

City of Monticello, Iowa

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Posted on August 12, 2021 at 5:00 p.m.

Monticello City Council Meeting August 16, 2021 @ 6:00 p.m.

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

Mayor:	Brian Wolken	Staff:	
City Council:		City Administrator:	Russell Farnum
At Large:	Dave Goedken	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brenda Hanken	Police Chief:	Britt Smith
Ward #1:	Scott Brighton	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	Park & Rec Director:	Jacob Oswald
		Library Director:	Michelle Turnis

- 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	August	2, 2021
Approval of Council Special Mtg. Minutes	August	11, 2021
Approval of Payroll	August	12, 2021
Approval of Bill List		
Approval of Pheasants Forever liquor license		

Motions:

1. **Motion** – Monticello Heritage Museum event

Resolutions:

2. **Resolution** Approving Ben Bollwitt Tax Abatement Application related to Residential Improvements constructed at 5 Spring Farm Lane, Unit #2, Monticello, Iowa
3. **Resolution** Designating American Rescue Plan funding for use on the Waste Water Treatment Facility expansion and related Water and Sewer projects
4. **Resolution** to approve Public Utility and Storm Water Easement with Orbis Corporation and direct recordation of same
5. **Resolution** To approve Public Utility and Storm Water Easement with Energy Mfg, Co Inc and direct recordation of same
6. **Resolution** to approve the acquisition of Credit Cards for various departments
7. **Resolution** local match for the Hazard Mitigation Assistance Program (Backup generator for Fire Department)
8. **Resolution** designating and authorizing the Russell Farnum City Administrator as City Representative to sign all documents related to the Mitigation Project providing funding to assist with the Backup Generator for the Fire Department
9. **Resolution** local match for the Hazard Mitigation Assistance Program (Backup generator for the West Well)
10. **Resolution** designating and authorizing the Russell Farnum City Administrator as City Representative to sign all documents related to the Mitigation Project providing funding to assist with the Backup Generator for the West Well
11. **Resolution** local match for the Hazard Mitigation Assistance Program (Flood Plain Buyout 202 N Main)
12. **Resolution** designating and authorizing the Russell Farnum City Administrator as City Representative to sign all documents related to the Mitigation Project providing funding to assist with the Flood Plain Buyout 202 N Main

Ordinances:

13. **Ordinance** Amending Chapter 10, Urban Revitalization, Monticello Code, by Amending Section 10.10 Exemptions

Reports / Potential Actions:

14. City Engineer
15. Mayor
16. City Administrator
17. City Clerk
18. Public Works Director
19. Police Chief
20. Water/Wastewater Superintendent
21. Park and Recreation Director
22. Library Director

Closed Sessions:

23. Closed Session under §21.5(1)(j) of the Iowa Code “To discuss purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property”

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.

City of Monticello is inviting you to a scheduled Zoom meeting.

Topic: August 16, 2021 Council meeting

Time: Aug 16, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83800456303>

Meeting ID: 838 0045 6303

One tap mobile

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+13017158592,,83800456303# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

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+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 838 0045 6303

Find your local number: <https://us02web.zoom.us/j/83800456303>

Regular Council Meeting
August 2, 2021 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present were: Dave Goedken, Brenda Hanken, Candy Langerman, Chris Lux and Tom Yeoman. Council member Scott Brighton joined the meeting via Zoom. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Water/Wastewater Superintendent Jim Tjaden, Park & Rec Director Jacob Oswald and Library Director Michelle Turnis. 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. Brighton joined the meeting.

Langerman moved to approve the consent agenda, Lux seconded, roll call unanimous. Brighton lost connection prior to the vote.

Jones County Economic Development Executive Director Derek Lumsden reviewed the Jones County Child Care Feasibility Study that was recently completed with input from families, employers and child care providers. There are 71 families that are looking for childcare in Jones County. They recommend forming a Countywide Child Care Task Force, look into Childcare in Home incentives, re-do survey every couple of years, and they felt a good location for a childcare center if needed would be near the Linn – Jones County line.

Lumsden reported the City has collected around 180 CDBG grant surveys and need around 450. If the City received the CDBG grant, the funds would be used for the wastewater treatment plant upgrades. Council needs to decide how to proceed to attempt to collect the other surveys. Brighton rejoined the meeting.

Tony Amsler gave a presentation from the Monticello Community Building Improvement Committee. The Committee made recommendations for areas where improvements or repairs should be made on the second level, they received some cost estimates for some of the proposed work. The Committee feels it is the responsibility of Council to address these issues and to establish a plan for improvements. Goedken stated the study completed in 2014 by Ament Design the wiring was an area that needs to be addressed first. Yeoman stated in 2014, the Council could not come to an agreement on what to do with the stage and that was one of the reasons it was removed from the plan.

Mike Whittenbaugh, from Cahoy Group, reported the findings on the condition of the north well that was pulled, and their proposal for maintenance and/or repairs with a cost estimate of

\$69,784.00. They recommend the wells be pulled every 7 years, however it was last pulled 10 to 11 years ago. He estimated about a 3-week lead time to get parts from their vendors for the project and would start when parts arrived. Tjaden stated they are currently down one well until this one is back online. Farnum advised an internal loan, if approved by Council, would cover the cost estimate for the north well. The proposed resolution to possibly bond for the project in the future needs to be done prior to the start of the project to stay in compliance with the Internal Revenue Code, and would come back to Council prior to bonding for this. Goedken moved to approve Resolution #2021-85 To Approve Maintenance & Repairs to North Well as proposed by Cahoy Group, Langerman seconded. Roll call unanimous.

Goedken moved to approve Resolution #2021-86 Approving internal loan from the General Fund to the Water Operating Fund in an amount not to exceed \$69,784.00, Lux seconded. Roll call unanimous.

Yeoman moved to approve Resolution #2021-87 Resolution related to the financing of a project proposed to be undertaken by the City of Monticello, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code, Goedken seconded. Roll call unanimous.

Wolken stated Alliant recommended placing a light fixture at the entrance at the Park and Ride along Amber Road. Langerman moved to approve Resolution 2021-88 Street Lighting Resolution, Lux seconded. Roll call unanimous.

Goedken moved Ordinance #744 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Floodplain Management, as updated, third and final reading in title only. Langerman seconded. Roll call unanimous.

Langerman moved Ordinance #745 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Liquor Licenses and Wine and Beer Permits", third and final reading in title only. Goedken seconded. Roll call unanimous. Brighton lost Zoom connection.

Council discussed the rates proposed, possible funding options and budget. Langerman moved Ordinance #746 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Water Service System" related to "Rates For Services", third and final reading in title only. Lux seconded. Roll call unanimous. Brighton rejoined the meeting.

Langerman moved Ordinance #747 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Sewer Service Charges" related to "Sewer Service Charges Required", third and final reading in title only. Goedken seconded. Roll call unanimous.

Lux moved Ordinance #748 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Storm Water Drainage Utility" related to "Rates", third and final reading in title only. Langerman seconded. Roll call unanimous.

Wolken reviewed the Lynch Dallas attorney invoice and recommended setting a policy and/or procedures on contacting the City attorney. Recommendation was for Mayor, Council and City staff to contact City Administrator prior to contacting the attorney to keep the costs down. The public also needs to contact the City staff and not the attorney directly.

Farnum reported the heat exchanger for his office and conference room failed when the compressor went out and there are 4 or 5 others at City Hall that are the same age and condition.

Farnum working with Senior Dining to use the Community Room above City Hall every day except Wednesday from 11 am to 2 pm. Parking will be an issue. Any agreement will come back to the Council for approval.

Farnum reported having good discussion with Dollar Fresh representatives to work out the final engineering details so they can begin construction. Innovation Lab has installed roof top heating and cooling systems and had a delivery of drywall. He also met with Doug Herman to go over the City handbook and hoping to finalize that soon.

Kahler reported the Cemetery roadway was started today. He stated he was going to place an ad for sealed bids for the old pickup. Council discussed removing the bushes between the row of trees on the East end of the cemetery.

Tjaden reported that all three staff members are now grade III wastewater operators. He advised the water main on South Main Street across from the football field is cracked and it is a City issue to repair.

Oswald reported around 200 people attended the Family Fun Night and raised around \$1,800 for the Inclusive Playground to be built near the pool. Duck Drop will be at the end of August. Flag football and co-ed softball registrations are beginning. Oswald questioned if the Council wanted to do Fall planting of trees, if so, they will need to get the list together.

Oswald reported the aquatic center hours will be fluctuating as the lifeguards head back to college.

Turnis advised she sent Council the newsletter. She also advised the storyboard walk was vandalized this last week, posts were pulled and thrown into the river again. She had it removed until the permanent posts are installed. The Summer Reading Program is winding down. Staff will be attending the school open houses to reach out to families. Kahler advised the contractor looked at the library roof issue and recommended making a hood to go over the

Regular Council Meeting
August 2, 2021

vents, which would be a cheaper than the option proposed by Barnhart Construction previously.

Goedken moved to adjourn at 8:07 PM.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

Special Council Meeting
August 11, 2021 – 4:30 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present were: Dave Goedken, Chris Lux and Tom Yeoman. Council members Brenda Hanken joined the meeting electronically and Candy Langerman joined the meeting via Zoom. Council member Scott Brighton was absent. Also present were City Administrator Russell Farnum and City Clerk Sally Hinrichsen. 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).

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

Yeoman moved to approve the Eagles Club Beer license transfer to the Pocket Park for Monti Days this weekend, Lux seconded, roll call unanimous.

