

City of Monticello, Iowa

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Posted on December 14, 2023 at 5:00 p.m.

Monticello City Council Meeting December 18, 2023 at 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	Library Director:	Faith Brehm
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
		Ambulance Director:	Lori Lynch
		City Engineer:	Patrick Schwickerath

- 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	December	04, 2023	,
Approval of Payroll	December	14, 2023	
Approval of Bill List			

Public Hearings:

1. **Public Hearing** on City of Monticello 2023/2024 Fiscal Year budget amendment #1
2. **Resolution** Approving the City's Proposed Amendment #1 to the Fiscal Year 2023-2024 Budget

Tabled Items:

3. **Further consideration** of bids for the Wastewater Treatment Facility Improvements Project
- OR**
4. **Resolution** awarding contract for the Wastewater Treatment Facility Improvements Project
5. **Discussion and Possible Resolution** on Alliant Energy’s proposed electric rate increase
6. **Discussion and possible Motion** on sale of property behind 230 South Cedar Street (Danelle & Juneau Johnson)

Resolutions:

7. **Resolution** Approving Jones County Extension Programming investment and agreement for FY '25 in the amount of \$500.00
8. **Resolution** Approving the acquisition of Credit Cards for various departments
9. **Resolution** Approving the hiring of Grace Dupuy as Monticello Park and Recreation Superintendent of Parks and Facilities
10. **Resolution** Approving the hiring Park and Recreation facility supervisor staff and setting wage
11. **Resolution** Approving three-year Mowing contract between Steve and Lisa Monk, independent contractors, under the same terms and conditions as set forth within the “Mowing Service Agreement”
12. **Resolution** to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan Agreement and to borrow money thereunder
13. **Resolution** Approving \$1,500.00 Credit against Glenda Hall’s utility billing for the property located at 833 North Sycamore Street

Discussion:

14. **Discussion** on selecting a compensation committee

Reports / Potential Actions:

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

22. Library Director
23. Ambulance Director
24. City Clerk

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: December 18, 2023 Council Meeting

Time: Dec 18, 2023 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81128323539>

Meeting ID: 811 2832 3539

One tap mobile

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+16465588656,,81128323539# US (New York)

Dial by your location

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• +1 646 558 8656 US (New York)

• +1 646 931 3860 US

• +1 301 715 8592 US (Washington DC)

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• +1 309 205 3325 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

Meeting ID: 811 2832 3539

Find your local number: <https://us02web.zoom.us/j/81128323539>

Regular Council Meeting
December 4, 2023 – 6:00 P.M.
Community Media Center

Mayor David Goedken called the meeting to order. Council present were: Candy Langerman, Wayne Peach, Scott Brighton, Chris Lux, Tom Yeoman and Brenda Hanken. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Library Director Faith Brehm, Water/Wastewater Superintendent Jim Tjaden, Police Chief Britt Smith and Park & Rec Director Jacob Oswald. 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.

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

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

Hinrichsen administered the Oath of Office to the newly elected Mayor and Council members and re-elected Council members who will take office on January 2, 2024.

Mayor opened the public hearing on proposed Lease Agreement and Shared Well Agreement pertaining to property at 14432 190th Street. Farnum stated the City is purchasing this property and neighbor will provide the water, in exchange for the use of the 2-stall detached garage. No comments were received, so Mayor closed the public hearing on proposed Lease Agreement and Shared Well Agreement pertaining to property at 14432 190th Street. Hanken moved to approve Resolution #2023-175 approving Lease Agreement and Shared Well Agreement pertaining to property at 14432 190th Street, Peach seconded, roll call was unanimous.

Mayor stated the City is waiting to hear from the USDA regarding funding and authorization to proceed with the Wastewater Treatment Facility Improvements Project bids. Brighton moved to table this agenda item to December 18, 2023, at 6:00 o'clock p.m., at the Community Media Center, Monticello, Iowa, at which time and place the City Council will meet to further consider such proposals. Peach seconded, roll call unanimous.

Yeoman moved to approve Resolution #2023-176 Designating City Depositories, Hanken seconded, roll call was unanimous.

Farnum advised he applied for a grant for backup generators for the Fire Department and the water tower, when he started. The water tower backup generator was awarded with this year's funding. Jones County Emergency Management Coordinator Brenda Leonard offered to assist the City in applying for the Mitigation Project Grant for a backup generator for the Fire Department. Hanken moved to approve Resolution #2023-177 Authorizing City Administrator Russell Farnum and Fire Chief Joe Bayne to work with Jones County Emergency Management Coordinator Brenda Leonard to apply for the Mitigation Project Grant and to provide funding for the Backup Generator for the Fire Department. Langerman seconded, roll call was unanimous.

Regular Council Meeting
December 4, 2023

Peach moved to approved Resolution #2023-178 Authorizing the Police Department to purchase a police vehicle, Brighton seconded, roll call was unanimous.

Langerman moved to approve Resolution #2023-179 Approving Plat of Survey to Parcel 2023-109 for Property located at intersection of Hardscrabble Road and Timber Road, Brighton seconded, roll call unanimous.

Langerman moved to approve Resolution #2023-180 Approving Revised Plats of Survey for Parcel 2023-89, 2023-90 and 2023-91 on the west side of State Highway 151 and just south of Highway 38. Hanken seconded, roll call was unanimous.

Brighton moved to approve Resolution #2023-181 Approving Plats of Survey to Parcel 2023-100, 2023-101, 2023-102 and 2023-103, for Property located on County Highway D62 west of 185th Ave, Lux seconded, roll call was unanimous.

Farnum advised City received a letter from the Clean Energy Districts of Iowa (CEDI) inviting City to join their Coalition to oppose the magnitude of Alliant Energy's proposed increase in electric rates, that is to be phased in over two years starting in October 2024. The CEDI provided a model resolution for Council to adopt and submit to the Iowa Utilities Board. They also asked the City to join the CEDI Coalition by signing the Memorandum of Agreement and to consider making an optional financial contribution to support CEDI's intervention effort at the Iowa Utilities Board. After much discussion, Peach moved to table further discussion to the December 18th meeting to allow Alliant time to provide their information, Langerman seconded, roll call unanimous.

Brighton moved to approve Resolution #2023-182 Approving hiring a Monticello Ambulance Part-Time Paramedic and setting wage, Langerman seconded, roll call was unanimous.

Council reviewed the city lawn mowing and maintenance services quotes that were received. Brighton moved to approved the lawn mowing and maintenance services quotes from Steve Monk Construction and Lawn Care, Peach seconded, roll call unanimous.

Farnum advised the engineer is looking for direction on the City's logo prior to going to bid the water tower painting, that is scheduled to be completed in 2024. Council discussed using "Monticello", the "M" with the clock tower and the current logo. After much discussion, Yeoman moved to use the current logo, and making the "M" as large as possible. Hanken seconded, roll call was unanimous.

Farnum stated Danelle and Juneau Johnson inquired about possibly buying some City property behind their home. This area is the old railroad right of way and is currently used as an alley. Before having the land surveyed and investing a lot of time and money in their request, wanted to bring it to council to see if they would be willing to sell that land. Johnson's own the home at 230 South Cedar Street and would like to add onto the garage. City has an easement for the concrete storm pipe and would want to retain enough to keep the alleyway open. Farnum recommended that they contact the other neighbors to see if they would also be interested in purchasing a section of the City's

property. Danelle Johnson stated the neighbor to the south was not interested in purchasing and the property to the north is currently for sale. Council discussed concerns on building over the concrete storm pipe and selling portions of the alleyway. When asked if there was enough of a setback to build, Kahler advised without a survey or locating the pins, he was not sure as it appears a portion of their garage may be on City property now. Peach made the motion to continue to look further into selling the property, Brighton seconded. Peach moved to amend his prior motion to continue investigation on where storm pipe was located and if able to build on the lot, if purchased and bring back more information. Brighton seconded the amendment, roll call vote was unanimous. The amended motion reads: motion to continue investigation on where storm pipe was located and if able to build on the lot, if purchased and bring back more information for further consideration of selling the property. Roll call vote to approve the motion as amended was unanimous.

Farnum advised he has been busy with budget season.

Oswald stated soccer and basketball clinics were held. Holiday on 1st will be this weekend, with 21 stops on the light tour. The Library will have activities in Council Chambers and in the Library. They will also be serving a meal in the Vets Hall and several businesses will be open. The event will take place Saturday, December 9th from 4 to 7 PM., with the Community Tree lighting to take place at 7 PM on the corner of First Street and Main Street.

Brehm advised the Library will be closed Saturday morning and will be open from 4 to 7 PM, with the Holiday on 1st event activities. The Library will be closed on December 26th, however the food truck will be at the Berndes Center from 3:30 to 7:30 PM.

Kahler stated Alliant clipped the line on North Main Street for the streetlights. He is making arrangements to get line repaired.

Yeoman moved; Hanken seconded 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. Roll call unanimous.

Lux moved; Langerman seconded to return to open session. Roll call unanimous., except Hanken who voted nay.

Brighton moved, Hanken seconded directing City Administrator to purchase the Real Estate as discussed and directed during closed session. Roll call vote unanimous.

Peach moved to adjourn the meeting at 7:37 P.M.

