 20, 2003	710	April 2, 2018
551	December 16, 2002	714	May 21, 2018
552	December 16, 2002	717	July 16, 2018
553	January 20, 2003	725	July 1, 2019
555	June 16, 2003	726	August 5, 2019
559	August 18, 2003	727	July 25, 2019
563	October 20, 2003		
564	October 6, 2003		
569	March 15, 2004		
581	November 1, 2004		
607	May 21, 2007		
609	November 13, 2007		
610	November 5, 2007		
618	May 19, 2008		
622	February 16, 2009		
627	June 15, 2009		
632	January 18, 2010		
633	April 19, 2010		

nor shall it affect any other right or franchise conferred by any ordinance or resolution of the Council or any other person or corporation; nor shall it affect any ordinance naming, establishing, relocating or vacating any street or public way, whether temporary or permanent; nor shall it affect any ordinance amending the official zoning map, establishing building lines, establishing and

changing grades, or dedicating property for public use; nor shall it affect any prosecution, suit or other proceeding pending or any judgment rendered on or prior to the effective date of this ordinance.

SECTION 5. The following ordinances, passed subsequent to the preparation of this code but prior to adoption of this code, are hereby adopted and made a part of this code. These are ordinances _____, _____, _____, _____. Said ordinances shall be codified and incorporated in published copies of this code as supplements thereto following adoption of this ordinance.

SECTION 6. An official copy of the "CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA," adopted by this ordinance, including a certificate of the City Clerk as to its adoption and the effective date, is on file in the office of the City Clerk, and shall be kept available for public inspection.

SECTION 7. The City Clerk shall furnish a copy of the "CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA," to the Judicial Magistrates serving the City of Monticello.

SECTION 8. This ordinance shall be in full force and effect from and after the publication of this ordinance, as required by law.

Passed by the City Council of the City of Monticello, Iowa, the ____ day of _____, _____.

MAYOR

ATTEST: _____
CITY CLERK

First Reading: _____

Second Reading: _____

Third Reading: _____

CLERK'S CERTIFICATE

I hereby certify that the foregoing Ordinance No. _____ was published as required by law on the ____ day of _____, _____.

SIGNED _____
CITY CLERK

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: 3
Agenda Date: 07/06/2020

Agenda Items Description Motion to approve replacement of Sidewalk/Driveway panels in front of Monticello Monument at City Cost.

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

Attachments & Enclosures:

Aerial

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: City recently repaired catch basins and adjacent concrete near the Kraus building.

Background Information: 1st Street reconstruction and streetscape occurred in ^{98/99}, which is when the sidewalk and driveway in front of the building now owed by Mark and Pam Kraus was installed. The City recently hired Steve Monk Construction to repair the storm sewer catch basins and sidewalk adjacent thereto that had to be replaced to fix the catch basins. Mark Kraus requested that the City also replace a portion of his driveway/walk based upon his position that the walk was cracked due to movement of the storm sewer pipe. I asked both Nick Kahler and Steve Monk if they saw evidence of a void under the walk/drive when work was underway on the storm sewer catch basin and they did not. (This doesn't mean that heaving of the pipe couldn't have caused an issue if it was heaving.) Mark believes the pipe top may be as close as 1' from the bottom of the sidewalk. I have not confirmed this and will try to do so on Monday.

Mark will be in attendance to explain his position and ask the City to cover the expense of some concrete replacement. (If you find that the City should get involved and determine that the damage was caused by a heaving storm water pipe, I would suggest that we look harder at that areas and potentially put in some steel reinforcement to bridge the pipe and provide some stability for the walk/drive.)

Staff Recommendation: I recommend that the Council consider the request and proceed with a simple motion directing staff how to proceed.



Overview



Legend

- Parcels
- Structures on Lease Land
- Cartography
- Major Roads

Parcel ID	0228228004	Alternate ID	145000	Owner Address	KRAUS, MARK & PAM
Sec/Twp/Rng	n/a	Class	C		130 LINCOLN DR NE
Property Address	201 W 1ST ST MONTICELLO	Acreage	n/a		MOUNT VERNON IA 52314
District	MONCO				
Brief Tax Description	BRADSTREETS ADD W 24' LOT 1 & E 10' LOT 2 (Note: Not to be used on legal documents)				

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

Date created: 7/2/2020
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Developed by Schneider GEOSPATIAL

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: 4
Agenda Date: 07/06/2020

Agenda Items Description Motion to direct staff action related to Zimmerman Property potential Sewer Main or Sewer Service line Extension.

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

Attachments & Enclosures:

Aerial

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Norm asked to be back on the agenda and plans to bring cost estimates and a plan he proposes.