Yeoman moved to adjourn at 4:37 PM.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - AUGUST 12, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	July 26 - August 8, 2021				
Brian Bronemann	\$ 1,113.08	\$ -	0.00	0.00	\$ 866.34
Shelley Bronemann	176.00	-	0.00	0.00	151.61
Jacob Gravel	1,730.55	62.55	0.00	0.00	1,253.55
Drew Haag	772.00	-	0.00	0.00	620.53
Ben Hein	475.15	-	0.00	0.00	401.29
David Husmann	2,025.08	197.08	0.00	0.00	1,183.38
Mary Intlekofer	328.88	-	0.00	0.00	201.56
Sonya Johnson	293.70	-	0.00	0.00	250.99
Nick Kahler	250.00	-	0.00	0.00	215.34
Lori Lynch	2,074.40	-	0.00	0.00	1,416.53
Mandy Norton	579.96	-	0.00	0.00	450.18
Shannon Poe	386.00	-	0.00	0.00	263.60
Shelly Searles	1,908.00	-	0.00	0.00	1,304.78
Sabrina Strella	269.20	-	0.00	0.00	220.83
Jenna Weih	1,965.10	137.10	0.00	0.00	1,442.30
Curtis Wyman	2,341.50	625.50	12.75	164.63	1,563.26
TOTAL AMBULANCE	\$ 16,688.60	\$ 1,022.23	12.75	164.63	\$ 11,806.07
CEMETERY	July 24 - August 6, 2021				
Caleb Bowser-Etten	\$ 400.00	\$ -	0.00	0.00	\$ 369.40
Kade Hermsen	717.50	-	0.00	0.00	622.13
Dan McDonald	1,744.00	-	0.00	0.00	1,263.32
TOTAL CEMETERY	\$ 2,861.50	\$ -	0.00	0.00	\$ 2,254.85
CITY HALL	July 25 - August 7, 2021				
Cheryl Clark	\$ 2,096.92	\$ 24.92	4.50	10.50	\$ 1,463.51
Russ Farnum	3,653.85	-	0.00	0.00	2,495.93
Sally Hinrichsen	2,614.03	-	0.00	0.00	1,648.61
Nanci Tuel	1,574.40	-	0.00	0.00	1,055.76
TOTAL CITY HALL	\$ 9,939.20	\$ 24.92	4.50	10.50	\$ 6,663.81
FIRE					
Joe Bayne	\$ 208.33	\$ -	0.00	0.00	\$ 191.39
Chris Hinrichs	60.00	-	0.00	0.00	55.41
Billy Norton	166.67	-	0.00	0.00	143.57
Paul Warner	125.00	-	0.00	0.00	115.44
TOTAL FIRE	\$ 560.00	\$ -	0.00	0.00	\$ 505.81
LIBRARY	July 26 - August 8, 2021				
Molli Hunter	\$ 1,001.08	\$ 13.88	0.00	0.00	\$ 784.63
Caroline Olson	199.50	-	0.00	0.00	184.24
Penny Schmit	1,188.80	-	0.00	0.00	684.03
Michelle Turnis	1,705.44	-	0.00	0.00	1,084.35
TOTAL LIBRARY	\$ 4,094.82	\$ 13.88	0.00	0.00	\$ 2,737.25
MBC	July 26 - August 8, 2021				
Kegan Arduser	\$ 514.75	\$ -	0.00	0.00	\$ 461.17
Jacob Oswald	2,089.42	-	0.00	0.00	1,568.66
Shannon Poe	1,664.84	-	0.00	0.00	1,137.03
TOTAL MBC	\$ 4,269.01	\$ -	0.00	0.00	\$ 3,166.86

PAYROLL - AUGUST 12, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE					
July 26 - August 8, 2021					
Zachary Buehler	\$ 2,258.36	\$ -	0.00	0.00	\$ 1,669.79
Peter Fleming	2,314.20	-	0.00	23.25	1,623.88
Dawn Graver	2,469.60	-	0.00	0.00	1,777.64
Erik Honda	2,509.08	-	0.00	12.75	1,862.40
Jordan Koos	2,568.82	-	3.75	3.75	1,844.45
Britt Smith	3,071.06	-	0.00	0.00	2,249.23
Madonna Staner	1,576.00	-	0.00	0.00	1,192.70
Brian Tate	2,530.08	-	0.00	0.00	1,869.62
TOTAL POLICE	\$ 19,297.20	\$ -	3.75	39.75	\$ 14,089.71
ROAD USE					
July 24 - August 6, 2021					
Zeb Bowser	\$ 1,744.00	\$ -	0.00	0.00	\$ 1,282.77
Jasper Scott	1,684.00	-	0.00	0.00	1,190.70
TOTAL ROAD USE	\$ 3,428.00	\$ -	0.00	0.00	\$ 2,473.47
SANITATION					
July 24 - August 6, 2021					
Michael Boyson	\$ 1,744.00	\$ -	0.00	0.00	\$ 1,226.86
Nick Kahler	2,131.80	-	0.00	0.00	1,466.35
TOTAL SANITATION	\$ 3,875.80	\$ -	0.00	0.00	\$ 2,693.21
SEWER					
July 24 - August 6, 2021					
Tim Schultz	\$ 1,965.65	\$ 67.65	3.00	3.00	\$ 1,366.19
Jim Tjaden	2,461.54	-	0.00	0.00	1,781.80
TOTAL SEWER	\$ 4,427.19	\$ 67.65	3.00	3.00	\$ 3,147.99
SWIMMING POOL					
July 23 - August 5, 2021					
Harrison Ahlrichs	\$ 26.65	\$ -	0.00	0.00	\$ 24.61
Lydia Ahlrichs	73.50	-	0.00	0.00	67.87
Sydney Ballou	50.69	-	0.00	0.00	46.81
Dru Boffeli	28.50	-	0.00	0.00	26.32
Mya Boffeli	582.32	-	0.00	0.00	537.78
Chesney Capron	49.50	-	0.00	0.00	45.71
Autry Fasnacht	141.90	-	0.00	0.00	131.04
Jill Flynn	415.09	-	0.00	0.00	383.33
Sullivan Flynn	393.41	-	0.00	0.00	363.32
Taylor Gassman	266.00	-	0.00	0.00	245.65
Ella Glawatz	352.60	-	0.00	0.00	325.63
Reeve Graver	67.50	-	0.00	0.00	62.33
Gabrielle Guilford	132.00	-	0.00	0.00	121.91
Karle Kramer	356.44	-	0.00	0.00	329.17
Megan Mahoney	373.80	-	0.00	0.00	331.95
Jacob Miller	319.80	-	0.00	0.00	295.33
Cole Nietert	96.00	-	0.00	0.00	88.66
Cord Nietert	76.50	-	0.00	0.00	70.65
Elizabeth Petersen	314.36	-	0.00	0.00	290.31
Dylan Ponder	196.80	-	0.00	0.00	181.75
Ethan Ponder	37.20	-	0.00	0.00	34.35
Lake Schnoor	306.00	-	0.00	0.00	279.59
Haili Schlarmann	49.50	-	0.00	0.00	45.71
Emma Schwendinger	208.00	-	0.00	0.00	192.08
Madeline Stadtmueller	801.03	-	0.00	0.00	707.93
Ian Temple	348.00	-	0.00	0.00	301.76

PAYROLL - AUGUST 12, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
SWIMMING POOL (cont.)					
Hayden Tomkins	366.00	-	0.00	0.00	338.00
Maci Weiter	248.15	-	0.00	0.00	228.16
Brock Westphal	418.00	-	0.00	0.00	379.02
TOTAL SWIMMING POOL	\$ 7,095.24	\$ -	0.00	0.00	\$ 6,476.73
WATER					
	July 24 - August 6, 2021				
Daniel Pike	\$ 1,956.00	\$ -	0.00	6.50	\$ 1,403.03
TOTAL WATER	\$ 1,956.00	\$ -	0.00	6.50	\$ 1,403.03
TOTAL - ALL DEPTS.	\$ 78,492.56	\$ 1,128.68	24.00	224.38	\$ 57,418.79