David Goedken, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - DECEMBER 14, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	November 27 - December 10, 2023				
Chris Bell	\$ 20.40	\$ -	0.00	0.00	\$ 17.57
Jamie Coleman	2,451.10	419.10	0.00	30.38	1,888.51
Jordan Fullerton	406.40	-	0.00	0.00	350.07
Mason Hanson	1,108.80	-	0.00	0.00	844.37
Ronald Herman, Jr.	496.00	-	0.00	0.00	426.86
Jayna Koffron	1,792.00	-	0.00	0.00	1,357.80
Lori Lynch	3,173.85	-	0.00	0.00	2,115.41
Coletta Matson	3,577.20	1,465.20	0.00	36.00	2,473.45
Kody Miles	80.00	-	0.00	0.00	68.85
Chloe Mogensen	158.40	-	0.00	0.00	136.44
Mandy Norton	190.60	-	0.00	0.00	164.18
Curtis Wyman	1,977.30	105.30	0.00	178.50	1,362.53
TOTAL AMBULANCE	\$ 15,432.05	\$ 1,989.60	0.00	244.88	\$ 11,206.04
CEMETERY	November 27 - December 10, 2023				
Sawyer Brokaw	\$ 210.00	\$ -	0.00	0.00	\$ 193.93
Dan McDonald	1,967.20	-	0.00	0.00	1,444.70
TOTAL CEMETERY	\$ 2,177.20	\$ -	0.00	0.00	\$ 1,638.63
CITY HALL	November 27 - December 10, 2023				
Cheryl Clark	\$ 2,092.01	\$ -	0.75	18.00	\$ 1,440.32
Russ Farnum	3,711.54	-	0.00	0.00	2,501.77
Sally Hinrichsen	3,044.31	-	0.00	0.00	1,845.79
Nanci Tuel	1,840.80	-	0.00	0.00	1,308.39
TOTAL CITY HALL	\$ 10,688.66	\$ -	0.75	18.00	\$ 7,096.27
FIRE					
Joe Bayne	\$ 208.33	\$ -	0.00	0.00	\$ 192.39
Billy Norton	166.67	-	0.00	0.00	143.57
Johnny Russ	60.00	-	0.00	0.00	55.41
Paul Warner	125.00	-	0.00	0.00	115.44
TOTAL FIRE	\$ 560.00	\$ -	0.00	0.00	\$ 506.81
LIBRARY	November 27 - December 10, 2023				
Faith Brehm	\$ 1,680.00	\$ -	0.00	0.00	\$ 1,278.80
Molli Hunter	1,243.20	-	0.00	0.00	980.61
Penny Schmit	1,476.00	-	0.00	0.00	894.07
TOTAL LIBRARY	\$ 4,399.20	\$ -	0.00	0.00	\$ 3,153.48
MBC	November 27 - December 10, 2023				
Jacob Oswald	\$ 2,413.27	\$ -	0.00	0.00	\$ 1,820.93
TOTAL MBC	\$ 2,413.27	\$ -	0.00	0.00	\$ 1,820.93
POLICE	November 27 - December 10, 2023				
Dawn Graver	\$ 2,904.97	\$ -	0.00	0.00	\$ 2,104.42
Erik Honda	2,872.15	-	0.00	24.00	2,142.43
Jordan Koos	2,859.36	-	0.00	0.00	1,932.71
Cole Millard	2,116.70	18.30	0.00	0.00	1,317.74
Britt Smith	3,393.62	-	0.00	0.00	2,503.59

PAYROLL - DECEMBER 14, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Madonna Staner	1,679.20	-	0.00	0.00	1,291.09
Brian Tate	3,090.36	-	0.00	12.00	2,221.45
TOTAL POLICE	\$ 18,916.36	\$ 18.30	0.00	36.00	\$ 13,513.43
ROAD USE	November 27 - December 10, 2023				
Zeb Bowser	\$ 1,927.20	\$ -	0.00	3.25	\$ 1,462.42
Jacob Gravel	1,927.20	-	0.00	10.50	1,413.38
Nick Kahler	2,457.46	-	0.00	0.00	1,742.10
Jasper Scott	1,927.20	-	0.00	0.00	1,448.04
TOTAL ROAD USE	\$ 8,239.06	\$ -	0.00	13.75	\$ 6,065.94
SEWER	November 25 - December 8, 2023				
Jim Tjaden	\$ 2,941.54	\$ -	0.00	0.00	\$ 2,174.69
TOTAL SEWER	\$ 2,941.54	\$ -	0.00	0.00	\$ 2,174.69
WATER	November 25 - December 8, 2023				
Scott Hagen	\$ 2,137.20	\$ -	0.00	10.00	\$ 1,702.15
Josh Willms	2,137.20	-	0.00	18.38	1,405.85
TOTAL WATER	\$ 4,274.40	\$ -	0.00	28.38	\$ 3,108.00
TOTAL - ALL DEPTS.	\$ 70,041.74	\$ 2,007.90	0.75	341.01	\$ 50,284.22

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING		1,394.45		
AT&T MOBILITY	PD CELL PHONES		177.04		
HY-VEE FOOD STORES INC	PD ACADEMY - MILLARD		2,596.84		
INFRASTRUCTURE TECHNOLOGY	PD 3CX ANNUAL LICENSE		59.50		
IOWA LAW ENFORCEMENT ACADEMY	CHIEF TRAINING		10.00		
LYNCH DALLAS, P.C.	PD ATTORNEY FEES		877.75		
NEXT GENERATION PLBG & HTG LLC	PD BLDG REPAIR/MAINT		66.48		

	110 POLICE DEPARTMENT TOTAL		5,182.06		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E 2ND STREETLIGHTS		282.00		

	230 STREET LIGHTS TOTAL		282.00		
AQUATIC CENTER					
INFRASTRUCTURE TECHNOLOGY	POOL 3CX ANNUAL LICENSE		59.50		

	440 AQUATIC CENTER TOTAL		59.50		
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY VEHICLE OPERATING		18.83		

	450 CEMETERY TOTAL		18.83		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES		227.50		

	620 CLERK/CITY ADMIN TOTAL		227.50		
CITY HALL/GENERAL BLDGS					
ROB SAND AUDITOR OF STATE	CH PRO FEES - AUDIT 2022-2023		15,586.67		
INFRASTRUCTURE TECHNOLOGY	CH 3CX ANNUAL LICENSE		238.00		
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES		14.99		
STEVE MONK CONSTRUCTION	CH NUISANCES - 345 E 3RD ST		638.70		
MONTICELLO EXPRESS INC	CH ADVERTISING		812.07		
MONTICELLO IA MAIN STREET	COUNTY CONTRIBUTIONS		25,000.00		

