

# City of Monticello, Iowa

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Posted on January 28 2021 at 9:00 a.m.

Monticello City Council Meeting February 1, 2021 @ 6:00 p.m.

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

<b>Mayor:</b>	Brian Wolken	<b>Staff:</b>	
<b>City Council:</b>		<b>City Administrator:</b>	Vacant
<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>	Scott Brighton	<b>City Engineer:</b>	Patrick Schwickerath
<b>Ward #2:</b>	Candy Langerman	<b>Public Works Dir.:</b>	Nick Kahler
<b>Ward #3:</b>	Chris Lux	<b>Water/Wastewater Sup.:</b>	Jim Tjaden
<b>Ward #4:</b>	Tom Yeoman	<b>Park &amp; Rec Director:</b>	Jacob Oswald

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

**Open Forum:** If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

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

<b>Approval</b> of Council Special Mtg. Minutes	January 16, 2021
<b>Approval</b> of Council Mtg Minutes	January 18, 2021
<b>Approval</b> of Payroll	January 28, 2021
<b>Approval</b> of Bill List	
<b>Approval</b> of Volunteer Fire Department Roster	

## Motions:

1. Motion to accept the Airport Courtesy car bid

**Public Hearings:** None

## Resolutions:

2. **Resolution** Wages for Fire Department Officers

## Ordinances:

3. **Ordinance** amending the Code of Ordinances of the City of Monticello, Iowa, by amending provisions pertaining to Section 15.04 Mayor's Compensation (3<sup>rd</sup> and final reading)

**Reports / Potential Action:**

1. Mayor
  - a. Mayor appointment of Council liaisons to City Boards
2. City Clerk
3. Public Works Director
4. Police Chief
5. Park and Recreation
6. City Engineer

**Work Sessions:**

1. **Final Budget Review**

**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 public will be**  
**admitted into this meeting with limited seating.**

**The meeting will continue to be broadcast on Mediacom (Local Access Channel) and will be accessible via Zoom via the following link.**

Join Zoom Meeting

<https://us02web.zoom.us/j/85845446365?pwd=WXdIbmFQekFHd2RnbVFmV3J5NlFuQT09>

**Topic: Monticello City Council**

**Time: Feb 1, 2021 06:00 PM Central Time (US and Canada)**

**Meeting ID: 858 4544 6365**

**Passcode: 948018**

**By Phone: 1-312-626-6799**

**Some feel more comfortable with other wearing masks. While not required, please take this consideration into account.**

Special Council Meeting  
January 16, 2021 – 8:00 A.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Candy Langerman, Scott Brighton, Chris Lux and Tom Yeoman. Also present were City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Police Chief Britt Smith, Park & Rec Director Jacob Oswald and Library Director Michelle Turnis joined electronically. The public was invited to attend the meeting in person, with limited seating or to 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 via Zoom.

Yeoman moved to approve the agenda, Langerman seconded. Roll call unanimous.

Callahan Municipal Consultants, Patrick Callahan gave an overview of the interview process for City Administrator candidates and gave Hinrichsen the written requests for a closed session from the three candidates.

Yeoman moved to go into closed session to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session pursuant to Iowa Code Section 21.5(1)(i) agenda. Brighton seconded, roll call unanimous.

Yeoman moved to return to open session, Langerman seconded. Roll call unanimous. Callahan reviewed the next step on contacting the City Administrator candidates and offering a proposed candidate selected by the Council. Langerman moved to authorize Mayor to work with Patrick Callahan to proceed as discussed to negotiate an offer of employment and contact with the preferred candidate with all terms and conditions of such employment subject to the approval of the City Council at the next Council meeting on January 18, 2021 at 6:00 P.M. and to contact the City Administrator candidates accordingly, Goedken seconded. Roll call vote unanimous.

Brighton moved to adjourn at 3:32 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

Regular Council Meeting  
January 18, 2021 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Scott Brighton, Candy Langerman, Chris Lux and Tom Yeoman. Also present were City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Water/Wastewater Superintendent Jim Tjaden, Police Chief Britt Smith, Library Director Michelle Turnis and Park & Rec Director Jacob Oswald. The public was invited to attend the meeting in person, with limited seating or to 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 via Zoom.

