

City of Monticello, Iowa

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Posted on June 14, 2023 at 1:00 p.m.

Monticello City Council Meeting June 19, 2023 @ 6:00 p.m.

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

Mayor:	Dave Goedken	Staff:	
City Council:		City Administrator:	Russell Farnum
At Large:	Wayne Peach	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:	Faith Brehm

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

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

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

Approval of Council Mtg. Minutes	June	5, 2023
Approval of Payroll	June	15, 2023
Approval of Bill List		

Resolutions:

1. **Resolution** Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2023 for the City of Monticello
2. **Resolution** Approving Ben & Rachel Bruggeman Tax Abatement Improvements Application related to Residential constructed at 306 Grandview Avenue, Monticello, Iowa

3. **Resolution** approving an application to the Iowa Department of Transportation for two new Speed Feedback Display Signs
4. **Resolution** Rejecting Bids For Monticello Wastewater Treatment Facility Improvements
5. **Resolution** To acknowledge receipt of quote and award project in relation to the demolition of the home located at 541 North Chestnut Street, Monticello, Iowa
6. **Resolution** Approving Pay Request #2 related to the Monticello Airport Taxiway Connector project, to Boomerang in the amount of \$263,911.90
7. **Resolution** Approving Change Order #3 in the increase amount of \$18,632.25, submitted by Boomerang related to the Monticello Airport Taxiway Connector Project

Motions:

8. **Motion** and consideration of request from Jones Co Democrats to waive Peddlers License Fee to sell refreshments at the 4th of July Parade

Reports / Potential Actions:

9. City Engineer
10. Mayor
11. City Administrator
12. City Clerk
13. Public Works Director
14. Police Chief
15. Water/Wastewater Superintendent
16. Park and Recreation Director
17. Library Director

Executive Session:

18. **Executive Session** to evaluate the performance of an individual in closed session as requested by that individual pursuant to Iowa Code Section 21.5(1)(i)

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.

Monticello City Council meetings are recorded, by attending and choosing to participate you give your consent to be recorded. If you prefer not to be recorded, you may submit comments in writing.

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: June 19, 2023 Council Meeting

Time: Jun 19, 2023 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88282380263>

Meeting ID: 882 8238 0263

One tap mobile

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Dial by your location

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- +1 309 205 3325 US
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- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US

Meeting ID: 882 8238 0263

Find your local number: <https://us02web.zoom.us/j/88282380263>

Regular Council Meeting
June 5, 2023 – 6:00 P.M.
Community Media Center

Mayor David Goedken called the meeting to order. Council present were: Brenda Hanken, Candy Langerman, Chris Lux, Wayne Peach, Scott Brighton and Tom Yeoman. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Water /Wastewater Superintendent Jim Tjaden, Public Works Director Nick Kahler, Police Chief Britt Smith and City Engineer Nick Eisenbacher. Park and Rec Director Jacob Oswald arrived during the meeting. The public was invited to attend the meeting in person, or to participate in the meeting electronically via “Zoom Meetings” or “Facebook” and were encouraged to communicate from the chat or message.

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

Bud Coyle, 515 North Sycamore inquired on when the potholes would be filled. Kahler advised the department has been busy with taking trees down and painting the streets. They will work on getting them filled. It was suggested the Coyle make a list of potholes that need to be addressed and submit it to Kahler.

Yeoman moved to approve the consent agenda; Peach seconded, roll call was unanimous.

Mayor Goedken opened the public hearing to receive input and to preliminarily accept a proposal for the purchase of 541 North Chestnut Street. Farnum advised no proposals were received and looking for direction on how the Council wanted to proceed. Staff received no written or oral comments. Mayor Goedken closed the public hearing. Yeoman moved to request bids to demolish the structures on the lot, Brighton seconded, roll call was unanimous.

Mayor Goedken opened the public hearing on proposed Budget Amendments #2 for Fiscal Year 2022-2023. Staff received no written comments. Mayor Goedken closed the public hearing. Langerman moved to approve Resolution #2023-77 Approving the City’s Proposed Amendment #2 to the Fiscal Year 2022-2023 Budget. Hanken seconded, roll call was unanimous.

Monticello Main Street Executive Director Brian Wolken updated Council on the plans for Monti Days celebration, which will be held August 11th thru the 13th, 2023. They put in a request to close section of Hwy 38 to the IDOT, which was approved.

Peach moved to approve Resolution #2023-78 Approving Plat of Survey to Parcel 2023-15. Lux seconded, roll call was unanimous.

Langerman moved to approve Resolution #2023-79 Approving Plat of Survey to Parcel 2023-16 for Property at 12174 190th Street. Peach seconded, roll call was unanimous.

Yeoman moved to approve Resolution #2023-80 Approving Plat of Survey to Parcels 2023-17 and 2023-18 for Property at 15136 170th Street and 14904 170th Street. Peach seconded, roll call was unanimous.

Hanken stated the City Administrator was to move into City limits and questioned his intent. Farnum stated he is looking for a house but the housing market is not good. He stated there was no raise included for him as he has not fulfilled the term in his contract. Goedken stated several members of the Ambulance Department were present and they wanted to know where the Council was planning to go with the department; are we hiring a director or not? Farnum advised that Smith stepped down as Ambulance Director to allow him to get a handle on how the department is run. Farnum would like to visit with the staff, to get an understanding of the issues. Goedken voiced concerns that this was a large department with no director or Board to report to and felt they should have a Board just like the Fire Department has. Also, Smith received a raise to run the ambulance department, how will that be handled? Peach suggested setting up a committee to discuss and look into the issues and report back to the full council. Smith advised he has talked to Farnum and expects his wage to change, once Farnum makes a recommendation. Smith has no issue with changing or tabling his wages, as new rates would not go into effect until July 1st. Ben Hein, ambulance employee stated the department would like a director hired and an Ambulance Board formed, possibly with County representatives. Brighton moved to approve Resolution #2023-81 Approving wages for non-bargaining staff for FY '24, with the exception of Britt Smith and to table Britt Smith's salary. Lux seconded, roll call was unanimous except Hanken who voted nay because no decision was made regarding Britt Smith's salary.

Farnum advised that Sully Flynn is studying Chemical Engineering at Iowa State and has worked several summers for the City Aquatic Center. His summer internship fell through and he approached City about an internship with the City. City needs to complete the EPA-mandated Lead/Copper service line inventory report and he would be working on that along with other duties at the wastewater treatment facility. He would be working about 120 hours at \$15.00/hour. Hanken moved to approve Resolution #2023-82 Approving the hiring of Water/Wastewater Department internship staff and setting wage. Brighton seconded, roll call was unanimous.

Oswald advised the Park Board has had preliminary discussions regarding the City owned property located north and adjacent to Riverside Gardens and the Monticello Golf Club's land north of Riverside Gardens, and potentially doing a land swap/sale of the properties. This would allow an access point to the river on City property. Goedken questioned if this could be done with agreements instead of doing abstract and the paperwork. Peach moved to approve Resolution #2023-83 to schedule Public Hearing on proposed Sale of City owned property located north and adjacent to Riverside Gardens, Yeoman seconded, roll call was unanimous. Public Hearing was set for July 3, 2023 at 6:00 PM.

Farnum reported Jamie Appleby's home at 303 East Second Street had a water line break, which flooded her basement. Her plumber had to pump out the basement, as there are no floor drains in the home. There was 112,000 gallons used in 4 days, with the leak, resulting in a charge of \$1,454.64 for the sewer portion of the bill. Peach moved to approve Resolution #2023-84 Approving \$1,435.28 Credit against Jamie Appleby's utility billing for the property located at 303 East Second Street, Langerman seconded, roll call was unanimous.

Brighton moved to approve Resolution #2023-85 To approve the hiring Monticello Ambulance Part-Time Paramedic and setting wage, Hanken seconded, roll call was unanimous.

Kahler advised he sent proposals to three tree removal companies and received two quotes back by the deadline and received the other after the deadline. The bids were not to include stump removal. Kahler stated there are about 190 City Ash trees that are looking bad and they will work to get them down with City staff and will contract to have more taken down. Langerman asked if any of the Ash trees were located in the City parks and Goedken stated there are 12 Ash trees in Jacobs park alone. Lux moved to approve Resolution #2023-86 Accepting bid for Tree Removal along North Cedar Street and awarding bid, Hanken seconded, roll call was unanimous.

Goedken questioned how City would do snow removal if they stop using the snow blower and asked what the plan was. Kahler stated City does not have to get rid of the snow blower. The tractor does not run long enough and hard enough for the DEF system to do what it needs to do. Kahler has been talking with the City Administrator and Schermann's Implement and Schermann's will take the tractor back and treat the last two years as a rental. They will subtract the two years rental off of what we paid for the tractor and pay the City the difference. We can keep the tractor if we want, but if we do Schermann's would want us to pay for the parts that were used for the engine overhaul. Yeoman stated he knows a farmer that would be willing to rent the City a tractor for snow removal season. Kahler recommended sending the tractor back to Schermann's. Yeoman moved to sell the tractor back to Schermann's Implement as discussed above. Peach seconded, roll call was unanimous.

Farnum advised the Wastewater Treatment Facility bids came in \$6M to \$8M higher than the cap for financing. Eisenbacher stated the bids came in much higher than anticipated and he has reached out to contractors to discuss why. If they could have bid in January, when contractors were looking for jobs to fill their schedule, bids may have been lower. USDA recommended rejecting the bids. If bids are rejected, the bid specifications will need to be updated to include the Buy American Build American standards, which USDA recommended bidding as an alternate. The plans and specifications will need to be re-approved by DNR and USDA. Eisenbacher stated the contractors were only given two years to complete the project and some equipment is taking two to three years to get, so may need to extend the length of the project. They will also look to see what can be cut from the project. Eisenbacher stated City will need to work with DNR and get them a new schedule and keep them informed where City is with the project. This will be on next agenda to formally reject the bids.

Goedken stated he helped clean up the damaged trees at Jacobs Park. The ditch needs to be looked at and the regulations on what can be done to open the ditch to help the water flow. Diane Flannagan contacted him regarding the fence, posts and barbwire. Goedken suggested the Council do a site visit to see the issues. Farnum advised this is a "Waterway of the US", as it is part of the Sixth Street ditch, so need to talk with engineer

Regular Council Meeting
June 5, 2023

to set up the correct procedures. Yeoman stated City needs to determine where the property line is before cleaning up the fence.

