

**CITY OF JANESVILLE**  
**City Council Proceedings**  
**February 13, 2017**

The Janesville City Council met in regular session on Monday, February 13, 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, and Robinson present. Absent was Council Member Bettis. A vacancy exists due to Council Member MacKay's death on January 16, 2017. Also present were City Attorney, Gary Boveia, City Clerk, Chris Murley, Public Works Director, Becky Wrage, Public Works Assistant, Jason Hoerman, Police Chief, Randy Samec, AECOM Engineer, Mark Durbahn, Black Hawk County Engineering Manager, Chad Wurzer, Jim Hundley and Janesville Fire Rescue 1<sup>st</sup> Captain/Training Officer, Chris Renner.

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

Citizen Comments/Complaints: None

The following bills were presented:

37662	Black Hawk Waste Disposal	Garbage & Recycling Fees	5,006.85
37663	Wellmark	Employee Health & Dental Insurance	1,222.45
37664	Black Hawk Co. Treasurer	E911 Fees	55.10
37665	Bremer County Emergency Management	Duplicate ID Badges	34.50
37666	Iowa Firemen's Association	IFA Membership Dues	565.00
37667	Jeff Mather	Christmas Kids Gift Bags	225.45
37668	Kwik Trip, Inc.	Pop	72.20
37669	Midwest Breathing Air	NFPA Compliant – Air Test	182.55
37670	Rite Price Office Supply	Copy Paper	38.95
37671	Hawkeye Community College	Patient Documentation Training	15.00
37672	US Cellular	Public Works Wireless – Phones	64.26
37673	Verizon Wireless	Police & Fire Wireless Service Fees	58.54
37674	Wal-Mart	Batteries & Band-Aids	24.93
37675	Baker & Taylor	Books	370.52
37676	Card Center	Subscription Fees	54.40
37677	City Laundering Co.	Rugs Cleaned	43.55
37678	De Lage Landen	Copier Contract Fee	123.75
37679	Good Housekeeping	Magazine Subscription Fee	10.70
37680	Olympia Book Corp	Books	316.94
37681	Wal-Mart	DVDs & Misc. Supplies	163.68
37682	Windstream/Iowa Telecom	Telephone	133.47
37683	VOID		.00
37684	Mid American Energy Company	Utilities	3,023.30
37685	Christine A. Murley	Payroll	1,389.61
37686	Randy Samec	Payroll	1,286.19
37687	Christa Kurtz	Payroll	645.39
37688	Kathryn Behnke	Payroll	31.28
37689	Rebecca Wrage	Payroll	1,275.70
37690	Karen Henriksen	Payroll	41.72
37691	Eric VerSteegt	Payroll	280.53
37692	Dustin Mooty	Payroll	959.58
37693	Cody Brown	Payroll	332.12
37694	Lisa Gansen	Payroll	657.28
37695	Jason Hoerman	Payroll	986.72
37696	VOID		.00
37697	IPERS	IPERS	3,473.46
37698	Treasurer-State of Iowa	Payroll Taxes	1,101.00
37699	Davison Gun Shop	Gun for Raffle	600.00
37700	Jeff Mather	Rescue Harness	1,750.42
37701	Outstate Data	Grain Bin Rescue	2,650.00
37702	W. S. Darley	Drip Torch Brackets	6,422.69
37703	Sun Life Financial	Employee Life & Disability Insurance	373.93
37704	Windstream/Iowa Telecom	Telephone	398.89
37705	AFLAC Insurance	Optional Employee Insurance	115.68
37706	Card Center	Subscription Fee	6.00
37707	Christine A. Murley	Payroll	1,389.61
37708	Tina Ristau	Payroll	31.28
37709	Randy Samec	Payroll	1,333.63
37710	Christa Kurtz	Payroll	659.18
37711	Rebecca Wrage	Payroll	1,151.58
37712	Karen Henriksen	Payroll	70.39
37713	Jason Hildebrand	Payroll	180.06
37714	Eric VerSteegt	Payroll	112.66
37715	Dustin Mooty	Payroll	954.87
37716	Cody Brown	Payroll	258.08
37717	Lisa Gansen	Payroll	693.56
37718	Jason Hoerman	Payroll	986.72
37719	Black Hawk Waste Disposal	Garbage & Recycling Fees	5006.85
37720	AECOM	Engineering Fees	2,982.83
37721	Becky Wrage	Pesticide Training Manual	31.59
37722	Black Hawk Waste Disposal	Landfill Fees	772.13
37723	Boveia Law Firm	Attorney/Legal Fees	1,492.64
37724	C & C Welding	Oil	27.96
37725	Central Iowa Water Association	Jan 2016 Bulk Water Fee	6,674.85
37726	Compass Minerals America	Salt	2,165.94
37727	Data Technologies	Remote Assistance	332.50
37728	Hoppy's Auto Parts	Solenoid, Wiper Blades, Misc.	79.44
37729	IAMU	Membership Dues & Workshop Fees	784.69
37730	IMFOA	Membership Dues	100.00
37731	Iowa AWWA Region 1	Water Operator Workshop Fee	40.00
37732	Iowa DNR	BRWI Project Cons. Permit Fee	429.00
37733	Janesville Lions Club	Jim MacKay Memorial Donation	40.00
37734	Janesville Lumber	Black Patch & Misc.	135.08
37735	John Deere Financial	Misc. Supplies	186.49
37736	Keystone Laboratories	Samples	565.00
37737	Kwik Trip, Inc.		.00
37738	Kwik Trip, Inc.		.00
37738	Kwik Trip, Inc.		.00
37739	Kwik Trip, Inc.		.00
37740	Kwik Trip, Inc.		.00
37741	Kwik Trip, Inc.		.00
37742	Kwik Trip, Inc.		1,852.68
37743	Marco, Inc.	Copies per Lease	267.59
37744	Matt Parrott & Sons	Name Plates	19.50
37745	Mid American Energy Co.	911 Repeater	19.54
37746	Nagle Signs, Inc.	City Logo Signs for New Truck	133.75
37747	Overhead Door Co.	Shop Door Repairs	473.00
37748	Randy Samec	Car Wash Reimbursement	48.00
37749	Rite Price Office Supply	Copy Paper & Adhesive Note Pads	83.75
37750	Sam's Club	Band-Aids	9.98