Background Information: Norm proposes to extend a sewer service or main between Systems property and home to South. I don't have a set of proposed plans, so I don't yet know:

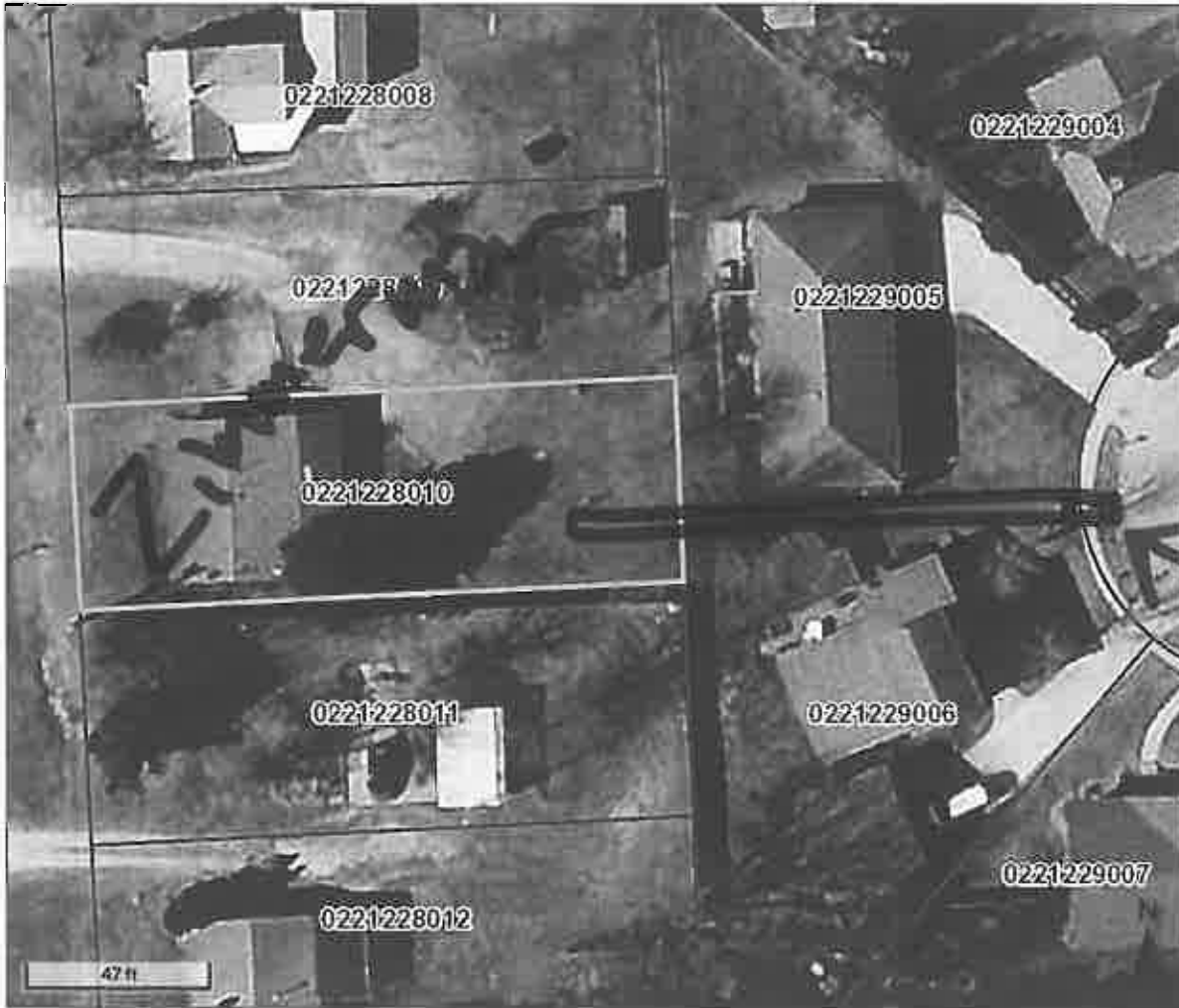
- 1. Pipe size
- 2. Bored or trenched
- 3. Manholes (number and location)
- 4. Involvement/agreement of property to south of Systems if any.

I believe Norm still desires the line to be a "main" not a "service" and does not wish to proceed with a septic system. If a duplex or two-unit condo were built on this lot it would increase the tax base and be a good project.

Mark will be in attendance to explain his plan and to hopefully provide a cost estimate.

Note: If this is to be considered as a City Main we will need to involve our Engineer and the IDNR as a permit will be required.

Staff Recommendation: I recommend that the Council consider the request and proceed with a simple motion directing staff how to proceed.



