

# City of Monticello, Iowa

www.ci.monticello.ia.us

Monticello City Council Meeting April 1, 2024 at 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Wayne Peach	<b>Staff:</b>	
<b>City Council:</b>		<b>City Administrator:</b>	Russell Farnum
<b>At Large:</b>	Josh Brenneman	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Scott Brighton	<b>Police Chief:</b>	Britt Smith
<b>At Large:</b>	Jake Ellwood	<b>Library Director:</b>	Faith Brehm
<b>At Large:</b>	Dave Goedken	<b>Public Works Dir.:</b>	Nick Kahler
<b>At Large:</b>	Candy Langerman	<b>Water/Wastewater Sup.:</b>	Jim Tjaden
<b>At Large:</b>	Mary Phelan	<b>Park &amp; Rec Director:</b>	Jacob Oswald
		<b>Ambulance Director:</b>	Lori Lynch
		<b>City Engineer:</b>	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.)

<b>Approval</b> of Council Mtg. Minutes	March	18, 2024
<b>Approval</b> of Payroll	March	21, 2024
<b>Approval</b> of Bill List		

## Resolutions:

1. **Resolution** Awarding contract for the 2024 N. Chestnut Street Reconstruction Project
2. **Resolution** Approving American Rescue Plan Act (ARPA) Allocation
3. **Resolution** Approving hiring a Monticello Ambulance Part-Time AEMT and setting wage

4. **Resolution** Scheduling Public Hearing on the City of Monticello 2024/2025 Fiscal Year budget for April 22, 2024 at 6:00 p.m.

**Motions/Discussions:**

5. **Motion** to approve Four Points RV Resort of IA d/b/a Jellystone Monticello fireworks display permit
6. **Motion** to move the regularly scheduled April 15, 2024 Council meeting to April 22, 2024 or scheduling a Special Council Meeting to for budget Hearing.
7. **Discussion/motion** on Loader for Waste Water Treatment Plant project

**Ordinances:**

8. **Ordinance** amending the Monticello Code of Ordinances, by adding a new paragraph pertaining to Street Grades (3<sup>rd</sup> and final reading)

**Reports / Potential Actions:**

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

**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: April 1, 2024 Council Meeting

Time: Apr 1, 2024 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89170708874>

Meeting ID: 891 7070 8874

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One tap mobile

+16465588656,,89170708874# US (New York)

+16469313860,,89170708874# US

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Dial by your location

- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US

Meeting ID: 891 7070 8874

Find your local number: <https://us02web.zoom.us/u/kB1NbLXGd>

**“This institution is an equal opportunity provider and employer.”**

Regular Council Meeting  
March 18, 2024, 6:00 P.M.  
Community Media Center

Mayor Wayne Peach called the meeting to order. Council present were: Josh Brenneman, Jake Ellwood, Dave Goedken, Candy Langerman and Scott Brighton. Mary Phelan joined the meeting electronically. 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, Park Director Jacob Oswald, Ambulance Director Lori Lynch and City Engineer Colton Ingels. Police Chief Britt Smith arrived later during the meeting. The public was invited to attend the meeting in person, or to participate in the meeting electronically via “Zoom Meetings” or “Facebook” and were encouraged to communicate from the chat or message.

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

Brighton moved to approve the consent agenda; Brenneman seconded. Roll call was unanimous.

Mayor opened the public hearing on proposed plans, specifications, form of contract and estimate of cost for the 2024 N. Chestnut Street Reconstruction Project. No public comments were received. Mayor closed the hearing. Goedken moved to approve Resolution #2024-46 Approving the proposed plans, specifications, form of contract and estimate of cost for the 2024 N. Chestnut Street Reconstruction Project. Brighton seconded, roll call was unanimous.

Langerman moved to approve Resolution #2024-47 approving engineering inspection services for the 2024 N. Chestnut Street Reconstruction Project in the amount of \$67,500, Brighton seconded, roll call was unanimous.

Mayor opened the public hearing on the City of Monticello 2023/2024 Fiscal Year budget amendment #1. No public comments were received. Mayor closed the public hearing on the City of Monticello 2023/2024 Fiscal Year budget amendment #1. Goedken questioned Road Use budget increase of \$20,000. Hinrichsen advised it was for repairs to street/stop lights. Goedken questioned if there were any funds to remove more ash trees. Kahler advised there was a little left in this year budget. Brighton moved to approve Resolution #2024-48 Approving the City’s Proposed Amendment #1 to the Fiscal Year 2023-2024 Budget, Brenneman seconded, roll call was unanimous.

Watershed Coordinator Erin Erickson gave a brief presentation on the Maquoketa River Watershed Management Authority related to various projects completed and that they are working on to address water quality, water quantity and other issues in the watershed area. Goedken advised Jones County was cutting the funding for the Maquoketa River Watershed Management Authority. Council discussed lowering the asking from \$1.50 to \$1.00 per capita. Goedken moved to approve Resolution #2024-49 Approving Maquoketa River Watershed Management Authority Investment and Agreement for FY ‘25 in the amount of \$4,040.00, Brighton seconded, roll call was unanimous.

Regular Council Meeting  
March 18, 2024

Project Coordinator Jennifer Husmann gave a brief presentation on the Jones County SAFE and Healthy Youth Coalition related to various projects completed and what they are working on. She also stated that they added mental health issues to their mission statement and are providing suicide training. Goedken stated he talked to Smith who had good things to say about SAFE, however Jones County is cutting their funding and suggest City cut the funding request in half. Goedken moved to approve Resolution #2024-50 Approving Jones County SAFE and Healthy Youth Coalition Investment and agreement for FY '25 in the amount of \$1,500.00. Motion died due to a lack of a second. Peach advised kids are living with a lot of stress, and felt the \$3,000 investment was not out of line. Brenneman stated he sees it every day and also felt \$3,000 was a good amount to support our kids. Ellwood agreed that we need to invest in our kids. Brenneman moved to approve Resolution #2024-50 Approving Jones County SAFE and Healthy Youth Coalition Investment and agreement for FY '25 in the amount of \$3,000.00, Ellwood seconded, roll call was unanimous, except Goedken who voted nay. Smith arrived.