37751	Special Janesville Library	1/12 Annual City Contribution	5,587.58
37752	Stokes Welding	Hand Pruner/Lopper w 32" Handle	189.90
37753	Tim & Mike's Auto Repair	Repairs – Police Dept. Vehicle	550.00
37754	Uline	Fire Extinguisher Signs/Tags	216.52
37755	Unity Point Clinic	Membership Dues	30.00
37756	USA Bluebook	Sample Pack	83.37
37757	Virginia Robinson	HR Assistance/Consultation Fees	720.00
37758	Wal-Mart	Bath Tissue & Oil	22.71
37759	Waverly Newspapers	Publication Fees	445.11
37760	Waverly Tire Co.	Tire Repair	20.00
37761	Xpressions	Heatset Art	45.00
37762	Janesville Post Office	Utility Billing Postage	136.29
3196353	EFTPS	Payroll Taxes	2,801.99
3196354	EFTPS	Payroll Taxes	2,753.43

(Disbursements: General-\$26,724.08, Road Use-\$7,131.79, Special Events-\$0.00, Summer Rec Program-\$38.93, First Responders-\$39.93, Volunteer Fire Dept.–\$12,596.86, Special Library-\$2,066.82, Park Expansion & Improvements-\$0.00, Water & Sewer Improvements - \$2,982.83, Street/Bridge Maint & Improvement - \$.00, Barrick Road Bi/Ped Bridge Project-.00, Water-\$12,121.60, Sewer-\$6,107.08, Refuse-\$12,952.66, and Utility Deposits - \$.00 = \$82,762.58.)

RESOLUTION #1563 - A RESOLUTION ALLOWING CLAIMS FOR THE MONTH OF FEBRUARY 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 Robinson and seconded by Council Member Reid to approve the bills as presented. Roll Call Vote: Ayes – Reid, Stapleton, and Robinson. Nays – None. Absent – Bettis. Resolution approved and adopted this 13th day of February 2017.

Motion by Council Member Reid and seconded by Council Member Stapleton approving the following Consent Agenda items: January 9, 2017 City Council Proceedings, January 31, 2017 Budget & Treasurer Reports, Kwik Star #712 Class C Beer Permit with Privileges, 20017 Officers and Membership Lists for Janesville Fire-Rescue and Janesville First Responders, and A.J. Elliot's Resignation, Effective February 1, 2017, from the Black Hawk E911 Board. Motion carried.

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

Motion by Council Member Robinson and seconded from Council Member Stapleton to approve payment of the registration fees and appropriate costs for wages and mileage for the Public Works Assistant to attend IAMU's "Hands-On Pumps & Mechanical Maintenance" (2/22/17) and "Advanced Water Distribution" (3/2/17) Workshops and Public Works Director and Assistant to attend the American Water Works Association Region 1 "Water Works Operators" (3/1/17) Meeting as presented. Motion carried.