- Legend**
- Parcels
 - Structures on Leas
 - Land
 - Cartography
 - Major Roads

Parcel ID	0221228010	Alternate ID	032900	Owner Address	NORDON PROPERTIES LLC
Sec/Twp/Rng	n/a	Class	R		19243 STONE BRIDGE RD
Property Address	920 N CEDAR ST	Acreage	n/a		MONTICELLO IA 52310
	MONTICELLO				
District	MONCO				
Brief Tax Description	21 86 3 AUDITORS PLAT #9 LOT 20				
	(Note: Not to be used on legal documents)				

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

Date created: 7/2/2020
 Last Data Uploaced: 7/2/2020 8:21:26 AM

Developed by Schneider GEOSPATIAL

*Proposed
 "Service/Main"
 generally*

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: 5
Agenda Date: 07/06/2020

Communication Page

Agenda Items Description Motion to authorize installation of water/sewer service lines or mains in E. 1st Street ROW, to serve single family residence proposed to be built on lot to the west of Sewer Plant Road.

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

Attachments & Enclosures:

Home Construction location drawing

Water / Sewer Main Maps

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Keith and Carol Hagen wish to construct a home on E. 1st Street on land located just west of Sewer Plant Road and need direction with regard to water and sewer.

Background Information: The distance of the proposed residence has been reviewed with the City Engineer working with us on plans for the new Sewage Treatment Plant and it has been determined that the footprint of the home lies outside the "restricted area". The next hurdle for the Hagens has to do with water and sewer connections. Water and sewer mains are both located to the west of the property. In talks with Keith there are a number of potential solutions:

1. Install water/sewer main extensions. (roughly 300' each)
2. Allow Keith to install long service lines to connect.
3. Other decisions that would need to be made:
 - a. Who pays for mains or service lines?
 - b. If service lines are installed now and a main is installed later should the then owners of the property be required to abandon service lines and connect to mains? At what cost?
 - c. Type/Size of material to be installed.

I have requested information / thoughts from the City Engineer and may have more on that front by Monday. Mike Kraus, who owns other adjacent property, is not planning to develop near this area anytime soon. And, if and when developed it is not clear that he would need mains in that location.

Keith will be in attendance to explain his plans, answer questions, etc.

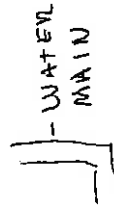
Staff Recommendation: I recommend that the Council consider the request and proceed with a simple motion directing staff/Hagen how to proceed.

RIVERVIEW COURT

ZONED AGRICULTURAL
OWNERS: William + Cammie Greif

SEWER
PLANT
ROAD

← Rezone
TO Residential



DAN VORHIES

100'

140'

150'

10" Sidewalk

1167.49

30' SETBACK

30' SETBACK

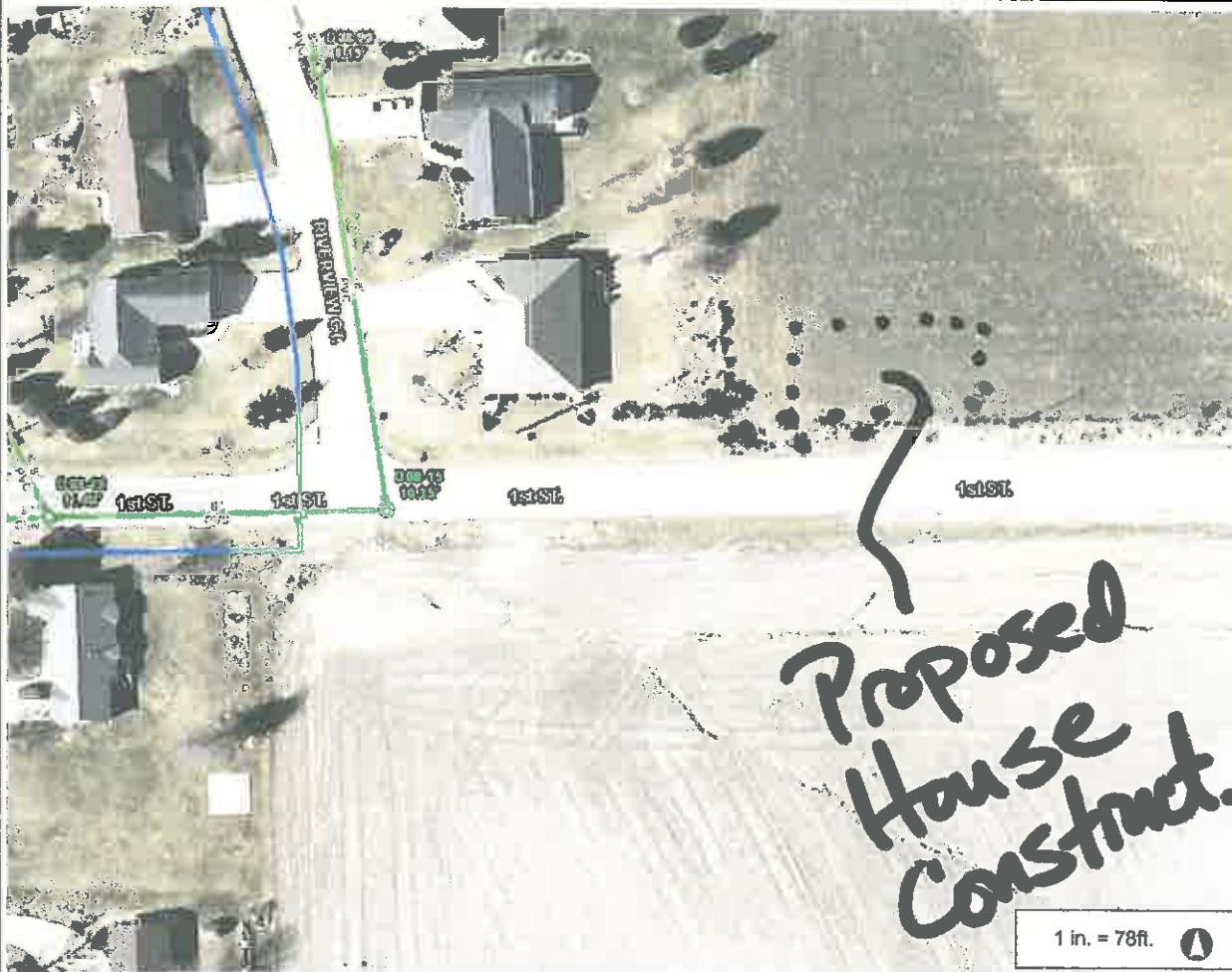
(NOT TO SCALE)