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	1,314.99			
ALTORFER INC.	PD EQUIP REPAIR/MAINT	174.62			
AT&T MOBILITY	PD CELL PHONES	177.01			
CALEB BOWSER-ETTEN	PD OPERATING	66.00			
CITY OF ANAMOSA	PD JCERT EXPENSES	2,000.00			
AUTRY FASNACHT	PD OPERATING	33.00			
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00			
JOHN DEERE FINANCIAL	PD SUPPLIES	12.48			
MCALEER WATER CONDITIONING INC	PD SOFTENER SALT	16.80			
DAVID B MCNEILL	PD EQUIP REPAIR/MAINT	1.70			
MONTICELLO EXPRESS INC	PD SUPPLIES	248.07			
MIKE ROBERTSON	PD OPERATING	100.00			
TCM BANK NA	PD TRAINING - KOOS	527.72			
UNITED RENTALS (NORTH AMERICA)	PD FAIR SUPPLIES	611.66			
	110 POLICE DEPARTMENT TOTAL		5,584.05		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	246.53			
	230 STREET LIGHTS TOTAL		246.53		
AQUATIC CENTER					
SYDNEY BALLOU	POOL PRIVATE LESSONS	375.00			
MYA BOFFELI	POOL PRIVATE LESSONS	375.00			
CARRICO AQUATIC RESOURCES INC	POOL CHEMICALS	377.90			
CENTRAL IOWA DISTRIBUTING INC	POOL BUILDING SUPPLIES	112.84			
AUBREE FAIRLEY	POOL PRIVATE LESSONS	543.75			
FAREWAY STORES #840-1	POOL CONCESSIONS	140.62			
SULLIVAN FLYNN	POOL PRIVATE LESSONS	187.50			
STATE HYGIENIC LABORATORY	POOL LAB TESTS	27.00			
KARLE J KRAMER	POOL PRIVATE LESSONS	281.25			
JACOB MILLER	POOL PRIVATE LESSONS	187.50			
MYERS-COX CO.	POOL CONCESSIONS	451.03			
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT	296.25			
ELIZABETH PETERSEN	POOL PRIVATE LESSONS	131.25			
MADELINE STADTMUELLER	POOL PRIVATE LESSONS	281.25			
TCM BANK NA	SWIM TEAM AWARDS	710.37			
	440 AQUATIC CENTER TOTAL		4,478.51		
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	39.98			
TRI COUNTY PROPANE LLC	CEMETERY GROUNDS SUPPLIES	234.36			
	450 CEMETERY TOTAL		274.34		
MAYOR AND CITY COUNCIL					
TCM BANK NA	2021 ANNUAL CONFERENCE-WOLKEN	645.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	610 MAYOR AND CITY COUNCIL TOTAL		645.00		
CLERK/CITY ADMIN MOLLI JENN HUNTER	JANITORIAL SERVICES		331.25		
	620 CLERK/CITY ADMIN TOTAL		331.25		
ENGINEER SNYDER & ASSOCIATES, INC	ENGINEERING FEES		4,748.29		
	640 ENGINEER TOTAL		4,748.29		
ATTORNEY LYNCH DALLAS, P.C.	ATTORNEY FEES		313.50		
	641 ATTORNEY TOTAL		313.50		
CITY HALL/GENERAL BLDGS GATEWAY HOTEL & CONFERENCE	CH TRAVEL - CLARK		266.56		
INFRASTRUCTURE TECHNOLOGY	CH LAPTOP - RUSS		2,005.00		
JONES COUNTY RECORDER	CH RECORDING FEES - WELTER		27.00		
STEVE MONK CONSTRUCTION	CH NUISANCES - 110 W BUCKEYE		595.00		
MONTICELLO EXPRESS INC	CH ADVERTISING		575.12		
SPAHN & ROSE LUMBER CO INC	COMPADRES		250.01		
TCM BANK NA	2021 ANNUAL CONFERENCE-FARNUM		215.00		
	650 CITY HALL/GENERAL BLDGS TOTAL		3,933.69		
	001 GENERAL TOTAL		20,555.16		
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		2,768.69		
ANAMOSA FESTIVALS INC	MBC DAMAGE DEPOSIT REFUND		200.00		
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES		85.00		
CHEMSEARCH	MBC GROUNDS SUPPLIES		199.85		
D&S PORTABLES, INC.	MBC PORT-A-POT RENTAL		172.50		
MOLLI JENN HUNTER	JANITORIAL SERVICES		300.00		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		96.97		
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT		85.00		
MONTICELLO EXPRESS INC	MBC ADVERTISING		145.80		
MONTICELLO SPORTS	MBC 3 ON 3 SHIRTS		256.00		
TCM BANK NA	IPRA DUES		921.67		
	430 PARKS TOTAL		5,231.48		
	005 MONTICELLO BERNDES CENTER TOTAL		5,231.48		
POLICE CANINE UNIT					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
POLICE DEPARTMENT					
JOHN DEERE FINANCIAL	PD CANINE SUPPLIES	49.49			
	110 POLICE DEPARTMENT TOTAL		49.49		
	009 POLICE CANINE UNIT TOTAL		49.49		
FIRE					
FIRE					
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - POE	260.00			
JOHN DEERE FINANCIAL	FIRE VEHICLE OPERATING	8.99			
RADIO COMMUNICATIONS CO INC	FIRE RADIO REPAIR/MAINT	30.00			
SANDRY FIRE SUPPLY	FIRE EQUIP REPAIR/MAINT	1,886.99			
	150 FIRE TOTAL		2,185.98		
	015 FIRE TOTAL		2,185.98		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	333.02			
ALTORFER INC.	AMB EQUIP REPAIR/MAINT	174.63			
ANAMOSA AREA AMBULANCE SERVICE	AMB MUTUAL AID FEES	100.00			
AT&T MOBILITY	AMB CELL PHONES	80.13			
MCALEER WATER CONDITIONING INC	AMB SOFTENER SALT	16.80			
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	1,300.55			
TCM BANK NA	AMB VEHICLE REPAIR/MAINT	241.16			
	160 AMBULANCE TOTAL		2,246.29		
	016 AMBULANCE TOTAL		2,246.29		
LIBRARY IMPROVEMENT					
LIBRARY					
DEMCO INC	LIB IMP PROGRAMS/PROMOTIONS	139.50			
SULLIVAN FLYNN	LIB IMP SUMMER READING	20.00			
ELLA J GLAWATZ	LIB IMP SUMMER READING	20.00			
LINDA MCCANN	LIB IMP PROGRAMS/PROMOTIONS	135.00			
EMMA J SCHWENDINGER	LIB IMP SUMMER READING	20.00			
TCM BANK NA	LIB IMP PROGRAMS/PROMOTIONS	737.47			
	410 LIBRARY TOTAL		1,071.97		
	030 LIBRARY IMPROVEMENT TOTAL		1,071.97		
LIBRARY					
LIBRARY					
ALL AMERICAN LAWN & LANDSCAPE	LIB SUMMER TRIMMING	125.00			
BAKER & TAYLOR BOOKS	LIB BOOKS	22.17			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	8.53			
MOLLI JENN HUNTER	JANITORIAL SERVICES	256.25			
MICRO MARKETING LLC	LIB BOOKS	20.29			
OVERDRIVE	LIB BOOKS	360.45			
TCM BANK NA	LIB OFFICE SUPPLIES	682.80			
	410 LIBRARY TOTAL		1,480.99		
	041 LIBRARY TOTAL		1,480.99		
SUPER MAC FUND					
SUPER MAC FUND					
TCM BANK NA			212.93-		
	499 SUPER MAC FUND TOTAL		212.93-		
	045 SUPER MAC FUND TOTAL		212.93-		
AIRPORT					
AIRPORT					
ATR LIGHTING ENTERPRISES INC	AIRPORT RUNWAY LIGHT BULBS	70.33			
BIECHLER ELECTRIC, INC.	AIRPORT RUNWAY EDGE LIGHTS	750.00			
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	35.00			
MONTICELLO AVIATION INC	AIRPORT GROUNDS SUPPLIES	205.00			
TRI COUNTY PROPANE LLC	AIRPORT UTILITIES	304.56			
	280 AIRPORT TOTAL		1,364.89		
	046 AIRPORT TOTAL		1,364.89		
ROAD USE					
STREETS					
ACCENT CONSTRUCTION	RU STREET MAINTENANCE SUPPLIES	220.00			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	44.17			
AT&T MOBILITY	RU TABLET	41.27			
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	113.83			
FREESE MOTORS INC	RU VEHICLE OPERATING SUPPLIES	240.72			
INSURANCE ASSOCIATES, INC.	RU INSURANCE	930.00			
JOHN DEERE FINANCIAL	RU STREET MAINTENANCE SUPPLIES	458.82			
LAPORTE MOTOR SUPPLY	RU VEHICLE OPERATING SUPPLIES	448.25			
MH EQUIPMENT-CR	RU EQUIP REPAIR/MAINT	93.19			
MONTICELLO EXPRESS INC	RU STREET MAINTENANCE SUPPLIES	171.98			
MONTICELLO MACHINE SHOP INC	RU SUPPLIES	248.21			
MONTICELLO SPORTS	RU CLOTHING	19.99			
L.L. PELLING CO	RU STREET MAINTENANCE CONTRACT	54,729.98			
SPAHN & ROSE LUMBER CO INC	RU STREET MAINTENANCE SUPPLIES	578.06			
SUPERIOR WELDING SUPPLY CO	RU SUPPLIES	186.77			
TCM BANK NA	RU VEHICLE OPERATING SUPPLIES	311.38			
VFW FLAG STORE	RU SUPPLIES	70.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	210 STREETS TOTAL		58,906.62		
	110 ROAD USE TOTAL		58,906.62		
BATY DISC GOLF COURSE PARKS					
STEVE MONK CONSTRUCTION	BATY DG MOWING		880.00		
MONTICELLO EXPRESS INC	BATY DG GROUNDS SUPPLIES		104.00		
	430 PARKS TOTAL		984.00		
	338 BATY DISC GOLF COURSE TOTAL		984.00		
WATER					
WATER					
AT&T MOBILITY	WATER CELL PHONE & TABLET		71.45		
FRESE MOTORS INC	WATER EQUIP REPAIR/MAINT		294.22		
HAWKINS WATER TREATMENT	WATER SYSTEM		20.00		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		184.00		
JOHN DEERE FINANCIAL	WATER VEHICLE SUPPLIES		34.40		
STEVE MONK CONSTRUCTION	WATER SYSTEM		85.00		
MONTICELLO EXPRESS INC	WATER SUPPLIES		41.98		
SPAHN & ROSE LUMBER CO INC	WATER SUPPLIES		22.26		
TCM BANK NA	WATER POSTAGE		11.15		
WHITE HAWK PLUMBING & HEATING	WATER SYSTEM		630.00		
	810 WATER TOTAL		1,394.46		
	600 WATER TOTAL		1,394.46		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST		3,109.59		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		8.91		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		2,715.00		
IOWA DEPT OF NATURAL RESOURCES	SEWER NPDES ANNUAL FEE		1,275.00		
KROMMINGA MOTORS INC	SEWER EQUIP REPAIR/MAINT		403.08		
MONTICELLO EXPRESS INC	SEWER SUPPLIES		41.99		
PINNACLE PLUMBING HOLDINGS LLC	SEWER EQUIP REPAIR/MAINT		319.90		
JAMES TJADEN	SEWER POSTAGE		24.43		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		1,036.96		
	815 SEWER TOTAL		8,934.86		
	610 SEWER TOTAL		8,934.86		
SEWER CAPITAL IMPROVEMENT					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SEWER SNYDER & ASSOCIATES, INC	SEWER FACILITY EVALUATION	11,300.00			
	815 SEWER TOTAL	11,300.00			
	613 SEWER CAPITAL IMPROVEMENT TOTAL	11,300.00			
SANITATION SANITATION REPUBLIC SERVICES	DUMPSTER COLLECTIONS	12,099.57			
	840 SANITATION TOTAL	12,099.57			
	670 SANITATION TOTAL	12,099.57			
STORM WATER STORM WATER FUND STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE	265.00			
	865 STORM WATER FUND TOTAL	265.00			
	740 STORM WATER TOTAL	265.00			
	Accounts Payable Total	127,857.83			

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME		AMOUNT
001	GENERAL	20,555.16
005	MONTICELLO BERNDEN CENTER	5,231.48
009	POLICE CANINE UNIT	49.49
015	FIRE	2,185.98
016	AMBULANCE	2,246.29
030	LIBRARY IMPROVEMENT	1,071.97
041	LIBRARY	1,480.99
045	SUPER MAC FUND	212.93-
046	AIRPORT	1,364.89
110	ROAD USE	58,906.62
338	BATY DISC GOLF COURSE	984.00
600	WATER	1,394.46
610	SEWER	8,934.86
613	SEWER CAPITAL IMPROVEMENT	11,300.00
670	SANITATION	12,099.57
740	STORM WATER	265.00

	TOTAL FUNDS	127,857.83

City Council Meeting
Prep. Date: 8/11/2021
Preparer: Sally Hinrichsen



Agenda Item: # 1
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Motion – Monticello Heritage Museum event

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Monticello Heritage Museum has requested permission to hold an event at the museum during the Monti in Motion event

City Council Meeting
Prep. Date: 8/11/2021
Preparer: Sally Hinrichsen



Agenda Item: # 2
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Resolution to approve standard Residential Tax Abatement related to property located at 5 Spring Farm Lane, Monticello

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: Abatement Application filed by Ben Bollwitt related to residential improvements constructed at 5 Spring Farm Lane, Monticello, Iowa

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

Staff Recommendation: Staff recommend that the Council approve the proposed resolution providing for the Standard Tax Abatement as set out above.

The City of Monticello, Iowa

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

RESOLUTION

Approving Ben Bollwitt Tax Abatement Application related to Residential Improvements constructed at 5 Spring Farm Lane, Unit #2, Monticello, Iowa

WHEREAS, Monticello has enacted an Urban Revitalization Tax Abatement program and codified same at Chapter 10 of the Monticello Code of Ordinances, and

WHEREAS, Ben Bollwitt have completed and filed an Application for Tax Abatement related to residential property located at 5 Spring Farm Lane, Unit #2 and

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

WHEREAS, The Council further finds that the estimated completion date of the improvements was April 15, 2021, and finds, based thereon, that the Jones County Assessor will need to determine how many years of tax abatement remain on this property, being tied to the date on which the property was deemed to be 100% complete for taxation purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Ben Bollwitt as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of August 2, 2021 and being signed Ben Bollwitt and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19th day of July, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
 Prep. Date: 8/11/2021
 Preparer: Russell Farnum



Agenda Item: # 3
 Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Resolution designating the use of Monticello’s share of American Rescue Plan funding

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Staff is recommending that the Council designate use of the American Rescue Plan (“ARP”) primarily for funding water and sewer capital improvements, in particular design and construction of the Waste Water Treatment Plant.

Background Information: The Federal government has passed legislation that passes through billions in COVID relief funding for States and municipalities.

The money will be disbursed in two “tranches”; Tranche 1 has already been released to the states, and Tranche 2 will be released next year. The State will be disbursing to local governments based upon population, according to all projections, Monticello’s share will be about \$250,000 for each tranche, or about \$500,000 total. As part of the legislation, the funding can only be used for specific purposes:

- Support public health expenditures;
- Address the negative economic impacts caused by the public health emergency;
- Replace lost public sector revenue;
- Provide premium pay for essential workers; and.
- Invest in water, sewer, and broadband infrastructure.