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

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

Mayor Wolken reported a developer approached the City and would like to restore /make improvements to the building located at 103 West First Street. Wolken recommended the Council proceed with an RFP to seek proposals from anyone interested in the property. The City would retain possession of the building until July 1, 2022, to take advantage of grants that are only available to the City. The roof has collapsed on a section of the building and to replace it would take extra structural walls, so it would make sense to work with a developer interested in buying the property. City could lease the building to the developer selected and allow them to begin restoration prior to July 1, 2022. Last year, the City applied for a CDBG grant which we were not awarded. This year, the City would rank higher, as we have an interested developer for the building. The proposal, at a minimum, to include a purchase price, plan for the property and a time frame. This will be on the March 1<sup>st</sup> Council agenda for Council to decide how to proceed. Yeoman moved to proceed with placing a notice in the Express to seek proposals from anyone interested in the property. The proposal, at a minimum, to include a purchase price, plan for the property and a time frame. Langenburg seconded. Roll call unanimous.

Council has been working with Patrick Callahan, with Callahan Municipal Consultants, LLC to seek, interview and select the next City Administrator. Goedken moved to approve Resolution #2021-12 to approve the appointment of Russell Farnum as City Administrator and setting the salary at \$95,000. Hanken seconded. Roll call unanimous.

Langerman moved to approve Resolution #2021-13 Approving Employment Agreement for City Administrator Russell Farnum effective March 1, 2021. Goedken seconded. Roll call unanimous. Mayor Wolken introduced Russell Farnum via zoom. Farnum stated he was excited to be selected and looking forward to working with City.

Goedken moved to approve Resolution #2021-14 Approving funding /investment in Jones County Tourism in the amount of \$1,139.00 for FY 2022. Hanken seconded, roll call unanimous. Consensus of the Council was to not award any portion of the Hotel /Motel Tax

Regular Council Meeting  
January 18, 2021

that they requested, instead suggesting they make a request for Hotel/Motel tax funds, if they want support for specific projects /efforts, not just in their general fund.

Langerman moved to approve Resolution #2021-15 Approving FY '22 Senior Dining Funding request in the amount of \$3,200. Brighton seconded, roll call unanimous.

Brighton moved to approve Resolution #2021-16 Approving Agreement for Communication Services between Jones County, Jones County Sheriff and City of Monticello. Langerman seconded, roll call unanimous.

Council discussed the proposed Development Agreement with BR3 Development LLC to demolish the existing structures at the intersection of North Main and East First Streets and construct a grocery /retail facility. Council needs to modify the Urban Renewal Area and Plan to include the BR3 Development project. Langerman moved to approve Resolution #2021-17 Preliminarily approving a Development Agreement between the City of Monticello and BR3 Development, LLC and scheduling a Public Hearing on the proposed agreement. Yeoman seconded. Roll call unanimous. Public Hearing will be held on March 1, 2021 at 6:00 p.m.

Goedken moved to approve Resolution #2021-18 preliminarily finding that certain property as described herein, located within the Monticello City Limits, is blight and /or prime for economic development, directing staff to proceed to Amend the City of Monticello Urban Renewal Area and Plan, and to schedule a Public Hearing on the proposed Urban Renewal Area and Plan amendments for the 1<sup>st</sup> day of March 2021 at 6:00 p.m. Lux seconded. Roll call unanimous.

Yeoman moved Resolution #2021-19 Directing City Clerk to sign the Assurance with Respect to Real Property Acquisition of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as Amended and other SRF loan documents. Brighton seconded. Roll call unanimous.

Hinrichsen reported the 2019 State of Iowa Legislative session passed a budget process requirement for an additional public hearing to be held regarding certain tax levy rates, however, not including the debt service levy. Brighton moved to approve Resolution #2021-20 Scheduling 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 2021-2022 Budget for February 15, 2021 at 6:00 p.m., seconded by Goedken, roll call unanimous.

Yeoman moved to approve Ordinance #738 amending the Code of Ordinances of the City of Monticello, Iowa by amending provisions pertaining to Section 15.04 "Compensation", second reading in title only. Langerman seconded. Brighton questioned why the mayor is only receiving \$100 per month raise and we just approved \$200 per month raise for council. Yeoman stated the amount could change with the third reading. Roll call unanimous. This will raise the Mayor's pay from \$3,600 per year to \$4,800 per year effective January 1, 2022.