⊗ Sewer
Main

EAST FIRST STREET

Keith Hagen
Carol Hagen

Monticello, IA



- Legend**
- Water System Valves
 - Water Hydrants
 - Water Sample Station
 - Water Main Break
 - Water Lateral Line
 - Water Main
 - Water Network Structures**
 - Well
 - Water Tower
 - Manhole**
 - Flush Tank
 - Lamp Hole
 - Manhole
 - Gravity Main
 - Sewer Plant
 - Sign
 - Street Classification
 - Corporate Limits

Proposed House Construct.

1 in. = 78ft. [North Arrow]



This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Blue - Water
Green - Sewer

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: 6
Agenda Date: 07/06/2020

Agenda Items Description Resolution authorizing the City Clerk to transfer funds budgeted to be transferred by FY '21 budget.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

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

Background Information: Proposed Resolution is a formal approval of all transfers from one fund to another in the City Budget. The transfers all appear in the approved budget for FY '21.

The Resolution sets out the proposed transfers.

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

THE CITY OF MONTICELLO, IOWA

RESOLUTION

Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2021 for the City of Monticello

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

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

SECTION 1: Authorize the City Clerk to Transfer Funds. That the City Clerk be and is hereby authorized by the City Council to make the appropriate transfer of sums and record the same in the appropriate manner for FY 2021.

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

1. Transfer from the General Fund to Park Improvements - \$30,000.00 for Willow Park Trail and Fountain Park
2. Transfer from the General Fund to the Monticello Berndes Center - \$170,000.00 to support operation of the Berndes Center.
3. Transfer from the General Fund to the Fire Department - \$70,629.00 to support the operation of the Fire Department
4. Transfer from the General Fund to the Ambulance Fund - \$225,000.00 to support the operation of the Ambulance Department.
5. Transfer from the General Fund to Super MAC Fund - \$25,000.00 to support the operation of the Super MAC Department
6. Transfer from the General Fund to the Insurance Fund - \$20,000.00 to pay for self-funded insurance payments.
7. Transfer from the General Fund to General Equipment Set-Aside - \$10,000.00 to purchase future police squad car and equipment
8. Transfer from the General Fund to the Library Fund - \$125,000.00 to support the operation of the Library Department.
9. Transfer from Fire Department to C.P. Fire Department - \$45,000.00 to purchase future Fire Trucks
10. Transfer from the Ambulance Fund to General Equipment Set-Aside - \$10,000.00 to purchase future Ambulance and equipment
11. Transfer from Hotel/Motel Fund to Park Improvement/Trail Set-Aside - \$12,000.00 to for trail improvements
12. Transfer from the Library Fund to the Library Capital Improvement fund - \$2,000.00 to pay for various Library Building Improvements

13. Transfer Road Use Fund to Road Use Set-Aside fund - \$20,000.00 to purchase future vehicles and equipment
14. Transfer TIF Collections to TIF Debt - \$286,648.00 to pay for FY 2021 principal, interest and registration fee payments
15. Transfer Water Operating to Debt Service - \$107,880.00 to pay for 2021 principal, interest and registration fee payments
16. Transfer Water Operating to General Fund - \$20,385.00 to pay back Internal Loan payment (Resolution #19-103)
17. Transfer Sewer Operating to Debt Service - \$94,659 to pay for 2021 principal, interest and registration fee payments
18. Transfer Storm Water Fund to Debt Service - \$11,213.00 to pay for 2021 principal, interest and registration fee payments
19. Transfer Storm Water Fund to General Fund - \$10,000.00 to pay back Internal Loan payment (Resolution #19-103)

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 6th day of July 2020, that the City Council does hereby approve to make the appropriate transfer of sums listed above for FY 2021.