	650 CITY HALL/GENERAL BLDGS TOTAL		42,290.43		

	001 GENERAL TOTAL		48,060.32		
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		1,111.63		
DIAMOND PI COMPANY	MBC CONCESSIONS		51.00		
FAREWAY STORES #840-1	MBC CONCESSIONS		68.39		
MOLLI JENN HUNTER	JANITORIAL SERVICES		157.50		
INFRASTRUCTURE TECHNOLOGY	MBC 3CX ANNUAL LICENSE		59.50		
JOHN DEERE FINANCIAL	MBC BLDG REPAIR/MAINT		198.35		
MONTICELLO EXPRESS INC	MBC ADVERTISING		402.54		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	430 PARKS TOTAL		2,048.91		
	005 MONTICELLO BERNDES CENTER TOTAL		2,048.91		
FIRE					
FIRE					
AT&T MOBILITY	FIRE TABLET		41.27		
EMERGENCY SERVICES MARKETING	FIRE IAMRESPONDING.COM SERVICE		305.00		
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - S. BADER		100.00		
JOHN DEERE FINANCIAL	FIRE VEHICLE SUPPLIES		19.98		
KIRKWOOD COMMUNITY COLLEGE	FIRE TRAINING - REYNER		120.00		
MONTICELLO FIRE ASSOCIATION	FIRE SERVICES		9,445.00		
EMS LEARNING RESOURCES CENTER	FIRE BLS TRAINING		204.00		
	150 FIRE TOTAL		10,235.25		
	015 FIRE TOTAL		10,235.25		
AMBULANCE					
AMBULANCE					
AARON'S AUTOMOTIVE LLC	AMB VEHICLE REPAIR/MAINT		893.83		
AT&T MOBILITY	AMB CELL PHONES		66.86		
CR PHARMACY SERVICE INC	AMB MEDICAL SUPPLIES		351.00		
INFRASTRUCTURE TECHNOLOGY	AMB 3CX ANNUAL LICENSE		59.50		
JOHN DEERE FINANCIAL	AMB VEHICLE REPAIR/MAINT		12.99		
NEXT GENERATION PLBG & HTG LLC	AMB BLDG REPAIR/MAINT		66.47		
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES		732.60		
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES		123.00		
	160 AMBULANCE TOTAL		2,306.25		
	016 AMBULANCE TOTAL		2,306.25		
HOTEL/MOTEL TAX					
HOTEL/MOTEL					
MONTICELLO IA MAIN STREET	COUNTY CONTRIBUTIONS		15,000.00		
	699 HOTEL/MOTEL TOTAL		15,000.00		
	018 HOTEL/MOTEL TAX TOTAL		15,000.00		
POLICE IMPROVEMENT					
POLICE DEPARTMENT					
ZACHARY D LONG	POLICE IMP LOCK BOX		75.00		
	110 POLICE DEPARTMENT TOTAL		75.00		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	026 POLICE IMPROVEMENT TOTAL		75.00		
LIBRARY IMPROVEMENT LIBRARY					
JOHN DEERE FINANCIAL	LIB IMP PROGRAMS/PROMOTIONS		20.95		
PLAYAWAY PRODUCTS LLC	LIB IMP BOOKS		787.40		
	410 LIBRARY TOTAL		808.35		
	030 LIBRARY IMPROVEMENT TOTAL		808.35		
LIBRARY LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS		223.73		
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES		12.65		
MOLLI JENN HUNTER	JANITORIAL SERVICES		157.50		
INFRASTRUCTURE TECHNOLOGY	LIB 3CX ANNUAL LICENSE		119.00		
KOCH BROTHERS, INC.	LIB OFFICE SUPPLIES		109.18		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS		113.08		
MID AMERICA BOOKS	LIB BOOKS		125.13		
MONTECELLO EXPRESS INC	LIB OFFICE SUPPLIES		19.30		
NEXT GENERATION PLBG & HTG LLC	LIB MAJOR BLDG REPAIRS				
VENTURA PUBLIC LIBRARY	LIB BOOKS		16.00		
	410 LIBRARY TOTAL		895.57		
	041 LIBRARY TOTAL		895.57		
AIRPORT AIRPORT					
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT ELECTRIC		46.71		
FRESE MOTORS INC	AIRPORT VEHICLE REPAIR/MAINT		197.59		
MCALDER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES		35.00		
MCALLISTER ELECTRICAL SERVICES	AIRPORT LIGHT REPAIRS		1,758.79		
	280 AIRPORT TOTAL		2,038.09		
	046 AIRPORT TOTAL		2,038.09		
ROAD USE STREETS					
ACCENT CONCRETE LLC	RU STREET MAINTENANCE CONTRACT		5,172.50		
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST		40.74		
AT&T MOBILITY	RU INTERNET FOR TRAFFIC LIGHTS		129.81		
RODNEY COOHEY	RU STREET MAINTENANCE SUPPLIES		1,749.00		
FRESE MOTORS INC	RU EQUIP REPAIR/MAINT		9.37		
JOHN DEERE FINANCIAL	RU BLDG REPAIR/MAINT		362.44		
LINDA KAHLER	RU CLOTHING - GRAVEL		27.33		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT		207.36		
MCALLISTER ELECTRICAL SERVICES	RU LIGHT SYSTEMS & STRUCTURES		371.29		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO EXPRESS INC	RU ADVERTISING-WINTER PARKING	202.50			
THOMPSON TRUCK & TRAILER, INC.	RU EQUIP REPAIR/MAINT	424.88			
WELTER STORAGE EQUIP CO., INC.	RU BLDG REPAIR/MAINT	885.00			
WHITE HAWK PLUMBING & HEATING	RU BLDG REPAIR/MAINT	272.88			
	210 STREETS TOTAL		9,855.10		
	110 ROAD USE TOTAL		9,855.10		
PARK IMPROVEMENT CAPITAL PROJECTS					
FAREWAY STORES #840-1	PARK IMP - HOLIDAY ON 1ST	27.89			
ANDREA RUNDLE	PARK IMP - HOLIDAY ON 1ST	814.00			
JOHN DEERE FINANCIAL	PARK IMP - HOLIDAY LIGHTS	100.07			
KELCHEN'S KAFE	PARK IMP - HOLIDAY ON 1ST	245.00			
MIRACLE RECREATION EQUIPMENT	PARK IMP - AUSTIN STRONG	476.32			
MONTICELLO EXPRESS INC	PARK IMP - HOLIDAY ON 1ST	330.00			
	750 CAPITAL PROJECTS TOTAL		1,993.28		
	313 PARK IMPROVEMENT TOTAL		1,993.28		
TIF PROJECT STREETS					
SNYDER & ASSOCIATES, INC	NORTH CHESTNUT STREET PROJECT	6,303.00			
	210 STREETS TOTAL		6,303.00		
	325 TIF PROJECT TOTAL		6,303.00		
CAPITAL IMPROVEMENT CAPITAL PROJECTS					
HDR ENGINEERING INC	CAP IMP 2021 TAXIWAY/APRON	447.11			
SNYDER & ASSOCIATES, INC	EAST FIRST STREET PROJECT	18,300.00			
	750 CAPITAL PROJECTS TOTAL		18,747.11		
STORM WATER FUND					
SNYDER & ASSOCIATES, INC	SIXTH STREET DITCH PROJECT	528.75			
	865 STORM WATER FUND TOTAL		528.75		
	332 CAPITAL IMPROVEMENT TOTAL		19,275.86		
BATY DISC GOLF COURSE PARKS					
STEVE MONK CONSTRUCTION	BATY DG MOWING	202.86			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	430 PARKS TOTAL		202.86		
	338 BATY DISC GOLF COURSE TOTAL		202.86		
WATER					
WATER					
AT&T MOBILITY	WATER CELL PHONE & TABLET		41.27		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		58.00		
JOHN DEERE FINANCIAL	WATER SUPPLIES		28.97		
LINDA KAHLER	WATER CLOTHING - GRAVEL		13.66		
MONTECELLO EXPRESS INC	WATER OFFICE SUPPLIES		11.99		
MUNICIPAL SUPPLY INC	WATER SYSTEM		5,052.52		
	810 WATER TOTAL		5,206.41		
	600 WATER TOTAL		5,206.41		
WATER CAPITAL IMPROVEMENT					
WATER					
SNYDER & ASSOCIATES, INC	WATER TOWER PAINTING		2,309.25		
	810 WATER TOTAL		2,309.25		
	604 WATER CAPITAL IMPROVEMENT TOTAL		2,309.25		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E 1ST ST		2,737.00		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		40.54		
HAWKEYE STATE SCALE INC.	SEWER SYSTEM		100.00		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		823.50		
JOHN DEERE FINANCIAL	SEWER SUPPLIES		25.98		
LUBRICATION ENGINEERS INC	SEWER SUPPLIES		640.05		
	815 SEWER TOTAL		4,367.07		
	610 SEWER TOTAL		4,367.07		
SANITATION					
SANITATION					
LINDA KAHLER	SANITATION CLOTHING - GRAVEL		13.66		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS		13,771.75		
	840 SANITATION TOTAL		13,785.41		
	670 SANITATION TOTAL		13,785.41		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
YARD WASTE SITE SANITATION RANDALL G THUMAN	YARD WASTE COMPOST	7,500.00			
	840 SANITATION TOTAL	7,500.00			
	675 YARD WASTE SITE TOTAL	7,500.00			
STORM WATER STORM WATER FUND STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE	46.58			
	865 STORM WATER FUND TOTAL	46.58			
	740 STORM WATER TOTAL	46.58			
	Accounts Payable Total	152,312.56			

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	48,060.32
005 MONTICELLO BERNDES CENTER	2,048.91
015 FIRE	10,235.25
016 AMBULANCE	2,306.25
018 HOTEL/MOTEL TAX	15,000.00
026 POLICE IMPROVEMENT	75.00
030 LIBRARY IMPROVEMENT	808.35
041 LIBRARY	895.57
046 AIRPORT	2,038.09
110 ROAD USE	9,855.10
313 PARK IMPROVEMENT	1,993.28
325 TIF PROJECT	6,303.00
332 CAPITAL IMPROVEMENT	19,275.86
338 BATY DISC GOLF COURSE	202.86
600 WATER	5,206.41
604 WATER CAPITAL IMPROVEMENT	2,309.25
610 SEWER	4,367.07
670 SANITATION	13,785.41
675 YARD WASTE SITE	7,500.00
740 STORM WATER	46.58

TOTAL FUNDS	152,312.56

City Council Meeting
Prep. Date 12/12/2023
Preparer: Sally Hinrichsen



Agenda Item: #1 & 2
Agenda Date: 12/18/2022

Communication Page

Agenda Items Description: Public Hearing on Budget Amendments and Resolution Approving the City's Proposed Amendment #1 to the Fiscal Year 2023-2024 Budget

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

Attachments & Enclosures:

Resolution
Proposed amendment lists

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Public Hearing required to amend budget

Background Information: The Council typically considers annual budget amendments once or twice per year. Amendments come about for various reasons, including but not limited to the following:

1. Council decides to move forward on projects not contemplated when budget was prepared.
2. Project carry over beyond end of one FY into next FY when plan was for project to be done prior to new FY.
3. Revenues or Expenses otherwise come in over or under budget.
4. A grant of donation for a specific purpose comes in unexpectedly.

Revenues: Revenues increase by \$3,563,205 after the amendments. The "Revenue amendments" page attachment discloses each line that is proposed to be amended. (A reduction in revenues shown by a "-" with an increase being merely the number, no "-" or "+".

Expenses: Expenses increase by \$4,177,014. The "Expense Amendments" page attachment discloses the expenses that increased or decreased in the 3rd column, expenses decreases be denoted with a "-" and increases being merely the number.

Staff Recommendation: It is recommended that the Mayor open the Public Hearing, accept public comment, close the Public Hearing, and thereafter have a motion and second to approve the FY 2024 Budget Amendments #1

The City of Monticello, Iowa

RESOLUTION

Approving the City's Proposed Amendment #1 to
the Fiscal Year 2023-2024 Budget

WHEREAS, the City Council of Monticello, Jones County, Iowa in said County met on December 18, 2023, at 6:00 PM to take up the proposed amendment. The proposed amendment was considered and taxpayers were heard for and against the amendment.; and

WHEREAS, the Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Jones County, Iowa, following notice published on December 6, 2023 and the public hearing held on December 18, 2023, the current budget is amended as set out in the attached adoption to be certified to the Auditor of Jones County.

