

**CITY OF JANESVILLE**  
**City Council Proceedings**  
**June 12, 2017**

The Janesville City Council met in regular session on Monday, June 12, 2017 in the Council Chambers of City Hall at approximately 6:00 p.m. with Mayor Carroll in the Chair and Council Members, Reid, Stapleton, Robinson, Bettis, and Hanson present. Also present were City Attorney, Gary Boveia, City Clerk, Chris Murley, Public Works Director, Becky Wrage, Police Chief, Randy Samec, AECOM Engineer, Mark Durbahn, Jim Hundley, Mike Borwig, Rhonda Koepke, VJ Engineering Engineer, Wendell Lupkes, and Bremer County Building & Zoning Administrator, Randy McKenzie.

Motion by Council Member Reid and seconded by Council Member Bettis approving to adopt the agenda as presented. Motion carried.

Citizen Comments/Complaints: None

At approximately 6:02 p.m., Mayor Carroll opened the Public Hearing to consider James V. Sands' application for a Preliminary Plat – 3<sup>rd</sup> Addition (currently zoned for 1 and/or 2 family dwellings only) for comments from interested taxpayers and citizens. There is a lot set aside for the development of a lift/pump station to serve the development. Rhonda Koepke and Mike Borwig expressed various questions and/or concerns. They were especially concerned with the safety of children and residents with the expected increased traffic on Pine Street and throughout the Sands Addition and potential water run-off issues. A development agreement between Mr. Sands and the City of Janesville must be presented and signed by all parties before the City will go forth with the 7<sup>th</sup> Street Lift/Pump Station Project. The design engineering for the project has been completed.

There being no further comments, Mayor Carroll declared the public hearing closed at approximately 6:15 p.m. and turned the matter over to the Council for their review and consideration.

Motion by Council Member Reid and seconded by Council Member Stapleton to approve the Preliminary Plat for Sands 3<sup>rd</sup> Addition as presented. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis, and Hanson. Nays – None. Motion carried.

At approximately 6:19 p.m., Mayor Carroll opened the Public Hearing on Jim Hundley and Steve Albers requests for the proposed vacation and disposal of the Alley between Lots 1 – 8 in Block 1, property also known as 1005 and 1007 Sycamore Street for comments from interested taxpayers and citizens. There being no comments, Mayor Carroll declared the hearing closed at approximately 6:22 p.m. and turned the matter over to the Council for their review and consideration.

The City Council has determined the alley is not needed for the use of the public and therefore, its maintenance at public expense is no longer justified and the proposed vacation and disposition will not deny owners of property abutting said alley reasonable access to their property.

Motion by Council Member Robinson and seconded by Council Member Hanson approving to direct the City Attorney to prepare an ordinance for the alley vacation and disposition and further, all costs incident to the vacation and disposition be assessed to the interested parties. Motion carried.

The following bills were presented:

38121	Bobby Hart Design	T-Shirts – 100 Year Anniversary	2,488.00
38122	Fire Service Training	Truck Payment	3,750.00
38123	AECOM	Engineering Fees	2,365.69
38124	Barry Smith G&E	Mason Sand for VB Courts-FEMA	850.00
38125	Black Hawk Waste Disposal	Landfill Fees – City Wide	39.15
38126	Central Iowa Water Association	Bulk Water Usage	7,311.15
38127	Chandler’s Janesville Locker	Hotdogs for Concessions	35.00
38128	IAMU	Webinar Registration Fees	95.00
38129	Iowa DNR	WW & Water Operator Cert Fee	120.00
38130	Janesville Lumber	Signs	428.70
38131	Janesville Postmaster	Annual Box Service Fee	56.00
38132	Jason Hoerman	Reimburse. for Concession Supplies	185.51
38133	John Deere Financial	Brown Mulch	8.97
38134	Keystone Laboratories	Water & WW Samples	454.50
38135	Kwik Trip, Inc.	Hotdog Buns and Ice for Concessions	132.74
38136	Marco, Inc.	Copies per Lease	240.81
38137	Mid American Energy	Monthly Utility Bill	2,036.42
38138	Nagle Signs, Inc.	ATV/Golf Cart Decals	63.67
38139	NIACC	30-Hour Basic Water Training	625.00
38140	Palmer’s Family Fun	Batting Cage Tokens – LL	500.00
38141	Rack’Em Up Promotions	LL Shirts & Caps	2,420.00
38142	Rite Price Office Supply	Batteries, Rubber Bands, Clipboards	83.44
38143	Scheels	Shinguards	114.94
38144	Unity Point-Allen Occ Health	Immunization/Hep B	82.00
38145	Wal-Mart	Misc. Sum Rec Craft Supplies	186.43
38146	Waverly Newspapers	Publication Fees	75.05
38147	Waverly Tire Co.	Lawnmower Tire Repair	14.00
38148	Janesville Post Office	Utility Billing Postage	136.29
38149	Christine A. Murley	Payroll	1,393.80
38150	Randy Samec	Payroll	1,272.21
38151	Beth Ann Miller	Payroll	88.65
38152	Christa Kurtz	Payroll	657.72
38153	Rebecca Wrage	Payroll	1,170.53
38154	Karen Henriksen	Payroll	65.18
38155	Jason Hildebrand	Payroll	152.78
38156	Eric VerSteegt	Payroll	185.26
38157	Molly Bolt	Payroll	107.34
38158	Morgan Stanhope	Payroll	137.14
38159	Dustin Mooty	Payroll	1,253.53
38160	Lisa Gansen	Payroll	648.72
38161	Jason Hoerman	Payroll	988.95
38162	Payton Thompson	Payroll	115.50
38163	Andrea Hesse	Payroll	60.25
3196363	EFTPS	Payroll Taxes	2,915.01