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 6th day of July 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: **7**
Agenda Date: 07/06/2020

Communication Page

Agenda Items Description: Resolution to approve Pay Request #4 from Crawford Company related to Berndes Center HVAC project.

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

Attachments & Enclosures:

Proposed Resolution
Payment App. and Certificate for Payment

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	\$19,775.20
Revenue:	n/a

Synopsis: Pay Request #4 from Crawford Company related to Berndes Center HVAC project.

Background Information: This is the fourth pay request from Crawford and it has been reviewed and approved for payment by the Cities' Engineer on this project. A 5% retainer is being held in the amount of \$7,919.20. After this payment the retainage will remain unpaid. The Resolution specifically approves payment of the retainage after the passage of thirty (30) days absent the identification of problems with the work performed at the Berndes Center without separate Resolution of the City Council.

Staff Recommendation: I recommend that the Council approve Pay Request #4.

The City of Monticello, Iowa

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

RESOLUTION #2020-

Approving Pay Request #4 from Crawford Company related to Berndes Center HVAC Project.

- WHEREAS, Crawford Company was hired to install a new and updated HVAC system at the Berndes Center as designed and overseen by Dieter Muhlack, P.E., MEP Engineers, and
- WHEREAS, MEP has reviewed and has recommended the approval of the 4th pay request submitted by Crawford Company, and
- WHEREAS, The total work completed to date totals \$158,384, and after withholding the contractually agreed upon retainer of 5% the pay request totals \$17,775.20, and
- WHEREAS, The City Council finds, on the advice and recommendation of the MEP Engineers that the 4th pay request in the amount of \$17,775.20 should be, and is hereby approved,
- WHEREAS, The Council also finds that the balance remaining, in the amount of \$7,919.20, representing the retainer, is hereby approved for presentation to the City Council as part of the bill list, after the passage of thirty days from the approval of this Resolution absent a determination by City Staff that there is a reason to hold the retainer due to workmanship or other issues identified with the work performed.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve Pay Request #4 submitted by Crawford Company in the amount of \$19,775.20.

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 6th day of July, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: CITY OF MONTICELLO
200 E. 1ST STREET
Monticello, IA 52310

PROJECT: MONTICELLO BERNDES CENTER
@ 766 NORTH MAPLE ST
MONTICELLO, IA 52310

APPLICATION NO.: 4
PERIOD TO: 6/29/2020
PROJECT NOS.: CONTRACT

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: Crawford Company
1306 Mill Street
Rock Island, IL 61201
3097884573

VIA ARCHITECT:

CONTRACT DATE: 2/20/2020
INVOICE NO.: 0112018-IN

CONTRACTOR'S APPLICATION FOR PAYMENT

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

- 1. ORIGINAL CONTRACT SUM 158,384.00
- 2. Net change by Change Orders 0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) 158,384.00
- 4. TOTAL COMPLETED & STORED TO DATE 158,384.00

(Column G on G703)

5. RETAINAGE:

- a. 5.00 % of Completed Work (Columns D + E on G703) 7,919.20
- b. 0.00 % of Stored Material (Column F on G703) 0.00

Total Retainage (Line 5a + 5b or

Total in Column I of G703) 7,919.20

6. TOTAL EARNED LESS RETAINAGE

150,464.80

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) 130,689.60

8. CURRENT PAYMENT DUE

19,775.20

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) 7,919.20

CHANGE ORDER SUMMARY	ADDITIONS	DELETIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order		0.00

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

CONTRACTOR:



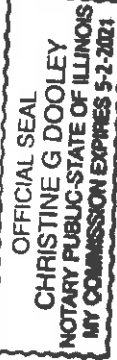
By: _____ Date: 6-29-20

State of: Illinois County of: Rock Island

Subscribed and sworn to before me this 29 day of June 2020

Notary Public:

My Commission expires: 5/2/21

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 19,775.20

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

ARCHITECT:



By: _____ Date: 6-29-2020

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

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT

containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for lime items may apply.