State and local government recipients have until December 31, 2024, to obligate the funds and until 2026 to spend the funds. For budgetary purposes, it’s best that the Council provide clear direction on the use of the funds, in order to assure compliance with the Federal regulations. This also provides some constraint in the future use of the money.

Based upon the criteria, it seems that Monticello could use the funding for the following uses (among others):

- Reimburse the General Fund for revenues lost due to COVID, for example to offset losses from the Monticello Aquatic Center, Berndes Center rents, and Park and Rec programs which were cancelled;
- Reimburse some costs, such as expenses related to the Council Chambers sound system and camera improvements to add Zoom capabilities;

- Provide some sort of unspecified housing subsidy or public health programs;
- Other programs or ideas that meet the requirements of the ARP funding.

In Staff's opinion, using this large infusion of capital for a reimbursement of expenses that have already been covered, or for a new program that may create a future ongoing expense for the City, would be short sighted. Large capital should be used to draw down the costs of large impact projects, such as the Waste Water Treatment Facility. Therefore, Staff is recommending that the ARP Funding be designated for set asides for the WWTF and related expenses.

Staff Recommendation:

After consideration of the many uses for the money, and on the heels of a steep sewer rate increase, Staff felt it best to commit the funding to the Waste Water Treatment Plan project. Approval of the attached Resolution is recommended.

The City of Monticello, Iowa

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

RESOLUTION

Resolution Designating American Rescue Plan funding for use on the Waste Water Treatment Facility expansion and related Water and Sewer projects

WHEREAS, The Federal Government approved legislation that passes through billions in COVID relief funding, also known as Coronavirus State and Local Fiscal Recovery Funds (CSFRF / CLFRF, or Fiscal Recovery Funds) for States and municipalities, and

WHEREAS, Cities can use ARP funds to:

- Support public health expenditures;
- Address the negative economic impacts caused by the public health emergency;
- Replace lost public sector revenue;
- Provide premium pay for essential workers; and
- Invest in water, sewer, and broadband infrastructure, and

WHEREAS, Cities will be granted the funding in two tranches in 2021, and 2022, respectively, but have until December 31, 2024, to obligate funds and until December 31, 2026, to expend the funds, and

WHEREAS, Cities are required to meet compliance and reporting responsibilities. The Reporting Guidance requires program and performance reporting to build public awareness, increase accountability, and Monitor compliance of eligible uses. Cities must submit a Project Expenditure Report by October 31, 2021 and then annually thereafter, and

WHEREAS, Based upon careful consideration of the long-term needs of the City of Monticello and its citizens, the City Council has determined that the best use of the funding is to contribute to the design, engineering and construction of the Waste Water Treatment Plant expansion, and related water and sewer projects, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally designate the use of the American Rescue Plan funding to the design, engineering and construction of the Waste Water Treatment Facility expansion, and the City Clerk/Treasurer is directed to take such actions as may be necessary to budget, account for, and set aside this money for said capital expenditures.

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 ___st day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 08/11/21
Preparer: Russell Farnum



Agenda Item: # 4 & 5
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Accepting utility easements from Orbis and Energy Manufacturing

Type of Action Requested: Motion; **Resolutions** (2); Ordinance; Report; Public Hearing; Closed

Attachments & Enclosures:

Draft Easements and Plats (2 each)

Fiscal Impact:

Budget Line Item:	N/A
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: These easements formalize access to underground utilities the City owns and operates on the Orbis and Energy properties on Plastic Lane.

Background Information: A sanitary sewer main has long existed on the Orbis property, and we asked Orbis to provide the City an easement for that pipe. During the process of surveying for that easement and locating the pipe, we also discovered a leg of the sewer lies on the Energy Manufacturing property. The City has prepared an easement document for that portion of the sewer also.

The easements clarify everyone’s rights and obligations with regard to the underground mains, as outlined in the easement document. These documents assure that the City always has the right to enter the property to maintain the underground utilities, and prevents the owners (Orbis or Energy, respectively) from placing a building over the main, or otherwise obstructing our access to the main.

Staff Recommendation:

Approval is recommended.

The City of Monticello, Iowa

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

RESOLUTION #

To approve Public Utility and Storm Water Easement with Orbis Corporation and direct recordation of same

WHEREAS, The City of Monticello owns the sanitary sewer main that has long existed on the Orbis Corporation Property, and

WHEREAS, Orbis Corporation has agreed to the terms of the Public Utility and Storm Water Easement for the following purposes:

1. Water Main: To construct, reconstruct, repair, alter, maintain, and operate, at Grantee's expense, a Water Main and related infrastructure, together with necessary appurtenances thereto, under and/or through said Easement Area. This easement being granted in connection with a previously approved Development Agreement between Grantor and Grantee that provided for the installation of a water main in the Easement Area; and
2. Sanitary Sewer Main: To construct, reconstruct, repair, alter, maintain, and operate, at Grantee's expense, a Sewer Main and related infrastructure, together with necessary appurtenances thereto, under and/or through said Easement Area. This easement being granted in connection with a previously approved Development Agreement between Grantor and Grantee.
3. Storm Water Easement: To permit the flow over and across the Easement Area and Grantor's adjacent real property (in the manner existing as of the date of this Agreement) of storm water from adjacent real property owned by Grantee, including without limitation the adjacent publicly dedicated streets and rights of way.

WHEREAS, The City Council approved a Development agreement with Orbis by Resolution #17-35 dated April 3, 2017, which was amended by Resolution #19-27 dated March 4, 2019, and

WHEREAS, The City Council through the amend developer's agreement agreed to the following:

That the extension of additional water main, "The Project" was necessary for the Orbis Warehouse project and provides additional significant benefits to the area and the community in general, and the granting of easements to the City to repair, maintain and replace the new main, the previously existing sewer main for which the City may not have had previously established easement rights, and drainage way rights are all beneficial to the community.

WHEREAS, The Council finds that the Public Utility and Storm Water Easement should be approved, accepted, and recorded.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the proposed Easement, and directs that they be recorded with the Jones County Recorder.

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 16th day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

Preparer: Doug Herman, Lynch Dallas, PC 526 Second Ave S.E. P.O. Box 2457, Cedar Rapids, IA 52406 Phone: 319.365.9101 Email: dherman@clynchdallas.com **Return To:** Same

PUBLIC UTILITY and STORM WATER EASEMENT

KNOW ALL BY THESE PRESENTS:

That ORBIS Corporation, a Corporation existing under the laws of the State of Wisconsin (hereinafter referred to as “Grantor”) for the consideration noted below as provided by the City of Monticello, Iowa, a Municipal Corporation existing under the laws of the State of Iowa (hereinafter referred to as “Grantee”) upon final approval and acceptance of this easement agreement (this “Agreement”), does hereby convey unto the Grantee a perpetual Public Utility and Storm Water Easement, as described in Article I below, under, over, through and across the following described real estate:

See attached Exhibit “A”
Plat of Sanitary & Watermain Easements

(hereinafter called “Easement Area”) for the following purposes:

ARTICLE I

1. Water Main: To construct, reconstruct, repair, alter, maintain, and operate, at Grantee’s expense, a Water Main and related infrastructure, together with necessary appurtenances thereto, under and/or through said Easement Area. This easement being granted in connection with a previously approved Development Agreement between Grantor and Grantee that provided for the installation of a water main in the Easement Area; and
2. Sanitary Sewer Main: To construct, reconstruct, repair, alter, maintain, and operate, at Grantee’s expense, a Sewer Main and related infrastructure, together with necessary appurtenances thereto, under and/or through said Easement Area. This easement being granted in connection with a previously approved Development Agreement between Grantor and Grantee.
3. Storm Water Easement: To permit the flow over and across the Easement Area and Grantor’s adjacent real property (in the manner existing as of the date of this Agreement) of storm water from adjacent real property owned by Grantee, including without limitation the adjacent publicly dedicated streets and rights of way.

ARTICLE II

The parties do hereby agree to the following background information:

1. Water Main. The parties agree that a 12” water main was installed by agreement of the parties in the Easement Area by mutual agreement and in contemplation of this Easement Agreement.
2. Sanitary Sewer Main. The parties agree that an 8” sanitary sewer main also exists on the property of the Grantor, same being part of the City of Monticello Sanitary Sewer System. The sanitary sewer main pre-existed the aforementioned Development Agreement between the parties.
3. Storm Water. The parties agree that storm water from the property of the Grantor, other adjacent properties, and the Grantee dedicated streets/storm sewer system has, prior to the date of this Agreement, flowed across the Easement Area and an adjacent area which was improved by Grantor as part of its recent building addition and renovation project.

ARTICLE III

The easements set forth in Article I shall be subject to the following terms and conditions:

1. Erection of Structures Prohibited. Grantor shall not erect any structure over or within the Easement Area. Notwithstanding the foregoing, Grantor may maintain a driveway and landscape over the Easement Area. In the event that said driveway or landscape should ever be damaged as a result of Grantee’s reconstruction, repair, alteration, maintenance, and/or operation of said water or sewer main the Grantee shall be solely responsible for all damages and will return the property to as good a condition or better than existed prior to said damage.
2. Right of Access. Grantee shall have the right of access to the Easement Area upon prior notice to Grantor and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including but not limited to the right to remove any unauthorized obstructions or structures placed or erected within the Easement Area. Grantee will maintain and cause any contractor exercising Grantee’s easement rights hereunder to maintain, commercially reasonable insurance, and shall provide evidence of such insurance to Grantor prior to any entry on the Easement Area.
3. Storm Water. The Grantor agrees to maintain the Easement Area in such a manner as to ensure the continued flow of water from the Grantor’s property to the adjacent 11th Street owned by Grantee so that it continues to flow in a similar manner to that existing as of the date of this Agreement.
4. Easement Runs with the Land. This Agreement shall be deemed to run with the land and shall be binding on Grantor and on Grantor’s successors and assigns.
5. Consideration. The Grantor hereby acknowledges that the financial contributions of the Grantee as set forth within a Development Agreement related to the Grantor’s recent building addition and renovation project on property adjoining the Easement Area is the consideration for the easements granted herein.

6. Approval by the City. The dedication of the easements set forth in Article I above and this Agreement shall not be binding until it has received final approval and acceptance by Resolution of the Monticello City Council.
7. Underground Facilities. All facilities constructed pursuant to the easements set forth in Article I above shall be underground except as approved otherwise by Grantor in its sole and absolute discretion. Notwithstanding the foregoing, the parties agree that certain above ground storm water facilities were installed by Grantor as part of its building improvements on adjacent Grantor owned real property.
8. Indemnity. Grantee shall indemnify, defend and hold harmless Grantor of, from, for and against any and all demands, claims, losses, liabilities, damages, costs and fees (including without limitation reasonable attorneys' fees) arising from Grantee's exercise of the easement rights granted in herein. Grantee's indemnification obligation shall survive any abandonment or termination of this easement.
9. Continued Use. Grantor shall have the right to use the Easement Premises for any uses which are not inconsistent with Grantee's use of the Easement Premises for the purposes granted herein.
10. Relocation. Should the location of the Easement Area interfere with the development and use of Grantor's property, Grantor shall have the right, at Grantor's expense, to relocate or alter the facilities installed in the Easement Area to a location and in a fashion mutually agreed upon by Grantor and Grantee.