Wolken reported a housing developer is interested in purchasing land west of Frontier Feeds on Northridge Drive and east of the retention pond and is looking for assistance with infrastructure costs. Derek Lumsden, Jones County Economic Development (JCED) Director advised he was looking into IFA and CDBG grants. Property is zoned light industrial and abuts residential property. Wolken stated a residential TIF is an option, however, schools usually don't like residential TIF. Hinrichsen stated with residential TIF there are additional restrictions like Low-Moderate Income (LMI) set-a-side and only 10 years to recoup costs.

Hinrichsen reported Financial Advisor Matt Stoffel with PFM advised that the sewer rates could take a substantial rate increase with two years at 30% rate increase each and one year at 25% increase before it levels out. These proposed rate increases can be spaced out by pushing principal payments back on the loan or by paying a portion of the project with other revenue like TIF or Debt Service. Hinrichsen stated he would like the first rate increase in effect by July 1, 2021 and will come to a meeting in the future to go over rates and funding options with the Council.

Kahler reported Cassidy Russell was hired for the Public Works department and started today.

Wolken reported the eave spouts by Veterans Hall and City Hall are leaking and may need to be replaced or repaired.

Smith reported that as the final review of the new Employee Handbook was being completed, City Attorney Douglas Herman in consultation with employment law specialists at Dallas Lynch Law firm, identified a discrepancy within FLSA (Fair Labor Standards Act) and our current practice of scheduling Ambulance employees 84-hour two-week work periods. For greater than 20 years, Ambulance Employees have been scheduled 84-hour two-week work periods through the Employee Collective Bargaining Agreement with the City of Monticello. The practice had been all hours beyond the standard 84-hour work period would be paid at an overtime rate of time and a half. It was stated by the attorney that this practice goes against the FLSA requirement of overtime compensation, and that all hours worked beyond 40 hours in a single work week must be paid at an overtime rate of time and a half. The hours the ambulance employees had worked between 80 hours and 84 hours within the pay period must be paid at the overtime rate. It has been recommended by the City Attorney that overtime pay for the hours between 80 hours and 84 hours for the previous 2 years, as required by law, be paid to all employees of the ambulance service. Moving forward the Ambulance staff scheduling structure will be modified to a 40-hour work week, in lieu of the previous 84-hour two-week work period. The overtime back pay for employees is estimated at less than \$20,000. The new schedule will take effect February 8<sup>th</sup>, 2021. The back pay calculations will begin in the next week with Deputy City Clerk Cheryl Clark and Chief Britt Smith with payments anticipated to be issued by the end of February.

Oswald reported the Monticello Garden Club is disbanding and the Park staff will now be maintaining the gardens at Fountain Park and the planters by City Hall. They are working with Advancement Services to assist with the care of the flower beds. Oswald advised that the Park Department's online software started last Thursday.

Regular Council Meeting  
January 18, 2021

Tjaden reported Visu-Sewer is looking at the 10 brick manholes on Hwy 38. They charge \$175/vertical foot to line the manholes and they recommend waiting until after Hwy 38 is resurfaced, so they don't break the seal.

Hinrichsen reviewed the proposed final budgets.