APPLICATION NO.: 4

APPLICATION DATE: 6/29/2020

PERIOD TO: 6/29/2020

ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E-F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D-E)						
000001	PLUMB SUPPLY - EQUIPMENT	22,433.00	22,433.00	0.00	0.00	0.00	22,433.00	0.00	1,121.65
000002	HART-HAMMER - EQUIPMENT	46,165.00	46,165.00	0.00	0.00	0.00	46,165.00	0.00	2,308.25
000003	HVAC LABOR	30,756.00	30,500.00	256.00	0.00	0.00	30,756.00	0.00	1,537.80
000004	HVAC MATERIALS	12,000.00	11,600.00	400.00	0.00	0.00	12,000.00	0.00	600.00
000005	SUB - SALOW INSULATION	18,760.00	0.00	18,760.00	0.00	0.00	18,760.00	0.00	938.00
000006	SUB - JHOLST CONSTRUCTION	4,180.00	4,180.00	0.00	0.00	0.00	4,180.00	0.00	209.00
000007	SUB - MONTI PHE	13,804.00	13,804.00	0.00	0.00	0.00	13,804.00	0.00	690.20
000008	SUB - INTEGRATED ENVIRONMENTS TEST & B	2,800.00	1,400.00	1,400.00	0.00	0.00	2,800.00	0.00	140.00
000009	BOND	2,286.00	2,286.00	0.00	0.00	0.00	2,286.00	0.00	114.30
000010	DELIVERIES	700.00	700.00	0.00	0.00	0.00	700.00	0.00	35.00
000011	MOLBILIZATION	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00	225.00
	Original Contract Total:	158,384.00	137,568.00	20,816.00	20,816.00	0.00	158,384.00	0.00	7,919.20
	INVOICE TOTALS	158,384.00	137,568.00	20,816.00	20,816.00	0.00	158,384.00	0.00	7,919.20

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: 8
Agenda Date: 07/06/2020

Communication Page

Agenda Items Description Resolution to approve on-call Ambulance Pay Rates.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:
 Budget Summary:
 Expenditure:
 Revenue:

Synopsis: Proposed increases to rates paid to Ambulance on-call staff

Background Information: From Administrative Director of Ambulance Services, Chief Smith: Previously the On-Call rate for all members was \$2.00/hour. We have asked our members in the on-call category to increase their work load and cover all night shifts 7 days per week from 6pm to 6am. In order accomplish this we needed to increase the On-Call rate from \$2.00/hour to \$8.00/hour for all on-call members of the service to create a greater willingness and employee base to cover more of the schedule. Once the member actively responds to a call, an increase to the base On-Call rate occurs depending on your certification level, from, EMT/AEMT, or Paramedic level. The increased hourly rate is proposed to be increased to the current collective bargaining rate for the starting category. Currently the starting EMT/AEMT rate is \$19.30/Hour and the Paramedic is \$22.30/hour. If we can be compensating our Full-Time staff these rates even when not actively on a call, we can pay our on-call members the same rates when they are actively treating patients. In addition, we do not need the “driver” rate, and EMT-B/EMT-I, Paramedic or Paramedic Specialist rate is no longer needed as the State of Iowa has consolidated certification classifications.

The wages of Ambulance On-Call members are proposed to be as follows:

On-Call Rate	\$8.00/Hour All employees regardless of Certification Level when On-Call
EMT/AEMT	\$19.30/Hour When On-A-Call/Treating or Transporting a Patient
Paramedic	\$22.30/Hour When On-A-Call/Treating or Transporting a Patient

July 1, 2019 rates:	Fee to paid for 6-hour On-Call shift:	\$12.00 (6-Hour)
	Ambulance Driver:	\$7.66/Hour
	EMT-B or EMT-I	\$10.56/Hour
	Paramedic:	\$12.67/Hour
	Paramedic Specialist:	\$13.72/Hour

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

The City of Monticello, Iowa

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

RESOLUTION #20-

Approving on-call Ambulance Pay Rates

WHEREAS, based upon the recommendation of the Administrative Director of Ambulance Services the wages of on-call Ambulance staff/volunteers are proposed to be set as follows:

Volunteers, will remain unchanged in the following amounts:

On-Call Rate: \$8.00/Hour All employees regardless of Certification Level when **On-Call EMT/AEMT: \$19.30/Hour When On-A-Call/Treating or Transporting a Patient**
Paramedic: \$22.30/Hour **When On-A-Call/Treating or Transporting a Patient**

-and-

WHEREAS, the Council finds that the proposed pay rates are appropriate and in the best interests of the Ambulance Department and will foster/increase the use of on-call staff / volunteers which will be financially beneficial to the department.

NOW THEREFORE BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the pay rates for on-call ambulance staff/volunteers as set forth previously herein, the on-call pay rate of \$8.00 per hour to take effect retroactively to the pay period commencing on April 20th, the other wage increases to take effect and be applicable to all hours worked from and after July 1st.

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 17th day of June, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 07/02/20
Preparer: Doug Herman



Agenda Item: 9
Agenda Date: 07/06/2020

Communication Page

Agenda Items Description: Resolution to approve policies related to receipt of CDBG Grant and Scheduling Public Hearing for July 20, 2020 at 6:00 p.m.