Farnum and Hinrichsen have been busy with the State Auditors and will have the exit interview on this Friday to go over their findings.

Smith advised he is recruiting to fill the vacancy when Officer Blaine Kamp resigned. Officer Dawn Graver is back from the SRO and is patrolling. He hopes to extend an offer in mid-August.

Tjaden stated they have been busy with the cable companies, doing water and sewer line locates. They have around $\frac{3}{4}$ of the fire hydrants tested. He has also contacted Pirc-Tobin to fix the manhole at Pine Street and Sixth Street and to replace the sewer line on Cherry Street.

Oswald stated the pool is open. They have given out a lot of trees but still has about 40 more trees, he requested if anyone would like a tree on the terrace to reach out to him. They had three sets of tournaments and have one more this weekend. They made about \$15,000 profit so far. The seasonal staff have started.

Yeoman moved to go into closed session pursuant to Iowa Code 21.5 (1)(j) to discuss the purchase of real estate where the premature disclosure could be reasonably expected to increase the price the City would have to pay for said property. Hanken seconded, roll call was unanimous.

Langerman moved to return to open session, Peach seconded, roll call was unanimous. Yeoman moved to authorize City Administrator to pursue purchase of Real Estate consistent with the terms and provisions discussed and directed during closed session. Brighton seconded, roll call vote was unanimous.

Peach moved to adjourn at 7:56 P.M.

David Goedken, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - JUNE 15, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	May 29 - June 11, 2023				
Brian Bronemann	\$ 1,221.25	\$ -	0.00	0.00	\$ 965.60
Shelley Bronemann	96.00	-	0.00	0.00	82.62
Cody Falkers	280.80	-	0.00	0.00	241.88
Ben Hein	320.98	-	0.00	0.00	276.50
Mason Hansen	671.00	-	0.00	0.00	535.96
Ron Herman Jr.	688.00	-	0.00	0.00	575.95
Sam Hunt	560.00	-	0.00	0.00	481.94
Amanda Husman	804.30	-	0.00	0.00	682.91
Lori Lynch	3,056.57	878.17	0.00	0.00	2,045.19
Coletta Matson	3,135.40	1,573.80	0.00	78.00	2,056.12
Chloe Mogensen	451.40	-	0.00	0.00	373.13
Kody Miles	88.00	-	0.00	0.00	75.72
Mandy Norton	272.95	-	0.00	0.00	229.71
Kaleb Payne	3,486.60	1,614.60	0.00	55.75	2,740.97
Shannon Poe	158.25	-	0.00	0.00	126.32
Daniel Poirier	234.00	-	0.00	0.00	201.57
Curtis Wyman	2,814.10	930.90	0.00	80.50	1,962.67
TOTAL AMBULANCE	\$ 18,339.60	\$ 4,997.47	0.00	214.25	\$ 13,654.76
CEMETERY	May 29 - June 11, 2023				
Dan McDonald	\$ 1,922.10	\$ 134.10	0.00	0.38	\$ 1,413.36
Anthony Williams	960.00	-	0.00	0.00	825.46
TOTAL CEMETERY	\$ 2,882.10	\$ 134.10	0.00	0.38	\$ 2,238.82
CITY HALL	May 29 - June 11, 2023				
Cheryl Clark	\$ 1,824.52	\$ 8.51	6.00	34.50	\$ 1,254.48
Russ Farnum	3,961.54	-	0.00	0.00	2,651.33
Sally Hinrichsen	2,744.73	-	0.00	0.00	1,672.04
Nanci Tuel	1,618.40	-	0.00	0.00	1,051.98
TOTAL CITY HALL	\$ 10,149.19	\$ 8.51	6.00	34.50	\$ 6,629.83
COUNCIL / MAYOR	May 29 - June 11, 2023				
Scott Brighton	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Dave Goedken	500.00	-	0.00	0.00	461.30
Brenda Hanken	300.00	-	0.00	0.00	277.05
Candy Langerman	300.00	-	0.00	0.00	277.05
Chris Lux	300.00	-	0.00	0.00	276.78
Wayne Peach	300.00	-	0.00	0.00	237.05
Tom Yeoman	300.00	-	0.00	0.00	277.05
TOTAL COUNCIL / MAYOR	\$ 2,300.00	\$ -	0.00	0.00	\$ 2,083.06
LIBRARY	May 29 - June 11, 2023				
Faith Brehm	\$ 1,615.38	\$ -	0.00	0.00	\$ 1,233.91
Sydney Freeze	320.00	-	0.00	0.00	295.52
Molli Hunter	1,200.65	16.65	0.00	0.00	949.91
Penny Schmit	1,431.96	26.36	0.00	0.00	780.28
TOTAL LIBRARY	\$ 4,567.99	\$ 43.01	0.00	0.00	\$ 3,259.62
MBC	May 29 - June 11, 2023				

PAYROLL - JUNE 15, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Keegan Arduser	\$ 1,384.62	\$ -	0.00	0.00	\$ 1,072.19
Riley Manternach	1,200.00	-	0.00	0.00	1,005.19
Jacob Oswald	2,193.88	-	0.00	0.00	1,668.50
Peyton Schilling	1,050.00	-	0.00	0.00	969.67
Grahm Schneiter	500.00	-	0.00	0.00	461.75
TOTAL MBC	\$ 6,328.50	\$ -	0.00	0.00	\$ 5,177.30
POLICE	May 29 - June 11, 2023				
Peter Fleming	\$ 2,799.36	\$ -	0.00	0.25	\$ 1,933.58
Dawn Graver	2,556.68	-	0.00	0.00	1,862.87
Erik Honda	2,829.92	184.56	0.00	25.25	2,113.19
Blaine Kamp	1,015.08	-	0.00	0.00	825.25
Jordan Koos	2,829.92	184.56	0.00	21.50	1,942.29
Britt Smith	3,461.54	-	0.00	0.00	2,550.63
Madonna Staner	1,623.20	-	0.00	0.00	1,252.18
Brian Tate	3,388.32	195.48	0.00	17.25	2,434.30
TOTAL POLICE	\$ 20,504.02	\$ 564.60	0.00	64.25	\$ 14,914.29
ROAD USE	May 29 - June 11, 2023				
Zeb Bowser	\$ 1,788.00	\$ -	0.00	8.25	\$ 1,276.19
Jacob Gravel	1,788.01	-	0.00	38.75	1,316.68
Nick Kahler	2,238.39	-	0.00	0.00	1,546.97
Jasper Scott	1,788.00	-	0.00	0.13	1,226.69
TOTAL ROAD USE	\$ 7,602.40	\$ -	0.00	47.13	\$ 5,366.53
SEWER	May 27 - June 9, 2023				
Sullivan Flynn	\$ 61.80	\$ -	0.00	0.00	\$ 57.06
Jim Tjaden	2,876.92	-	0.00	0.00	2,145.62
TOTAL SEWER	\$ 2,938.72	\$ -	0.00	0.00	\$ 2,202.68
SWIMMING POOL	May 26 - June 8, 2023				
Lydia Ahlrichs	\$ 363.00	\$ -	0.00	0.00	\$ 335.23
Kyle Arduser	57.50	-	0.00	0.00	53.10
Rylan Bertling	35.00	-	0.00	0.00	32.32
Allisen Capron	65.00	-	0.00	0.00	60.03
Malcolm Clark	137.50	-	0.00	0.00	126.98
Jill Flynn	1,000.00	-	0.00	0.00	923.50
Stella Flynn	152.50	-	0.00	0.00	140.83
Sullivan Flynn	78.00	-	0.00	0.00	72.03
Grant Gassman	312.00	-	0.00	0.00	288.14
Taylor Gassman	315.00	-	0.00	0.00	290.90
Ella Glawatz	389.00	-	0.00	0.00	359.24
Lacie Koppes	384.50	-	0.00	0.00	355.08
Karle Kramer	368.50	-	0.00	0.00	340.31
Carter Kuehler	250.00	-	0.00	0.00	230.87
Carlos Lagunes-Torres	122.50	-	0.00	0.00	113.12
Lanie Luensman	453.25	-	0.00	0.00	418.58
Megan Mahoney	261.00	-	0.00	0.00	241.04
Jacob Miller	575.25	-	0.00	0.00	526.98
Cole Nietert	213.00	-	0.00	0.00	196.70

PAYROLL - JUNE 15, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Cord Nietert	102.00	-	0.00	0.00	94.20
Dylan Ponder	42.00	-	0.00	0.00	38.79
Ethan Ponder	150.00	-	0.00	0.00	138.52
Samantha Ruchti	150.00	-	0.00	0.00	138.52
Lake Schnoor	387.25	-	0.00	0.00	357.62
Mace Schnoor	273.00	-	0.00	0.00	252.11
Emma Schwendinger	618.00	-	0.00	0.00	562.19
Kendall Siebels	372.00	-	0.00	0.00	343.55
Hayden Tomkins	216.00	-	0.00	0.00	199.48
Brock Westphal	279.00	-	0.00	0.00	257.65
Carter Willms	82.50	-	0.00	0.00	76.18
TOTAL SWIMMING POOL	\$ 8,204.25	\$ -	0.00	0.00	\$ 7,563.79
WATER	May 27 - June 9, 2023				
Sullivan Flynn	\$ 61.95	\$ -	0.00	0.00	\$ 57.22
Scott Hagen	3,323.62	138.60	0.00	0.00	2,705.56
Josh Willms	1,848.00	-	0.00	6.38	1,243.96
TOTAL WATER	\$ 5,233.57	\$ 138.60	0.00	6.38	\$ 4,006.74
TOTAL - ALL DEPTS.	\$ 89,050.34	\$ 5,886.29	6.00	366.89	\$ 67,097.42