Brighton moved to adjourn at 8:22 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - JANUARY 28, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>January 11 - 24, 2021</b>				
Mason Hanson	\$ 267.60	\$ -	0.00	0.00	\$ 229.98
David Husmann	808.38	-	0.00	0.00	646.33
Mary Intlekofer	2,091.18	227.18	0.00	0.00	1,424.38
Brandon Kent	2,143.60	279.60	0.00	0.00	1,413.58
Lori Lynch	2,289.65	265.65	0.00	0.00	1,544.95
Shelly Searles	2,003.80	139.80	0.00	6.00	1,361.96
Jenna Weih	1,791.48	167.48	0.00	0.00	1,318.13
Curtis Wyman	1,974.18	350.18	0.00	39.38	1,336.57
<b>TOTAL AMBULANCE</b>	<b>\$ 13,369.87</b>	<b>\$ 1,429.89</b>	<b>0.00</b>	<b>45.38</b>	<b>\$ 9,275.88</b>
<b>CEMETERY</b>	<b>January 9 - 22, 2021</b>				
Dan McDonald	\$ 2,178.13	\$ 478.13	0.00	0.00	\$ 1,635.89
<b>TOTAL CEMETERY</b>	<b>\$ 2,178.13</b>	<b>\$ 478.13</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,635.89</b>
<b>CITY HALL</b>	<b>January 10 - 23, 2021</b>				
Cheryl Clark	\$ 1,752.30	\$ 24.30	12.00	41.25	\$ 1,188.86
Sally Hinrichsen	2,550.27	-	0.00	0.00	1,611.08
Nanci Tuel	1,530.40	-	0.00	0.00	1,011.43
<b>TOTAL CITY HALL</b>	<b>\$ 5,832.97</b>	<b>\$ 24.30</b>	<b>12.00</b>	<b>41.25</b>	<b>\$ 3,811.37</b>
<b>COUNCIL / MAYOR</b>					
Scott Brighton	\$ 100.00	\$ -	0.00	0.00	\$ 92.26
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	274.78
Tom Yeoman	100.00	-	0.00	0.00	92.35
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 900.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 828.61</b>
<b>LIBRARY</b>	<b>January 11 - 24, 2021</b>				
Molli Hunter	\$ 649.19	\$ -	0.00	0.00	\$ 435.00
Penny Schmit	1,132.00	-	0.00	0.00	628.88
Michelle Turnis	1,655.77	-	0.00	0.00	1,034.47
<b>TOTAL LIBRARY</b>	<b>\$ 3,436.96</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,098.35</b>
<b>MBC</b>	<b>January 11 - 24, 2021</b>				
Jacob Oswald	\$ 2,038.46	\$ -	0.00	0.00	\$ 1,533.53
Shannon Poe	1,624.23	-	0.00	0.00	1,115.58
<b>TOTAL MBC</b>	<b>\$ 3,662.69</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,649.11</b>
<b>POLICE</b>	<b>January 11 - 24, 2021</b>				
Zachary Buehler	\$ 2,073.38	\$ -	0.00	0.00	\$ 1,537.63
Peter Fleming	2,142.00	-	0.00	43.50	1,515.75
Dawn Graver	2,400.00	-	0.00	0.00	1,726.29
Erik Honda	2,472.50	-	0.75	37.50	1,833.64
Jordan Koos	2,494.00	-	7.50	28.00	1,795.54
Britt Smith	2,996.15	-	0.00	0.00	2,192.87
Madonna Staner	1,530.40	-	0.00	0.00	1,160.59
Brian Tate	2,457.00	-	0.00	0.00	1,815.57



# PAYROLL - JANUARY 28, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>TOTAL POLICE</b>	\$ 18,565.43	\$ -	8.25	109.00	\$ 13,577.88
<b>ROAD USE</b>	<b>January 9 - 22, 2021</b>				
Zeb Bowser	\$ 2,042.66	\$ 342.66	0.00	0.00	\$ 1,492.21
Cassidy Russell	800.00	-	0.00	0.00	612.31
<b>TOTAL ROAD USE</b>	<u>\$ 2,842.66</u>	<u>\$ 342.66</u>	<u>0.00</u>	<u>0.00</u>	<u>\$ 2,104.52</u>
<b>SANITATION</b>	<b>January 9 - 22, 2021</b>				
Michael Boyson	\$ 2,074.53	\$ 374.53	0.00	0.00	\$ 1,437.51
Nick Kahler	2,079.81	-	0.00	0.00	1,432.94
<b>TOTAL SANITATION</b>	<u>\$ 4,154.34</u>	<u>\$ 374.53</u>	<u>0.00</u>	<u>0.00</u>	<u>\$ 2,870.45</u>
<b>SEWER</b>	<b>January 9 - 22, 2021</b>				
Tim Schultz	\$ 1,991.00	\$ 231.00	0.00	25.13	\$ 1,384.15
Jim Tjaden	2,346.15	-	0.00	0.00	1,701.48
<b>TOTAL SEWER</b>	<u>\$ 4,337.15</u>	<u>\$ 231.00</u>	<u>0.00</u>	<u>25.13</u>	<u>\$ 3,085.63</u>
<b>WATER</b>	<b>January 9 - 22, 2021</b>				
Daniel Pike	\$ 1,864.48	\$ 152.48	0.00	43.25	\$ 1,347.13
<b>TOTAL WATER</b>	<u>\$ 1,864.48</u>	<u>\$ 152.48</u>	<u>0.00</u>	<u>43.25</u>	<u>\$ 1,347.13</u>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 61,144.68</b>	<b>\$ 3,032.99</b>	<b>20.25</b>	<b>264.01</b>	<b>\$ 43,284.82</b>