Tourism Director Kaileen Weaver gave a brief presentation on Jones County Tourism related to various projects completed and that she is working on to promote Tourism in Jones County and updating various social media sites. Goedken questioned how much the hotel/motel tax collected was. Hinrichsen advised the hotel/motel taxes collected in FY 2023 was \$35,840.12 and the 4% Tourism is requesting would total \$1,433.60 for a total of \$2,645.60 for their per capita rate of \$0.30 and hotel/motel tax at 4% (using the taxes collected in FY 2023). Goedken moved to approve Resolution #2024-51 Approving Jones County Tourism Investment and Agreement for FY '25 in the amount of \$1,212.00, plus 4% of the Monticello Hotel/Motel tax collected in FY 2023 for a total amount of \$2,645.60. Brighton seconded. Roll call was unanimous

Executive Director Derek Lumsden gave a brief presentation on the Jones County Economic Development. He stated he will be working on housing along with HUD and City's in the County. Goedken moved to approve Resolution #2024-52 Approving Jones County Economic Development (JCED) Investment and agreement for FY '25, seconded by Langerman, roll call was unanimous.

Goedken moved to approve Resolution #2024-53 Approving Jones County Senior Dining Investment and agreement for FY '25 in the amount of \$4,745.00, Ellwood seconded, roll call was unanimous.

Brenneman moved approve Resolution #2024-54 Approving Jones County JETS Transportation System Investment and agreement for FY '25 in the amount of \$1,500.00, Goedken seconded, roll call was unanimous.

Brighton moved to approve Resolution #2024-55 Approving Monticello Firefighter's Organization investment and agreement for the Independence Day Fireworks festivities to be held on July 4, 2024 in the amount of \$2,600.00, Ellwood seconded, roll call was unanimous.

Regular Council Meeting  
March 18, 2024

Goedken moved to approve Resolution #2024-56 entitled reporting all employees' wages for calendar year ending December 31, 2023, seconded by Brenneman, roll call was unanimous.

Langerman moved to approve Resolution #2024-57 Acknowledging the hiring of Monticello Library seasonal employee and setting wage, Goedken seconded, roll call was unanimous.

Goedken stated he was not in favor of adding parttime staff for all seasons and felt they should get volunteers. Brighton stated they get several 100's of volunteers to help with coaching, concession stand, etc. Goedken stated the Board had discussed charging for open gyms, to cover the cost of having gym open and programs need to pay for themselves. Peach stated people are attracted to Monticello and spend money at the businesses while in town. Oswald stated parttime staff would be cleaning parks grounds and facilities, as people won't come back if they are not clean. Steve Hanken, 823 South Main Street stated that he has been picking up trash at the disc golf for the last 3 months and the trash cans have not been emptied. Goedken stated if people have pride in the community, don't throw trash on the ground. City wouldn't need to clean up, if it was put in the trash cans. Oswald stated if Council wants to charge the kids to come to open gym, then will need someone to be there to collect. When asked what the parttime staff would be doing, Oswald stated Berndes Center cleaning, flag football, cleaning dog stations, trash cans, picking up sticks and various other jobs. Goedken was okay hiring the parttime summer staff just not year-round. Oswald advised between Parks and Public Works they had a person working 20 hours per week from September to early January at \$15/hour. Brighton moved to approve Resolution #2024-58 Approving the hiring of Monticello Aquatic Center and Park and Recreation part-time seasonal staff positions and setting wages, Langerman seconded. Roll call was: Ayes: Brighton, Langerman and Brenneman. Motion failed. Goedken moved to approve Resolution #2024-58 Approving the hiring of Monticello Aquatic Center and Park and Recreation part-time seasonal staff positions and setting wages, removing the Park Maintenance staffing from September to April. Ellwood seconded. Roll call was: Ayes: Goedken, Ellwood and Phelan. Nays: Brighton, Langerman and Brenneman. Motion failed. After a lengthy discussion, Ellwood moved to approve Resolution #2024-58 Approving the hiring of Monticello Aquatic Center and Park and Recreation part-time seasonal staff positions and setting wages, with the change of authorizing a maximum of 180 hours for Park Maintenance staffing from September to April. Brighton seconded. Roll call was unanimous except Phelan who voted nay.

Farnum stated the lease is for two years so it will expire the same time as the other leases and can then be leased as one parcel. Brighton moved to approve Resolution #2024-59 Approving Lease Agreement between the City of Monticello and Justin Buck with regard to the "Rowland Trust" farm ground at the Monticello Regional Airport, Ellwood seconded, roll call was unanimous.

Goedken moved to approve Resolution #2024-60 Approving License Agreement with Theisen's Inc., with regards to the use of City Right-of-Way along South Maple Street, Langerman seconded, roll call was unanimous.

Regular Council Meeting  
March 18, 2024

Fire Chief Joe Bayne gave a brief presentation on the fire department driveway, sidewalk and approach, which is in need of replacement. This project is not budgeted in this year or next year's budgets. The proposed project includes tiling the downspouts into the storm sewer system. Currently the drainage from the downspouts runs across the drive from the building to South Street. This creates icing issues in the wintertime. In addition, the drainage water seeps into the cracks in the concrete and further heaves and cracks the slabs. Brighton moved to authorize Fire Chief to proceed with the driveway/approach repairs and to amend the budget to account for this and transferring the funds from the general fund in the amount of \$37,100.00. Goedken seconded. Roll call was unanimous.

Brenneman moved Ordinance #773 Amending the Code of Ordinances of the City of Monticello, Iowa, by adding a new paragraph pertaining to "Street Grades", second reading in title only. Goedken seconded. Roll call was unanimous.

Peach asked Council to think about where they want to see Monticello in the next couple of years and what it should be. Goedken suggested doing a goal setting session for this.

Farnum gave an update on various projects including: contractor working on the airport taxiway punch list; Wastewater Treatment Facility pre-construction meeting was held and contractor intends to start March 26<sup>th</sup>; contractor for the water tower repainting project plans to start painting in April or May depending on the temperature.

Farnum advised on Wednesday March 27, 2024, Jones County Dispatch will be setting off the city's sirens at 10 A.M. for the annual Statewide Siren Testing during Severe Weather Awareness Week. If there is severe weather on March 27<sup>th</sup>, the test will be conducted at 10 A.M. on March 28<sup>th</sup>.