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	23.40			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	51.24			
DUBUQUE FIRE EQUIPMENT, INC.	PD OSHA	93.75			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	84.10			
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00			
IOWA STATE PRISON INDUSTRIES	PD MINOR EQUIPMENT	158.27			
JOHN DEERE FINANCIAL	PD SUPPLIES	58.30			
LAPORTE MOTOR SUPPLY	PD BLDG REPAIR/MAINT	13.41			
LEADS ONLINE LLC	PD COMPUTER SUPPORT FEES	1,937.00			
LYNCH DALLAS, P.C.	PD ATTORNEY FEES	82.50			
DAVID B MCNEILL	PD BLDG REPAIR/MAINT	44.26			
MONTECELLO COMM SCHOOL DISTRCT	PD FUEL	1,089.89			
NEXT GENERATION PLBG & HTG LLC	PD BLDG REPAIR/MAINT	62.27			
UNIFORM DEN INC	PD MINOR EQUIPMENT	61.47			

	110 POLICE DEPARTMENT TOTAL		4,059.86		
STREET LIGHTS					
ALLIANT ENERGY-IES	STREETLIGHTS		316.01		

	230 STREET LIGHTS TOTAL		316.01		
AQUATIC CENTER					
CARRICO AQUATIC RESOURCES INC	POOL MINOR EQUIPMENT	1,824.45			
FAREWAY STORES #840-1	POOL CONCESSIONS	526.00			
INFRASTRUCTURE TECHNOLOGY	POOL OFFICE SUPPLIES	7.40			
JOHN DEERE FINANCIAL	POOL EQUIP REPAIR/MAINT	81.42			
K&S MACHINING AND METAL	POOL EQUIP REPAIR/MAINT	100.43			
ZACHARY LONG	POOL BLDG REPAIR/MAINT	37.50			
DAVID B MCNEILL	POOL EQUIP REPAIR/MAINT	16.80			
MONTECELLO EXPRESS INC	POOL OFFICE SUPPLIES	207.96			
MYERS-COX CO.	POOL CONCESSIONS	637.51			
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT	3,120.45			
SPAHN & ROSE LUMBER CO INC	POOL CONCESSIONS	59.96			

	440 AQUATIC CENTER TOTAL		6,619.88		
CEMETERY					
BRIAN CROWLEY	CEMETERY EQUIP REPAIR/MAINT	948.00			
GOETTSCHE INC	CEMETERY REFUND - MAREK	275.00			
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	9.98			
MONTECELLO COMM SCHOOL DISTRCT	CEMETERY FUEL	339.23			
MONTECELLO EXPRESS INC	CEMETERY ADVERTISING	90.00			

	450 CEMETERY TOTAL		1,662.21		
SOLDIER'S MEMORIAL BOARD					
MEDIACOM	SLDR MEM TELEPHONE		19.53		

	498 SOLDIER'S MEMORIAL BOARD TOTAL		19.53		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MAYOR AND CITY COUNCIL CHRISTINA LUX	COUNCIL TRAVEL	15.72			
	610 MAYOR AND CITY COUNCIL TOTAL	15.72			
ATTORNEY LYNCH DALLAS, P.C.	ATTORNEY FEES	132.00			
	641 ATTORNEY TOTAL	132.00			
CITY HALL/GENERAL BLDGS EMPLOYEE & FAMILY RESOURCES	EMPLOYEE ASSISTANCE PROGRAM	2,472.12			
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	195.20			
MEDIACOM	CH TELEPHONE	19.54			
MONTICELLO EXPRESS INC	CH ADVERTISING	995.75			
	650 CITY HALL/GENERAL BLDGS TOTAL	3,682.61			
	001 GENERAL TOTAL	16,507.82			
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC	1,468.02			
CIVICPLUS LLC	MBC OFFICE SUPPLIES	3,307.50			
ROBERT P CLAUSSEN	MBC EQUIP REPAIR/MAINT	360.00			
THE CONE SHOPPE	MBC CONCESSIONS	525.00			
FAREWAY STORES #840-1	MBC CONCESSIONS	965.27			
THREE GENERATIONS LLC	MBC CONCESSIONS	184.00			
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES	42.70			
JOHN DEERE FINANCIAL	MBC CONCESSIONS	78.95			
KARDES INC	MBC CONCESSIONS	198.62			
NIC KREMER	MBC BASEBALL TOURNAMENT REFUND	325.00			
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT	146.62			
MONTICELLO COMM SCHOOL DISTRCT	MBC FUEL	262.40			
MONTICELLO EXPRESS INC	MBC ADVERTISING	160.00			
MONTICELLO SPORTS	MBC LEAGUE SUPPLIES	330.00			
MYERS-COX CO.	MBC CONCESSIONS	962.81			
PEPSI COLA BOTTLING CO	MBC CONCESSIONS	1,422.36			
SCOTT WOELLERT	MBC BASEBALL TOURNAMENT REFUND	275.00			
	430 PARKS TOTAL	11,014.25			
	005 MONTICELLO BERNDES CENTER TOTAL	11,014.25			
FIRE FIRE					
HUGHES GARAGE & AUTO SALES LLC	FIRE VEHICLE OPERATING	610.65			
INFRASTRUCTURE TECHNOLOGY	FIRE COMPUTER SUPPORT FEES	9.00			
K&S MACHINING AND METAL	FIRE VEHICLE REPAIR/MAINT	243.98			
KARDES INC	FIRE FUEL	9.92			
MONTICELLO COMM SCHOOL DISTRCT	FIRE FUEL	596.50			
RADIO COMMUNICATIONS CO INC	FIRE RADIOS	1,567.82			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SPRAY-LAND USA	FIRE VEHICLE REPAIR/MAINT	1,314.00			
	150 FIRE TOTAL	4,351.87			
	015 FIRE TOTAL	4,351.87			
AMBULANCE					
AMBULANCE					
AARON'S AUTOMOTIVE LLC	AMB VEHICLE REPAIR/MAINT	735.66			
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	51.24			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	339.81			
CREDIT BUREAU SERVICES OF IOWA	AMB COLLECTION COSTS	306.86			
DUBUQUE FIRE EQUIPMENT, INC.	AMB OSHA	45.75			
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING	26.40			
LAPORTE MOTOR SUPPLY	AMB VEHICLE REPAIR/MAINT	25.84			
THEODORE KRAUS	AMB BLDG REPAIR/MAINT	108.72			
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	1,326.22			
NEXT GENERATION PLBG & HTG LLC	AMB BLDG REPAIR/MAINT	62.28			
PLUNKETTS PEST CONTROL LLC	AMB BLDG REPAIR/MAINT	98.00			
	160 AMBULANCE TOTAL	3,126.78			
	016 AMBULANCE TOTAL	3,126.78			
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS	374.29			
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	11.92			
MEDIACOM	LIB TELEPHONE	39.08			
MICRO MARKETING LLC	LIB BOOKS	63.19			
PENNY SCHMIT	LIB OFFICE SUPPLIES	6.16			
	410 LIBRARY TOTAL	494.64			
	041 LIBRARY TOTAL	494.64			
AIRPORT					
AIRPORT					
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT ELECTRIC	42.07			
JOHN DEERE FINANCIAL	AIRPORT EQUIP REPAIR/MAINT	1,332.18			
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	70.20			
MONTICELLO COMM SCHOOL DISTRCT	AIRPORT FUEL	167.51			
JEFFREY LEE NAGEL	AIRPORT SNOW REMOVAL	800.00			
	280 AIRPORT TOTAL	2,411.96			
	046 AIRPORT TOTAL	2,411.96			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	46.42			
CONCRETE POLYFIX INC	RU STREET MAINTENANCE CONTRACT	1,300.00			
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT	74.00			
HUGHES GARAGE & AUTO SALES LLC	RU EQUIP REPAIR/MAINT	86.83			
INFRASTRUCTURE TECHNOLOGY	RU SUPPLIES	9.90			
JOHN DEERE FINANCIAL	RU TREE & STUMP REMOVAL	699.07			
K&S MACHINING AND METAL	RU EQUIP REPAIR/MAINT	131.81			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	89.60			
MIDWEST WHEEL COMPANIES	RU EQUIP REPAIR/MAINT	676.33			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	972.27			
SNYDER & ASSOCIATES, INC	CHESTNUT STREET PROJECT	9,429.09			
SPAHN & ROSE LUMBER CO INC	RU STREET MAINTENANCE SUPPLIES	279.44			
VFW FLAG STORE	RU SUPPLIES	45.00			
	210 STREETS TOTAL		13,839.76		
	110 ROAD USE TOTAL		13,839.76		
CAPITAL IMPROVEMENT					
CAPITAL PROJECTS					
SNYDER & ASSOCIATES, INC	EAST FIRST STREET PROJECT	3,753.84			
	750 CAPITAL PROJECTS TOTAL		3,753.84		
	332 CAPITAL IMPROVEMENT TOTAL		3,753.84		
BATY DISC GOLF COURSE					
PARKS					
STEVE MONK CONSTRUCTION	BATY DG MOWING	1,014.30			
	430 PARKS TOTAL		1,014.30		
	338 BATY DISC GOLF COURSE TOTAL		1,014.30		
POCKET PARK					
PARKS					
JOHN DEERE FINANCIAL	POCKET PARK IMPROVEMENTS	16.99			
	430 PARKS TOTAL		16.99		
	375 POCKET PARK TOTAL		16.99		
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
CENTER POINT PUBLISHING	LIB BIDWELL BOOKS	74.90			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL		74.90		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		74.90		
WATER					
WATER					
EASTERN IA EXCAVATING&CONCRETE	WATER SYSTEM		2,697.50		
HAWKINS WATER TREATMENT	WATER SUPPLIES		439.50		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		54.00		
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING		18.90		
STEVE MONK CONSTRUCTION	WATER SYSTEM		146.62		
MONTICELLO COMM SCHOOL DISTRCT	WATER FUEL		191.86		
MONTICELLO EXPRESS INC	WATER SUPPLIES		17.98		
	810 WATER TOTAL		3,566.36		
	600 WATER TOTAL		3,566.36		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E 1ST ST		3,626.62		
BRIAN CROWLEY	SEWER EQUIP REPAIR/MAINT		35.00		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		1,232.50		
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING		7.40		
IOWA DEPT OF NATURAL RESOURCES	SEWER LAB CERTIFICATION		400.00		
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL		191.86		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		862.20		
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE		61.15		
	815 SEWER TOTAL		6,416.73		
	610 SEWER TOTAL		6,416.73		
SEWER CAPITAL IMPROVEMENT					
SEWER					
MONTICELLO EXPRESS INC	SEWER FACILITY IMPROVEMENTS		30.41		
	815 SEWER TOTAL		30.41		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		30.41		
SANITATION					
SANITATION					
MONTICELLO COMM SCHOOL DISTRCT	SANITATION FUEL		52.96		
	840 SANITATION TOTAL		52.96		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	670 SANITATION TOTAL		52.96		
STORM WATER STORM WATER FUND STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE		379.51		
	865 STORM WATER FUND TOTAL		379.51		
	740 STORM WATER TOTAL		379.51		
	Accounts Payable Total		67,053.08		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT	
001	GENERAL	16,507.82
005	MONTICELLO BERNDES CENTER	11,014.25
015	FIRE	4,351.87
016	AMBULANCE	3,126.78
041	LIBRARY	494.64
046	AIRPORT	2,411.96
110	ROAD USE	13,839.76
332	CAPITAL IMPROVEMENT	3,753.84
338	BATY DISC GOLF COURSE	1,014.30
375	POCKET PARK	16.99
502	C.C. BIDWELL LIBRARY BOOK	74.90
600	WATER	3,566.36
610	SEWER	6,416.73
613	SEWER CAPITAL IMPROVEMENT	30.41
670	SANITATION	52.96
740	STORM WATER	379.51