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 18th day of December, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

Fiscal Year 2023-2024 Budget First Amendments - Revenues dated November 23, 2023

Budget Line Item	Current Budget	Proposed Budget	Increase/Decrease	For
General				
Interest	20000	40000	\$20,000	
Transfer In - ARRP	0	582778	\$582,778	
Debt Service				
Transfer In - Water Operating	87812	91113	\$3,301	
TIF Debt Service				
Transfer In- TIF Special Rev	292806	296329	\$3,523	
Park Improvement				
State grants	\$0	\$4,000	\$4,000	Volunteer grants
Transfer In General Fund	\$30,000	\$0	-\$30,000	
Transfer In ARPA	\$0	\$30,000	\$30,000	
TIF Project				
Bond Proceeds	580000	706155	\$126,155	
Capital Improvements				
Interest	\$500	\$3,200	\$2,700	
IDOT Grant-22 Taxiway/Apron	\$173,521	\$64,000	-\$109,521	
AIP Grant-22 Taxiway/Apron	\$0	\$735,774	\$735,774	
REAP Grant	\$0	\$75,000	\$75,000	Fraser land
Refund/Reimbursements	\$0	\$126,365	\$126,365	AWOS
Bonding Proceeds	\$795,000	\$1,035,467	\$240,467	
Trans in aprot grant match	\$19,280	\$97,253	\$77,973	
Trans in from various funds		\$1,375,000	\$1,375,000	airport land/house loan
Trans in airport	\$0	\$100,000	\$100,000	land/house
Water Capital Improvement				
HMGP Grant	\$0	\$70,612	\$70,612	west well generator
Bond Proceeds	\$530,000	\$659,078	\$129,078	
TOTAL			\$3,563,205	

Fiscal Year 2023-2024 Proposed Budget First Amendments - Expenditures dated November 23, 2023

Budget Line Item	Current Budget	Proposed Budget	Increase/ Decrease	For
General Streets				
Trees & tree planting	0	34000	\$34,000	tree removal
Contracts-sidewalks	0	3000	\$3,000	
Street Maint supplies	5000	2000	-\$3,000	
Street Lights				
Light Fixtures	10000	20000	\$10,000	Check with Nick?????
General				
Transfer to Park Improvement	30000	0	-\$30,000	
Transfer to Capital Improvemt	0	600000	\$600,000	airport land.house/internal loan
Ambulance				
Ambulance Administration	0	50000	\$50,000	
Overtime	20000	40000	\$20,000	
Travel/Education	250	3000	\$2,750	
Refunds	4000	14000	\$10,000	
Airport				
Building/Grnd Maint	3000	10280	\$7,280	new driveway
Other Capital Equipment	2500	7500	\$5,000	AWOS System-deductible only
Trans to Cap Imp	19280	97253	\$77,973	IDOT/AIP grants
Trans to Cap Imp	0	100000	\$100,000	land purchase
Road Use				
Tree/Stump Removal	40000	70900	\$30,900	Tree removal-Kammiller30900
Light Systems& Structures	8000	50000	\$42,000	Oak/Main-\$24,250, 1st -\$6,000
Other Capital Equipment	0	23117	\$23,117	Tractor payoff
TIF Special Revenue				
Kardes Rebate	21548	25132	3584	
Cobblestone Inn Agreement	44250	42795	-1455	
Royal Flush Agreement	49162	124706	75544	FY'23 not paid
Orbis Agreement	57924	58324	400	
Mercy Care	12800	12002	-798	
Lauren Welter rebate	1022	922	-100	
Paige Jacobs rebate	1090	96	-994	
NJS LLC rebate	1022	922	-100	
BR3 Development- HyVee	68732	60144	-8588	
McMATT	8470	7420	-1050	
Theisen Real Estate		170000	170000	
Transfer to Debt	292806	296329	3523	
Slavka Gerhet Trust				
Transfer to Cap Imp	0	175000	175000	internal loan
Debt Service				
2023 Bond payment	30000	25000	-\$5,000	
2023 Interest payment	19750	24648	\$4,898	
2023 Bond fees	132	126	-\$6	
2023 Interest payment-water	12875	16230	\$3,355	
2023 Bond fees-water	222	84	-\$138	
TIF Debt				
2023 Interest payment	14250	17839	\$3,589	
2023 Bond fees	246	90	-\$156	

ARPA Fund				
Transfer to General fund	0	550150	\$550,150	ARPA FUNDS (580149.03)
Transfer to General fund	0	32628	\$32,628	interest (32627.68)
Transfer to Park Improvement	0	30000	\$30,000	
Other Capital equipment	586000	0	-\$586,000	
Park Improvement				
Trail Improvements	50000	174254	\$124,254	Fraser land for trail
Pickleball Courts	0	8850	\$8,850	lighting
Capital Improvement				
Airport Equipment	0	126365	\$126,365	AWOS equipment
Consultant /Pro Fees	35000	46850	\$11,850	Bonding
A/port Taxiway/Apron	192801	699722	\$506,921	Boomerang - HDR
East First Street Project	0	109000	\$109,000	engineering
Airport Land/House	0	1222787	\$1,222,787	land/house & attorney fees
Water Operating				
Summer Help	0	1190	\$1,190	intern wages
Utility System & Structure	35000	65000	\$30,000	valve rep/SHaven, Gill, Cherry, 7th
Transfer to Debt	87812	91113	\$3,301	2023 Bond
Transfer to Capital Improvemt	0	150000	\$150,000	airport land/internal loan
Customer Deposits				
Transfer to Capital Improvemt	0	100000	\$100,000	internal loan
Sewer Operating				
Summer Help	0	1190	\$1,190	intern wages
Transfer to Capital Improvemt	0	350000	\$350,000	airport land/internal loan
Total			\$4,177,014	

City Council Meeting
Prep. Date: 12/12/2023
Preparer: Russell Farnum



Agenda Item: #3 & 4
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: WWTF Bids

Type of Action Requested: Adjourn to January 3, 2024 City Council Meeting

Attachments & Enclosures:

Proceedings

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

Synopsis: City cannot award the bid prior to USDA concurrence. Since the USDA is updating the underwriting for the whole project for the increased costs, we are on their timeframe.

The USDA State review committee met on December 12 and approved our additional financing for the project, and it has been submitted for federal review. That is expected later this month, with the ability then for the City to approve the bids at the next Council meeting on January 3.

Staff has also been working with our consortium of local banks to increase the interim finance amount. This looks very positive as well, and there is likely to be formal follow-up action on that part of the project financing at the January Council meeting(s).

For that reason, this item must again be tabled to the January 3, 2024 City Council meeting.

MINUTES OF MEETING TO CONSIDER
BIDS AND ADJOURN ACTION

435926-33 (L)

Monticello, Iowa

December 18, 2023

The City Council of the City of Monticello, Iowa, met at 6:00 p.m., on December 18, 2023, at the Community Media Center, Monticello, Iowa, pursuant to adjournment and the rules of this Council. The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

The Council further considered proposals received on October 24, 2023 for the proposed Wastewater Treatment Facility Improvements Project.

It was moved by Council Member _____ and seconded by Council Member _____ that this meeting be adjourned to January 3, 2024, at 6:00 o'clock p.m., at the Community Media Center, Monticello, Iowa, at which time and place the City Council will meet to further consider such proposals.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the said motion duly carried and the meeting was adjourned to the said time and place.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

••••

On motion and vote, the meeting adjourned.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
COUNTY OF JONES
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa, hereby certify that the attached is a true, correct and complete transcript of the proceedings had and action taken by the City Council up to the present time in connection with the Wastewater Treatment Facility Improvements Project.

WITNESS MY HAND this 18th day of December, 2023.

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 12/13/2023
Preparer: Russell Farnum



Agenda Item: #5
Agenda Date: 12/18//2023

Communication Page

Agenda Items Description: Alliant Requested Rate Increase

Type of Action Requested: Resolution

Attachments & Enclosures:

Motion and supplemental information

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

Synopsis: The City was asked by the Clean Energy Districts of Iowa (CEDI) to oppose a recent rate increase request by Interstate Power Company (Alliant).

Mayor Goedken asked that this be placed on the Council agenda for discussion. Information from CEDI is attached. CEDI is also asking the city to join their organization and provide financial support. I do not believe the City can financially support this organization without a clear finding of their government-related purpose.

At the December 4 meeting, the Council tabled to December 18. I reached out to IPC/Alliant to see if they had any additional information. I have not heard back.

Recommendation: Action on the rate increase is at the Council’s discretion. Financial support for CEDI is not recommended.

Resolution No.

A RESOLUTION OPPOSING ALLIANT ENERGY'S ELECTRIC RATE INCREASE

WHEREAS, Interstate Power and Light Company (dba Alliant Energy) has asked the Iowa Utilities Board to approve a two-year phased-in rate increase that the company estimates will increase the electric bills of residential customers by 13.4%, small businesses by 20%, and large general service customers by 17.4% - 20%,¹ and

WHEREAS, this is Alliant Energy's sixth electric rate increase since 2004 and, if approved as proposed, will be the largest in the company's history, and

WHEREAS, Alliant Energy posted \$1.72 billion in gross profits in 2022,² increased its annual common stock dividend by 6%,³ and paid its Chief Executive Officer \$7,283,270 in total compensation in 2022,⁴ and

WHEREAS, according to utility data furnished to the Iowa Utilities Board,⁵ Alliant's average annual cost per kWh for residential customers in 2022 was once again almost the highest in the state, and

WHEREAS, Alliant's average annual bundled cost per kWh in 2022 for the three major ratepayer classes was significantly higher than the other investor-owned electric utility in Iowa (MidAmerican Energy Company), and

Ratepayer Class	Alliant Energy 2022 Cost Cents/kWh	MidAmerican 2022 Cost Cents/kWh	Alliant Percentage Higher
Residential	17.75	11.01	61.3%
Commercial	13.25	8.90	48.9%
Industrial	8.36	6.35	31.6%

WHEREAS, according to the U.S. Energy Information Agency (EIA), in 2022 MidAmerican Energy Company had the lowest residential costs per kWh and Alliant had the third highest residential costs among similarly-sized investor-owned utilities in the Midwest,⁶ and

WHEREAS, Alliant's high rates are causing serious hardship for low and moderate-income households, fixed-income households, small businesses, industries, nonprofit institutions, educational institutions, and our municipal government, and

WHEREAS, Alliant's high and rising rates are creating a serious hindrance to economic development in the City of [NAME] and for all communities in Alliant's service territory, and

¹ Alliant Energy, Notice of Proposed Electric Rate Increase, October 6, 2023.

² Yahoo Finance, Alliant Energy, Statistics, accessed October 7, 2023.

³ Alliant Energy, 2022 Annual Report, pg.1,

⁴ Salary.com, John O. Larsen, Board Chair and Chief Executive Officer of Alliant Energy, accessed October 17, 2023.