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

Attachments & Enclosures:

Proposed Policies
Proposed Resolution (Not yet drafted)

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Chief Smith applied for and received a CDBG Grant and some of the conditions of the grant require that the City have certain policies in place; we do not currently have all of said policies in place.

Background Information: Grant totals \$2295 total, with \$500 going to the Ambulance to purchase a \$500 UV disinfecting light and \$1800 going to the Fire Dpt. to purchase Accountability Software and Equipment.

The attached policies require City Adoption to be eligible for the grant proceeds. A public hearing needs to be scheduled as well; the notice will read as follows:

Pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, the Monticello City Council will hold a public hearing on (Date) at (Time) at (Location). The purpose of the hearing will be to discuss the status of funding for the purchase of a UV Disinfecting Lamp for the Monticello Ambulance Service and Accountability Software and Equipment for the Monticello Fire Department. The project is being funded through a Community Development Block Grant provided by the Iowa Economic Development Authority. If you have questions concerning the project or if you require special accommodations to attend the hearing such as handicapped accessibility or translation services, you may contact Sally Hinrichsen at 319-465-3577. Persons interested in the status of funding or the progress of the project are welcome to attend this meeting.

One of the policies, the Residential Anti-Displacement and Relocation Assistance Plan, will need some review and modification before final approval. I will look over before Monday and make some recommendations.

Staff Recommendation: I recommend that the Council approve the proposed policies and set a Public Hearing on the acceptance of the Grant for July 20, 2020 at 6:00 p.m.



201 East South Street
Monticello, IA 52310
319-465-3526

RESIDENTIAL ANTI DISPLACEMENT & RELOCATION ASSISTANCE PLAN

This Residential Anti-displacement and Relocation Assistance Plan is prepared by *the City of Monticello* in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹, UDAG and/or HOME-assisted projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, Monticello will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower-income dwelling units" (as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

Monticello will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the [CDBG and/or HOME] Program[s], move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

201 East South Street
Monticello, IA 52310
319-465-3526

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

One-for-One Replacement of Lower-Income Dwelling Units

The City of Monticello will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the [CDBG and/or HOME] Program[s] in accordance with 24 CFR 42.375. Before entering into a contract committing the City of Monticello to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of Monticello will make public by publication in a newspaper of general circulation and submit to HUD [the State, under the State CDBG and/or HOME Program(s)] the following information in writing:

A description of the proposed assisted project;

The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;

A time schedule for the commencement and completion of the demolition or conversion;

To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. NOTE: See also 24 CFR 42.375(d).

5. The source of funding and a time schedule for the provision of the replacement dwelling units;

The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and

Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, [city/county] will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the *City of Monticello* may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The *Doug Herman, City Administrator*, is responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period. The is responsible for

*201 East South Street
Monticello, IA 52310
319-465-3526*

providing relocation payments and other relocation assistance to any lower lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

ADOPTED AND APPROVED THIS DATE: _____

Signed Mayor _____

Attest: _____



201 East South Street
Monticello, IA 52310
319-465-3526

EQUAL OPPORTUNITY POLICY

DATE: ___ / ___ / ___

It is the policy of *the City of Monticello* to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped and to administer its programs in a manner that does not discriminate against any person because of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

The *Mayor* has ultimate responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the *Mayor's* responsibility. The *Mayor* will review all policies and procedures as they affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes.

The right of appeal and recourse is guaranteed by *the City of Monticello*. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administer by the *City of Monticello* because of race, creed, color, religion, sex, national origin, age, disability, political affiliation, sexual orientation, or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by Doug Herman, City Administrator, who can be contacted at 319-465-3577.

This Equal Opportunity Policy of the *City of Monticello* shall be posted in conspicuous places within the facility, distributed to all employees, contractors and to the persons of all advisory and policy-making groups.

Mayor
City of Monticello



201 East South Street
Monticello, IA 52310
319-465-3526

EXCESSIVE FORCE POLICY

WHEREAS, *The City of Monticello* has received federal funding through the Community Development Block Grant (CDBG) program; and,

WHEREAS, Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990 requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient's jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

WHEREAS, all recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration; and

WHEREAS, *The City of Monticello* endorses a policy prohibiting the use of excessive force and will inform all law enforcement agencies within its jurisdiction of this policy,

NOW, THEREFORE, BE IT RESOLVED, *The City of Monticello* hereby prohibits any law enforcement agency operating within its jurisdiction from using excessive force against any individuals engaged in nonviolent civil rights demonstrations. In addition, *the City of Monticello* agrees to enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration. *The City of Monticello* further pledges enforcement of this policy within its jurisdiction and encourages any individual or group who feels that the *City of Monticello* has not complied with this policy to file a complaint.