TOTAL FUNDS		67,053.08

City Council Meeting
Prep. Date: 6/6/2023
Preparer: Sally Hinrichsen



Agenda Item: # 1
Agenda Date: 6/19/2023

Communication Page

Agenda Items Description: **Resolution** Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2023 for the City of Monticello

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: This resolution is recommended by the State Auditor’s Office.

Background Information: The proposed Resolution is a formal approval of all transfers from one fund to another in the City Budget that were, in this case, necessitated by Budget Amendments. The transfers all appear in the budget or amended budget, as the case may be, and this Resolution basically a second approval of the fund transfers.

The transfers noted in the Resolution:

1. Transfer from the Equipment Set-aside to Ambulance Improvements – Not to exceed \$6,000.00 for IV Fusion pump.
2. Transfer from the Monticello Berndes Center to Park & Rec Officiating – Not to exceed \$8,000 for officiating fees.
3. Decrease Transfer from General Fund to the Monticello Berndes Center – from Not to exceed \$253,900.00 to \$247,400.00
4. Decrease Transfer from Police Canine to General Fund – from not to exceed \$4,426.00 to \$200.00
5. Increase Transfer Airport to Capital Improvement – from not to exceed \$66,300.00 to \$102,760.00

Staff Recommendation: It is recommended that the Council approve the resolution

THE CITY OF MONTICELLO, IOWA

RESOLUTION

Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2023 for the City of Monticello

WHEREAS, The Council previously approved by Resolution 2022-43, dated April 4, 2022 that the City Clerk be and is hereby authorized by the City Council to make the appropriate transfer of sums as set in FY 2023 budget and record the same in the appropriate manner.

WHEREAS, the transfer approved with Resolution 2022-43 are all not to exceed amounts, and

WHEREAS, Council amended the FY 2023 budget and adjusted the transfer of funds.

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

SECTION 1: Authorize the City Clerk to Transfer Funds. That the City Clerk be and is hereby authorized by the City Council to make the appropriate transfer of sums as approved in the FY 2023 budget amendment and record the same in the appropriate manner.

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

1. Transfer from the Equipment Set-aside to Ambulance Improvements – Not to exceed \$6,000.00 for IV Fusion pump.
 2. Transfer from the Monticello Berndes Center to Park & Rec Officiating – Not to exceed \$8,000 for officiating fees.
- And -
3. Decrease Transfer from General Fund to the Monticello Berndes Center – from Not to exceed \$253,900.00 to \$247,400.00
 4. Decrease Transfer from Police Canine to General Fund – from not to exceed \$4,426.00 to \$200.00
 5. Increase Transfer Airport to Capital Improvement – from not to exceed \$66,300.00 to \$102,760.00

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 19th day of June 2023, that the City Council does hereby approve to make the appropriate transfer of sums listed above for FY 2023.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of June 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 6/5/2023
Preparer: Sally Hinrichsen



Agenda Item: # 2
Agenda Date: 6/19/2023

Communication Page

Agenda Items Description: Resolution to approve standard Residential Tax Abatement related to property located at 306 Grandview Ave, 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 Bruggeman related to residential improvements constructed at 306 Grandview Ave, 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

RESOLUTION

Approving Ben & Rachel Bruggeman Tax Abatement
Application related to Residential Improvements
constructed at 306 Grandview Avenue, 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 & Rachel Bruggeman has completed and filed an Application for Tax Abatement related to residential property located at 306 Grandview Avenue, 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 is May 4, 2023, 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 & Rachel Bruggeman as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of June 6, 2023 and being signed by Ben Bruggeman 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 June, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 6/12/2023
Preparer: Britt Smith



Agenda Item: # 3
Agenda Date: 6/19/2023

Communication Page

Agenda Items Description: **Resolution** to approve an application to the Iowa Department of Transportation for two new Speed Feedback Display Signs

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

Attachments & Enclosures:

Application

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis:

Approval of the application to the Iowa Department of Transportation for two Speed Feedback Display Signs to be placed at the entrance points of Monticello along Iowa Highway 38 at the City Limits.

Background Information:

The Iowa Department of Transportation implemented a program to purchase and install Speed Feedback Display Signs at the entrance points of Iowa communities who have State Highway routes that proceed through their jurisdiction. These signs are similar to the speed feedback display signs the Police Department already uses but would be permanently mounted on a sign pole at the two entrance points into Monticello along Iowa Highway 38. We are proposing that the signs be placed at the City limits, or near to, as you enter into Monticello to help remind motorists to obey the speed limits. There is no upfront cost to the City as the Iowa DOT makes the purchase and completes the installation of the devices. The City of Monticello would be expected to maintain the devices and any incidental costs associated with the repairs or use of the signs. I expect the signs to be solar powered like our existing units so there is no monthly meter fees or electricity use charges. I am unaware at this point in the process what the duration the devices must be maintained and operational. I have prepared the application they require which requires the approval of the Monticello City Council. Once our application is approved, we will then begin discussions as to the specific equipment and requirements. I have included a picture of a similar type device.



Staff Recommendation: I recommend that the Council consider approving the application and authorize staff to submit.

The City of Monticello, Iowa

RESOLUTION #

Resolution approving an application to the Iowa Department of Transportation for two new Speed Feedback Display Signs

WHEREAS, the Iowa Department of Transportation implemented a program to purchase and install Speed Feedback Display Signs at the entrance points of Iowa communities who have State Highway routes that proceed through their jurisdiction. The Iowa Department of Transportation will purchase and install of the devices. The City of Monticello would maintain the devices and any incidental costs associated with the repairs or use of the signs, and

WHEREAS, City Council recognizes that the Speed Feedback signs are designed to improve the safety and overall livability of Iowa's local communities. The Speed Feedback signs will provide real time feedback to motorists regarding their vehicle speed as they enter into the community along Iowa Highway 38, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the Mayor and City Clerk to sign the application to the Iowa Department of Transportation for two new Speed Feedback Display Signs.

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 June, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer



TRAFFIC CONTROL DEVICE APPLICATION

This application and sketch must be filed with the appropriate Iowa Department of Transportation District Office.

County: Jones

Applicant: City of Monticello
Name of Governmental Authority

Approval is requested for authority to install and maintain a traffic control device at the following location:

The City of Monticello is requesting the Iowa Department of Transportation to acquire and install two (2) Speed Feedback Signs at the city limit entrances to Monticello along Iowa Highway 38. These signs being requested are part of the Speed Feedback Sign Program offered by the Iowa Department of Transportation.

THE APPLICANT UNDERSTANDS THAT THE TRAFFIC CONTROL DEVICE(S) MUST COMPLY WITH THE REQUIREMENTS OF THE CURRENT MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), IOWA DEPARTMENT OF TRANSPORTATION. THE APPLICANT ASSUMES RESPONSIBILITY FOR THE OPERATION OF THE TRAFFIC CONTROL DEVICE(S). THE APPLICANT ALSO ASSUMES ALL COSTS FOR ELECTRICITY, MAINTENANCE, AND REPLACEMENT FOR THE ABOVE TRAFFIC CONTROL DEVICE(S).

Attach a drawing of the proposed installation. Drawing to be complete, showing location of traffic control device in relation to sidewalks, driveways, streets, etc.

OPERATION

The traffic control shall function as follows:

Speed Feedback signs are designed to improve the safety and overall livability of Iowa's local communities. The Speed Feedback sign will provide real time feedback to motorists regarding their vehicle speed as they enter into the community along Iowa Highway 38.

By: _____
Name/Signature Title (Mayor, Clerk, or Engineer) Date

PLEASE NOTE: FOR TRAFFIC SIGNAL INSTALLATIONS: Please notify the Iowa Department of Transportation, District Office one (1) week before the signal is turned on.
FOR ALL OTHER TRAFFIC CONTROL DEVICES: Please notify the Iowa Department of Transportation, District Office when they are installed and in operation.

AUTHORIZATION

Approval is granted, subject to the conditions and restrictions set forth herein, for the installation of a traffic control device at the location described above.

CONDITION AND/OR RESTRICTIONS:

THE IOWA DEPARTMENT OF TRANSPORTATION RESERVES THE RIGHT TO:

- (1) Require the removal (or modification) of such traffic control device(s) upon thirty day written notice. Either lack of supervision, inadequate enforcement, unapproved operation, or intolerable congestion shall be considered sufficient reason to require removal (or modification).
- (2) Revoke and annul the issued permit if the installation is not in operation within eighteen (18) months after date of approval.

Name: _____

State Traffic Engineer,
Iowa Department of Transportation

_____ Date

City Council Meeting
Prep. Date: 06/13/2023
Preparer: Russell Farnum



Agenda Item: # 4
Agenda Date: 06/19/2023

Communication Page

Agenda Items Description: Resolution rejecting bids for Waste Water Treatment Facility

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution

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

Synopsis:

As Council was informed at the June 5 meeting, the bids for the new Waste Water Treatment Facility came in anywhere from \$5 to \$7 million over budget. Recommended action is to reject all bids.