Farnum stated the City insurance will be renewed on April 1<sup>st</sup>. The deductible for vehicles is raising from \$500 to \$1,000. Insurance agent advised City could increase the Linebacker Deductible from \$2,500 to \$5,000, saving City \$473. They could also increase the Property Deductible from \$5,000 to \$10,000, saving \$6,131. Consensus of the Council was to increase the Property Deductible from \$5,000 to \$10,000, saving \$6,131.

Farnum stated the City received a Catalyst Grant to renovate the Market at the Tap building and they were just awarded "One of the Top Ten Burgers in Iowa", which is voted on by the public.

Brehm gave update of events for the next two weeks at the Library.

Lynch gave a February update on the ambulance.

Brenneman moved to adjourn the meeting at 7:49 P.M.

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Wayne Peach, Mayor

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Sally Hinrichsen, City Clerk/Treasurer

# PAYROLL - MARCH 21, 2024

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>March 4 - 17, 2024</b>				
Brian Bronemann	\$ 706.60	\$ -	0.00	0.00	\$ 600.63
Jamie Coleman	2,432.05	400.05	0.00	48.75	1,884.93
Jordan Fullerton	609.60	-	0.00	0.00	524.65
Brandon Kent	290.40	-	0.00	0.00	250.16
Jayna Koffron	1,792.00	-	3.00	48.75	1,363.54
Lori Lynch	3,173.85	-	0.00	0.00	2,201.46
Coletta Matson	3,696.00	1,584.00	0.00	36.00	2,344.06
Chloe Mogensen	145.20	-	0.00	0.00	45.07
Mandy Norton	296.30	-	0.00	0.00	250.52
Daniel Poirier	203.20	-	0.00	0.00	175.03
Shirlee Scott	2,032.00	-	0.00	0.00	1,530.43
Reggie Welter	646.00	-	0.00	0.00	549.64
Curtis Wyman	1,994.85	122.85	0.00	189.00	1,380.47
<b>TOTAL AMBULANCE</b>	<b>\$ 18,018.05</b>	<b>\$ 2,106.90</b>	<b>3.00</b>	<b>322.50</b>	<b>\$ 13,100.59</b>
<b>CEMETERY</b>	<b>March 4 - 17, 2024</b>				
Dan McDonald	\$ 2,040.97	\$ 73.77	0.00	0.00	\$ 1,505.61
<b>TOTAL CEMETERY</b>	<b>\$ 2,040.97</b>	<b>\$ 73.77</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,505.61</b>
<b>CITY HALL</b>	<b>March 4 - 17, 2024</b>				
Cheryl Clark	\$ 2,092.00	\$ -	0.00	40.50	\$ 1,438.25
Russ Farnum	3,961.54	-	0.00	0.00	2,568.76
Sally Hinrichsen	3,044.31	-	0.00	0.00	1,858.63
Nanci Tuel	1,840.81	-	0.00	0.00	1,315.99
<b>TOTAL CITY HALL</b>	<b>\$ 10,938.66</b>	<b>\$ -</b>	<b>0.00</b>	<b>40.50</b>	<b>\$ 7,181.63</b>
<b>COUNCIL / MAYOR</b>	<b>March 4 - 17, 2024</b>				
Josh Brenneman	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Scott Brighton	300.00	-	0.00	0.00	276.78
Jake Ellwood	300.00	-	0.00	0.00	277.05
Dave Goedken	300.00	-	0.00	0.00	276.78
Candy Langerman	300.00	-	0.00	0.00	277.05
Wayne Peach	500.00	-	0.00	0.00	421.75
Mary Phelan	300.00	-	0.00	0.00	277.05
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 2,300.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,083.24</b>
<b>LIBRARY</b>	<b>March 4 - 17, 2024</b>				
Faith Brehm	\$ 1,680.00	\$ -	0.00	0.00	\$ 1,284.55
Molli Hunter	1,243.20	-	0.00	0.00	987.78
Penny Schmit	1,476.00	-	0.00	0.00	1,036.89
<b>TOTAL LIBRARY</b>	<b>\$ 4,399.20</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,309.22</b>
<b>MBC</b>	<b>March 4 - 17, 2024</b>				
Grace Dupuy	\$ 1,576.92	\$ -	0.00	0.00	\$ 1,212.70
Jacob Oswald	2,413.27	-	0.00	0.00	1,830.60
<b>TOTAL MBC</b>	<b>\$ 3,990.19</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,043.30</b>
<b>POLICE</b>	<b>March 4 - 17, 2024</b>				
Zach Buehler	\$ 577.98	\$ -	0.00	0.00	\$ 497.88



# PAYROLL - MARCH 21, 2024

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Dawn Graver	2,783.20	-	0.00	0.00	2,030.05
Erik Honda	3,311.42	405.48	0.00	34.50	2,458.27
Jordan Koos	3,335.92	408.48	0.00	6.00	2,237.48
Cole Millard	2,318.00	219.60	0.00	0.00	1,471.73
Britt Smith	3,393.62	-	0.00	0.00	2,486.05
Madonna Staner	1,679.20	-	0.00	0.00	1,253.99
Brian Tate	3,232.92	68.98	0.00	40.00	2,331.89
<b>TOTAL POLICE</b>	<b>\$ 20,632.26</b>	<b>\$ 1,102.54</b>	<b>0.00</b>	<b>80.50</b>	<b>\$ 14,767.34</b>
<b>ROAD USE</b>	<b>March 4 - 17, 2024</b>				
Zeb Bowser	\$ 1,927.20	\$ -	0.00	16.50	\$ 1,472.09
Jacob Gravel	1,927.20	-	0.00	7.50	1,423.05
Nick Kahler	2,457.46	-	0.00	0.00	1,760.05
Jasper Scott	1,927.20	-	0.00	0.00	1,449.86
<b>TOTAL ROAD USE</b>	<b>\$ 8,239.06</b>	<b>\$ -</b>	<b>0.00</b>	<b>24.00</b>	<b>\$ 6,105.05</b>
<b>SEWER</b>	<b>March 2 - 15, 2024</b>				
Jim Tjaden	\$ 2,791.54	\$ -	0.00	0.00	\$ 2,046.20
<b>TOTAL SEWER</b>	<b>\$ 2,791.54</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,046.20</b>
<b>WATER</b>	<b>March 2 - 15, 2024</b>				
Scott Hagen	\$ 1,987.20	\$ -	3.00	38.50	\$ 1,571.22
Josh Willms	1,987.20	-	3.00	57.00	1,256.55
<b>TOTAL WATER</b>	<b>\$ 3,974.40</b>	<b>\$ -</b>	<b>6.00</b>	<b>95.50</b>	<b>\$ 2,827.77</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 77,324.33</b>	<b>\$ 3,283.21</b>	<b>9.00</b>	<b>563.00</b>	<b>\$ 55,969.95</b>