Grantor does HEREBY COVENANT with the Grantee that Grantor holds said real estate described in this easement by title in fee simple; that Grantor has good and lawful authority to convey the same; and said Grantor covenants to WARRANT AND DEFEND the said premises against the lawful claims of all persons whomsoever.

Grantor does further DEDICATE the aforementioned Water Main and Sewer Main and related infrastructure, together with necessary appurtenances thereto, located within the easement area as more fully described and delineated previously herein, to the Grantee.

[Signature Pages Follow]

IN WITNESS WHEREOF I have hereunto affixed my hand this _____ day of _____, 2021.

GRANTOR:
ORBIS Corporation

By _____

STATE OF WISCONSIN)
) §
COUNTY OF _____)

On this ____ day of _____, 2021, before me the undersigned, a Notary Public in and for said State, personally appeared _____, _____, of ORBIS Corporation, known to me to be the identical person(s) named herein who executed the foregoing instrument, and acknowledged that he executed the same as his voluntary act and deed and the voluntary act and deed of the Corporation.

Notary Public in and for said State of Wisconsin

GRANTEE:
CITY OF MONTICELLO IOWA

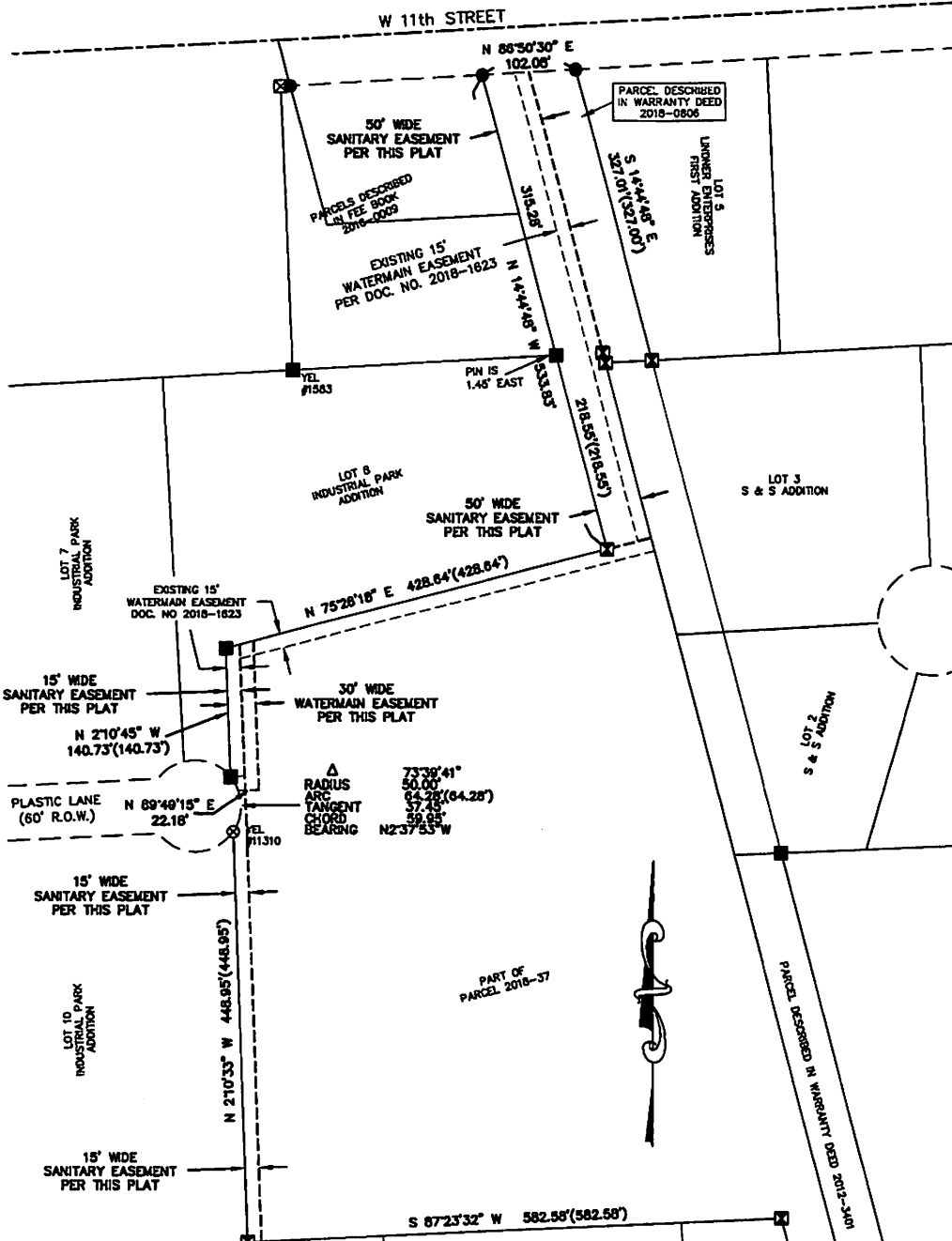
By _____
Mayor Brian Wolken

STATE OF IOWA)
) §
COUNTY OF JONES)

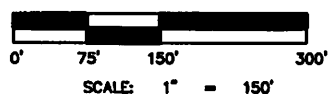
On this ____ day of _____, 2021, before me the undersigned, a Notary Public in and for said State, personally appeared Brian Wolken, Mayor of the City of Monticello, Iowa, known to me to be the identical person(s) named herein who executed the foregoing instrument, and acknowledged that he executed the same as his voluntary act and deed and the voluntary act and deed of the Municipal Corporation.

Notary Public in and for said State of Iowa

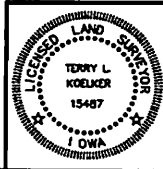
Exhibit "A": Plat of Sanitary & Watermain Easements across part of Parcel 2018-37 of Section 21, T86N, R3W of the 5th P.M., in the City of Monticello, Jones County, Iowa



- LEGEND**
- FOUND 5/8" ROD W/YEL CAP #13480 (UNLESS OTHERWISE NOTED)
 - ⊗ FOUND 1/2" ROD W/RED CAP #15525 (UNLESS OTHERWISE NOTED)
 - FOUND 1" IRON ROD (UNLESS OTHERWISE NOTED)
 - ⊠ FOUND 5/8" IRON REBAR W/ORANGE PLASTIC CAP MARKED "KOELKER 15487"
 - SURVEYED BOUNDARY LINE
 - PROPERTY LINE
 - CENTER LINE
 - ROW — RIGHT OF WAY LINE
 - - - EASEMENT LINE
 - - - EXISTING EASEMENT LINE
 - W/A WITH ANGLE IRON
 - () RECORD DIMENSION



- NOTES**
1. ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.
 2. THIS PLAT IS SUBJECT TO ALL EASEMENTS OF RECORD AND NOT OF RECORD.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Terry L. Koelker
TERRY L. KOELKER
LICENSE NUMBER 15487
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021

6/11/21 (DATE)

SHEETS COVERED BY THIS SEAL: SHEET 1

BUESING ASSOCIATES INC.
ENGINEERS AND SURVEYORS
1212 LOCUST ST., DUBUQUE, IA
(563) 556-4589

DRAWN BY: JAL CHECKED BY: TLK
SURVEY DATE: 5/18/21 PLOT DATE: 5/27/21
DWG. NO. 21124-01 SCALE: 1" = 150'

SHEET 1 OF 1

The City of Monticello, Iowa

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

RESOLUTION #

**To approve Public Utility and Storm Water Easement
Agreement with Energy Mfg, Co Inc and direct recordation of same**

WHEREAS, The City of Monticello owns the sanitary sewer main that exists on the Energy Mfg, Co Inc Property, and

WHEREAS, Energy Mfg, Co Inc has agreed to the terms of the Public Sanitary Sewer Easement for the following described real estate:

Lot 8 of INDUSTRIAL PARK ADDITION TO MONTICELLO; situated in Jones County, Iowa;

WHEREAS, The Council finds that the Easements should be approved, accepted, and recorded.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the proposed Easement, and directs that it be recorded with the Jones County Recorder.

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 16th day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

Preparer: Doug Herman, Lynch Dallas, PC 526 Second Ave S.E. P.O. Box 2457, Cedar Rapids, IA 52406 Phone: 319.365.9101 Email: dherman@clynchdallas.com **Return To:** Same

PUBLIC SANITARY SEWER EASEMENT

KNOW ALL BY THESE PRESENTS:

That ENERGY MFG. CO., INC, a Corporation existing under the laws of the State of Delaware (hereinafter referred to as “Grantor”) for the consideration noted below as provided by the City of Monticello, Iowa, a Municipal Corporation existing under the laws of the State of Iowa (hereinafter referred to as “Grantee”) upon final approval and acceptance of this easement agreement (this “Agreement”), does hereby convey unto the Grantee a perpetual Public Sanitary Sewer Easement, as described below, under, over, through and across the following described real estate:

Lot 8 of INDUSTRIAL PARK ADDITION TO MONTICELLO; situated in Jones County, Iowa;

The portion of said property subject to the Sanitary Easement is shown by the Plat of Sanitary Easement attached hereto as Exhibit “A”

(hereinafter called “Easement Area”) for the following purposes:

ARTICLE I

1. Sanitary Sewer Main: To construct, reconstruct, repair, alter, maintain, and operate, at Grantee’s expense, a Sewer Main and related infrastructure, together with necessary appurtenances thereto, under and/or through said Easement Area.

The parties agree that an [REDACTED]” sanitary sewer main currently exists on the property of the Grantor located within the Easement Area, same being part of the City of Monticello Sanitary Sewer System. The sanitary sewer main has existed in its’ current location for many years.

ARTICLE II

The easement set forth in Article I shall be subject to the following terms and conditions:

1. Erection of Structures Prohibited. Grantor shall not erect any structure over or within the Easement Area.
2. Right of Access. Grantee shall have the right of access to the Easement Area upon prior notice to Grantor and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including but not limited to the right to remove any unauthorized obstructions or structures placed or erected within the Easement Area. Grantee will maintain and cause any contractor exercising Grantee's easement rights hereunder to maintain, commercially reasonable insurance, and shall, upon request, provide evidence of such insurance to Grantor prior to any entry on the Easement Area.
3. Easement Runs with the Land. This Agreement shall be deemed to run with the land and shall be binding on Grantor and on Grantor's successors and assigns.
4. Consideration. The Grantor hereby acknowledges that the use of the City Sanitary Sewer System by Grantor, and the need for said sewer system to be maintained in good repair, is adequate consideration for the granting of this Easement.
5. Indemnity. Grantee shall indemnify, defend and hold harmless Grantor of, from, for and against any and all demands, claims, losses, liabilities, damages, costs and fees (including without limitation reasonable attorneys' fees) arising from Grantee's exercise of the easement rights granted in herein. Grantee's indemnification obligation shall survive any abandonment or termination of this easement.
6. Continued Use. Grantor shall have the right to use the Easement Premises for any uses which are not inconsistent with Grantee's use of the Easement Premises for the purposes granted herein.
7. Approval by the City. The dedication of this easement shall not be binding until it has received final approval and acceptance by Resolution of the Monticello City Council.
8. Jurisdiction. Any dispute/litigation in relation to the terms hereof shall be heard and decided in the Iowa District Court in and for Jones County and shall in all cases be governed by laws of and applicable to the State of Iowa.

