

PUBLIC NOTICE

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CITY OF MONONA Regular Council Meeting Monday, December 18, 2017

The Monona, Iowa, City Council met in regular session Monday, December 18, 2017 at 6:00 P.M. at Monona City Hall. Mayor Fran Passmore presided with Dan Havlicek, Andrew Meyer, John Elledge and Doug Bachman present. Heather Lange was absent.

Guests Present: Bob Penrod (PeopleService), Audrey Posten (North Iowa Times), John Jensen (Outlook), Rogeta Halvorson (MCED), Jo Amsden (Police Chief), David Heins (Police Officer), Preston Landt, Lynn Martinson, Steve Gilbert (Housing 360 Initiative) and Zach Ziegler.

1) Approve Consent Agenda: Moved by Havlicek, seconded by Elledge, to approve consent agenda as listed. Carried Unanimously.

- Agenda
- Council Minutes – December 4, 2017
- Treasurer/Budgetary Reports – November
- Library Reports - November
- Little Bulldog Child Care Report – November
- Utility Billing Reconciliation – November/December
- 2017 Independent Accountant Report – Hacker, Nelson & Co., P.C.

2) Hearing of Delegations: None
3) Administer Oath of Office to Newly Elected Officials – Term Effective January 1, 2017
‘Oath of Office’ for recently elected officials was administered to mayor Lynn Martinson and council member Preston Landt. Council member Heather Lange was absent and Doug Bachman had laryngitis and asked to wait until next meeting to take oath.

4) PeopleService Report: PeopleService operator Robert Penrod submitted written Operations and Maintenance (O&M) reports for water and wastewater departments for month of November 2017. O&M activities were identified in detail:

WATER O&M

- Received safe bacteria report for November
- November 3rd fence contractor repaired the fence at well no. 3 that was damaged earlier in the summer by high winds
- Heater in chlorine room at well no. 2 needs a new thermostat and heater in chlorine room at well no. 3 is not working at all. Council suggested that Bob contact Kurt's Plumbing and Heating to look at the issues
- Breaker on the chlorine booster pump in well no. 2 trips out. When reset works ok. Bob will watch this for further issues
- Performed routine monthly duties

WASTEWATER O&M

- November 8th-10th sludge was hauled to the Doug Baade Farm
- Waiting on tech support to look at alarm issues on raw pump no. 1 at the wastewater plant lift station, the EQ basin flow meter and false readings on the wastewater plant generator. Raw pump no. 1 is one of the pumps we just got fixed. Ordered a new electronic head for the EQ basin flow meter.
- Cleaned digester and pretreatment building after hauling sludge
- November 29th Kurt's P & H worked on the roof air handler replacing a couple of gas line fittings that were cracked. Didn't correct problem with heater not running so called Mracek Electric to look at. Councilman Bachman suggested calling Black Hills Energy to check all the outside line regulators.
- 5) Housing 360 Initiative: Steve Gilbert talked about the Housing 360 Initiative. The program is a "Think Tank" set up with the purpose of getting communities talking about the housing issues in rural Iowa. There is a major shortage of housing for workers. The program helps with building homes for retired/empty nesters that may still be living in a four bedroom home but only using one bedroom. The program tries to come up with an alternative living space for these people so their home could be put on the market for working families. The program also helps with taking downtown businesses and putting nicer apartments in the second story. There is no fee involved with this program directly. McClure Engineering is also a partner with this program and does charge a fee for their "Creative Placemaking" program. Dorsey and Whitney also partners with this program. Steve Gilbert is available for any questions that the council may come up with in the future.
- 6) Approve Purchases & Install of Electronics Performance Package for New Squad Car: Councilman Havlicek talked about the quote received from Electronic Engineering for the equipment and installation of an electronic performance package for the new squad car. EMS of Des Moines also presented a quote but are already booked several months out and stated that they use Electronic Engineering to help with their installations and is a reputable company. It was moved by Havlicek, 2nd by Elledge to accept the bid of \$12,189.29 from Electronic Engineering out of Waterloo, IA. Carried Unanimously.
- 7) Consider Engineering Agreement for Preparation of Wastewater Flow Data Analysis: Forrest Aldrich, engineer with V & K, submitted an agreement to prepare the necessary reports for the Iowa Department of Natural Resources regarding the city's Chloride, Ammonia, Sulfur Dioxide and Flows after the completion of Phase II. The agreement was for the sum not to exceed \$7,800.00. It was moved by Havlicek, 2nd by Meyer to accept the agreement from V & K not to exceed \$7,800.00.

Carried Unanimously.