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING		120.21		
INFRASTRUCTURE TECHNOLOGY	PD MERAKI LICENSE - 3 YRS		240.82		
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM		600.00		
JONES COUNTY SHERIFFS OFFICE	PD DISPATCH AGREEMENT		27,274.00		
LYNCH DALLAS, P.C.	PD ATTORNEY FEES		66.00		
MONTICELLO EXPRESS INC	PD OFFICE SUPPLIES		273.99		
SUPERIOR APPLIANCE, INC.	PD BLDG REPAIR/MAINT		60.47		
			-----		
	110 POLICE DEPARTMENT TOTAL		28,635.49		
AQUATIC CENTER					
INFRASTRUCTURE TECHNOLOGY					
	POOL OFFICE SUPPLIES		8.98		
			-----		
	440 AQUATIC CENTER TOTAL		8.98		
ATTORNEY					
LYNCH DALLAS, P.C.					
	ATTORNEY FEES		363.00		
			-----		
	641 ATTORNEY TOTAL		363.00		
CITY HALL/GENERAL BLDGS					
IMFOA					
	CH DUES - CLARK		50.00		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK		355.74		
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES		21.35		
			-----		
	650 CITY HALL/GENERAL BLDGS TOTAL		427.09		
			-----		
	001 GENERAL TOTAL		29,434.56		
MONTICELLO BERNDES CENTER					
PARKS					
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES		233.39		
JOHN DEERE FINANCIAL	MBC BUILDING SUPPLIES		13.49		
JONES CO CATTLEMEN'S ASSOC	MBC DAMAGE DEPOSIT REFUND		200.00		
JONES COUNTY SOLID WASTE	MBC BLDG REPAIR/MAINT		98.15		
MONTICELLO SPORTS	MBC SOCCOR SHIRTS		1,656.00		
WELLS FARGO VENDOR FINANCIAL	2020 TOOLCAT PAYMENT		1,048.95		
			-----		
	430 PARKS TOTAL		3,249.98		
			-----		
	005 MONTICELLO BERNDES CENTER TOTAL		3,249.98		
FIRE					
FIRE					
INFRASTRUCTURE TECHNOLOGY	FIRE COMPUTER SUPPORT FEES		17.98		
JOHN DEERE FINANCIAL	FIRE SUPPLIES		60.43		
KARDES INC	FIRE FUEL		106.54		
SANDRY FIRE SUPPLY	FIRE EQUIP REPAIR/MAINT		522.00		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	150 FIRE TOTAL		706.95		
	015 FIRE TOTAL		706.95		
AMBULANCE					
AMBULANCE					
INFRASTRUCTURE TECHNOLOGY	AMB MERAKI LICENSE - 3 YRS		167.98		
MONTICELLO EXPRESS INC	AMB OFFICE SUPPLIES		133.00		
SUPERIOR APPLIANCE, INC.	AMB BLDG REPAIR/MAINT		60.48		
UNITY POINT HEALTH	AMB PHARMACY SUPPLIES		509.91		
	160 AMBULANCE TOTAL		871.37		
	016 AMBULANCE TOTAL		871.37		
LIBRARY IMPROVEMENT					
LIBRARY					
CHARLES CITY PUBLIC LIBRARY	LIB IMP BOOKS		30.00		
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS		30.70		
	410 LIBRARY TOTAL		60.70		
	030 LIBRARY IMPROVEMENT TOTAL		60.70		
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS		164.52		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS		7.28		
SYSTEMS TECHNOLOGY GROUP INC	LIB PROCESSING		495.00		
	410 LIBRARY TOTAL		666.80		
	041 LIBRARY TOTAL		666.80		
AIRPORT					
AIRPORT					
ATR LIGHTING ENTERPRISES INC	AIRPORT GROUNDS SUPPLIES		269.14		
MONTICELLO AVIATION INC	AIRPORT MANAGER		2,333.33		
	280 AIRPORT TOTAL		2,602.47		
	046 AIRPORT TOTAL		2,602.47		
ROAD USE					
STREETS					
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES		552.84		
CNH CAPITAL	RU EQUIP REPAIR/MAINT		60.00		
FAREWAY STORES #840-1	RU SUPPLIES		3.99		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
HENDERSON PRODUCTS INC.	RU EQUIP REPAIR/MAINT	1,795.23			
INFRASTRUCTURE TECHNOLOGY	RU UTILITIES	11.48			
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	88.06			
K&S MACHINING AND METAL	RU EQUIP REPAIR/MAINT	1,005.02			
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	906.43			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	251.94			
ROTO-ROOTER	RU STREET MAINTENANCE CONTRACT	4,550.00			
TRUCK COUNTRY OF IOWA, INC.	RU EQUIP REPAIR/MAINT	468.55			
	210 STREETS TOTAL		9,693.54		
	110 ROAD USE TOTAL		9,693.54		
TRUST/SLAVKA GEHRET FUND LIBRARY					
PLAYAWAY PRODUCTS LLC	LIB GEHRET BOOKS	740.86			
	410 LIBRARY TOTAL		740.86		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		740.86		
TRUST/IOMA MARY BAKER LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS	46.74			
	410 LIBRARY TOTAL		46.74		
	503 TRUST/IOMA MARY BAKER TOTAL		46.74		
WATER					
WATER					
FAREWAY STORES #840-1	WATER SUPPLIES	9.98			
HAWKINS WATER TREATMENT	WATER SYSTEM	781.55			
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING	20.48			
IOWA ASSN OF MUNICIPAL UTILI	WATER DUES - 2024	992.00			
JOHN DEERE FINANCIAL	WATER SUPPLIES	12.28			
DAVID B MCNEILL	WATER SUPPLIES	4.00			
	810 WATER TOTAL		1,820.29		
	600 WATER TOTAL		1,820.29		
CUSTOMER DEPOSITS					
WATER					
CITY OF MONTICELLO	STOTTS/JUSTIN	463.48			
RICHARD & IRENE NICKELS	WATER DEPOSIT REFUND	95.81			
JUSTIN STOTTS	WATER DEPOSIT REFUND	55.71			