Grantor does HEREBY COVENANT with the Grantee that Grantor holds said real estate described in this easement by title in fee simple; that Grantor has good and lawful authority to convey the same; and said Grantor covenants to WARRANT AND DEFEND the said premises against the lawful claims of all persons whomsoever.

Grantor does further DEDICATE the aforementioned Public Sanitary Sewer Easement and related infrastructure, together with necessary appurtenances thereto, located within the easement area as more fully described and delineated previously herein, to the Grantee.

GRANTEE:
CITY OF MONTICELLO IOWA

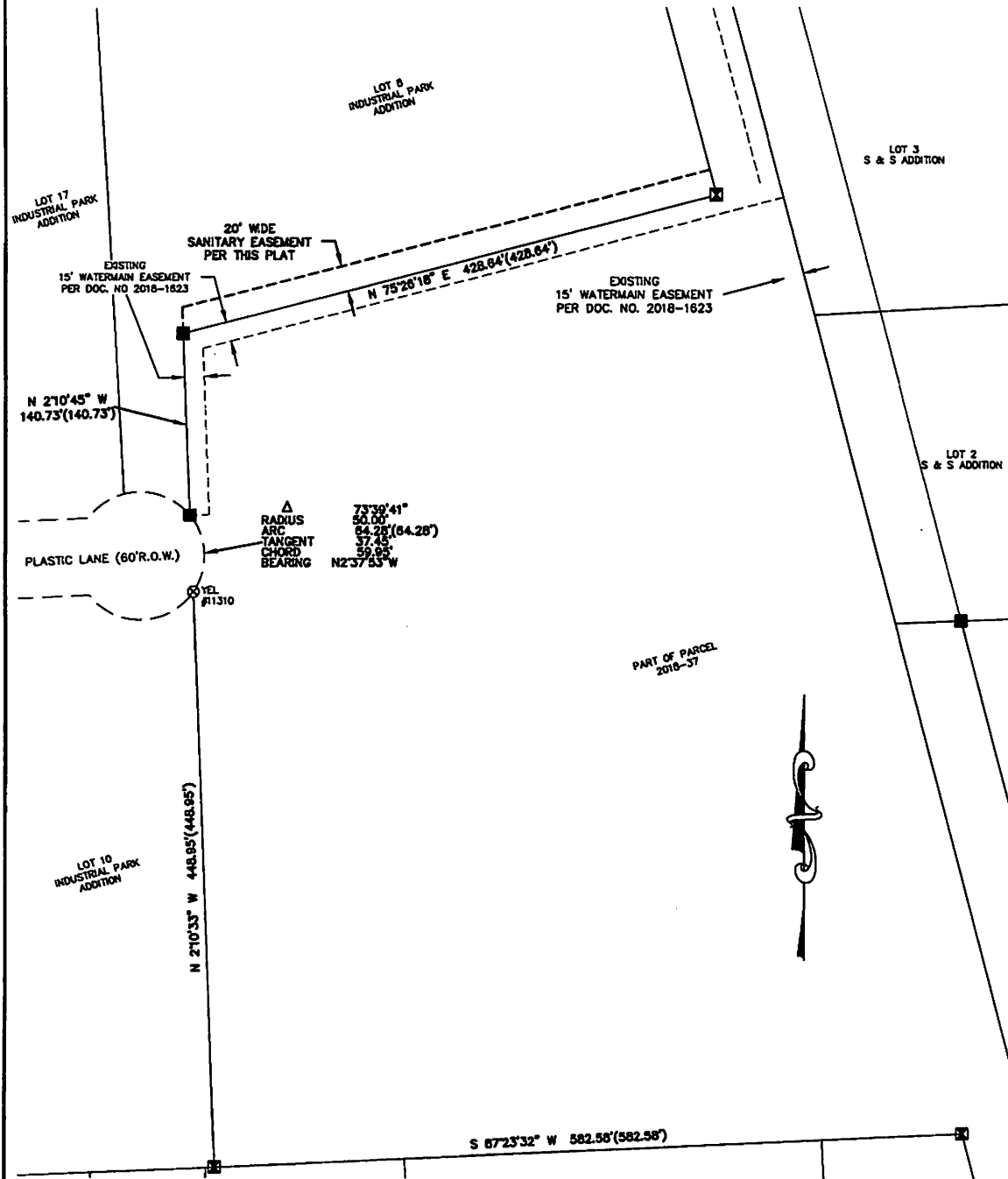
By _____
Mayor Brian Wolken

STATE OF IOWA)
) §
COUNTY OF JONES)

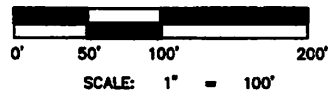
On this ____ day of _____, 2021, before me the undersigned, a Notary Public in and for said State, personally appeared Brian Wolken, Mayor of the City of Monticello, Iowa, known to me to be the identical person(s) named herein who executed the foregoing instrument, and acknowledged that he executed the same as his voluntary act and deed and the voluntary act and deed of the Municipal Corporation.

Notary Public in and for said State of Iowa

Exhibit "A": Plat of Sanitary Easement across Lot 8 of Industrial Park Addition., in the City of Monticello, Jones County, Iowa

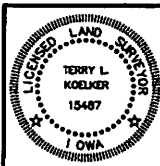


LEGEND	
⊗	FOUND 1/2" ROD W/RED CAP #15525 (UNLESS OTHERWISE NOTED)
■	FOUND 1" IRON ROD (UNLESS OTHERWISE NOTED)
⊠	FOUND 5/8" IRON PEROD W/ORANGE PLASTIC CAP MARKED "KOELKER 15487"
—	SURVEYED BOUNDARY LINE
—	PROPERTY LINE
—	CENTER LINE
—	RIGHT OF WAY LINE
---	EASEMENT LINE
---	EXISTING EASEMENT LINE
W/A	WITH ANGLE IRON
()	RECORD DIMENSION



NOTES

1. ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.
2. THIS PLAT IS SUBJECT TO ALL EASEMENTS OF RECORD AND NOT OF RECORD.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Terry L. Koelker 6/1/21
(DATE)

TERRY L. KOELKER
LICENSE NUMBER 15487
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021

SHEETS COVERED BY THIS SEAL: SHEET 1

BUESING ASSOCIATES INC. ENGINEERS AND SURVEYORS	
1212 LOCUST ST., DUBUQUE, IA (563) 856-4309	
DRAWN BY: J.E.	CHECKED BY: TLK
SURVEY DATE: 5/18/21	PLOT DATE: 5/27/21
DWG. NO. 21124-01	SCALE: 1" = 100'
SHEET 1 OF 1	

City Council Meeting
Prep. Date: 8/12/2021
Preparer: Sally Hinrichsen



Agenda Item: # 6
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Resolution to approve the acquisition of Credit Cards for various departments

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Staff is recommending that the Council authorize issuance of credit cards to various department heads.

Background Information: In May 2017, Council approved City Clerk, City Administrator, Police Chief, Ambulance Director, Library Director and Park and Recreation Director to be issued a City Credit card.

Jim Tjaden would like to have a credit card for his department as it is needed to send the water and wastewater samples to the lab through UPS.

Britt Smith advised the Police Department and Ambulance Department has one credit card for both departments and felt that was sufficient, so Ambulance Director was removed from the proposed resolution

Staff Recommendation:

After consideration of the credit card policy, Staff felt it best to issue department heads a credit card. Approval of the attached Resolution is recommended.

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

RESOLUTION

Resolution to approve the acquisition of Credit Cards for various departments

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

WHEREAS, the City previously approved the issuance of credit cards to a number of Departments, including the City Clerk, City Administrator, Police Chief, Ambulance Director, Library Director and Park & Recreation Director, and

WHEREAS, In addition to the above, it has become apparent that Water/Wastewater Supervisor, Public Works Director, and _____ also has a need for a credit card from time to time, and

WHEREAS, The Council finds it appropriate to have credit cards issued to City Clerk, City Administrator, Police Chief, Library Director, Park and Recreation Director, Water/Wastewater Supervisor, Public Works Director and _____ each card to have a credit limit of \$2,500.

NOW, THEREFORE, BE IT RESOLVED that the City of Monticello does hereby approve of the application for and the acquisition of Credit Cards for the following departments/staff: City Clerk, City Administrator, Police Chief, Library Director, and Park and Recreation Director Water/Wastewater Supervisor, Public Works Director and _____ each card to have a credit limit of \$2,500.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed this 16th day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City of Monticello Credit Card Policy

The City has assigned the following cards:

VISA – 5 issued / credit limit of \$2,500 per card

- a. City Clerk
- b. Police Chief
- c. Ambulance Director
- d. Library Director
- e. Park & Recreation Director

The Credit Cards will only be used for the following purposes unless otherwise approved by the City Council.

- a. Purchases requiring immediate payment where City is unable to issue a check for the purchase. Purchases require prior approval for non-budgeted items.
- b. Meal expenses when on City business (no liquor expenses can be included).
- c. Employee training/travel accommodations including lodging when applicable.
- d. On-line purchases requiring a credit card and no other payment or billing option is available. On-line purchases require prior approval for non-budgeted items.
- e. Emergency vehicle maintenance.

All receipts must be brought into the City Clerk's office upon charging any item. If receipts are not turned in the City will not be responsible for those charges on the cards issued.

Misuse of City Credit Cards, failure to secure or failure to report stolen or missing Credit Cards immediately upon discovering could result in disciplinary action toward employee and possible employment termination. Employees may be held responsible for any unauthorized purchases on their card while the card is in their possession. Employees would not be held responsible for any charges to the credit card after it has been reported missing or stolen.

Passed and approved by City Council as resolution #17-60 on May 15, 2017.

ACKNOWLEDGEMENT OF RECEIPT OF CREDIT CARD POLICY:

I acknowledge that I have received and reviewed the credit card policy for the City of Monticello, Iowa, adopted by city council as resolution # 17-60. I understand the terms of the agreement and will abide by what is set forth. In the event that my employment is terminated in anyway, the cards will be turned in to the City Clerk or Mayor immediately.

Michelle Turnis, Library Director

City Council Meeting
Prep. Date: 08/11/21
Preparer: Russell Farnum



Agenda Item: #
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Approving applications, the City portion of the match, and designating Authorized Representatives for Three (3) Hazard Mitigation Grant applications

Type of Action Requested: Motion; Resolutions (6); Ordinance; Report; Public Hearing; Closed

Attachments & Enclosures:
 (6) Resolutions – 2 for each grant application

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The Iowa Department of Homeland Security and Emergency Mitigation has money for infrastructure and acquisition/demolition project under its Hazard Mitigation Grant Program. The program provides FEMA hazard mitigation grants at 75% matched by Iowa grant money at an additional 10%. Consequently, the local (Monticello) funded match is 15%, which can be either cash or in-kind contributions.