⁵ Iowa Utilities Board, Information from Utility Annual Report Filings, Electric (2022).

⁶ U.S. Energy Information Administration, Electric Sales, Revenue, and Average Price: 2022, Release date: October 5, 2023, Table T6, accessed October 21, 2023.

Resolution No.

WHEREAS, Alliant’s proposed \$284 million additional revenue requirement⁷ will drain, on average, another \$565 from each one of Alliant’s 502,937 electric customers,⁸ and

WHEREAS, a 15% - 20% increase to the City of [NAME] current electricity purchases will result in an increased expense of \$y that could otherwise be spent on vital public services.

NOW, THEREFORE, BE IT RESOLVED . . .

The City of [NAME] City Council:

- 1) Opposes the magnitude of Alliant Energy’s proposed electric rate increase and urges the Iowa Utilities Board to:
 - a) Address Alliant’s high, rising, and unreasonable costs that are imposing serious hardship for low and moderate-income households, fixed-income households, small businesses, industries, nonprofit institutions, educational institutions, and our own municipal government.
 - b) Maintain and improve the ability of customers and communities to save and prosper through investments in customer- and community-owned distributed energy resources, such as energy efficiency, solar power, geothermal energy, and battery storage.
 - c) Require rate-regulated utilities to conduct integrated resource planning and competitive procurement to ensure all utility investments are justified and cost-effective.
 - d) Cease approving unnecessarily high returns on equity that reward shareholders at the expense of Alliant ratepayers.
- 2) Authorizes our City Manager/Clerk to file this resolution as an official comment in Docket RPU-2023-0002 within ten days and to send copies of this resolution to our State Representative and State Senator to inform the Legislature’s current study of ratemaking in Iowa.
- 3) Encourages all citizens and ratepayers in our community to voice their perspectives and concerns to the Iowa Utilities Board by submitting comments and objections by email to customer@iub.iowa.gov or by mail at Iowa Utilities Board, 1375 E. Court Avenue, Des Moines, IA 50319-0069. All communication should reference Docket RPU-2023-0002 in the subject line of the email or letter.

PASSED AND ADOPTED this [INSERT DATE] day of [INSERT MONTH], 2023.

ATTEST:

Name, Mayor / City Administrator

⁷ Interstate Power and Light Company, “Application for Revision of Electric and Natural Gas Rates,” (RPU-2023-0002), October 12, 2023, para. 9, pg. 3.

⁸ Interstate Power and Light Company, “Number and Classification of Customers Affected,” (RPU-2023-0002), October 12, 2023.

City Council Meeting
Prep. Date: 12/13/2023
Preparer: Russell Farnum



Agenda Item: # 6
Agenda Date: 12/18/2023

Communication Page

<u>Agenda Items Description:</u> Discussion of Sale of City Owned Property behind 230 S. Cedar St.	
<u>Type of Action Requested:</u>	
<u>Attachments & Enclosures:</u>	<u>Fiscal Impact:</u> Budget Line Item: <input type="text"/> Budget Summary: <input type="text"/> Expenditure: <input type="text"/> Revenue: <input type="text"/>

Synopsis: Danelle and Juneau Johnson have inquired about possibly buying some City property behind their home. This area is part of the old railroad right of way and is currently used as an alley, but has a large yard area behind their garage. Please note, Johnson’s already own “their half” of the old railroad right of way.

Before having the land surveyed and investing a lot of time and money in their request, we agreed it would be best to get a reading from the Council to judge whether the Council is even willing to sell that land.

Background: Danelle and Juneau Johnson own the home at 230 S. Cedar Street. The property is improved with a large detached garage in the back yard, The City owns the property behind their garage, which already appears to be partially on City land.

The Johnson’s would like to add onto the garage to add more storage space. The addition would be about 10 or 12 feet wide and 16 feet long, and would be located 3-4 feet south of the corner of the existing garage (because that is where the LP tank is now). A very rough diagram is on the following page.

There is a storm sewer in that area, which the City could keep an easement over and still sell the land to Johnson’s. The City would want to maintain enough land to keep the alleyway open for a connection through, and at least maintain an easement over the storm sewer.

PW Director Nick Kahler staked out the location of the storm pipe this week, and the Johnson’s are considering what they would like to do. The center of the storm pipe is (about) 13’ from the south corner of the garage, and about 21 feet from the north corner of the garage.

Further updates may be provided prior to, or at, the meeting. Council direction is requested.

City Council Meeting
Prep. Date: 12/14/2023
Preparer: Sally Hinrichsen



Agenda Item: # 7
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: Resolution Approving Jones County Extension Programming investment and agreement for FY '25 in the amount of \$500.00

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

Attachments & Enclosures:

Proposed Resolution
Letter Request for funding
Agreement

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Admin County Contrib.
Expenditure:	\$500
Revenue:	

Synopsis: Extension requests funding from the City for summer programming.

Background Information: Iowa Auditor of State has provided guidance regarding the Iowa Constitution Article III, Section 31 and guidance for the City to give funds to private entities and the importance to identify and ensure the funds are serving a public purpose. No public money or property shall be appropriated for local, or private purpose, unless such appropriation, compensation, or claim, be allowed by two thirds of the members elected. It is a requirement that public funds be spent for the public benefit and/or purpose. Council should determine their finding of the “Public Purpose”. An Agreement, with the private entity, setting out the facts and rationale for how the public will benefit from the transfer of public funds to the private entity, The agreement should be approved by resolution of the Council

In this case the City funding will reduce the cost per student (assuming a class of 20 students) from over \$30 to under \$10, and it is desirable to offer STEM learning opportunities to our youth.

The attached letter explains the request for funding from Jones County Extension. Jacki Luckstead plans to attend Council meeting.

The City of Monticello has supported this program the last ten years in the amount of \$500.00 per year.

Recommendation: A motion to approve is recommended

THE CITY OF MONTICELLO, IOWA

RESOLUTION #2023-

Approving Jones County Extension Programming investment and agreement for FY '25 in the amount of \$500.00

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

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

WHEREAS, Jones County Extension presented a funding request to the City Council associated with various programming including the Summer Discovery / Summer Camp program they hold in Monticello and other Jones County communities, which provides STEM learning opportunities at minimal cost to youth, and

WHEREAS, the Monticello City Council reviewed the agreement with Jones County Extension to support the Summer programing, and

WHEREAS, the Agreement with the above entity is subject to renewal annually, with the agreement for FY '25 being presented for approval in the amount of \$500.00, which will reduce the cost to under \$10 per student, and

WHEREAS, the Monticello City Council has considered the request made by Jones County Extension, and has determined it appropriate to invest in the Jones County Extension programming

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 18th day of December, 2023 that the City of Monticello does hereby approve the agreement with Jones County Extension, previously mentioned herein, and does hereby authorize the Mayor and City Clerk to execute the same on behalf of the City Council.

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 18th day of December 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

AGREEMENT

This Agreement (“Agreement”) is made as of the date of last signature below between the **City of Monticello, Iowa** (“CITY”), an Iowa Municipal Corporation, and Iowa State University Extension and Outreach, Jones County (“ORGANIZATION”), an Iowa Non-Profit Corporation.

RECITALS

WHEREAS, the Organization has made a request of the City for funding; and

WHEREAS, the City, when expending City funds, must consider and find that the use of said funds for the requested purpose has a beneficial public purpose; and

WHEREAS, the Organization is a domestic non-profit corporation pursuant to applicable laws of the State of Iowa and a 501(c)(3) organization pursuant to applicable regulations of the Internal Revenue Service; and

WHEREAS, any agreement by the City to support the Organization must be reduced to writing, approved by Resolution of the Council, and recorded in the City Council minutes with the minutes and the Resolution clearly setting forth the public purpose of the expenditure; and

WHEREAS, the ORGANIZATION proposes to use the requested funds for the following public purpose(s) / qualifying expenses: (Consider and describe services provided directly to the City and/or services/benefits to the “Public” in general.)

The Extension Summer Discovery Camp provides STEM learning opportunities at minimal cost to youth, and the funding amount of \$500.00, will reduce the cost to under \$10 per student, and Positive youth development with structured programming during out of school times.

WHEREAS, the City Council hereby finds that the ORGANIZATION will use the funds requested for a valid public purpose as set forth above and should, therefore, be approved in the amount of \$500.00.

AGREEMENT

NOW THEREFORE, in consideration of identified Public Purpose(s) set forth above to be provided and/or performed by the ORGANIZATION and other good and valuable consideration, the CITY and the ORGANIZATION do hereby agree as follows:

1. **FINANCIAL CONTRIBUTION.** The CITY agrees to invest \$500.00 in the ORGANIZATION to be used by the ORGANIZATION for the public purposes identified above.

2. **MANNER OF PAYMENT.** The CITY'S investment to the ORGANIZATION shall be paid as follows for the proposed qualifying expenses:

The relationship by and between the ORGANIZATION and the CITY is mutually beneficial and that CITY should continue to invest in the ORGANIZATION to provide Positive youth development with structured programming during the summer months. Payment will be made after July 1, 2024.

3. **PROOF OF QUALIFYING EXPENSES.** ORGANIZATION agrees to submit to the CITY one or more application(s) for reimbursement of qualifying expenses to the CITY, said application(s) to provide sufficient detail for the City Council to find that the public purpose is being met by said qualifying expenses.

The ORGANIZATION shall provide proof of services provided to at least 20 local youth at a cost of under \$10 per youth, and upon said proof, payment will be made after July 1, 2024.

4. **REPAYMENT of INVESTMENT.** The ORGANIZATION agrees to repay to the CITY any and all investment made by the CITY to the ORGANIZATION in the event the ORGANIZATION does not satisfy the obligations of this agreement within one (1) year of the date of this agreement. In such event, the ORGANIZATION shall remit payment to the CITY within sixty (60) days of receiving the CITY'S written demand for repayment.