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	810 WATER TOTAL		615.00		
	602 CUSTOMER DEPOSITS TOTAL		615.00		
SEWER					
SEWER					
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		11.37		
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING		73.98		
JONES COUNTY SOLID WASTE	SEWER BLDG REPAIR/MAINT		12.35		
HD SUPPLY, INC	SEWER LAB SUPPLIES		127.55		
JOSHUA WILLMS	SEWER TRAVEL		4.00		
	815 SEWER TOTAL		229.25		
	610 SEWER TOTAL		229.25		
SEWER CAPITAL IMPROVEMENT					
SEWER					
LYNCH DALLAS, P.C.	SEWER FACILITY IMPROVEMENTS		82.50		
SNYDER & ASSOCIATES, INC	SEWER FACILITY IMPROVEMENTS		15,774.50		
	815 SEWER TOTAL		15,857.00		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		15,857.00		
YARD WASTE SITE					
SANITATION					
ALLIANT ENERGY-IES	22411 BUSINESS HWY 151		29.98		
	840 SANITATION TOTAL		29.98		
	675 YARD WASTE SITE TOTAL		29.98		
	Accounts Payable Total		66,625.49		

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

	FUND NAME	AMOUNT
001	GENERAL	29,434.56
005	MONTICELLO BERNDES CENTER	3,249.98
015	FIRE	706.95
016	AMBULANCE	871.37
030	LIBRARY IMPROVEMENT	60.70
041	LIBRARY	666.80
046	AIRPORT	2,602.47
110	ROAD USE	9,693.54
178	TRUST/SLAVKA GEHRET FUND	740.86
503	TRUST/IOMA MARY BAKER	46.74
600	WATER	1,820.29
602	CUSTOMER DEPOSITS	615.00
610	SEWER	229.25
613	SEWER CAPITAL IMPROVEMENT	15,857.00
675	YARD WASTE SITE	29.98
	-----	
	TOTAL FUNDS	66,625.49

**City Council Meeting**  
**Prep. Date:** 03/27/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 1  
**Agenda Date:** 04/01/2024

*Communication Page*

**Agenda Items Description:** Consideration of Bids and Resolution awarding contract on 2024 Chestnut Street Reconstruction Project

**Type of Action Requested:** Resolution

<p><b><u>Attachments &amp; Enclosures:</u></b> Resolution</p>	<p><b><u>Fiscal Impact:</u></b>            Budget Line Item:            Budget Summary:            Expenditure:            Revenue:</p>
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**Synopsis:** The 2024 Chestnut Reconstruction Project sealed bids were received and opened on March 27. A bid summary is in the chart below, the full bid tabulation from Snyder and Associates is attached.

Chestnut Bid Tab Summary						
Bidder	Base Bid	Alternate 1 Brick	Alternate 2 Lighting	Base + Brick	Base+Lighting	Base + Brick + Lighting
Eastern Iowa Exc and Concr Boomerang	\$ 507,984.60	\$ 48,493.95	\$ 52,500.00	\$ 556,478.55	\$ 560,484.60	\$ 608,978.55
Pirc Tobin	\$ 512,111.65	\$ 60,161.00	\$ 45,187.00	\$ 572,272.65	\$ 557,298.65	\$ 617,459.65
Midwest Concrete	\$ 522,784.10	\$ 45,192.50	\$ 45,000.00	\$ 567,976.60	\$ 567,784.10	\$ 612,976.60
Connolly Construction	\$ 535,730.32	\$ 63,981.85	\$ 60,000.00	\$ 599,712.17	\$ 595,730.32	\$ 659,712.17
Dave Schmitt Construction	\$ 590,647.00	\$ 24,167.05	\$ 53,580.00	\$ 614,814.05	\$ 644,227.00	\$ 668,394.05
Tschiggfrie Exc	\$ 598,164.55	\$ 24,299.15	\$ 72,000.00	\$ 622,463.70	\$ 670,164.55	\$ 694,463.70
BWC Inc	\$ 666,891.05	\$ 24,702.00	\$ 58,000.00	\$ 691,593.05	\$ 724,891.05	\$ 749,593.05
EEOPC	\$ 705,999.50	\$ 32,546.35	\$ 80,000.00	\$ 738,545.85	\$ 785,999.50	\$ 818,545.85
	\$ 570,793.45	\$ 73,381.60	\$ 135,000.00	\$ 644,175.05	\$ 705,793.45	\$ 779,175.05

The bids were favorable and the apparent low bids are all below the engineer’s estimates (EEOPC). The apparent low bidders are as follows, depending upon which option the Council should choose:

**Option 1: Base bid (Reconstruction with concrete roadway):**  
 Eastern Iowa Excavating and Concrete, \$507,984.60 (11% under EEOPC)

**Option 2: Base bid plus Alternate 1 (Reconstruction with Brick Pavers):**  
 Eastern Iowa Excavating and Concrete, \$556,478.55 (13.6% under EEOPC)

Option 3: Base bid plus Alternate 2 (Reconstruction with concrete roadway, add Historic Lighting):  
Boomerang, \$557,298.65 (21% under EEOPC)

Option 4: Base bid plus Alternates 1 and 2 (Reconstruction with Brick and Historic Lighting)  
Eastern Iowa Excavating and Concrete, \$ 608,978.55 (21.8% under EEOPC)

**Recommendation:** Council should approve a resolution as it deems appropriate with one of the 4 bid options, and apparent low bidders and amounts, as outlined above.