There are three (3) applications for this money that were identified by Staff as eligible projects:

1. Backup generator for the Fire Department;
2. Backup generator for the West Well;
3. Acquisition and demolition of 202 N. Main Street (flood plain property).

In order to proceed with these grant applications, the City Council must now commit to the local match, and designate an Authorized Representative to work with the Iowa HSEMD to finalize the applications and execute all of the grant-related documents.

Background Information:

Due to last summer’s derecho, FEMA and HSEMD have funding through the Hazard Mitigation Grant Program for projects that help communities be better prepared for future disastrous events. These include acquisition and demolition of flood-prone properties, and providing backup electrical generation capability for long periods without power.

Staff have identified three projects that are eligible for funding under this program. The details are outlined below.

Backup Generator for Fire Department

This would add a 100 KW diesel or natural gas-powered generator to the Fire Department building. It is a needed improvement as in times of power outages, the large overhead doors must be operated manually, and the compressor used to refill oxygen tanks is non-functional. During long periods without power, the delays from opening the doors manually, and the risk of not being able to refill breathing apparatus, becomes increased due to multiple calls, especially in major events that can press emergency services to their limits.

The anticipated budget for this project would be as follows:

Natural Gas generator	\$ 53,000
Engineering	<u>2,500</u>
Total	\$ 55,500

FEMA Funding 75%	\$ 41,625
State Funding 10%	5,550

City Share 15% \$ 8,325

The Natural Gas option is preferred as there is increased reliability and far less maintenance over time. However, if the less expensive Diesel option is chosen, the budget would look like this:

Diesel generator	\$ 44,000
Engineering	<u>2,500</u>
Total	\$ 46,500

FEMA Funding 75%	\$ 34,875
State Funding 10%	4,650

City Share 15% \$ 6,975

Backup Generator for West Well

This would add a 125 KW diesel or natural gas-powered generator to the west well and water tower. It is a needed improvement as in times of power outages, there is no way to pump water to refill the tower. While the City maintains several days of storage in our water towers, in times of extended power outages, the risk of running out of potable water becomes increased. This is exacerbated if there are fires and/or water main breaks, both of which are likely to occur in emergency events.

There would be a possibility of connecting a temporary generator to the well, but in large emergencies, backup generators are difficult to procure, as the City experienced after the derecho.

The anticipated budget for this project would be as follows:

Natural Gas generator	\$ 53,000
Engineering	<u>2,500</u>
Total	\$ 55,500

FEMA Funding 75%	\$ 41,625
------------------	-----------

State Funding 10%	5,550
City Share 15%	\$ 8,325

As with the Fire Department generator, the Natural Gas option is preferred as there is increased reliability and far less maintenance over time. However, if the less expensive Diesel option is chosen, the budget would look like this:

Diesel generator	\$ 36,000
Engineering	<u>2,500</u>
Total	\$ 38,500

FEMA Funding 75%	\$ 28,875
State Funding 10%	3,850
City Share 15%	\$ 5,775

Flood Plain Buyout – 202 N. Main

This property is located in the Kitty Creek flood plain just north of the new HyVee Dollar Fresh site. The property is owned by the Wolken family who have agreed to sell it to the City if we get this grant. There are two buildings on the site, one 3-story building with commercial uses on the main level and apartments in the upper and lower levels. The main building is on the fringe of the flood plain and has an elevation certificate. The detached garage in the back is in the flood plain.

Under the terms of this grant program, after acquisition and demolition, the land would have to remain part of a riparian area. By FEMA’s definition, “...the riparian habitat area encompasses the entire extent of vegetation adapted to wet conditions as well as adjacent upland plant communities that directly influence the stream system.” The term “riparian habitat” is interchangeable with the commonly used terms “riparian area,” “riparian ecosystem,” and “riparian corridor.”

The understanding is that if we have a written commitment from the City that the property will be planted with native grasses, trees, or other species meant to improve water retention and slow runoff to Kitty Creek, that should be sufficient for FEMA. It would not prohibit the City from extending a path or trail through this property in the future.

The estimated* budget for acquisition, environmental reviews, demolition, and site rehabilitation is below:

Acquisition	\$ 250,000
Environmental Reviews	20,000
Demolition/Site Clearance	50,000
Site and Habitat Restoration	<u>50,000</u>
Total	\$ 370,000

FEMA Funding 75%	\$ 277,500
State Funding 10%	37,000
City Share 15%	\$ 55,500

LOCAL MATCH RESOLUTION # _____
FOR THE
HAZARD MITIGATION ASSISTANCE PROGRAM

WHEREAS, the City of Monticello (hereinafter called "the Subrecipient"), County of _____ (*jurisdiction*)
Jones, has made application through the Iowa Department Homeland Security and Emergency Management (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Hazard Mitigation Assistance Program, in the amount of \$55,500 for the total project cost,
and

WHEREAS, the Subrecipient recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, the state share not exceeding 10%, and the local share being a *minimum* of 15% of the total project cost. The *minimum* 15% local share can be either cash or in-kind match.

and
THEREFORE, the Subrecipient agrees to provide and make available up to \$8,325.00
(Eight Thousand Three Hundred and Twenty Five dollars) of local monies to be used to meet the *minimum* local match requirement for this mitigation grant application.

The resolution was passed and approved this 12 day of August 2021

Signatures of Council or Board Members:

<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member

I submit this form for inclusion with the Hazard Mitigation Assistance Project Application.

Print Name of Authorized Representative

Authorized Representative's Signature and Date

The City of Monticello, Iowa

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

RESOLUTION

Resolution authorizing the Russell Farnum City Administrator to sign all documents related to the Mitigation Project providing funding to assist with the Backup Generator for the Fire Department.

WHEREAS, the Iowa Department of Homeland Security and Emergency Mitigation has money for infrastructure and acquisition/demolition project under its Hazard Mitigation Grant Program. The program provides FEMA hazard mitigation grants at 75% matched by Iowa grant money at an additional 10%. Consequently, the local (Monticello) funded match is 15%, which can be either cash or in-kind contributions, and

WHEREAS, City Council finds recognizes that there will be many documents that will need to be signed on behalf in relation to the Hazard Mitigation Grant Program and finds that the City Administrator should be given authorization to sign and/or execute said documents moving forward so as to not cause unnecessary delays in the process and acknowledging that the forms are all tied to the Grant Application and intended funding to assist with the Backup Generator for the Fire Department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the City Administrator to sign and/or execute all documents associated with the Hazard Mitigation Grant Program tied to the Grant Application and intended funding to assist with the Backup Generator for the Fire Department, for the City of Monticello without further action of the City Council.

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 16th day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

LOCAL MATCH RESOLUTION # _____
FOR THE
HAZARD MITIGATION ASSISTANCE PROGRAM

WHEREAS, the City of Monticello (hereinafter called "the Subrecipient"), County of _____ (*jurisdiction*)
Jones, has made application through the Iowa Department Homeland Security and Emergency Management (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Hazard Mitigation Assistance Program, in the amount of \$55,500 for the total project cost,
and

WHEREAS, the Subrecipient recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, the state share not exceeding 10%, and the local share being a *minimum* of 15% of the total project cost. The *minimum* 15% local share can be either cash or in-kind match.

and
THEREFORE, the Subrecipient agrees to provide and make available up to \$8,325.00
(Eight Thousand Three Hundred and Twenty Five dollars) of local monies to be used to meet the *minimum* local match requirement for this mitigation grant application.

The resolution was passed and approved this 12 day of August 2021

Signatures of Council or Board Members:

<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member

I submit this form for inclusion with the Hazard Mitigation Assistance Project Application.

Print Name of Authorized Representative

Authorized Representative's Signature and Date

LOCAL MATCH RESOLUTION # _____
FOR THE
HAZARD MITIGATION ASSISTANCE PROGRAM

WHEREAS, the City of Monticello (hereinafter called "the Subrecipient"), County of _____ (*jurisdiction*)
Jones, has made application through the Iowa Department Homeland Security and Emergency Management (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Hazard Mitigation Assistance Program, in the amount of \$55,500 for the total project cost,
and

WHEREAS, the Subrecipient recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, the state share not exceeding 10%, and the local share being a *minimum* of 15% of the total project cost. The *minimum* 15% local share can be either cash or in-kind match.

and
THEREFORE, the Subrecipient agrees to provide and make available up to \$8,325.00
(Eight Thousand Three Hundred and Twenty Five dollars) of local monies to be used to meet the *minimum* local match requirement for this mitigation grant application.

The resolution was passed and approved this 12 day of August 2021

Signatures of Council or Board Members:

<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member

I submit this form for inclusion with the Hazard Mitigation Assistance Project Application.

Print Name of Authorized Representative

Authorized Representative's Signature and Date

The City of Monticello, Iowa

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

RESOLUTION

Resolution authorizing the Russell Farnum City Administrator to sign all documents related to the Mitigation Project providing funding to assist with the Backup Generator for the West Well.

WHEREAS, the Iowa Department of Homeland Security and Emergency Mitigation has money for infrastructure and acquisition/demolition project under its Hazard Mitigation Grant Program. The program provides FEMA hazard mitigation grants at 75% matched by Iowa grant money at an additional 10%. Consequently, the local (Monticello) funded match is 15%, which can be either cash or in-kind contributions, and

WHEREAS, City Council finds recognizes that there will be many documents that will need to be signed on behalf in relation to the Hazard Mitigation Grant Program and finds that the City Administrator should be given authorization to sign and/or execute said documents moving forward so as to not cause unnecessary delays in the process and acknowledging that the forms are all tied to the Grant Application and intended funding to assist with the Backup Generator for the West Well.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the City Administrator to sign and/or execute all documents associated with the Hazard Mitigation Grant Program tied to the Grant Application and intended funding to assist with the Backup Generator for the West Well, for the City of Monticello without further action of the City Council.

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 16th day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution authorizing the Russell Farnum City Administrator to sign all documents related to the Mitigation Project providing funding to assist with the Backup Generator for the Flood Plain Buyout 202 N Main.

WHEREAS, the Iowa Department of Homeland Security and Emergency Mitigation has money for infrastructure and acquisition/demolition project under its Hazard Mitigation Grant Program. The program provides FEMA hazard mitigation grants at 75% matched by Iowa grant money at an additional 10%. Consequently, the local (Monticello) funded match is 15%, which can be either cash or in-kind contributions, and

WHEREAS, City Council finds recognizes that there will be many documents that will need to be signed on behalf in relation to the Hazard Mitigation Grant Program and finds that the City Administrator should be given authorization to sign and/or execute said documents moving forward so as to not cause unnecessary delays in the process and acknowledging that the forms are all tied to the Grant Application and intended funding to assist with the Backup Generator for the Flood Plain Buyout 202 N Main.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the City Administrator to sign and/or execute all documents associated with the Hazard Mitigation Grant Program tied to the Grant Application and intended funding to assist with the Backup Generator for the Flood Plain Buyout 202 N Main, for the City of Monticello without further action of the City Council.