Background:

As Council is aware, bidding on this project was originally planned for January. However, USDA and DNR approvals caused delays until late May. The project was bid in May and bids were due and opened on June 1.

Bids received were 25% or more over budget. Nick Eisenbacher, the engineer working on the project, feels that the pricing is a combination of poor bid timing, uncertainty of product delivery times and pricing over a longer-term project, and other factors. However, none of the bidders will explain their high bids until the City rejects the bids and starts over.

It is recommended that the bids be rejected. After this action, Eisenbacher will try to identify the causes of the high bids, and take action to reduce these numbers. That can be addressed in a number of methods, which may include (but is not limited to):

1. Value-engineering the project to reduce costs;
2. Providing longer timelines to address supply chain timing constraints;
3. Providing flexibility in pricing for more volatile production costs (fuel, poured-on-site concrete, etc.);
4. Bidding at a more favorable timeframe, before contractors are booked up for the season.

Any of a number of these factors could substantially change the bid outcomes. Council members should be aware that the City, as part of its USDA financing, has to follow the American Iron and Steel (“AIS”) requirements, but has a waiver from the Build American Buy American (“BABA”) requirements. When we re-bid the project, we may have to provide a BABA bid alternate.

The approach and changes to the engineering or bidding documents will be communicated to the Council at a later date.

Recommendation: A motion to approve is recommended.

RESOLUTION

Rejecting Bids For Monticello Wastewater
Treatment Facility Improvements

WHEREAS, on the 1st day of May, 2023, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the Wastewater Treatment Facility Improvements;

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law;

WHEREAS, on June 1, 2023, the date fixed as the date for receiving bids, all bids submitted exceeded the engineer's estimate of cost; and

WHEREAS, the Council has determined it is in the best interest of the City to reject all bids and rebid the project at a yet to be determined later date.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONTICELLO, STATE OF IOWA:

Section 1. That all bids received for the construction of public improvements described in general as construction of the Wastewater Treatment Facility Improvements Project, be and are hereby rejected.

PASSED AND APPROVED this 19th day of June, 2023.

David Goedken Mayor

ATTEST:

Sally Hinrichsen, City Clerk/Treasurer

June 2, 2023

City of Monticello
Mayor and City Council
200 East 1st St
Monticello, IA 52310

RE: WASTEWATER TREATMENT PLANT IMPROVEMENTS BIDD LETTING

Dear Mayor and City Council:

On Thursday, June 1st, we received three bids for the **WWTP Improvements Project**, all of which were opened and read aloud publicly. The apparent low bidder was Tricon General Contractors with a base bid of \$24,700,000. Unfortunately, this bid is significantly higher than anticipated and more than the City has obligated with USDA. Per my conversation with USDA the City could request additional funds but the entire project would be subject to the new Buy America Build America (BABA) requirements which are more stringent than the previous American Iron and Steel (AIS) requirements. The City's current USDA funding is only subject to the AIS requirements. Adding the BABA requirements to this bid to meet USDA's requirements for the additional funding would require the potential contractor to provide a change order to account for the new requirements which would increase the bid price further.

After reviewing the bids and discussing potential options with the City Administrator and City Attorney we are recommending all bids be rejected and the project to be rebid at a later date. Along with rebidding we will be working with the City on potential value engineering items and with USDA to incorporate BABA language into the next bid as an add alternate to provide additional flexibility for the City with the next bid letting.

Respectfully,

SNYDER & ASSOCIATES, INC.



Nick Eisenbacher, P.E.
Project Engineer

Enclosure: Bid Tab

cc: Jim Tjaden (Wastewater Treatment Superintendent), Russ Farnum (City Administrator), Sally Hinrichsen (City Clerk)

BID TABULATION
WWTP Improvements Project
Monticello
Snyder & Associates Project Number: 120.1109.08
6/1/2023

		Contractor		Tricon General Contractors	WRH, Inc	Portzen Construction, Inc
ITEM NO.	DESCRIPTION	EST. QTY.	UNIT	LUMP SUM AMOUNT	LUMP SUM AMOUNT	LUMP SUM AMOUNT
Base Bid	The Wastewater Treatment Plant Improvements project includes, but is not limited to, furnishing all labor, material and equipment necessary for construction and installation of: submersible pumps in the raw influent lift station, screening wash and compactor, replacing grit classifier equipment, cast-in place tanks for an activated sludge treatment system, various in tank equipment for the active sludge treatment system, non-contact ultraviolet disinfection system, precast effluent pump station and submersible pumps, precast manholes, new precast controls building, rotary sludge dewatering press, precast building and storage area for sludge handling, water main extension, non-potable water main, force main, gravity sewer main, aeration blowers, demolition of existing tanks and buildings, sludge removal, site work, paving, electrical, mechanical, plumbing and other miscellaneous items.	1	LS	\$24,700,000	\$25,189,000	\$26,058,000
Add Alt. A	Full-Size Wheel Loader	1	LS	\$185,000	\$230,000	\$200,000
Add Alt. B	Portable Hot Water Pressure Washer	1	LS	\$10,000	\$10,000	\$9,000
Add Alt. C	Truck Dump Pad and Oil/Sand Interceptor	1	LS	\$100,000	\$125,000	\$76,200
Add Alt. D	Non-Potable Water System	1	LS	\$680,000	\$660,000	\$706,800
Add Alt. E	Screen Washer & Compactor	1	LS	\$130,000	\$98,000	\$135,800
TOTAL (Base + Alt)				\$25,805,000	\$26,312,000	\$27,185,800

City Council Meeting
Prep. Date: 06/13/2023
Preparer: Russell Farnum



Agenda Item: # 5
Agenda Date: 06/19/2023

Communication Page

Agenda Items Description: Resolution approving Proposal for Demolition of 541 North Chestnut Street

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution

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

Synopsis:

Police Chief Smith called several contractors to get proposals on demo of the house and garage at 541 Chestnut Street. Jerry McElmeel submitted a proposal for \$6500. No one else was interested in providing a price quote.

Recommendation: A motion to approve is recommended.

The City of Monticello, Iowa

RESOLUTION

To acknowledge receipt of quote and award project in relation to the demolition of the home located at 541 North Chestnut Street, Monticello, Iowa

WHEREAS, The City of Monticello acquired the home located at 541 North Chestnut Street, with the intent to demolish the home to prepare the lot for sale and / or development, and

WHEREAS, The City staff requested demolition quotes from several contractors and received one quote(s), as follows:

1. Jerry McElmeel Excavating & Grading \$6,500.00

WHEREAS, The Council finds that demolition should proceed, that the quote is reasonable and appropriate, and that the City should award the demolition project to Jerry McElmeel Excavating & Grading, the low bidder.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby accept the quote and does hereby award 541 North Chestnut Street demolition project to Jerry McElmeel Excavating & Grading c in the amount of \$6,500.00 and authorizes the City Administrator to execute all documents necessary to proceed with this project.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of June, 2023.

—
David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

McElmeel

Excavating & Grading

Jarod McElmeel
22190 150th Avenue
Monticello, IA 52310
319-551-2936
mcelmeel_excavating@yahoo.com

QUOTE

DATE: 6-12-23

TO:
CITY OF MONTICELLO

FOR:
541 N CHESTNUT

DESCRIPTION	HOURS	RATE	AMOUNT
Demo House Landfill/ Trucking/ Foundation Removal			\$6500.00
		TOTAL	\$6500.00



Pay Request

Date: Wednesday, June 14, 2023

Project: Construct Connector Taxiway - MXO

To: City Council

From: HDR

Subject: Pay Request # 02

Dear Council,

Enclosed for your review and approval is Pay Request No. 02 for the above referenced project. We have reviewed this pay request and find it to be in agreement with the work completed to date.

We have also reviewed improvements associated with the project referenced above and find the improvements to be acceptable and in general conformance with the contract documents. Acceptance of Pay Request No. 02 is recommended for this project in the amount of \$263,911.90 to Boomerang, Corp.

If you have any questions or comments regarding this project, please feel free to contact me at 402-392-6918.

Sincerely,

HDR

Matthew J Wilke, P.E.

Aviation Engineer

Enclosure: Pay Request No. 2

cc: Keegan Parizek, Boomerang Corp.

The City of Monticello, Iowa

RESOLUTION

Approving Pay Request #2 related to the Monticello Airport Taxiway Connector project, to Boomerang in the amount of \$263,911.90

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

WHEREAS, Boomerang was awarded the bid to construct the Taxiway Connector at the Monticello Airport on April 7, 2022, Resolution #2022-56, and

WHEREAS, The City Engineer, HDR Engineering has reviewed the second pay request from Boomerang related to said project and recommends that it be paid in the amount of \$263,911.90, and

WHEREAS, The Council finds, based upon the recommendation of the City Engineer, that said pay request should be approved.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve Pay Request #2 from Boomerang and authorizes payment in the amount of \$263,911.90.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of June, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

Contractor's Application for Payment

Owner: <u>City of Monticello, Iowa</u>	Owner's Project No.: <u>-</u>
Engineer: <u>HDR</u>	Engineer's Project No.: <u>10332168</u>
Contractor: <u>Boomerang</u>	Contractor's Project No.: <u>-</u>
Project: <u>Construct Taxiway Connector</u>	
Contract: <u>FAA AIP 3-19-0061-012-2022</u>	
Application No.: <u>01</u>	Application Date: _____
Application Period: <u>From 12/1/2022</u>	<u>to 12/31/2022</u>

1. Original Contract Price	\$ 933,655.00
2. Net change by Change Orders	\$ (7,215.00)
3. Current Contract Price (Line 1 + Line 2)	\$ 926,440.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 370,627.30
5. Retainage	
a. <u>5%</u> X \$ 358,375.00 Work Completed =	\$ 17,918.75
b. <u>5%</u> X \$ 12,252.30 Stored Materials =	\$ 612.62
c. Total Retainage (Line 5.a + Line 5.b)	\$ 18,531.37
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 352,095.93
7. Less previous payments (Line 6 from prior application)	\$ 88,184.03
8. Amount due this application	\$ 263,911.90
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$ 574,344.07