MINUTES OF MEETING TO AWARD  
CONTRACT

Monticello, Iowa

April 1, 2024

The City Council of the City of Monticello, Iowa, met on April 1, 2024, at 6:00 p.m., at the Community Media Center, in the City, 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 City Council further considered proposals received for the proposed 2024 N. Chestnut Street Reconstruction Project and embodied its findings in the resolution next hereinafter referred to.

Council Member \_\_\_\_\_ - introduced the resolution next hereinafter set out, and moved that the said resolution be adopted; seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the City Council, the Mayor put the question upon 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 said resolution duly adopted.

RESOLUTION NO.

Awarding contract for the 2024 N. Chestnut  
Street Reconstruction Project

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Monticello, Iowa, and as required by law, bids and proposals were received by this Council for the 2024 N. Chestnut Street Reconstruction Project (the "Project"); and

WHEREAS, all of the said bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project;

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

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project, is heretofore approved by the City Council, and is the lowest responsible bid received, such bid being as follows:

<u>Name and Address of Contractor</u>	<u>Amount of Bid</u>
_____	
_____	
_____	
_____	

Section 2. The contract for the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications and the terms of the bidder's written proposal.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into a written contract with said contractor for the Project, said contract not to be binding until approved by resolution of this City Council.

Section 4. The amount of the contractor's performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved 1<sup>st</sup> day of April, 2024.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen City Clerk

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On motion and vote, the meeting adjourned.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
JONES COUNTY  
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 2024 N. Chestnut Street Reconstruction Project, including a true, correct and complete copy of the resolution referred to in such minutes.

WITNESS MY HAND this 1<sup>st</sup> day of April, 2024.

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Sally Hinrichsen, City Clerk



**City Council Meeting**  
**Prep. Date:** 03/27/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 2  
**Agenda Date:** 04/01/2024

*Communication Page*

**Agenda Items Description:** ARPA Reimbursement Request

**Type of Action Requested:** Resolution

**Attachments & Enclosures:**  
Resolution

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

**Synopsis:** The attached list of eligible expenses has been prepared by Sally Hinrichsen for reimbursement through the ARPA Coronavirus State and Local Fiscal Recovery Fund (SLFRF).

This will allow the General Fund to reimburse itself for these expenses. The money, in turn, will be used to invest the airport land and will generate 4% interest until the FAA reimburses the city for expenses related to those purchases.

As the money invested in the airport land is returned the General Fund (in 2 or 3 lump sum amounts that will be determined soon) the Council can decide on further uses of that money. This approach allows the city to “reinvest” the funds for now, and save them for use on additional capital projects in the future.

**Recommendation:** Approval of the resolution is recommended.

**RESOLUTION**

**APPROVING AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATION**

**WHEREAS**, on March 11, 2021, the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the public health and economic impacts of the COVID-19 public health emergency; and

**WHEREAS**, ARPA created the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) that provided direct funding to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency; and

**WHEREAS**, the City of Monticello has accepted an allocation of SLFRF in the amount of \$580,149.03, payable in two tranches; and

**WHEREAS**, the City of Monticello is in receipt of both tranches in the amount of \$580,149.03; and

**WHEREAS**, SLFRF provides needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency; and

**WHEREAS**, Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.”; and

**WHEREAS**, Recipients may elect a “standard allowance” of \$10 million to spend on government services through the period of performance; and

**WHEREAS**, All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula provided by the U.S. Department of the Treasury, including those with total allocations of \$10 million or less; and

**WHEREAS**, the City of Monticello has the need to fund government services while in the recovery phase of the COVID-19 pandemic.

**NOW, THEREFORE IT BE RESOLVED**, the City Council of the City of Monticello, Iowa, authorize the following:

**Section 1.** The following allocation of ARPA funding to fund government services under the replacing lost public sector revenue spending category as follows:

- |  |              |
|--|--------------|
| 1. Ash and dead tree removal & Replacement Program     | \$ 64,687.00 |
| 2. Austin Strong All-Inclusive Playground Improvements | \$ 2,121.92  |
| 3. Pickleball Court Improvements                       | \$ 9,675.65  |

4. Police Squad Car-2023 Chevrolet Tahoe	\$ 41,955.00
5. Street Maintenance Contracts	\$ 117,424.78
6. Road Use Equipment	\$ 279,879.00
7. Police & Ambulance Building Cameras	\$ 7,851.00
8. Street light repairs & Fixtures	\$ 20,989.56
9. Park & Recreation 2022 Polaris Ranger	\$ 13,000.00
10. Fire Department Radios	\$ 3,197.33
11. City Hall/ Renaissance Center/ Library Repairs & Maint.	\$ 9,448.00
12. Aquatic Center Repairs and Maintenance	\$ 9,919.79

Total grant amount \$ 580,149.03

Passed and Adopted by the City Council of the City of Monticello, Iowa on the 1<sup>st</sup> day of April, 2024.

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Wayne Peach, Mayor

ATTEST:

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Sally Hinrichsen, City Clerk/Treasurer



ARPA Grant project expenses

Project		For
Ash and dead tree removal and Replacement Program	132,672.00 16,132.50 24,365.24	
	<u>173,169.74</u>	
Austin Strong All-Inclusive Playground Improvements	1,868.10 4,404.01	lighting and sidewalks
	<u>6,272.11</u>	
Pickleball Court Improvements	9,675.65	lights & electricity
	<u>9,675.65</u>	
Police Squad Car-2023 Chevrolet Tahoe	48,756.30	car, cage & cameras
	<u>48,756.30</u>	
Street Maintenance Contracts	183,130.21	various street repairs throughout town
	<u>183,130.21</u>	
Road Use Equipment	229,879.00 73,116.82	dump truck tractor- was leasing but paid off lease Loader
	<u>302,995.82</u>	
Police/Ambulance Department cameras	7,093.50 757.50	
	<u>7,851.00</u>	
Street light repairs & Fixtures	20989.56 26522.56	Traffic light repairs and Street light repairs and fixtures
	<u>47512.12</u>	
Park & Recreation 2022 Polaris Ranger	13,000.00	
	<u>13,000.00</u>	
Fire Department Radios	19,031.36	
	<u>19,031.36</u>	
City Hall/ Renaissance Center/ Library Repairs & Maintenance	15,476.48 2,344.57 4,989.70	Security lights, window cleaning, HVAC maint & repairs elevator maint
	<u>22,810.75</u>	
Aquatic Center Repairs and Maintenance on equipment & building	10,267.63 7,225.52 3,481.65	Repair & Maintenance of pool and chemical to operate for season
	<u>20,974.80</u>	
Grand Total		855,179.86