(Disbursements: General-\$8,273.68, Road Use-\$1,432.96, Special Events-\$.00, Summer Rec Program-\$3,961.31, First Responders-\$.00, Volunteer Fire Dept.-\$6,238.00, Special Library-\$1,110.67, Park Expansion & Improvements-\$.00, Water & Sewer Improvements - \$2,365.69, Street/Bridge Maintenance & Improvement - \$.00, Barrick Road Bi/Ped Bridge Project-.00, Water-\$9,521.41, Sewer-\$2,371.71, Refuse-\$835.60, and Utility Deposits - \$.00 = \$36,111.03.)

RESOLUTION #1574 - A RESOLUTION ALLOWING ADDITIONAL CLAIMS FOR THE MONTH OF JUNE 2017. BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JANESVILLE, IOWA that the foregoing claims be allowed as presented and warrants for the same be issued to the City Treasurer. BE IT FURTHER RESOLVED that the City Clerk is hereby authorized, empowered, and directed to draw and issue warrants on the respective funds and accounts. Resolved by Council Member Stapleton and seconded by Council Member Robinson to approve the bills as presented. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis and Hanson. Nays – None. Resolution approved and adopted this 12th day of June 2017.

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ATTEST: \_\_\_\_\_ MAYOR: \_\_\_\_\_

Motion by Council Member Bettis and seconded by Council Member Hanson approving the following Consent Agenda items: May 1, 2017 City Council Proceedings and May 31, 2017 Special Council Proceedings, May 31, 2017 Budget & Treasurer Reports, Heath Humpal's resignation from the Janesville Board of Adjustments, Jack & Arnie's Steakhouse's Class C Liquor License, Outdoor Service, and Sunday Sales, and Kwik Trip, Inc. (dba Kwik Trip #712) FY 2017/18 Cigarette/Tobacco/Nicotine/Vapor Permit. Motion carried.

The City is looking for two individuals, one to serve on the Black Hawk E911 Board for the remainder of a one-year term, expiring 12/31/17, and another to serve on the Janesville Board of Adjustments for the remainder of a 4-year term, expiring 12/31/17.

Public Works Director Wrage and Police Chief Samec presented their monthly reports to the Council.

Motion by Council Member Robinson and seconded by Council Member Reid approving to pay \$625 to North Iowa Area Community College (NIACC) for Public Works Assistant, Jason Hoerman, to attend the "Iowa DNR 30-Hour Basic Water Treatment" Class on 7/18/17, 7/19/17, 7/25/17, and 7/26/17 at NIACC in Mason City and further approve Jason's overnight use of the city vehicle to attend class and adjust his time from City Hall on the day of classes. Motion carried.

Motion by Council Member Hanson and seconded by Council Member Stapleton to approve the Janesville Tap's Application for an Outdoor Beer Garden for Janesville Days 2017 (June 23 - 25).

Mark Durbahn, AECOM Engineer, gave a brief status update on the Barrick Road Water Improvement Project. He mentioned there might be a few changes to the plan and materials to be used on the project due to the possible extension of boring vs. open trench and availability of the materials per bid specifications.

Mr. Durbahn reported that AECOM and Maggie Burger, with Speer Financial, Inc. are working on financing through the USDA for the 7<sup>th</sup> Street Pump/Lift Station Project. An "agreement of intent" with Jim Sands, Developer, and the transfer of land for the pump/lift station must be completed and filed prior to proceeding with the project.

Based on the recommendations presented by Maggie Burger at the May 31, 2017 meeting and further presented by City Clerk Murley, a motion was made by Council Member Robinson and seconded by Council Member Reid directing the City Attorney, Gary Boveia, to draft an ordinance for the following water and sewer rate increases: water - \$10.00 monthly Debt Service/Infrastructure Improvement Fee plus 45% increase on monthly minimum and per 1,000 gallon charge and sewer - 3% rate increase on monthly minimum and per 1,000 gallon charge. Motion carried.

The City Clerk was asked to contact Maggie Burger to see if a portion of TIF LMI Set-Aside funds can be used for financial assistance to our elderly low-income residents to offset the city's utility rate increases on their monthly bills.