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
BAKER PAPER CO INC	PD BUILDING SUPPLIES	55.84			
GLOBAL SOFTWARE	PD TAC10 MAINTENANCE	6,667.00			
JOHN DEERE FINANCIAL	PD BLDG REPAIR/MAINT	34.99			
KIECK'S CAREER APPAREL	PD MINOR EQUIPMENT	256.00			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	629.05			
OHNWARD BANK & TRUST	PD POSTAGE	32.10			
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	110 POLICE DEPARTMENT TOTAL		7,674.98		
STREET LIGHTS					
ALLIANT ENERGY-IES	E FIRST STREETLIGHTS	4,884.72			
			-----		
	230 STREET LIGHTS TOTAL		4,884.72		
CEMETERY					
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - DEC.	975.00			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	177.96			
			-----		
	450 CEMETERY TOTAL		1,152.96		
SOLDIER'S MEMORIAL BOARD					
BRIAN KRAMER	SNOW REMOVAL - DECEMBER	56.25			
			-----		
	498 SOLDIER'S MEMORIAL BOARD TOTAL		56.25		
ATTORNEY					
LYNCH DALLAS, P.C.	ATTORNEY FEES	7,524.00			
			-----		
	641 ATTORNEY TOTAL		7,524.00		
CITY HALL/GENERAL BLDGS					
CALLAHAN MUNICIPAL CONSULTANTS	CITY ADMINISTRATOR SEARCH	5,470.30			
FAREWAY STORES #840-1	CH MEETING SUPPLIES	18.81			
IIMC	CH DUES - HINRICHSEN	175.00			
BRIAN KRAMER	SNOW REMOVAL - DECEMBER	168.75			
SHRED-MASTER	CH MISC CONTRACT WORK	50.00			
BRIAN WOLKEN	CH MEETING SUPPLIES	31.96			
			-----		
	650 CITY HALL/GENERAL BLDGS TOTAL		5,914.82		
			-----		
	001 GENERAL TOTAL		27,207.73		
MONTICELLO BERNDEN CENTER					
PARKS					
CIVICPLUS LLC	MBC OFFICE SUPPLIES	3,000.00			
LAPORTE MOTOR SUPPLY	MBC EQUIPMENT REPAIR/MAINT	116.57			
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	155.38			
WELLS FARGO VENDOR FINANCIAL	2020 TOOLCAT PAYMENT	1,048.95			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	430 PARKS TOTAL		4,320.90		
	005 MONTICELLO BERNDES CENTER TOTAL		4,320.90		
FIRE					
FIRE					
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL		42.70		
MUNICIPAL EMERGENCY SERVICES	FIRE MINOR EQUIPMENT		263.43		
	150 FIRE TOTAL		306.13		
	015 FIRE TOTAL		306.13		
AMBULANCE					
AMBULANCE					
AETNA INC	AMB OVERPAYMENT REFUND		991.00		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES		55.83		
JOHN DEERE FINANCIAL	AMB EQUIP REPAIR/MAINT		33.95		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL		560.14		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		79.35		
	160 AMBULANCE TOTAL		1,720.27		
	016 AMBULANCE TOTAL		1,720.27		
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB AUDIO RECORDINGS		24.75		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS		26.67		
BRIAN KRAMER	SNOW REMOVAL - DECEMBER		135.00		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS		167.95		
MICHELLE TURNIS	LIB ADVERTISING		14.00		
	410 LIBRARY TOTAL		368.37		
	041 LIBRARY TOTAL		368.37		
AIRPORT					
AIRPORT					
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT		790.86		
BIECHLER ELECTRIC, INC.	AIRPORT EQUIP REPAIR/MAINT		979.86		
IOWA PUBLIC AIRPORTS ASSOC	AIRPORT DUES		175.00		
MONTICELLO AVIATION INC	AIRPORT MANAGER		2,083.33		
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL		128.41		
	280 AIRPORT TOTAL		4,157.46		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	046 AIRPORT TOTAL		4,157.46		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	22059 Hwy 38		413.39		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		1,961.23		
JOHN DEERE FINANCIAL	RU SUPPLIES		259.37		
LAPORTE MOTOR SUPPLY	RU SUPPLIES		124.25		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL		834.97		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT		102.43		
	210 STREETS TOTAL		3,695.64		
SNOW REMOVAL					
ACCENT CONSTRUCTION	RU SNOW REMOVAL		240.00		
	250 SNOW REMOVAL TOTAL		240.00		
	110 ROAD USE TOTAL		3,935.64		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB GEHRET BOOKS		31.23		
MICRO MARKETING LLC	LIB GEHRET BOOKS		21.60		
OVERDRIVE	LIB GEHRET BOOKS		330.28		
	410 LIBRARY TOTAL		383.11		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		383.11		
PARK IMPROVEMENT					
CAPITAL PROJECTS					
PETERSEN MFG. CO., INC.	PARK IMP - FOUNTAIN PARK		2,704.22		
PRINT TRANSFORMATIONS	STREET BANNERS		133.50		
	750 CAPITAL PROJECTS TOTAL		2,837.72		
	313 PARK IMPROVEMENT TOTAL		2,837.72		
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		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
WATER					
WATER					
ALLIANT ENERGY-IES	16540 190TH ST WATER TOWER	213.51			
IOWA ONE CALL	WATER SYSTEM	10.35			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	107.40			
MUNICIPAL SUPPLY INC	WATER SUPPLIES	351.20			
OHNWARD BANK & TRUST	WATER POSTAGE	3.25			
	810 WATER TOTAL		685.71		
	600 WATER TOTAL		685.71		
CUSTOMER DEPOSITS					
WATER					
CITY OF MONTICELLO	MCGEE/JASMIN	281.39			
JASMIN MCGEE	WATER DEPOSIT REFUND	115.61			
ALISSA RUCKER	WATER DEPOSIT REFUND	13.00			
	810 WATER TOTAL		410.00		
	602 CUSTOMER DEPOSITS TOTAL		410.00		
SEWER					
SEWER					
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	2.97			
IOWA ONE CALL	SEWER SYSTEM	10.35			
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	107.42			
USA BLUE BOOK	SEWER LAB SUPPLIES	204.05			
	815 SEWER TOTAL		324.79		
	610 SEWER TOTAL		324.79		
SEWER CAPITAL IMPROVEMENT					
SEWER					
SNYDER & ASSOCIATES, INC	SEWER FACILITY EVALUATION	1,680.00			
	815 SEWER TOTAL		1,680.00		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		1,680.00		
SANITATION					
SANITATION					