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Keegan Parizek

Signature: *Keegan Parizek* **Date:** 06/14/2023

Recommended by Engineer	Approved by Owner
By: <u>Wilke, Matthew James</u>	By: _____
Title: <u>Engineer of Record</u>	Title: _____
Date: <u>6/14/2023</u>	Date: _____
	By: _____
	Title: _____
	Date: _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Monticello, Iowa
 Engineer: HDR
 Contractor: Boomerang
 Project: Construct Taxiway Connector
 Contract: FAA AIP

Owner's Project No.: -
 Engineer's Project No.: 10332168
 Contractor's Project No.: -

Application No.: 01 Application Period: From 12/01/22 to 12/31/22 Application Date:

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + J) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
						H Estimated Quantity Incorporated in the Work	G Value of Work Completed to Date (E X G) (\$)				
Original Contract											
4306	Maintenance of Traffic		LS	10,000.00	9,000.00	0.50	4,500.00		4,500.00	50%	4,500.00
C-100-1	Contractor Quality Control Program (CQCP)		LS	10,000.00	10,000.00	0.50	5,000.00		5,000.00	50%	5,000.00
C-100-1	Mobilization		LS	175,000.00	175,000.00	0.50	87,500.00		87,500.00	50%	87,500.00
C-100-3	Management and Inspection of SWPPP		LS	4,000.00	4,000.00	0.50	2,000.00		2,000.00	50%	2,000.00
C-100-2	Installation, Removal and Replacement of Silt Fence	2400	LF	2.00	5,200.00	230.00	460.00		460.00	9%	4,740.00
C-100-3	Stabilized Construction Entrance	200	SY	17.50	3,450.00	230.00	3,450.00		3,450.00	100%	-
C-100-4	Temporary Seeding and Mulching	25	AC	100.00	250.00	-	-		-	0%	250.00
C-100-5	Concrete Washout		LS	600.00	600.00	-	-		-	0%	600.00
C-100-6	Inlet Protection Device	3	EA	75.00	225.00	1.00	75.00		75.00	33%	150.00
P-101	Removals		LS	20,000.00	20,000.00	1.00	20,000.00		20,000.00	100%	-
P-101-4.2	Clearing and Grubbing		LS	1,000.00	1,000.00	1.00	1,000.00		1,000.00	100%	-
P-103-1	Unclassified Excavation	8,400	BCY	5.00	42,000.00	8,400.00	42,000.00		42,000.00	100%	-
P-103-2	Embankment In-Place	2,350	BCY	3.00	4,700.00	2,350.00	4,700.00		4,700.00	100%	-
P-103-3	Subgrade Preparation	8,090	SY	11.50	9,303.50	6,090.00	9,135.00		9,135.00	100%	-
P-104-1	Subbase Course	8,090	SY	18.00	36,540.00	6,090.00	36,540.00		36,540.00	100%	-
P-101-1	Cement Concrete Pavement - Materials	5,230	SY	28.00	146,440.00	-	-		-	0%	146,440.00
P-101-2	Cement Concrete Pavement - Labor and Equipment	5,230	SY	33.00	172,590.00	-	-		-	0%	172,590.00
P-105-1	Joint Sealing Filler for New Concrete Pavement	8,700	LF	2.50	21,750.00	-	-		-	0%	21,750.00
P-100-3.1a	Surface Preparation	1	LS	4,000.00	4,000.00	-	-		-	0%	4,000.00
P-100-3.2a	Marking	1	LS	7,000.00	7,000.00	-	-		-	0%	7,000.00
P-100-3.3a	Reflective Media	1	LS	750.00	750.00	-	-		-	0%	750.00
D-701-5.1	24-inch, Class III, Reinforced Concrete Pipe, with Flared End	126	LF	145.00	18,270.00	126.00	18,270.00	2,660.00	21,560.00	114%	(2,660.00)
D-701-5.2	15-inch, Class III, Reinforced Concrete Pipe, with Flared End	144	LF	148.00	21,312.00	148.00	21,460.00	1,045.00	22,505.00	105%	(1,045.00)
D-701-5.3	30-inch, Class III, Reinforced Concrete Pipe	78	LF	230.00	17,940.00	78.00	19,500.00	-	19,500.00	100%	-
D-705-5.4	Pipe Underdrains for Airports	1,150	LF	30.00	34,500.00	1,150.00	34,500.00	-	34,500.00	100%	-
D-781-5.3	Pipe Underdrain Cleanout	6	EA	300.00	1,800.00	4.50	3,150.00	-	3,150.00	50%	3,150.00
D-781-5.1	Aircraft Rated Precast Inlet or Manhole with Aircraft Rated Lid	2	EA	15,000.00	30,000.00	2.00	30,000.00	8,547.30	38,547.30	128%	(8,547.30)
D-751-5.2	SW-512, Area Intake with SW-604 Type 4B Casting	1	EA	2,500.00	2,500.00	1.00	2,500.00	-	2,500.00	100%	-
F-101	Seeding	7	AC	1,400.00	7,000.00	-	-		-	0%	7,000.00
F-100-1	Topsoil - Obtained on Site or Removed from Stockpile	670	CY	18.00	6,030.00	450.00	4,050.00		4,050.00	67%	1,980.00
F-100-1	Mulching	21,200	SY	33.00	7,036.00	-	-		-	0%	7,036.00
U-100-0.1	No. 8 AWG, 5 kv, I-824, Type C Cable, Installed in Conduit	3,260	LF	1.70	5,542.00	-	-		-	0%	5,542.00
U-100-0.2	No. 4 AWG, Solid, Bare Copper Counterpoise Wire and	3,100	LF	3.00	9,300.00	-	-		-	0%	9,300.00
U-100-0.3	No. 6 AWG, Insulated, Stranded Equipment Ground, Installed	3,260	LF	1.70	5,542.00	-	-		-	0%	5,542.00
U-110-0.1	Concrete Encased Electrical Duct Bank, 1 Way - 2" Dia.	165	LF	45.00	7,425.00	185.00	7,955.00		7,955.00	100%	-
U-110-0.2	Non-Encased Electrical Duct Bank, 1 Way - 2" Dia.	3,100	LF	4.80	15,000.00	-	-		-	0%	15,000.00
U-115-0.1	Base Can Plaza, 2 L-867D Base Cans with Blanking Covers	2	EA	5,000.00	10,000.00	-	-		-	0%	10,000.00
U-125-0.1	IL-861T Taxiway Edge Light, 24" Height, with L-867 Base	31	EA	13,000.00	40,300.00	-	-		-	0%	40,300.00
Original Contract Totals:					\$ 933,655.00		\$ 358,375.00	\$ 12,252.30	\$ 370,627.30	40%	\$ 563,027.70

City Council Meeting
Prep. Date: 06/13/2023
Preparer: Russell Farnum



Agenda Item: # 7
Agenda Date: 06/19/2023

Communication Page

Agenda Items Description: Resolution Approving Change Order #3 in the increase amount of \$18,632.25, submitted by Boomerang related to the Monticello Airport Taxiway Connector Project

<u>Type of Action Requested:</u> Resolution					
<u>Attachments & Enclosures:</u> Resolution	<u>Fiscal Impact:</u> Budget Line Item: <table border="1"><tr><td> </td></tr></table> Budget Summary: <table border="1"><tr><td> </td></tr></table> Expenditure: <table border="1"><tr><td> </td></tr></table> Revenue: <table border="1"><tr><td> </td></tr></table>				

Synopsis:

Boomerang Construction found that the communication cable at the airport does not have sufficient clearance for the storm sewer to pass under it at proper grade. Changing to an arch-shaped (instead of round) storm sewer pipe solves the problem. The cost change is the additional cost of the arch pipe in the amount of \$1,282.

In addition, unstable soil conditions were found which required over-excavation and additional stabilization with crushed rock fill and geotextile fabric. This resulted in additional expenses of \$17,350.25.

The total overall the increase is \$ 18,632.25.

Background:

The City Council approved the first two change orders in April, one an increased cost of \$2,535, and on a reduction of \$9,750, resulting in an overall reduction in costs of \$7215.

This change is an increase in cost of \$ 18,632.25 less prior savings of \$ 7,215 is a net increase of \$11,417.25 for the overall project.

Recommendation: A motion to approve Change Order #3 is recommended.

The City of Monticello, Iowa

RESOLUTION

Approving Change Order #3 in the increase amount of \$18,632.25, submitted by Boomerang related to the Monticello Airport Taxiway Connector Project

WHEREAS, Boomerang is contracted with the City to complete the Monticello Airport Taxiway Connector Project, AIP Project 3-19-0061-12-2022 and

WHEREAS, Boomerang has submitted Change Order #3 tied to improvement of Arch Pipe to avoid utility conflict and to additional coring of subbase materials, increased thickness of base and Separation of Geotextile Fabric, with the increase amount of \$18,632.25, and

WHEREAS, The City Engineer has reviewed the proposed Change Order #3, and recommends that they be approved by the City Council.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve Change Order #3 submitted by Boomerang related to the Monticello Airport Taxiway Connector Project in the increase amount of \$18,632.25.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of June, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer



Memo

Date: Tuesday, June 13, 2023

Project: Construct Taxiway Connector

To: Anthony Pollard, PE – FAA Central Region

From: City of Monticello (Sponsor)

Subject: FAA Review – Change Order No. 3

Dear Mr. Pollard,

The City of Monticello, Iowa (Sponsor) seeks to obtain FAA concurrence on Change Order No. 03 for the Construct Connector Taxiway project at the Monticello Regional Airport (MXO), AIP Grant No. 3-19-0061-012-2022. The Sponsor intends to prepare and submit a Grant Amendment request reflecting this proposed Change Order within this project's closeout documents.

During a storm drainage pipe crossing of a 30" pipe under an existing airfield electrical duct, a conflict was discovered. Drawing notes were present to cover the cost of the exploration and discovery of the crossing and the change order is a material price difference for the change to an arch pipe only.

There is a stretch of about 260 feet of the taxiway connecting to the parallel that failed proof rolling. All prior density moisture tests passed in this area and soft underlying materials is expected. We believe the most economical solution is coring out 6" deeper and adding another 6" of P-154 with fabric in this area. In addition, a smaller area of taxilane failed proof rolling is present from station 203+10 to Station 204+45, an area of approximately 550 SY.