**City Council Meeting**  
**Prep. Date:** 03/27/2024  
**Preparer:** Lori Lynch



**Agenda Item:** # 3  
**Agenda Date:** 04/01/2024

*Communication Page*

**Agenda Items Description:** Hiring a part time AEMT

**Type of Action Requested:** Resolution

**Attachments & Enclosures:**  
  
Resolution

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

**Synopsis:** Kyle Pierson applied for part time AEMT position. Director Lynch interviewed him. Director Lynch would like to hire him.

**Background:** Kyle is currently a volunteer at Lisbon Mount Vernon Ambulance service and works full time as an engineer at Collins Aerospace. He has daytime availability to fill in for our Full time AEMTs when they need time off or are sick. Almost all of our EMTs and drivers work during the day making it hard to find coverage for the AEMTs to have time off. Lynch would like him to start in the beginning of April.

He will be a great addition to the City's staff.

**Recommendation:** A motion to approve is recommended.

# The City of Monticello, Iowa

## RESOLUTION #

Approving hiring a Monticello Ambulance  
Part-Time AEMT and setting wage

**WHEREAS**, Monticello Ambulance hires Part-Time AEMT to assist in the covering of open shifts vacated by our Full-Time staff due to time-off requests, sick time usage, and other various special events., and

**WHEREAS**, The Ambulance Director interviewed this candidate for the position, and

**WHEREAS**, The Ambulance Director felt this candidate was a great addition to the Part-Time AEMT roster and wish to offer him a Part-Time AEMT position, and

**WHEREAS**, The City Council has set forth starting wages for AEMT at \$22.40 per hour starting on July 1, 2023, and

**WHEREAS**, The City Administrator recommends hiring Kyle Pierson as a Monticello Ambulance Part-Time AEMT and

**WHEREAS**, The Council finds it appropriate to follow the recommendation of the Ambulance Director and the City Administrator, and further finds that the wages set are fair and reasonable and should, therefore, be approved.

**NOW, THEREFORE**, The Council hereby authorizes the hiring a Monticello Ambulance Part-Time AEMT with a starting wage of \$22.40 per hour.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 1<sup>st</sup> day of April 2024.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

**City Council Meeting**  
**Prep. Date:** 3/27/2024  
**Preparer:** Sally Hinrichsen



**Agenda Item:** # 4  
**Agenda Date:** 4/1/2024

*Communication Page*

**Agenda Items Description:** Resolution scheduling Public Hearing on the City of Monticello 2024/2025 Fiscal Year budget

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Scheduling Public Hearing on FY '25 Budget approval for April 22, 2024.

**Background Information:** Public hearing required prior to approval of annual budget. Notice will be published in the Express as required by the Iowa Code.

**Staff Recommendation:** Recommend that the Council approve the proposed resolution scheduling public hearing on the proposed FY '25 budget for April 22, 2024 at 6:00 p.m.

# The City of Monticello, Iowa

## RESOLUTION #

### **Scheduling Public Hearing on the City of Monticello 2024/2025 Fiscal Year budget for April 22, 2024 at 6:00 p.m.**

**WHEREAS**, The Iowa Code requires that that the City of Monticello hold a Public Hearing on the proposed budget for the coming fiscal year, prior to the final approval of same, and

**WHEREAS**, The budget must be submitted to the County Auditor by no later than April 30, 2024, and

**WHEREAS**, Notice of the Public Hearing must be published at least ten but no more than twenty days prior to the Public Hearing, and

**WHEREAS**, Notice shall be published in the Monticello Express on the 10<sup>th</sup> day of April, 2024, scheduling Public Hearing for the 22<sup>nd</sup> day of April 2024 at 6:00 P.M. at the, City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa, and

**WHEREAS**, The City Clerk is instructed to see to the publication of the appropriate Notice in the Monticello Express, consistent with the above dates, so that the Public Hearing may be held as scheduled herein.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby schedule Public Hearing on the proposed 2024/2025 budget for the 22<sup>nd</sup> day of April 2024 at 6:00 p.m. to be held in the City Council Chambers at the Mary Lovell LeVan Renaissance Center in Monticello, Iowa.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.  
Done this 1<sup>st</sup> day of April, 2024.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting  
Prep. Date: 3/27/2024  
Preparer: Sally Hinrichsen



Agenda Item: # 5  
Agenda Date: 4/01/2024

*Communication Page*

**Agenda Items Description:** Motion to approve Four Points RV Resorts of IA, LLC (Jellystone Park Monticello) fireworks display request

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

<b>Attachments &amp; Enclosures:</b>

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

**Synopsis:** City received a request for Fireworks Display permit for Four Points RV Resorts of IA, LLC (Jellystone Park Monticello)

**Background Information:** City approved the annexation of Four Points RV Resorts of IA, LLC (Jellystone Park Monticello) property into the City.

Julie Renkert, General Manager Jellystone Monticello is applying for fireworks permit to hold fireworks displays at Jellystone. The same person, as last year, will be handling the displays. They are adding the City as an additional insured on their liability insurance, as required. Their application is attached.

They would like fireworks permit for the following days: May 26th, July 5th, September 1<sup>st</sup> in 2024. They may add a few more dates.

Last year’s fireworks permit was for the following days: May 28th, July 2nd, September 23rd and 30th and October 7th, 2023.

**Staff Recommendation:** It is recommended that the Council consider the firework display permit request for Jellystone Monticello and determine if they need to come back to Council to add dates to their permit or authorize City staff member approve additional dates.

**City of Monticello  
Application for Fireworks Display Permit**

Applicant: Four Points RV Resort of IA d/b/a Jellystone Monticello

Address: 22128 Hwy 38N Phone: 337-761-9157

Date of Application: 3-8-24 Date of fireworks display: May 26<sup>th</sup>, July 5<sup>th</sup>, Sept. 1st.