5. **GENERAL PROVISIONS.** In the performance of this Agreement time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the ORGANIZATION. This Agreement contains the entire agreement of the parties and shall not be amended, except by a written instrument duly signed by the CITY and ORGANIZATION. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender according to the context.

6. **NOTICE.** Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery, email, or mailed by certified mail, addressed to the parties at the addresses given below.

7. **APPROVAL.** This Agreement is expressly contingent upon approval hereof by the City Council.

8. **COUNTERPARTS.** This Agreement may be executed in several counterparts, each of which, when so executed and delivered, shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument, even though all parties are not signatories to the original or the same counterpart. Furthermore, the parties may execute and deliver this Agreement by electronic means, such as .pdf or a similar format.

ORGANIZATION and CITY agree delivery of the Agreement by electronic means shall have the same force and effect as delivery of original signatures and that each of the parties may use such electronic signatures as evidence of the execution and delivery of the Agreement by all parties to the same extent as an original signature.

9. **EXECUTION.** When and if executed by both ORGANIZATION and CITY, this Agreement shall become a binding contract.

ORGANIZATION
an Iowa Non-Profit Corporation

CITY OF MONTICELLO, IOWA,
an Iowa Municipal Corporation

Dated this ____ day of _____ 2023.

Dated this ____ day of _____ 2023.

By: _____

By: _____

(Print Name), (Print Title)

David Goedken, Mayor

Attest: _____
Sally Hinrichsen, City Clerk

Address: Iowa State University Extension
and Outreach, Jones County
800 N. Maple Street, Suite 2
P.O. Box 28
Monticello, Iowa 52310

Address: Monticello City Hall
200 East First Street
Monticello, Iowa 52310

Telephone: (319) 465- _3224 _____

Telephone: (319) 465 _- _3577 _____

IOWA STATE UNIVERSITY
University Extension

Jones County Extension
800 N. Maple St., PO Box 28
Monticello, IA 52310
319 465-3224
319 465-3312 fax

December 13, 2023

Monticello City Hall
200 East First Street
Monticello, Iowa 52310

Dear Council Members,

Jones County Extension & Outreach is proud to be able to offer opportunities for Jones County youth that spark curiosity and engage critical thinking. We will be offering Summer Discovery Camps for youth, Kindergarten through 5th grade. Summer Discovery Camp 2023 will have the theme “Growing in the Garden!”

Iowa State University Extension and Outreach has offered Summer Discovery Camps in Jones County since 2006. Jones County Extension & Outreach staff lead youth to have the opportunity to experience a high-quality learning environment. Summer Discovery Camp will be 2 days, 9-3, in each community in Jones County. Youth will bring their own lunch, 2 snack times will be provided.

Jones County Extension & Outreach is committed to providing STEM opportunities to our youth at a reasonable price. Summer Discovery camps registration will be \$30 per youth in summer 2023. Registration fees contribute to the cost of the camp supplies, snacks, staff, and mileage.

Salary cost: 2 summer staff = \$300/per 20 youth
Supply cost: = \$ 338/per 20 youth
 \$ 639.00/per 20 youth

Total /per participant = \$38.34

We are requesting funding, \$500, from the City of Monticello to assist with the cost of this program.

Thank you for your consideration of funding this program. Summer Discovery camps are offered during the month of June in various locations throughout Jones County. The schedule of Summer Discovery Camps has not yet been determined.

Thank you for your support for Summer Discovery Camps in Monticello.

Sincerely,
Jacki Luckstead
Jacki Luckstead
Youth Program Specialist
Iowa State University Extension

City Council Meeting
Prep. Date: 12/12/2023
Preparer: Sally Hinrichsen



Agenda Item: # 8
Agenda Date: 12/18/2023

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 August 2021, Council approved City Clerk, City Administrator, Police Chief, , Library Director, Park and Recreation Director, Water/Wastewater Supervisor and Public Works Director to be issued a City Credit card.

In August 2021, 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

In November 2023, Council hired an Ambulance Director Lori Lynch. Lori Lynch would like a credit card for the ambulance department as it is needed to register for training and purchasing supplies.

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.

CITY OF MONTICELLO

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, Library Director, Park & Recreation Director, Water/Wastewater Supervisor, and Public Works Director, and

WHEREAS, In addition to the above, it has become apparent that Ambulance Director 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 Ambulance Director 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, Park and Recreation Director Water/Wastewater Supervisor, Public Works Director, and Ambulance Director 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 18th day of December, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 12/8/2023
Preparer: Jacob Oswald



Agenda Item: # 9
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: Full Time Recreation Coordinator - Parks and Recreation

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

Synopsis:

Parks and Recreation Director, Jacob Oswald, and two park board members interviewed candidates for the vacant Recreation Coordinator position. A strong candidate was chosen among multiple applicants.

Background Information:

Grace Dupuy has been offered and accepted the position of Recreation Coordinator at a salary of \$41,000, pending Council approval. Grace holds a Bachelor of Science in Sports Marketing and Management and is currently pursuing a Masters Degree in Sports Management, with an anticipated completion date of April 2024. Her previous experience includes time within the athletic department as a graduate assistant, as well as serving as the Intramural Supervisor Team Lead at the University of Dubuque.

Staff Recommendation:

A motion to approve hiring Grace Dupuy as Recreation Coordinator at a salary of \$41,000 is recommended.

The City of Monticello, Iowa

RESOLUTION

Approving the hiring of Grace Dupuy as Monticello Park and Recreation Superintendent of Parks and Facilities

WHEREAS, The Park and Recreation Director Jacob Oswald and two Park board members, interviewed candidates for the position of Monticello Park and Recreation Superintendent of Parks and Facilities and unanimously agreed that the position should be offered to Grace Dupuy, and

WHEREAS, The Park and Recreation Director offered the position to Grace Dupuy subject to City Council approval and he accepted, and

WHEREAS, The City Council finds that the decision of the Park and Recreation Director, in consultation with the committee to hire Grace Dupuy as the Monticello Park and Recreation Superintendent of Parks and Facilities should be approved, and

WHEREAS, The City Administrator has also shared with the Council the proposed wage and benefits for this position, as follows: \$41,000 salary, one week of vacation in years one and two of employment with two weeks thereafter, with other holidays, time-off, sick leave, health insurance, life insurance, short-term disability, and other benefits as provided to employees and the Council finds the proposed wages and benefits to be appropriate.

NOW, THEREFORE, The Council hereby authorizes the hiring of Grace Dupuy as the Monticello Park and Recreation Superintendent of Parks and Facilities with pay and benefits as proposed by the City Administrator and as set forth subsequently herein.

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 18th day of December, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 12/8/2023
Preparer: Jacob Oswald



Agenda Item: #10
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: Part-Time Facility Supervisors - Parks and Recreation

<u>Type of Action Requested:</u> Resolution				
<u>Attachments & Enclosures:</u> <table border="1"><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr></table>				<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 Parks and Recreation Department is seeking additional part-time staff to cover facility oversight during evening open gym hours.

Background Information:

The Parks and Recreation Department is seeking approval to fill the role of facility supervisors during the winter months (December-March) to ensure safety and facility oversight during evening open gym hours. Recent issues with behavior and an increase in facility use have led to this request.

One or more individuals may be hired, depending upon availability, to fill the role of facility supervisor, but only one person would be scheduled at a time. Total hours, collectively, would not exceed 20 hours per week and would be paid at a rate of \$12/hour.

Staff have sought out volunteers to fill this role but received no interest.

Aside from facility supervision, this position would be expected to maintain facility cleanliness and assist with office duties as the Director and Recreation Coordinator see fit.

Proposed Facility Supervisor Coverage

Tuesday-Thursday 4:00pm-7:00pm
Saturday-Sunday mornings (when gym is available)

The total budget expense will be under \$3500, and Staff is also recommending an admission charge of \$2/person during open gym hours to help offset the cost of the position. Currently open gym time is free, but there is typically no one present to help collect a fee. If this position is added, the minor fee would be easily administered.

The alternative to not filling this role is to severely limit the hours of the open gym and lock the building up when full-time staff are not present on evenings and weekends.

Staff Recommendation:

A motion to approve the hiring of part time seasonal Facility Supervisors, at no more than 20 hours per week, at a wage of \$12 per hour.

The City of Monticello, Iowa

RESOLUTION

Approving the hiring Park and Recreation facility supervisor staff and setting wage

WHEREAS, Monticello Park and Recreation desires to facility supervisor staff to ensure safety and facility oversight during evening open gym hours. Their duties include, but are not limited to, Aside from facility supervision, this position would be expected to maintain facility cleanliness and assist with office duties, and

WHEREAS, The City Administrator and Park and Recreation Director recommends hiring winter staff, to work under the supervision of the Park and Recreation Director, and

WHEREAS, The Park and Recreation Director recommends hiring them for \$12.00/hour One or more individuals may be hired, depending upon availability, to fill the role of facility supervisor, but only one person would be scheduled at a time. Total hours, collectively, would not exceed 20 hours per week, and

WHEREAS, The City Administrator recommends the wages for the Park and Recreation staff, as noted above and

NOW, THEREFORE, The Council hereby approves the wage of \$12.00/hour for the Park and Recreation winter staff, as noted above.

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 18th day of December 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 12/12/2023
Preparer: Russell Farnum



Agenda Item: # 11
Agenda Date: 12/18//2023

Communication Page

Agenda Items Description: Resolution Approving Mowing Contract with Stephen and Lisa Monk

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution
Draft Contract

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

Synopsis: Monk’s do the mowing, spraying, aeration and other services for a large portion of City owned properties. The contract expires at the end of this year. The last time the City renewed Monk’s mowing contract, there was several Council members that clearly wanted to see the opportunity for other contractors to provide pricing and the opportunity to “bid” on the project.

After comparing updated pricing from Monk’s and several other contractors, Council chose to update the contract with Stephen and Lisa Monk. The draft contract is attached with their proposed updated pricing.