Motion by Council Member Reid and seconded by Council Member Bettis to set a public hearing at 6:00 p.m. on Monday, July 10, 2017 for purposes of reviewing and considering Hardwood Estates' Preliminary Plat. Motion carried.

City Attorney Boveia stated that the city's Bonding Attorney, Jason Comisky, is close to completing the proposed Janesville Urban Renewal and Hardwood Estates Urban Renewal Plan documents. The Council took no action.

Motion by Council Member Reid and seconded by Council Member Stapleton to approve, as presented, Jeff Highberger's Application for Driveway Permit for proposed improvements within the city right-of-way at 204 Elm Street. Motion carried.

Jim Holz, with MSA Professional Services, gave a brief presentation regarding the various services his company can provide to municipalities.

Motion by Council Member Reid and seconded by Council Member Bettis to approve ORDINANCE #322 – AN ORDINANCE AMENDING SECTION 17.04 OF CHAPTER 176 REGARDING REGULAR COUNCIL MEETINGS FOR THE CITY OF JANESVILLE, BREMER COUNTY, IOWA on its first reading. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis, and Hanson. Nays – None. Motion carried.

Resolved by Council Member Stapleton and seconded by Council Member Robinson to approve RESOLUTION #1575 – A RESOLUTION APPROVING ADDITIONAL CLAIMS FOR JUNE 2017, WITHIN FISCAL YEAR 2016/17 BUDGET LIMITATIONS SO AS NOT TO EXCEED THE FUNDED ACCOUNTS. THE REMAINING CLAIMS FOR JUNE 2017 SHALL BE PAID IMMEDIATELY AFTER JULY 1, 2017. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis, and Hanson. Nays – None.

ATTEST: \_\_\_\_\_ MAYOR: \_\_\_\_\_

Resolved by Council Member Reid and seconded by Council Member Stapleton to approve RESOLUTION #1576 – A RESOLUTION APPROVING THE TRANSFER OF FUNDS OF THE SPECIAL REVENUE 6/30/17 FUND BALANCE (MAXIMUM \$64,363) TO THE GENERAL FUND (MAXIMUM \$46,211) AND TO THE ROAD USE FUND (MAXIMUM \$18,152) AND \$1,151 (TORT LIABILITY) FROM THE GENERAL FUND TO THE ROAD USE FUND. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis, and Hanson. Nays – None.

ATTEST: \_\_\_\_\_ MAYOR: \_\_\_\_\_

Resolved by Council Member Hanson and seconded by Council Member Reid to approve RESOLUTION #1577 – A RESOLUTION APPROVING THE TRANSFER OF FUNDS TO CLOSE OUT SPECIAL PROJECT FUND BALANCES: \$88,544.69 FROM PARKS EXPANSION & IMPROVEMENT FUND TO BARRICK ROAD BICYCLE/PEDESTRIAN BRIDGE PROJECT FUND AND \$15,830.27 FROM WASTEWATER TREATMENT PLANT PROJECT FUND TO THE SEWER FUND. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis, and Hanson. Nays – None.

ATTEST: \_\_\_\_\_ MAYOR: \_\_\_\_\_

Motion by Council Member Reid and seconded by Council Member Hanson to approve the 2017 Biennial Bridge Inspection proposal of \$1,500 from VJ Engineering. Motion carried.

Motion by Council Member Reid and seconded by Council Member Robinson approving to table Jeff Mather's request for the possible sale of fireworks within the city for additional information. Motion carried.

Motion by Council Member Reid and seconded by Council Member Stapleton approving to table RESOLUTION #1578 – A RESOLUTION APPROVING AND ADOPTING A POLICY/PROCEDURE MANUAL FOR EMPLOYEES OF THE CITY OF JANESVILLE, IOWA for further review and consideration. Motion carried.

Resolved by Council Member Stapleton and seconded by Council Member Hanson to approve RESOLUTION #1579 – A RESOLUTION SETTING SALARIES FOR EMPLOYEES OF THE CITY OF JANESVILLE, IOWA FOR THE 2017/18 FISCAL YEAR. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis, and Hanson. Nays – None.

ATTEST: \_\_\_\_\_ MAYOR: \_\_\_\_\_

Council Member Reid stated that he was holding off on the annual street maintenance repairs and/or improvements until the Barrick Road Water Improvement Project is completed.

The City Attorney, City Clerk, and Mayor presented their monthly oral reports to the Council.

Motion by Council Member Stapleton and seconded by Council Member Reid to approve payment of the \$40 per person registration fee to Iowa Association of Municipal Utilities (IAMU) for the City Clerk, Deputy City Clerk, Public Works Director, Public Works Assistant, and Mayor (if work schedule allows) to participate in the "Drug & Alcohol Employee/Supervisor Training" Webinar on 6/15/17. Motion carried.

Motion by Council Member Reid and seconded by Council Member Stapleton approving to adjourn. Motion carried. Meeting closed at 8:47 p.m.

ATTEST: \_\_\_\_\_ MAYOR: \_\_\_\_\_