Display start time: After Dark Display end time: Done by 11:00pm *may add a few more dates.*

Organization of sponsoring display: Jellystone Monticello

Address: 22128 Hwy 38N Phone # of contact person: 563-590-0734 *Julie Renker*

Location of fireworks display: 22128 Hwy 38N

Name and address of property owner: Sean Vidrine

112 State St. Lake Charles LA 70605

Expected number of attendees at proposed event: varies by date.

Name of competent operator who will be handling the fireworks display: Jash VonSprecken

Address: 13292 212<sup>th</sup> Ave Phone: 319-480-3742

**Signatures**

*Julie Renker*

Applicant

3-8-24

Date

*[Signature]*

President of sponsoring organization

Date

3/11/24

*[Signature]*

Property owner at display location

Date

3/21/24

*[Signature]*

Competent fireworks operator

Date

**Attachments**

Certificates of insurance from the competent fireworks operator, the sponsoring organization or applicant and the owner of the property where fireworks display will be conducted. Said certificates of insurance shall list City of Monticello as a primary additional insured on the respective general liability policies. Each certificate of insurance shall display minimum liability limits of \$500,000 per person /\$1,000,000 per occurrence of Personal Injury and \$1,000,000 of Property Damage.

**City Council Meeting**  
**Prep. Date:** 03/27/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 6  
**Agenda Date:** 04/01/2024

*Communication Page*

**Agenda Items Description:** Consideration of Special Council Meeting

**Type of Action Requested:** Motion

**Attachments & Enclosures:**

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

**Synopsis:** The new municipal budget procedure adopted by the State requires publication of a notice and public hearing on the proposed tax levy, which cannot occur at a regular Council meeting. In our case, this has been scheduled for a special meeting at 5:45, prior to the regular April 1 Council meeting.

The City also will need to publish a notice prior to adoption of the budget. The next regular Council meeting is April 15, which will not provide sufficient time for publication. Therefore, the Council could not take action on the budget until April 22 at the earliest.

The Council has one of two options: Move the regular meeting of April 15 to the 22<sup>nd</sup>, or hold a special meeting on the 22<sup>nd</sup>. At this point there are no pressing matters for the April 15 meeting, both Sally and I recommend rescheduling the regular meeting of April 15 to April 22.

**Recommendation:** Approval of such a Council motion is requested.



**City Council Meeting**  
**Prep. Date:** 2/29/2024  
**Preparer:** Sally Hinrichsen



**Agenda Item:** 8  
**Agenda Date:** 4/1/2024

*Communication Page*

**Agenda Items Description:** **Ordinance** amending the Monticello Code of Ordinances, by adding a new paragraph pertaining to Street Grades

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

**Attachments & Enclosures:**  
**Ordinance**

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

**Synopsis:** Monticello City Code Chapter 138 lists the official grades for permanent street improvements.

**Background:** As City make permanent street improvements, we are to maintain a list of street grades.

The street grades for Sycamore and Chestnut have been prepared by the City Engineer and are ready to be approved.

**Recommendation:** Approval of the ordinance is recommended.

ORDINANCE NO. 773

An ordinance amending the Monticello Code of Ordinances, by adding a new paragraph pertaining to Street Grades

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

SECTION 1. PARAGRAPH ADDED. Chapter 138, Section 02, of the Code of Ordinances of the City of Monticello, is hereby adopted to read as follows:

**138.02 RECORDS MAINTAINED.** The Clerk shall maintain a record of all established grades and furnished information concerning such grades upon request:

North Chestnut Street – From the southerly line of West 2<sup>nd</sup> Street to the northerly line of West 3<sup>rd</sup> Street

<u>Station</u>	<u>Centerline Grade</u>
12+47.8	847.13 South end of return – West 2 <sup>nd</sup> Street
12+87.8	848.37 Centerline of West 2 <sup>nd</sup> Street
13+00	848.73
14+00	851.78
15+00	854.48
16+00	859.74
17+00	863.74
17+03.2	863.83 Centerline of West 3 <sup>rd</sup> Street
17+42.2	863.36 North end of return – West 3 <sup>rd</sup> Street

North Sycamore Street – From the northerly line of East 1<sup>st</sup> Street to the southerly line of East 7<sup>th</sup> Street

<u>Station</u>	<u>Centerline Grade</u>
10+78.8	828.10 North end of return – East 1 <sup>st</sup> Street
11+00	827.85
12+00	826.01
13+00	825.10
14+00	824.53
15+00	823.66
15+22.6	824.11 Centerline of East 2 <sup>nd</sup> Street
16+00	824.56
17+00	825.27
18+00	825.98
19+00	826.69
19+39.1	826.97 Centerline of East 3 <sup>rd</sup> Street
20+00	827.40

21+00	828.11
22+00	828.82
23+00	829.53
23+51.6	829.89 Centerline of East 4 <sup>th</sup> Street
24+00	830.07
25+00	829.53
26+00	829.85
27+00	830.34
28+00	830.09
29+00	829.49
30+00	828.90
31+00	828.70
32+00	829.10
32+02.9	829.11 Centerline of East 6 <sup>th</sup> Street
33+00	829.10
34+00	828.70
35+00	828.20
36+00	827.70
37+00	826.82
37+42.3	826.44 North end of return – East 7 <sup>th</sup> Street

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

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

1<sup>st</sup> reading      March 4, 2024  
2<sup>nd</sup> reading      March 18, 2024  
3<sup>rd</sup> reading      April 1, 2024

Passed and approved by the Council this 1<sup>st</sup> day of April 2024.

\_\_\_\_\_  
Wayne Peach , Mayor

ATTEST:

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

I certify that the foregoing was published as Ordinance No. 773 on the \_\_\_\_\_ day of April, 2024.

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

City Council Meeting  
Prep. Date: 3/28/2024  
Preparer: Sally Hinrichsen



Agenda Item: # 9-18  
Agenda Date: 4/1/2024

*Communication Page*

**Agenda Items Description:** Reports

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Reports / Potential Actions:**

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