Recommendation: Recommendation is to approve the attached Resolution approving Monk’s mowing contract with updated pricing.

MOWING SERVICE AGREEMENT

This agreement, hereinafter referred to as the “Contract”, is entered into by and between the City of Monticello, hereinafter referred to as “City”, and Stephen and Lisa Monk, hereinafter referred to as “Contractor”.

In consideration of the mutual agreements and promises set forth herein, City and Contractor agree as follows:

1. INDEPENDENT CONTRACTOR: Contractor shall be considered an Independent Contractor. Contractor shall have no protection or benefit from and/or under the City of Monticello Collective Bargaining Agreement. Contractor shall be responsible for providing labor, supplies, materials, tools and equipment, insurance, including but not limited to Worker’s Compensation coverage, necessary to perform Contractor’s obligations as set forth herein.

2. CONTRACTOR OBLIGATIONS/DUTIES: Contractor agrees to mow, trim, collect trimmings, remove clippings from paved areas including sidewalks, mulch at end of season, apply round up where necessary, aerate (at the end of the mowing season), apply weed control (spray) (during fall or spring – at City’s request), and fertilize as set forth within the table attached hereto and marked “Exhibit A”.¹

Other than routine mowing or trimming, the Contractor shall provide a minimum 48 hours notice to the City of any weed spraying, fertilizing, or aeration work.

3. CONTRACTOR COMPENSATION: City will pay Contractor the sum as follows:

- \$36,855 for calendar year 2024;
- \$37,776 for calendar year 2025;
- \$38,720 for calendar year 2026;

in return for Contractor’s performance of the duties as set forth previously herein. The Contractor will be paid six (6) equal installments of \$6,142.50 (\$6296 in ’25 and \$6453.33 in ’26) commencing on the 30th of May, and on or about the 30th of each month thereafter through the month of October. The above compensation does not include compensation for the following locations which shall be compensated separately, as set out below:

¹ Contractor agrees to bag any clippings when windrows are created, to maintain grass between 1.5” and 3.0”, and to collect and move all branches or other yard waste from the property to one curb/street location, to be coordinated with City Staff, near the property being maintained for the City to collect. The City shall be responsible for the collection and clean- up of sticks/branches before the mowing season commences and after major wind events or storms. When using round-up where approved, Contractor shall maintain areas free of dead/dying sprayed weeds. (i.e. Leaving “dead” sprayed weeds exceeding 3.0” in height is unacceptable.)

1. Baty Disc Golf Course and Willow Shelter are mowed at a cost of \$196 per occurrence (No trimming, no weeding, no fertilizing);
2. Northridge Retention is mowed at a cost of \$45 per occurrence. (No trimming, no weeding, no fertilizing).
3. 516 North Cedar Street lot, fire hydrants along South Main Street and 190th Street from 1047 South Main to south water tower lane, lane by the new (south) water tower and rest area on Amber Road at a cost of \$85.00 per occurrence (includes Round Up as needed).
4. Dollar Fresh trail north of First Street at \$15 per mow (if done in combination with Baty Disc Golf Course and Willow Shelter)

4. **TERM OF CONTRACT:** The Contractor shall provide the above-delineated services to the City from January 1, 2024 through December 31, 2026.

5. **RENEWAL:** The parties agree that this Contract shall automatically renew for a like term at the end of the Contract term, and annually thereafter until terminated by either party pursuant to the termination provisions set forth herein. No notice, other than these provisions, shall be required by the City to terminate this Contract at the end of the Contract Term.

6. **TERMINATION OF CONTRACT DURING TERM:** The City Council may terminate the services of Contractor at any time by giving Contractor written notice delivered by regular mail to Contractor at 20189 210th Avenue, Monticello, Iowa 52310. The Contract may only be terminated for just cause, and only after the Contractor has been given an opportunity to meet with the Mayor and City Administrator to discuss the problems and/or issues bringing about the proposed termination. The City Administrator, after consultation with the Mayor, shall determine whether or not the Contract should continue or, in the alternative, the Contract should be terminated. In the event of termination for just cause the City shall pay the Contractor on a pro-rated basis for work performed.

7. **LICENSES/PERMITS:** Contractor shall provide proof to the City that Contractor is licensed to dispense and/or apply fertilizer(s) and/or pesticide(s) pursuant to the terms of this contract. It shall be the sole obligation of Contractor to obtain necessary licenses/permits. Prior to the application of any fertilizer(s) or pesticide(s) the contractor shall notify the City of the intended application and provide information to the City in regard to the products intended to be applied.

8. **INSURANCE:** Contractor shall obtain and maintain liability insurance in the following dollar amounts during the term of this contract:

Bodily injury liability	\$ 500,000 per occurrence
Property damage	\$ 500,000 per occurrence
Medical payments	\$ 5,000 per person
Products and or completed work	\$ 500,000
Fire, legal liability	\$ 50,000 per occurrence
Personal and advertising liability	\$ 500,000
Aggregate limits	
a) General coverage	\$ 1,000,000
b) Products and/or completed work	\$ 1,000,000

Said insurance shall be paid in full prior to the commencement of the Contract Term and the Contractor shall provide proof of said insurance and the full payment of the premium associated therewith, prior to the commencement of the Contract term.

9. **INDEMNIFICATION:** Contractor shall defend, hold harmless, and indemnify the City from and against any claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring during the performance of or otherwise associated with the Contractor's duties. Contractor shall in the event of litigation be required to reimburse the City for any and all reasonable attorney fees incurred by the City associated with and arising out of the acts or omissions of the Contractor related to and/or associated with the Contractor's performance of its duties set forth herein.

10. **EFFECTIVE DATE:** This Contract shall be effective and enforceable upon approval of the Monticello City Council.

Signed and dated this ____st day of December, 2023.

Stephen Monk, Contractor

Lisa Monk, Contractor

Signed and dated this ____st day of December, 2023.

Attest:

City of Monticello
Dave Goedken, Mayor

Sally Hinrichsen, City Clerk

Exhibit A Mowing Locations / Responsibilities

	Mow	Trim	Collect	Off Paved	Mulch ²	Round Up	Aerate ³	Spray	Fertilize
City Shop	X					X		X	X
Emergency Response Ctr.	X	X		X				X	X
Fire Station	X			X		X		X	X
Water Towers	X					X		X	X
North Well	X					X		X	X
Library	X	X		X				X	X
Berndes Center	X	X		X	X			X	X
Aquatic Center (Outside) ⁴	X	X		X	X		X	X	X
Aquatic Center (Inside)	X	X	X ⁵				X	X	X
Fountain Park	X	X		X	X		X	X	X
Riverside Gardens	X	X		X	X		X	X	X
Ball Diamonds ⁶	X			X	X		X	X	X
Jacobs Park ⁷	X	X			X			X	
Fairgrounds	X	X			X		X	X	X
Along Stream/Pool	X	X			X			X	X
Lot by "Lions" Diamond (Old)	X	X						X	X
Maple Street "Ditch" 9 th -10 th Street		X							
Baty Disc Golf*	X			(Off Trail)	X				
Willow Shelter*	X			(Off Trail)					
Northridge Retention*	X								
N Cedar St lot, fire hydrants along S Main St & 190 th St, water tower lane and rest area on Amber Road	X					X			

*See notes in Contractor Compensation portion of agreement with regard to these locations.

² Mulch leaves at end of season at all locations if there are significant leaves on the property.

³ Aerate Inside Aquatic Center/Ball Diamonds yearly (spring), all other noted location on even years (i.e.2022, 2024, etc.)

⁴ Includes City property adjacent to and or around the football field, including the area near the basketball court, but not including the areas within the fenced confines of the football field

⁵ Leading into Memorial and Labor Day Holiday weekends.

⁶ Ball Diamonds shall include the following: Jaycee, Kleinow and "Lions" Diamond (Old)

⁷ Including weed whipping of ditch area as needed.

City Council Meeting
Prep. Date: 12/15/2023
Preparer: Russell Farnum



Agenda Item: # 12
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: Set Public Hearing for Revenue Bond Loan Agreement

Type of Action Requested: Resolution

Attachments & Enclosures:
Letter of Direction
Resolution
Proceedings

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

Synopsis: The Waste Water Treatment Facility bids are far above the previously-approved budget and loan amounts. The USDA-RD has preliminarily approved the additional lending and as the City moves forward to getting this project approved, there are several additional other steps that will need to be taken.

The primary step is going through the approval process for the additional loan amount, both for the interim financing (construction loan) and USDA “permanent financing” portions.

This resolution is the first step, as it sets the public hearing on the proposed increased loan amount. The public hearing would occur at the January 3 meeting, and thereafter the Council could proceed to consider the additional borrowing necessary to move the project forward.

The City originally approved borrowing up to \$21 million for the WWTF facility. This action would schedule a public hearing for January 3, to consider authorizing another \$2.5 million of borrowing that is necessary to construct the facility.

Recommendation: Approval is recommended.

MINUTES TO SET DATE FOR HEARING
ON ENTERING INTO A LOAN
AGREEMENT

435926-33 (N/I)

Monticello, Iowa

December 18, 2023

The City Council of the City of Monticello, Iowa, met on December 18, 2023, at 6:00 o'clock p.m., at the Monticello Renaissance Center, 220 E. 1st Street, in the City.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. _____

Resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,500,000

WHEREAS, the City of Monticello (the “City”), in Jones County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “Utility”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, the City heretofore proposed to enter into a Sewer Revenue Loan Agreement (the “Original Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$21,000,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing, and constructing improvements and extensions to the Utility (the “Project”), and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on December 19, 2022; and

WHEREAS, to pay additional costs of the Project, the City proposes to enter an additional loan agreement (the “Additional Loan Agreement”) in a principal amount not to exceed \$2,500,000; and

WHEREAS, it is necessary to fix a date of meeting of the Council at which it is proposed to take action to enter into the Additional Loan Agreement and to give notice thereof as hereinafter provided;

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

Section 1. This City Council shall meet on January 3, 2024, at the Monticello Renaissance Center, 220 E. 1st Street, in the City, at 6:00 o’clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Additional Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Additional Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS
TO ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY THEREUNDER IN
A PRINCIPAL AMOUNT NOT TO EXCEED \$2,500,000

(SEWER REVENUE)

The City Council of the City of Monticello, Iowa, will meet on January 3, 2024, at the Monticello Renaissance Center, 220 E. 1st Street, in the City, at 6:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,500,000, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Municipal Sanitary Sewer System (the "Utility") of the City.