Please find attached the following supporting documents:

- Change Order No. 03 document identifying the scope and the estimated \$18,632.25 Change to the Contract Price;
- Sponsor Estimate, completed by our consultant;
- Documentation of Cost Analysis;
- Justification Statement

Since only minor differences were observed between the Sponsor Estimate and the Contractor's Change Proposal, the Sponsor has not identified a need to negotiate the proposed Change in Contract Price. The Sponsor intends to proceed with the \$18,632.25 Change Order.

Thank you for your time considering this request in advance.

Sincerely



Russ Farnum
Monticello City Administrator

CHANGE ORDER NO.: 03

Owner:	City of Monticello, Iowa	Owner's Project No.:	-
Engineer:	HDR	Engineer's Project No.:	10332195
Contractor:	Boomerang Corp	Contractor's Project No.:	-
Project:	Construct Connector Taxiway		
Contract Name:	Construct Connector Taxiway		
Date Issued:	13 June 2023	Effective Date of Change Order:	_____

The Contract is modified as follows upon execution of this Change Order:

Description:

00 52 13 – Agreement:

- Article 5 – Contract Price, Paragraph 5.01 B: Unit Price Work table; Revise unit cost quantity of item number D-701-5.3 from \$250/LF to \$282.05 for 40 LF; Revise quantity of item number P-152-2 to add additional 295 BCY; Revise quantity of item P-154-5.1 to add additional 1,735 SY. Revise Total of all Extended Prices for Unit Price Work from \$926,440 to \$945,072.25.
- Article 5 – Contract Price, Paragraph 5.01 C: Replace paragraph C with the following: “Total of Lump Sum Amount and Unit Price Work (subject to final Unit Price adjustment) \$945,072.25.00.

Attachments:

- **Change Proposal**
- **Sponsor Estimate**
- **Documentation of Cost Analysis**
- **Justification Statement**

Change in Contract Price	Change in Contract Times 0 Days
Original Contract Price: \$ <u>933,655.00</u>	Original Contract Times: Substantial Completion: <u>150</u> Calendar Days Ready for final payment: <u>180</u> Calendar Days
Contract Price prior to this Change Order: \$ <u>926,440</u>	Contract Times prior to this Change Order: Substantial Completion: <u>160</u> Calendar Days Ready for final payment: <u>190</u> Calendar Days
Increase this Change Order: \$ <u>18,632.25</u>	Increase this Change Order: Substantial Completion: <u>0</u> Calendar Days Ready for final payment: <u>0</u> Calendar Days
Contract Price incorporating this Change Order: \$ <u>945,072.25</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>160</u> Calendar Days Ready for final payment: <u>190</u> Calendar Days

	Recommended by Engineer (if required)	Accepted by Contractor
By:	<u> Matt Wilke </u>	<u> Keegan Parizek </u>
Title:	<u> Engineer of Record </u>	<u> Project Manager </u>
Date:	<u> 6/14/2023 </u>	<u> 06/14/2023 </u>
	<u> Authorized by Owner </u>	<u> Approved by Funding Agency (if applicable) </u>

By: _____
Title: _____
Date: _____

CHANGE PROPOSAL

Owner: City of Monticello, Iowa
 Project Name: Construct Connector Taxiway
 Change Proposal No.: 03 Date: 13 June 2023
 Subject: Change Proposal for Revised Structure Sizes

The following changes to the Contract are proposed:

SCOPE OF PROPOSED CHANGE TO CONTRACT: *(Attach supporting documentation as necessary)*

Revise cost of D-701-5.3 by increasing \$32.05 to accommodate switch from 30-inch, Class III RCP to 24" Arch Pipe to avoid utility conflict
 Increase quantity of item P-152-2 by 295 BCY to core out extra subbase material.
 Increase quantity of item P-154-5.1 by 1735 SY to increase thickness of subbase course in areas of failed proof rolling.
 Add P-154-2.3 Item for Separation of Geotextile Fabric for 1735 SY.

JUSTIFICATION:

To avoid utility conflict, reduce construction costs, mitigate areas of weak soils and avoid unnecessary delays as recommended by the Engineer.

PROPOSED CHANGES IN CONTRACT PRICE AND CONTRACT TIMES:

We propose that the Contract Price and Contract Times be changes as follows:

For Contract Price, attach detailed cost breakdowns for Contractor and Subcontractors, Supplier quotations, and other information required

Description		Contract Times (days)	
		Substantial	Final
1. 30" RCP to 24" Arch	\$1,282	0	0
2. Embankment in-place	\$1,475	0	0
3. Subbase Course	\$10,410	0	0
4. Add Separation Fabric	\$ 5,465.25	0	0
Total This Change Proposal	\$18,632.25	0	0

Contractor represents that supporting data attached to this Change Proposal are accurate and complete. The requested time or price adjustment indicated in this Change Proposal is the entire adjustment to which the Contractor believes it is entitled as a result of the proposed change(s) indicated herein.

Change Proposal by: Keegan Parizek, Boomerang Corp. (Contractor)

Signature of Proposer: Keegan Parizek



Change Order No. 3

Sponsor Estimate

AIP Grant No. 3-19-0061-012-2022 Construct Connector Taxiway
Monticello Regional Airport, Iowa

No.	Spec	Description	Unit	Quantity	Unit Cost	Total Cost
1	D-701-5.3	30-inch, Class III, RCP material swap to 24" Arch Pipe*	LF	40	\$32.05	\$ 1,282.00
2	P-152-2	Embankment In-Place	BCY	295	\$5.00	\$ 1,475.00
3	P-154-5.1	Subbase Course	SY	1735	\$6.00	\$ 10,410.00
4	P-154-2.3	Addition of Separation Geotextile to P-154*	SY	1735	\$3.00	\$ 5,205.00
		* Indicates new unit price				
Total						18,372.00

Justification Statement

The Sponsor provides the following justification statement for the proposed Work to be included in Change Order No. 03:

During a storm drainage pipe crossing of a 30" pipe under an existing airfield electrical duct, a conflict was discovered. Drawing notes were present to cover the cost of the exploration and discovery of the crossing and the change order is a material price difference for the change to an arch pipe only.

There is a stretch of about 260 feet, or 1185 SY, of the taxiway connecting to the parallel that failed proof rolling. All prior density moisture tests passed in this area and soft underlying materials is expected. We believe the most economical solution is coring out 6" deeper and adding another 6" of P-154 with fabric in this area. In addition, a smaller area of taxilane failed proof rolling is present from station 203+10 to Station 204+45, an area of approximately 550 SY.

Documentation of Cost Analysis

Pursuant to Federal Regulation 49 CFR Part 18.36(f), the Sponsor has performed a Cost Analysis comparing the Sponsor Estimate to the Change Proposal received by the Contractor (Boomerang Corp.) The percent difference between the Sponsor Estimate and the Change Proposal is less than 10%. Consequently, the Sponsor did not identify a need to negotiate the proposed Change in Contract Price further and intends to proceed with the Change Order with the Contractor.

Item	Sponsor Estimate	Change Proposal	% Difference
D-701-5.3	\$1,200	\$1,282	6.8
P-152-2	\$1,475	\$1,475	0
P-154-5.1	\$10,410	\$10,410	0
P-154.2.3	\$5,205	\$5,465.25	5



13225 Circle Dr Suite A
 Anamosa, IA 52205
 Phone: 319-462-4435
 Fax: 319-462-2599

REQUEST FOR CHANGE

RFC No: 3
 Date: 5/19/2023

Project No: 22022 **Contact Name:** Matthew Wilke
Project Name: Monticello Airport Taxiway

Reason/Comments:
 Unit pricing below is to replace originally designed 30" RCP for 24" arch pipe due to conflicting utilities onsite. Return freight is covered by Boomerang Corp.

ITEM NO.	ITEM DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
	30" RCP to 24" Arch Pipe Switch	40.00	LS	32.05	\$1,282.00

TOTAL FOR REQUEST FOR CHANGE **\$1,282.00**

ADDITIONAL WORKING DAYS

Owner Representative Name (print)	Signature	Date
Keegan Parizek	<i>Keegan Parizek</i>	5/19/2023
Boomerang (print name)	Signature	Date

Midstates Precast Products, Inc.
 2340 Hubbell Avenue SW
 Bondurant, IA 50035
 Phone: (515) 410-9343
 Fax: (515) 410-9344



CREDIT MEMO 18446

Invoice Date: 5/12/2023

Plant: 100

Customer Copy

Sold to:	BOOM001 Boomerang Corp PO Box 227 Anamosa, IA 52205	Job Number:	21-829
		Ship to:	Monticello, IA - Construct Connector FAA AIP 20373 IA-38 Monticello, IA 52310

SHIP DATE	TRUCK DRIVER	PO	TERMS	PAGE
5/12/2023		22022-4	NET 30	1
LOAD	TRAILER	SALES REP	EXEMPT #	TICKET NO.
		Blake	3327506321	18446

Item	Description	Pieces	Units	Shipped	Unit Price	TX	Extension
------	-------------	--------	-------	---------	------------	----	-----------

Structure:							
FREIGHT (13)	Freight (Zone 13)	1	1 EA	1	\$900.00	<input type="checkbox"/>	\$900.00
Structure Total							\$900.00

Structure: STORM SEWER, RCP							
93083	30" RCP Class 3 Storm	-5	8 FT	-40	\$52.95	<input type="checkbox"/>	(\$2,118.00)
Structure Total							(\$2,118.00)

Taxable	\$0.00
Non-Taxable	(\$1,218.00)
Sub Total	(\$1,218.00)
Tax	\$0.00
Invoice Total	(\$1,218.00)
Less Deposit	\$0.00
Invoice Balance	(\$1,218.00)

****Don't be a victim of cyber fraud!**** Our banking details will likely NEVER change. If you receive any correspondence requesting a change in our banking details, please contact us immediately by phone at 641-891-6612.