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
REPUBLIC SERVICES	RESIDENTIAL GARBAGE	22,752.44			
	840 SANITATION TOTAL	22,752.44			
	670 SANITATION TOTAL	22,752.44			
	Accounts Payable Total	71,134.61			

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	27,207.73
005 MONTICELLO BERNDEN CENTER	4,320.90
015 FIRE	306.13
016 AMBULANCE	1,720.27
041 LIBRARY	368.37
046 AIRPORT	4,157.46
110 ROAD USE	3,935.64
178 TRUST/SLAVKA GEHRET FUND	383.11
313 PARK IMPROVEMENT	2,837.72
503 TRUST/IOMA MARY BAKER	44.34
600 WATER	685.71
602 CUSTOMER DEPOSITS	410.00
610 SEWER	324.79
613 SEWER CAPITAL IMPROVEMENT	1,680.00
670 SANITATION	22,752.44
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TOTAL FUNDS	71,134.61

2021 Monticello Volunteer Fire Department Roster

Joe Bayne - Fire Chief

Joe Bayne  
Joe Goetz  
Mike Bader  
Billy Norton  
Josh Kray  
Nick Kahler  
Nathan Spahr  
Theron (TJ) Nealson  
Dave Husmann  
Zach Long  
Johnathan (John) Snyder  
Brian Hinrichs  
Drew Haag  
Tommy Norton  
Travis McNally  
Chris Hinrichs  
Paul Warner  
Josh Kelchen

Billy Norton - Assistant Chief

Alex Green  
Kody Milles  
Jackson Snyder  
Brian Wolken  
Devin Arduser  
Johnny Russ  
Reece Norton  
Shannon Poe  
Michael Boysen  
Matt Johnson  
Ron Herman  
Ben Hein  
Cory Reyner  
Sam Hunt  
Tyler Felton  
Ben Bollwitt  
Preston Taylor

Paul Warner & Chris Hinrichs - Training Officers

Jr. Firefighters  
Lauren Bader  
Steven Bader  
Ian Taylor



City Council Meeting  
Prep. Date: 1/27/2021  
Preparer: Sally Hinrichsen



Agenda Item: # 1  
Agenda Date: 2/01/2021

*Communication Page*

**Agenda Items Description:** Motion to accept the Airport courtesy car bid

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** Airport Board advertised for bids to sell the Airport courtesy car

**Background Information:** The Airport purchased the Police vehicle to replace the Airport courtesy car. Airport placed an ad and 6 bids were received ranging from \$300 to \$2,520.