The Loan Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation but, together with any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the net revenues of the Utility.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Monticello, Iowa.

Sally Hinrichsen
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$24,393,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this December 18, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

••••

On motion and vote, the meeting adjourned.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
COUNTY OF JONES
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for hearing on the City Council's proposal to take action in connection with a Sewer Revenue Loan Agreement.

WITNESS MY HAND this ____ day of _____, 2023.

Sally Hinrichsen, City Clerk

ORGANIZATION AND ESTABLISHMENT CERTIFICATE:

STATE OF IOWA
COUNTY OF JONES
CITY OF MONTICELLO

SS:

I, the undersigned City Clerk, do hereby certify that the aforementioned City is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that such City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

David Goedken_____	Mayor
Russ Farnum_____	City Administrator
Sally Hinrichsen_____	City Clerk
Sally Hinrichsen_____	City Treasurer
Wayne Peach_____	Council Member/Mayor Pro Tem
Candy Langerman_____	Council Member
Tom Yeoman_____	Council Member
Scott Brighton_____	Council Member
Brenda Hanken_____	Council Member
Chris Lux_____	Council Member

I further certify that the City established the Municipal Sanitary Sewer System (the "Utility") and that the Utility has been in continuous operation by the City since its establishment as aforesaid in supplying sanitary sewer service to the City and its inhabitants.

I further certify that the management and control of the Utility are vested in the City Council of the City, and that no board of trustees exists which has any part of the control and management of such Utility.

WITNESS MY HAND this _____ day of _____, 2023.

Sally Hinrichsen, City Clerk

OUTSTANDING DEBT CERTIFICATE:

STATE OF IOWA
COUNTY OF JONES
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa (the “City”), do hereby certify that the City has no bonds or other obligations of any kind now outstanding which are secured by and payable from the revenues derived from the operation of the Municipal Sanitary Sewer System (the “Utility”), except as follows:

<u>Date</u>	<u>Type</u>	<u>Principal Amount Outstanding</u>	<u>Maturity</u>
NONE			

(Attach here a separate sheet listing any outstanding obligations of the City secured by and payable from the revenues of the Utility excluding the proposed issue, if any.)

WITNESS MY HAND this _____ day of _____, 2023.

Sally Hinrichsen, City Clerk

PUBLICATION CERTIFICATE:

(PLEASE NOTE: Please do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA
COUNTY OF JONES
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that pursuant to the resolution of its City Council fixing a date of meeting at which it is proposed to take action to enter into a loan agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this ____ day of _____, 2023.

Sally Hinrichsen, City Clerk

(Attach here the publisher's original affidavit with clipping of the notice, as published.)

City Council Meeting
Prep. Date: 12/13/2023
Preparer: Russell Farnum



Agenda Item: # 13
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: Requested Sewer Credit - Glenda Hall

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution

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

Synopsis: Glenda Hall had a tragic water leak in the crawlspace of her home at 833 N. Sycamore.

Background: Glenda Hall had a plastic water line break in the crawlspace of her home at 833 N. Sycamore. The sewer portion of her bill is typically under \$45. The total water bill for the short period the line was broken is over \$5,000, with the sewer portion being \$4260.01.

Per Resolution 2023-22, the owner can seek a waiver of that sewer bill up to \$1500, if the water did not go down the drain. In this case, it all went into the crawl space and was pumped out over land.

The water was shut off and leak has been (quickly) repaired. Water service has been restored to the property.

Recommendation: Approval of the waiver for \$1500 sewer charges is recommended.

The City of Monticello, Iowa

RESOLUTION #___

Approving \$1500.00 Credit against Glenda (Harlan) Hall's Utility billing for the property located at 833 N Sycamore Street

WHEREAS, The City of Monticello has received a request for a credit against the utility account of Glenda (Harlan) Hall, and

WHEREAS, The Council finds that the water usage at the Hall home exceed normal usage during the month of November, 2023, and

WHEREAS, The Council finds that the City has been informed that the high usage was tied to a broken water pipe in the crawl space, which has been repaired, and none of the water went into the sanitary sewer system, and

WHEREAS, The monthly sewer bill on this account would be approximately \$4,260.01, justifying a credit in the total amount of \$1500.00.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve a \$1500.00 credit against Glenda (Harlan) Hall's utility account at 833 N Sycamore Street.

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 18th day of December, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

CUSTOMER REQUEST
SEWER BILL CREDIT
CITY OF MONTICELLO
200 EAST FIRST STREET
MONTICELLO, IOWA 52310
(319)465-3577

Name: Glenda Hall
Address: 833 North Sycamore St.
Account No. 608750001
Contact Person: Me Phone No. 608-333-2029

Description of Leak: Plastic waterline broke under north home in crawl
space causing water to run underneath

Repairs Made: Repaired waterline with couplings & pipe
Date: Nov 17, 2023

Plumber: Monti Pkg Htg & Electric

CUSTOMER REQUEST

I hereby request an adjustment to my sewer bill due to a leak in my plumbing system. I verify that I have not received any previous adjustments to my sewer bill. I acknowledge that I will not qualify for any future adjustments to my sewer bill due to leaks in my plumbing system.

Customer Signature: Glenda Hall Date: Dec 2023

Customer Signature: _____ Date: _____

CITY AUTHORIZATION

Reviewed and Accepted – Credit Authorization for \$ _____

- Attachments: 1. Copy of Plumber's Bill _____
2. Calculation of Credit _____
3. Print out of adjustment page _____

Mayor Date

City Administrator Date

Plumber's Verification
To
City of Monticello, Iowa

Plumber: Mark P. H. H. & Elec

Address: 22387 150th Ave Monticello Ia 52310

Phone: 319-465-4669

Customer Name: Glenda Hall


Customer Address: 833 North Sycamore Street

The following repairs have been made to the above address to repair a leak in the plumbing system:

Repair broken water-line under home in crawl space

I verify that these leaks were not caused by the owner's negligence, in my opinion.

A copy of my invoice is attached.

Plumber's Signature: 

Print Name: Ted Kraw

Date: 12-5-23

Monti Plumbing Heating & Electric
22387 150th Avenue
Monticello, Iowa 52310
(319) 465-4669 or (319) 480-3999

Invoice

Date	Invoice #
11/17/2023	16883

Bill To
Glenda Hall 833 N. Sycamore St. Monticello, Iowa 52310

We now accept VISA,
Mastercard and Discover

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Service Call	80.00	80.00T
1	1/2" Pex Pipe	0.77	0.77T
2	1/2 Sharkbite Coupling	12.71	25.42T
	Jones County Sales Tax	0.07	7.43

Thank you for your business! We now accept VISA, Mastercard and Discover. Any credit card payment of \$500.00 or more add 3%
 1.5% Finance Charge Assessed > 30 days

Total	\$113.62
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UTILITY BILLING BALANCE INQUIRY

Account No 606750001 Serv All Opt S
 Due Date 12/20/2023

HARLAN HALL
 833 N SYCAMORE ST

	Period 1	Period 2	Period 3	Period 4	Budget Due	Total
	5770.35	.00	.00	.00	.00	5770.35
ER	8.52	.00	.00	.00	.00	8.52
GA	28.80	.00	.00	.00	.00	28.80
ST	4.26	.00	.00	.00	.00	4.26
SW	4260.01	.00	.00	.00	.00	4260.01
WA	1382.47	.00	.00	.00	.00	1382.47
YW	2.84	.00	.00	.00	.00	2.84
MC	.00	.00	.00	.00	.00	.00
TX	83.45	.00	.00	.00	.00	83.45
PN	.00	.00	.00	.00	.00	.00
TOTAL	5770.35	.00	.00	.00	.00	5770.35

Glenda (Harlan) Hall typically has a minimum to 3,000 gallons monthly bill, which includes sewer charges in the range of \$19.75 - \$45.35. Usage for the time frame of October 2 - November 13, 2023 was 322,000 gallons of water, none of which went to the City sewer as the leak was under her home in a crawl space. She is requesting a sewer credit from the City. Per Resolution #2023-22, the maximum allowable, one-time credit is \$1,500.00.

City Council Meeting
Prep. Date: 12/13/2023
Preparer: Russell Farnum



Agenda Item: #14
Agenda Date: 12/18/2023

Communication Page

Agenda Items Description: Discussion of Compensation Committee

Type of Action Requested: Volunteer/Appointment

Attachments & Enclosures:

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

Synopsis: Incoming Mayor Wayne Peach is asking for Council members to volunteer for the Compensation Committee.

Typically the Compensation Committee meets to review the City Administrator and Department Head salary adjustments and occasionally considers other items.

In the past this has been handled two ways. The committee has met in conjunction with the preparation of the budget, so that the updated salaries can be included in the budget. In other years, an “earmark” amount (5%, etc.) was included in the budget, and the committee has met after the budget is completed to “divvy up” the amount between Department Heads.

Salary adjustments then start on July 1, concurrent with the budget for the new fiscal year.

City Council Meeting
Prep. Date: 12/14/2023
Preparer: Sally Hinrichsen



Agenda Item: # 15-24
Agenda Date: 12/18/2023

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:

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