8) Status of Community Center Heating System

JoEtta Baumtro of the Hartford Steam Boiler Inspection and Insurance Co. requested that the city obtain at least one more quote for fixing the two furnances in the Community Center that were damaged during an electrical issue. Casper Plumbing and Heating have already submitted a quote and additional quotes will be coming from Joe & Mat's Plumbing and HVAC of Monona and Mracek Plumbing, Heating, Electric of Decorah. Kurt's Plumbing & Heating of Monona decided to pass on submitting a proposal.

9) ITC Midwest Contribution: Last July the city administrator sent an email to Ms. Lori Broghammer, area Manager with ITC Midwest requesting help funding the new City Park restroom. Lori Broghammer called city administrator stating that Monona would receive a contribution of approximately \$7,500 for the City Park restroom project.

10) Status of Annexation of Properties Along Southeast Boundary of City Limits: Councilman Meyer stated that he was still talking with the owners of the ag land. He hoped to have an answer soon. Clayton County Assessor Andy Loan confirmed that if the City Council finalizes the Annexation process by March 15, 2018 and records all the paperwork with the County, the city should begin receiving property taxes on annexed parcels by September 30, 2018.

11) Review Completed City Projects 2010-2017 and Discuss Planned City Project 2018/2020: Mayor Passmore talked about the number of projects that have been completed in the last seven years and the number of projects we will completing in the next two years. She said that the council should be proud and of all they had accomplished.

12) Monthly Police Report: Police activity report for November 2017 was provided by Chief Jo Amsden. She briefly went over report and commented on it being an average month. The city's winter parking ordinance went into effect November 15th and a number of warning and tickets have been issued. She is currently working on a few open cases.

CLOSED MEETING

13) Police Personnel Matter – Pursuant to Iowa Code Section 21.5(i)

Moved by Havlicek, seconded by Elledge, to close open meeting at 7:00 P.M. to discuss a police personnel matter with Police Chief Amsden and Reserve Officer Heins. Carried Unanimously.

At conclusion of comments and questions, it was moved by Elledge, seconded by Meyer, to end closed session and reconvene in open meeting at 7:21 P.M. Carried Unanimously.

OPEN MEETING

13) Police Personnel Matter
Moved by Meyer, seconded by Bachman, to appoint reserve police officer

David Heins as a 'Full-Time Officer' to be effective December 25, 2017 and to include the following stipulations. Carried Unanimously.

Wage adjusted to \$16.00 on December 25, 2017
Hours - 40 per week
Full-time Benefits

MAYOR/COUNCIL/CLERK NOTES:

Thank you went out to Mayor Passmore and Councilman Elledge for their service

Deputy Clerk Collins stated that there were some major issues with publishing new information on the City's current web. She would look into creating a new website.

There being no further business, Mayor Passmore declared meeting adjourned at 7:25 P.M.

Next regular council meeting was confirmed for Tuesday, January 2, 2018 at 6:00 P.M. in City Hall.

Barbara Collins, Deputy Clerk

Monthly Revenues for November:

General Total	\$83,890.36
Library Total	\$2,826.32
Road Use Tax Total	\$18,072.39
Trust & Agency Total	\$16,663.26
T.I.F. Total	\$9,552.46
Library Memorial Total	\$35.00
Monona Public Gard & Trl Tota	\$5,135.00
Debt Service Total	\$14,624.36
Water Total	\$15,968.12
Sewer Total	\$42,410.02
Airport Total	\$798.78
Garbage Total	\$17,819.93
Gv Sinking Fund Total	\$13,619.95
Gv Reserve Fund Total	\$2,220.00
Gv Depreciation Total	\$3,450.00
Little Bulldog - Sinking Total ...	\$1,058.00
Little Bulldog - Reserve Total	\$106.00
Monthly Revenues	\$248,249.95

Monthly Expenses For November:

General Total	\$52,260.49
Library Total	\$7,208.82
Road Use Tax Total	\$10,053.13
Trust & Agency Total	\$8,079.47
Library Memorial Total	\$296.26
Monona Public Gard & Trl	
Total	\$1,294.50
2017 O.Housing Cdbg Fund	
Total	\$44,001.00
Cap Proj - Gordon Est Pro	
Total	\$6,781.50
Waste Water Treatment	
Total	\$42,641.40
Water Total	\$19,859.25
Sewer Total	\$28,562.58
Airport Total	\$74.02
Garbage Total	\$19,864.14
Gv Sinking Fund Total	\$13,620.70
Little Bulldog - Sinking Total ...	\$1,058.00
Health Total	\$7,500.00
Monthly Expenditures	\$263,155.26

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