**Staff Recommendation:** I recommend that the Council accept the bid from Mark Dlask in the amount of \$2520.

City Council Meeting  
Prep. Date: 1/27/2021  
Preparer: Sally Hinrichsen



Agenda Item: # 2  
Agenda Date: 2/01/2021

*Communication Page*

**Agenda Items Description:** Resolution approving Wages for Fire Department Officers

**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:** Approving Wages for Fire Department Officers

**Background Information:** The Fire Department Officers wages were last raised on July 1, 2008. The Monticello Fire Board has made the recommendation to increase the Fire Department Officers wages as follows:

Position	Proposed Wage / Salary
Fire Chief	\$2,500 / year
Assistant Fire Chief	\$2,000 / year
Training Officer	\$1,500 / year
Training Assistant	\$ 720 / year

**Staff Recommendation:** I recommend that the Council approve the wages increase for the Fire Department Officers.

# The City of Monticello, Iowa

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

RESOLUTION #

## Approving Wages for Fire Department Officers

WHEREAS, The City Council reviewed the Wage / Salary for the Monticello Fire Department Officers as recommended by the Monticello Fire Board as follows:

Position	Proposed Wage / Salary
Fire Chief	\$2,500 / year
Assistant Fire Chief	\$2,000 / year
Training Officer	\$1,500 / year
Training Assistant	\$ 720 / year

WHEREAS, The Council finds that the proposed salaries for the Fire Department Officers are appropriate, and had not been raised since July 1, 2008, and

NOW, THEREFORE, BE IT RESOLVED that the base salaries for the Monticello Fire Department Officers is hereby set as previously shown in the body of this resolution effect July 1, 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 1<sup>st</sup> day of February, 2021.

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

Attest:

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

City Council Meeting  
 Prep. Date: 1/27/21  
 Preparer: Sally Hinrichsen



Agenda Item: # 3  
 Agenda Date: 02/01/21

*Communication Page*

**Agenda Items Description:** Ordinance amending the Code of Ordinances of The City of Monticello, Iowa, By Amending Section 15.04 "Mayor's Compensation"

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

**Attachments & Enclosures:**

Draft Ordinance

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Draft Ordinance for Discussion related to increase in Mayor's Pay from \$3,600 per year to \$4,800 per year.

**Background Information:** There has been discussion over a number of months in regard to Council and Mayoral pay. While there has been discussion, there has not been a clear consensus in the direction the Council wishes to take. The draft Ordinance would increase Mayor's salary to \$4,800 for consideration. Dave's position is that the current rate of pay makes it difficult to attract and retain elected officials, that the work required of the position far exceeds the pay received.

The Iowa Code does not allow for the adoption of an Ordinance changing the compensation of the mayor or council members during the months of November and December in the year of a regular city election. As there was no regular city election in November, 2020, it is legal for you to consider the Ordinance at this time.

A change in the compensation of the Mayor becomes effective at the beginning of the term of the Mayor is elected at the election next following the change in compensation. In this case, the "new" compensation would take effect for all Council Members in January 1, 2022.

**Recommendation:** I recommend that the Council consider the 3<sup>rd</sup> and final reading of the proposed Ordinance.

ORDINANCE NO. 738

An ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by amending provisions pertaining to Section 15.04 Mayor's Compensation.

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

SECTION 1. SECTION MODIFIED. Section 15.04 of the Code of Ordinances of the City of Monticello, is repealed and the following adopted in lieu thereof:

15.04 Compensation. The salary of the Mayor is three thousand six hundred dollars (\$3,600.00) per year. Effective January 1, 2022, the salary of the Mayor is four thousand eight hundred dollars (\$4,800.00) per year.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

1<sup>st</sup> reading passed by the Council on this 4<sup>th</sup> day of January, 2021

2<sup>nd</sup> reading passed by the Council on this \_\_\_\_ day of \_\_\_\_\_, 2021

3<sup>rd</sup> reading passed by the Council on this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Brian R. Wolken, Mayor

ATTEST:

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

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_, 2021.

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