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 16th day of August, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 8/12/21
Preparer: Sally Hinrichsen



Agenda Item: #
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Amending Chapter 10, Urban Revitalization and limiting the time period for full exemption

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

Attachments & Enclosures:

Ordinance

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: During the codification of the City Code book Ordinance 722, dated January 2, 2019 was inadvertently not added to our City Code Book

Background Information:

Sally Hinrichsen received an Urban Revitalization Application for a property built in 2014, which the previous owner never requested the tax abatement on the new home. Recalling the Council adopted an Ordinance setting a term limit on the abatement requests, she looked into it further and found Ordinance #722 was not added to the current Code Book.

City began the codification of the City Code Book in 2018 and adopted the final version in August 2020. During the codification of the City Code book Ordinance 722, dated January 2, 2019 was inadvertently not added to our Code Book according to Alice Futrell with Iowa Codification.

She apologized for the oversight and they have agreed to add this to the Code Book at no cost to the City. However, if the Council wants this included in our Code Book, they must adopt the Ordinance.

Staff Recommendation:

After consideration of the proposed ordinance, if the Council wants the time restrictions as was approved in 2019, approval of the attached Ordinance is recommended.

ORDINANCE NO.

An Ordinance Amending Chapter 10, Urban Revitalization, Monticello Code, by Amending Section 10.10 Exemptions

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

Section 1: Chapter 10, Subsection 10.10 shall be amended by adding subsection 10.10(3):

10.10 Exemptions

3. To be considered eligible for the full period of exemption from taxation set forth within subsections 1 and 2 above an Application for Exemption from taxation must be received by the City within one year following the date on which the property is considered 100% complete and taxed as being 100% complete by the Jones County Assessor. Applications filed more than one year after said determination and taxation remain eligible for the remaining exemption period. (For example, an Application for Exemption filed 18 months after the Assessor's determination would be eligible for four years of abatement. In the case of commercial or industrial property the exemption would be for years two through five, the first year of eligible abatement dropping off.)

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.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # _____ was published in the Monticello Express on the _____ day of _____, 2021.

Sally Hinrichsen, City Clerk

ORDINANCE NO. 722

An Ordinance Amending Chapter 10, Urban Revitalization,
Monticello Code, by Amending Section 10.10 Exemptions

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


Section 1: Chapter 10, Subsection 10.10 shall be amended by adding subsection 10.10(3):

10.10 Exemptions

3. To be considered eligible for the full period of exemption from taxation set forth within subsections 1 and 2 above an Application for Exemption from taxation must be received by the City within one year following the date on which the property is considered 100% complete and taxed as being 100% complete by the Jones County Assessor. Applications filed more than one year after said determination and taxation remain eligible for the remaining exemption period. (For example, an Application for Exemption filed 18 months after the Assessor's determination would be eligible for four years of abatement. In the case of commercial or industrial property the exemption would be for years two through five, the first year of eligible abatement dropping off.)


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.



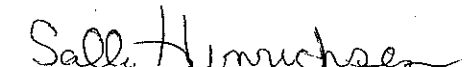
Brian Wolken, Mayor

Attest:




Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # 722 was published in the Monticello Express on the 2nd day of January, 2019.



Sally Hinrichsen, City Clerk

Herman reviewed the Ordinance related to Mobile Food Vending with the Council. Herman stated that he received one email expressing support for some allowance for mobile food vending. Yeoman stated that he supports the concept. Goedken expressed his belief that a 100 foot buffer between a food truck and a restaurant was not adequate. Council discussed whether on street parking should be allowed particularly in the downtown when businesses are open, taking up parking for other businesses. Holly Trevino, 17289 Co. Rd., suggested that the City look into rates from Delaware County or Manchester. Yeoman moved Ordinance #721 by amending Chapter 122, "Peddlers, Solicitors and Transient Merchants", second reading and in title only, Lux seconded, roll call unanimous. A committee will review the Ordinance prior to the third reading.



Herman explained that the code does not specify a time frame within which an application for exemption from taxation for new constructions or improvements must be received under Chapter 10 for an applicant to be eligible. He proposed that the Code be amended to require the application for exemption to be filed within one year of the 100% of the improvement to be eligible for the full five year exemption period. The applicant would lose one year of eligibility for each year that the application was filed thereafter. Russ introduced and moved Ordinance #722 amending Chapter 10, Urban Revitalization by amending Section 10.10 Exemptions, Yeoman seconded, roll call unanimous.

Herman stated City Staff has been working on budget and will bring budget information to next meeting.

Herman reported that he is looking at a few sites for a tree and yard waste facility and is awaiting input from the DNR. Yeoman's site is no longer under consideration due to neighborhood complaints.

LaGrange reported that concrete will be poured this week to finish the trail and inquired if Council want to add bollards at the trail entrances. Wolken suggested the placement of large limestone rocks as they were already in use at the park. Herman stated he has received inquiries about lighting.

Herman indicated that the Fountain Park fundraising insert was in the Shopper's Guide and that he continues to apply for grants.

Herman will send letters to N. Sycamore Street property owners providing project information and inviting them to an informational open house on Tuesday November 27th from 5 to 7 pm.

Herman reported that the lawsuit filed by Dave Lumpa has been set for trial set for December 5th. Herman reported the City was dismissed from the Petersen lawsuit, which was a slip and fall incident and that the City was also dismissed from most of the Intlekofer lawsuit by way of a Summary Judgement Ruling issued by the Court with the balance of the lawsuit having been dismissed by Intlekofer.

Herman suggested holding a goal setting session in January with the Council.

City Council Meeting
Prep. Date: 7/28/2021
Preparer: Sally Hinrichsen



Agenda Item: #
Agenda Date: 08/16/2021

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Reports / Potential Actions:

- 14. City Engineer
- 15. Mayor
- 16. City Administrator
- 17. City Clerk
- 18. Public Works Director
- 19. Police Chief
- 20. Water/Wastewater Superintendent
- 21. Park and Recreation Director
- 22. Library Director



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

From the Office of:

Chief of Police

Britt D. Smith

POLICE DEPARTMENT ACTIVITY

For the month of:

JULY 2021

Total Calls for Service: 322 (Total Calls 1778)

Traffic Stops: 53

Citations: 15

Total Citation Amounts for July: \$1,986.25

Amount Retained by City: \$901.00

When Citations are issued under City Code, the City of Monticello retains 90% of the fine amount. Fine amounts vary by citation and are not the total citation amount. The majority of the total citation amount is court costs and surcharges that are retained by the court system. Fine amounts for the month of July averaged \$45.

Parking Citations: 13

\$25.00 per citation, (City retains the full amount)

Arrests: 11;

- Violation of No Contact Order-2
- Criminal Mischief 5th
- Driving While Barred -2
- Domestic Assault Causing Bodily Injury- 2
- Harassment 3rd
- Theft 4th
- Theft 5th
- Public Intoxication-3
- Domestic Abuse
- Assault with injury
- Interference w/official acts

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Accidents Investigated: 10

EMS Assists: 21

Nuisance Warnings: 10

- 3-Noise Complaints
- 4-Tall/Overgrown Vegetation
- 2-Parking/Vehicles in Lawn
- 1-Burning Trash

Use of Force: 0

Public Complaints: 0

Information:

I was able to complete a grant application with the Department of Justice and their Bullet Proof Vest partnership. We are able to secure funding to assist in matching expenses related to the purchase of replacement ballistic vests for our officers. Ballistic Vests are required to be worn by officers and a wear policy is in place as required by the U.S. Department of Justice. Ballistic vests also should be replaced every 5 years and run roughly \$500 each. This funding helps reduce that expense and ensures that we keep our officers properly equipped.

We survived another Great Jones County Fair. As like years past, I was able to obtain 4 portable light towers to illuminate the intersections that see significant vehicle/pedestrian traffic. We incurred an expense of \$622 for the use of the towers for the 4 main concert nights. We had a fairly quiet Thursday and Friday nights, but Saturday kept our staff much busier with the assaults, intoxicated persons, traffic related complaints, traffic direction and control, and the various public assists we provide.

We had 3 officers assist the Anamosa Police Department with Ragbrai on Thursday July 29th. This extra duty work is paid by the hosting agency and incurred no additional expenses for the City of Monticello for our officers to provide their additional assistance.

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

Britt



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

From the Office of:

Chief of Police

Britt D. Smith

Ambulance Service Activity

For the month of:

July, 2021

Total EMS Calls for Service: 65 (370 for 2021)

Adam 27 (Primary Unit) 54

26-City of Monticello Addresses
10-Monticello Nursing/Rehab
9-County Addresses within our Service Area
8-Anamosa Service Area (Anamosa Unavailable)
1-Jones Regional Transfer

Adam 28 (Secondary Unit) 11

9-City of Monticello Addresses
1-Monticello Nursing/Rehab
1-County Addresses within our Service Area

11-total transports from the Jones County Fair

Finances:

PCR Status:

Transports between 6/01/21 – 6/30/21 were entered.

Total PCRs processed = 64

- 57 Billable
- 7 Calls/No charge

Financials:

- PCC Invoice = \$1,892.39
- Payments – Recoupments/Refunds = \$16,256.88
- IA Offset: = \$5,826.10
- Total Outstanding A/R as of 6/30/21 = \$131,899.82

201 East South Street
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Activities:

We are entering into a new fiscal period with the Ground Emergency Medical Transport program. Last year I had contracted with a company PCG to assist in preparing a cost report which reviews our total EMS expenses and the shortfalls of medicare payments and an established add-on rate is calculated which is funded through this GEMT program to provide additional revenues for Ambulance Services. That cost report will allow us to receive additional revenue for this fiscal period but in addition we must again recalculate our expenses to submit a new cost report for the next fiscal year.

We have recredentialed our service to again receive Wellmark payments for EMS services. This is an annual process that we must participate in to receive these payments.

We are also preparing for our Triennial Emergency Services Audit through the Iowa Department of Public Health where our service is reviewed to ensure we are complying with all the rules and requirements of a service with our authorizations.

Grants:

I am preparing a grant application for the Theisen's more for your community grant for EMS equipment. I will be making an application for the assistance with the purchase of new radios similar to the application I submitted and received for the police department last year.

Personnel:

We have lost a few members from our on-call service roster over the last couple months due to the time commitments necessary to remain current on our practices. We have recruited 3 new members who will begin our new member orientation classes starting in the month of August. Covering the weekend shifts with our on-call service members is getting more and more difficult given the large number of summer activities that everyone participates in. I have been forced to pull some of our Full-Time EMT crew members to cover weekend shifts by adjusting their schedules. This leaves some weekday day shifts open which I routinely cover to avoid paying additional part-time or overtime to other personnel until we can get some new service members training and filling shifts..

If you have any questions, please feel free to contact me.

Britt