Information and assistance relative to excessive force complaints shall be provided by *Chief Britt Smith of the Monticello Police Department*

Adopted by *the City of Monticello* this ___ day of _____, 20__

Signed _____ Mayor



201 East South Street
Monticello, IA 52310
319-465-3526

AFFIRMATIVE FAIR HOUSING POLICY

This notice is published pursuant to the requirements of Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance, and with Title VIII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in the provision of housing because of race, color, creed, religion, sex, national origin, disability or familial status.

The City of Monticello, Iowa advises the public that it will administer its assisted programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing and the provision of brokerage services.

The City of Monticello shall assist individuals who believe they have been subject to discrimination in housing through the resources of the Iowa Civil Rights Commission or the U.S. Department of Housing and Urban Development.

The City of Monticello has designated the following person as the contact to coordinate efforts to comply with this policy. Inquiries should be directed to:



NAME: Doug Herman

OFFICE: City Administrator

ADDRESS: 200 East First Street

CITY/STATE/ZIP CODE: Monticello, Iowa 52310

PHONE NUMBER: 319-465-3577

HOURS: 8:00am-5:00pm



201 East South Street
Monticello, VA 52310
319-465-3526

Code of Conduct

PURPOSE

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 2 CFR Part 200.318 and other applicable federal and state standards, regulations, and laws.

APPLICATION

This Code of Conduct applies to all officers, employees, or agents of the City of Monticello engaged in the award or administration of contracts supported by federal grant funds.

REQUIREMENTS

No officer, employee, or agent of the City of Monticello shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
 - b. Any member of his/her immediate family;
 - c. His/her partner; or
- An organization which employs or is about to employ any of the above; or, has a financial or other interest in the firm selected for award.

The City of Monticello and its officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

FRAUD, WASTE AND ABUSE

The City of Monticello has zero tolerance for the commission or concealment of acts of fraud, waste, or abuse. All officers, employees, or agents shall notify City Clerk, Sally Hinrichsen, of suspected actions. Allegations of such acts will be investigated and pursued to their logical conclusion, including legal action where warranted. Concerns may be reported to City Administrator Doug Herman at 319-465-3577.

REMEDIES

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against the City of Monticello, officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents. Passed and adopted this _____ day of _____, _____.

(signature)
(typed name), (title)

ATTEST:

(signature)

City Council Meeting Prep. Date: 07/02/2020 Preparer: Doug Herman		Agenda Item: Agenda Date: 07/06/2020
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Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:
Referenced Below

<u>Fiscal Impact:</u>	
Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Reports / Potential Action:

1. City Administrator
 - a. Goal Setting: Data compiled from Dpt. Heads will be handed out with Survey forms for Council to consider in advance of July 20th Goal Setting Meeting.
 - b. Tree Board Survey to N. Sycamore Street: See attached survey. Responses due Monday, will attempt to compile data for Council consideration. At some point a decision needs to be finalized with regard to where trees are going to be allowed to be planted.
 - c. Mayoral/Council Pay: What is the next step the Council / Mayor would like to pursue on this issue. Do you want to consider a proposed Ordinance, do you want to discuss form of government / representation plan options, etc.
 - d. N. Sycamore Street Painting: Rain has delayed the painting of parking stalls. Hope to have a confirmed date next week
 - e. Hwy. 38 Cedar Street DOT Project: DOT plans to grind and overlay Hwy 38 through town in '22. Does the Council wish to consider other upgrades? Bike lane? Concrete?
 - f. Compost Site Grinding and Windrow Work: Company supposed to be here next week. They have had equipment issue and overloaded with yard waste debris caused by too many people at home and not at work.
2. Police Chief
3. Public Works Director
 - a. Sealcoating Report
 - b. Other
4. Park and Recreation
 - a. Aquatic Center Update

Tree Board Survey

N. Sycamore Street Residents

The City of Monticello Tree Board is gathering information to assist the Board and the City Council with decisions related to the planting of trees along N. Sycamore Street. At this point it is not yet clear exactly where trees will be allowed to be planted, whether in the ROW (between curb and street) or only on the property on the house side of the sidewalk. Please answer the following questions to help us put a plan together:

1. Name: _____
2. Address: _____
3. Number of trees removed from your property as part of the N. Sycamore Street Project: _____
4. Phone #: _____
5. E-mail: _____
6. Are you interested in having a replacement tree planted?
 - a. In the right-of-way in front of your house: _____ (yes or no)
 - b. In your yard, between the back edge of the sidewalk and your house: _____ (yes or no)
7. Do you live on a corner lot? _____ (yes or no)
 - a. If yes, please specify where you would like to see a tree(s) planted, if you have a preference, whether on Sycamore Street side of your property, side street, or both:

8. Questions/Comments:

Monticello Tree Board
Anne Strittmatter, Chair
Mike Meshak
Sam Hunt
Marv Kelchen
Gaylen Kray

PLEASE RETURN TO THE CITY CLERK'S OFFICE BY NO LATER THAN MONDAY JULY 6, 2020