*Please make check payable to:Midstates Precast Products, Inc
 2340 Hubbell Ave SW ~ Bondurant, IA 50035

**Direct any questions to Accounts Receivable at ar@midstatesprecast.com or 515-822-1873.

Midstates Precast Products, Inc.
 2340 Hubbell Avenue SW
 Bondurant, IA 50035
 Phone: (515) 410-9343
 Fax: (515) 410-9344



INVOICE 18457

Invoice Date: 5/12/2023

Plant: 100

Customer Copy

Sold to:	BOOM001 Boomerang Corp PO Box 227 Anamosa, IA 52205	Job Number:	21-829
		Ship to:	Monticello, IA - Construct Connector FAA AIP 20373 IA-38 Monticello, IA 52310

SHIP DATE	TRUCK DRIVER	PO	TERMS	PAGE
5/12/2023	Corell	22022-4	NET 30	1
LOAD	TRAILER	SALES REP	EXEMPT #	TICKET NO.
16286		Blake	3327506321	18457

Item	Description	Pieces	Units	Shipped	Unit Price	TX	Extension
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Structure:	STORM SEWER, RCAP						
91122	24" Equiv. RCAP Class 4	5	8 FT	40	\$85.00	<input type="checkbox"/>	\$3,400.00
					Structure Total		<u>\$3,400.00</u>

NOTE: A 1 ½% PER MONTH SERVICE CHARGE IS ADDED TO ALL UNPAID INVOICES AFTER 30 DAYS. THIS IS AN 18% ANNUAL PERCENTAGE RATE.



13225 Circle Dr Suite A
 Anamosa, IA 52205
 Phone: 319-462-4435
 Fax: 319-462-2599

REQUEST FOR CHANGE

RFC No: 2
 Date: 5/17/2023

Project No: 22022 **Contact Name:** Matthew Wilke
Project Name: Monticello Airport Taxiway

Reason/Comments:
 Unit pricing below is to place geotextile fabric per HDR request in the attached email. Material to meet specs provided. Price includes labor and materials to install fabric specified.

ITEM NO.	ITEM DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
P-154-2.3	Separation Geotextile	1,185.00	SY	3.15	\$3,732.75

TOTAL FOR REQUEST FOR CHANGE **\$3,732.75**

ADDITIONAL WORKING DAYS

Owner Representative Name (print)	Signature	Date
Keegan Parizek	<i>Keegan Parizek</i>	5/17/2023
Boomerang (print name)	Signature	Date

City Council Meeting
Prep. Date: 06/13/2023
Preparer: Russell Farnum



Agenda Item: # 8
Agenda Date: 06/19/2023

Communication Page

Agenda Items Description: Consider Fee Waiver for Peddlers License for Jones County Democrats to sell refreshments at the 4th of July Parade

<u>Type of Action Requested:</u> Motion					
<u>Attachments & Enclosures:</u> Motion	<u>Fiscal Impact:</u> Budget Line Item: <table border="1"><tr><td> </td></tr></table> Budget Summary: <table border="1"><tr><td> </td></tr></table> Expenditure: <table border="1"><tr><td> </td></tr></table> Revenue: <table border="1"><tr><td> </td></tr></table>				

Synopsis:

The Jones County Democrats wish to sell cold drinks from a booth during the 4th of July Parade as a fundraiser for other service projects provided by their organization. The booth is not be affiliated with the official parade, and would need a Peddler License, with a fee of \$100. The Democrats are asking the fee to be waived.

Background:

The Jones County Democrats have applied for a Peddler Permit in accordance with Chapter 122 of the Municipal Code. Dave McNeill has granted permission for them to set up the booth under his canopy. The request has been reviewed and approved by Police Chief Smith. The Democrats are asking for the fee to be waived, which is a Council decision.

The Code currently states:

Authorized representatives of charitable or nonprofit organizations operating under the provisions of Chapter 504 of the Code of Iowa desiring to solicit money or to distribute literature are exempt from the operation of Sections 122.04 and 122.05. All such organizations are required to submit in writing to the Clerk the name and purpose of the cause for which such activities are sought, names and addresses of the officers and directors of the organization, the period during which such activities are to be carried on, and whether any commissions, fees or wages are to be charged by the solicitor and the amount thereof. If the Clerk finds that the organization is a bona fide charity or nonprofit organization, the Clerk shall issue, free of charge, a license containing the above information to the applicant.

The Jones County Democrats are technically not a charitable or nonprofit organization. As outlined in the request, operating the booth provides a needed service to the many parade-watchers, and would provide funding for some of the community service efforts provided by the organization.

The request does not meet the technical requirements of the Code, but seems to fulfill the spirit and intent. Therefore, the Council will need to decide whether this request is suitable for a fee waiver.

Recommendation: Council action is requested, staff is neutral on the request.



Mary P. Melchert

#1 Spring Farm Lane • Monticello, Iowa • 319-465-3174 • mpmelchert62@gmail.com

June 6, 2023

Dear Mayor Goedken and Monticello City Council Members:

My name is Mary Melchert. I am currently serving as the Jones County Democrats Vice-Chair. The Jones County Democrats plan to sell cold, bottled water on the 4th of July during the city's parade. Businessman David McNeil has given permission for us to sell from McNeil Hardware's corner. Per Chapter 122 of the city's code, we would be considered a "peddler" as a person who *"sells or offers for sale immediate delivery such of goods or merchandise from house to house or upon a public street."*

I am writing to seek your approval to "waive" this application and fee (\$100) for Transient Merchant/Mobile Food Vendor Permit. With the heat and humidity that's always present on this celebratory day, we're looking to provide a "service" to townspeople while also making some monies to continue the support of other projects throughout the year (e.g. Jones Co. food pantry donations, pie donations for our fair booth). This will be the only time this year we will make such a request. Thank you for your time and consideration.

Sincerely yours,

Mary P. Melchert

Mary P. Melchert
Jones County Democrats Vice-Chair

**APPLICATION FOR TRANSIENT MERCHANT / MOBILE
FOOD VENDOR PERMIT**

1. The name, residence, and post office address of the person, firm, corporation, partnership, or association making the application.

Mary Melchert - Vice Chair
% Jones Co. Democrats.
P.O. Box 182 - Monticello, Ia 52310

Note: If a corporation, the names and addresses of the officers of the corporation are required. If a firm, partnership, or association, the names and addresses of all members of the firm, partnership, or association are required.

2. The name, residence, and post office address of the agent, bailee, consignee, or employee of the person, firm, corporation, partnership, or association named above; and, also state the name and the address of the owner of the goods, wares, and merchandise to be sold or offered to for sale:

Mary Melchert
1 Spring Farm Ln.
Monticello, Ia 52310

3. The applicants named in paragraph one, has or has not obtained an Iowa Retailers Sale Tax Permit. If so, state the number of that permit:

4. If the applicant is a corporation then please state whether the corporation is an Iowa Corporation or a Foreign Corporation; and, if applicant is a foreign corporation state whether or not such corporation is authorized to do business in Iowa.

NA

5. The value of goods to be sold or offered for sale is: \$300 each (Bottled water)
The value of the average inventory to be carried by the transient merchant engaging in sales in the City of Monticello is \$ 300.-.

Fourth of July parade

6. The date or dates upon which goods, wares, or merchandise shall be sold or offered for sale, or such business shall be engaged in or conducted:

Fourth of July Parade - Monticello, Ia.
July 4, 2023

7. The location and address where such good, wares, or merchandise shall be sold or offered for sale within the City of Monticello:

McNeil Hardware - 201 E. 1st St. Monticello, Ia.

8. Bond requirement. In order to obtain a permit for transient merchant activities, applicant must purchase and post a bond with the City Clerk of Monticello with a penal sum in the amount of \$ _____, which must be twice the value of the goods, wares, or merchandise stated above.

Application submitted this ____ day of _____, 20__.

Mary P. Mulbert
Applicant

Vice-Chair - Mrs W.
Democrats

FEES:

Application Fee

\$ 25.00

License Fees. The following license fees shall be paid to the Clerk prior to the issuance of any license

1. Solicitors or Peddlers
 - A. For one day \$ 100.00
 - B. For more than one day but less than eight days \$ 300.00
 - C. For up to six (6) months \$1,000.00
 - D. For more than (6) months but less than one year \$1,500.00

Days shall be accrued during the course of the calendar year, commencing January 1st of each year and fees shall be based upon the sum of accrued days and desired additional days of permitted sales/solicitation.

2. Transient Merchants
 - A. For each period of one to seven days \$ 100.00
 - B. For each additional period of one to seven days \$ 100.00
 - C. For up to six (6) months \$1,000.00
 - D. For more than (6) months but less than one year \$1,500.00

Days shall be accrued during the course of the calendar year, commencing January 1st of each year and fees shall be based upon the sum of accrued days and desired additional days of permitted sales/solicitation.

3. Mobile Food Vendors
 - A. For a period of two days or less \$ 100.00
 - B. For more than two days but less than 6 months \$ 175.00
 - C. For more than six (6) months to one year, calculated from the issuance of the permit \$ 250.00

PERMIT GRANTED

After review of the application set forth above, the City of Monticello through its Clerk and Chief of Police hereby grant applicant a permit for transient merchants sales consistent with the application set forth above to take place during the time period: From the ____ of _____, 20__ to the ____ of _____, 20__.

7-1. 0106 HOURS OF SOLICITATION. Transient merchant activity may only take place during the hours between 9:00 a.m. and 6:00 p.m. on days other than Sundays and legal holidays.

7-1. 0107 OBSTRUCTION OF PEDESTRIAN OR VEHICULAR TRAFFIC. No person while engaged in transient merchant activity shall block or obstruct any pedestrian or vehicular traffic on public sidewalks or roads or driveways.

Permit issued this ____ day of _____, 20__.

City Clerk

Chief of Police

PERMIT DENIED

After review of the application set forth above, it is the discussion of the City Clerk and the Chief of Police of Monticello to deny the permit for transient merchant activity with the City of Monticello for the following reason:

Permit denied this ___ day of _____, 20__.

City Clerk

Chief of Police

NOTICE OF APPEAL

You are hereby notified that you may appeal the decision of City Clerk and the Chief of Police to the City Council of the City of Monticello which meets on the 1st and 3rd Monday of every month, by submitting a request to the City Council at the next regular scheduled City Council meeting.

City Council Meeting
Prep. Date: 6/14/2023
Preparer: Sally Hinrichsen



Agenda Item: # 9-17
Agenda Date: 6/19/2023

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:

- 9. City Engineer
- 10. Mayor
- 11. City Administrator
- 12. City Clerk
- 13. Public Works Director
- 14. Police Chief
- 15. Water/Wastewater Superintendent
- 16. Park and Recreation Director
- 17. Library Director