Black Hawk County Engineering Manager, Chad Wurzer, presented the County's plans for the County's Waverly Road Resurfacing Project and the possibility of the City partnering with them for the resurfacing of the portion of Waverly Road/Pine Street within the city. The bid letting for the County's project is expected to take place in March/April 2018 so the city has time to consider their inclusion. The County would like to have the City's participation decision by August 2017.

Motion by Council Member Reid and seconded by Council Member Robinson to approve Black Hawk County's detour route within Janesville for Waverly Road culvert repairs and the County's Application to Perform Work Within State Highway Right-of-Way as presented. Motion carried.

Chris Renner, Janesville Fire Rescue 1st Captain/Training Officer reported to the Council that the department is exploring options for the purchase of a new fire truck to replace #304 (1987 Chevy). Total costs are currently estimated at \$165,000.

Jim Hundley asked the Council to consider vacating the 16.5' alley in the center of property known as 1005 Sycamore Street (Block 1, Lots 3, 4, 5, & 6). He would like to build a warehouse on this property in the area that currently includes the alley. The Council must follow the proper statutory procedures when vacating city property. In order to begin the process, Mr. Hundley was asked to gather additional information, such as defining the alley and to obtain a legal description.

Upon a presentation by Mark Durbahn, AECOM Engineer, a motion was made by Council Member Robinson and Council Member Reid to approve, as presented, the plans, specifications, and form of contract for the Barrick Road Water Main Extension & Improvement Project and further to approve payment of the \$429 fee to the Iowa Department of Natural Resources for the construction permit. Motion carried.

Mr. Durbahn presented an update on the Sands First, Second, and Third Additions based on the discussion from the meeting held in January 2017 with Jim Sand and his attorney, Chuck Augustine, and engineer, Wendell Lupkes. Mr. Lupkes and Mr. Durbahn jointly participated in the preparation of modifications to the previous detention basin plans on Lot 6. Mr. Durbahn will arrange a meeting with the Rolisons to provide them with visuals and to discuss the modifications to the detention basin plans. Council Member Stapleton will also attend this meeting. City Attorney, Gary Boveia, will draft a document for Jim Sands to sign with regard to reimbursing the city for sealcoating around the manholes. Upon receipt of said written commitment signed by Jim Sands, the City can proceed in approving a resolution approving and accepting Sands Second Addition. It was further reported that the City and Jim Sands will prepare a written agreement of intent reflecting the following with regard to Sands Third Addition: Jim Sands will take appropriate steps to obtain the necessary zoning for planned improvements and presentation and approval of the preliminary plans, commit to the construction of the required improvements pursuant to the plans and specifications, execute an appropriate Quit Claim Deed of the real estate necessary for the installation of a lift station. In return for the commitments by Jim Sands, as outlined above, the City will commit to the installation of a lift station on the real estate then transferred by Jim Sands to the City. Jim Sands and the City Council will further review the written agreement prior to its final approval and execution.

Mr. Durbahn informed the Council that Harman Malihi, Project Engineer, is working on the USDA loan application for the 7<sup>th</sup> Street Pump Station Project.

Due to mechanical issues with the new Public Works vehicle, the advertising for the acceptance of sealed bids for the sale of the 2002 Ford F350 truck was delayed.

Motion by Council Member Reid and seconded by Council Member Stapleton approving to postpone the sale of the 2002 Ford F350 truck until after the winter season. Motion carried.

Motion by Council Member Stapleton and seconded by Council Member Reid to approve raising Eric VerSteegt's (City Assistant) wages to \$15.00 per hour, only when driving a truck for snow and/or ice removal. Motion carried.

A vacancy on the Council exists due to Council Member, Jim MacKay's death on January 16, 2017. Iowa Code 372.13 applies to vacancies in city offices. The City Council must decide whether to fill a vacancy in an elective city office by appointment or by calling for a special election.

Motion by Council Member Robinson and seconded by Council Member Stapleton approving to fill the Council vacancy by appointment at their 6:00 p.m. regularly scheduled March 13, 2017 meeting and further, authorize the City Clerk to publish the required notice in the Waverly Newspaper and to advertise for citizens interested in filling the position. Motion carried.

Motion by Council Member Robinson and seconded by Council Member Reid approving to schedule a 5:00 p.m. special meeting on Monday, March 13, 2017 to interview individuals interested in filling the Council vacancy. Motion carried.

Motion by Council Member Reid and seconded by Council Member Robinson approving to set a public hearing for 6:00 p.m. on Monday, March 13, 2017 to accept input regarding the Bremer County Multi-Jurisdictional Hazard Mitigation Plan recently updated by the City. Motion carried.

Motion by Council Member Reid and seconded by Council Member Stapleton to approve the proposed Fiscal Year 2017/18 Budget for publication, as presented with an estimated total tax levy rate of \$9.84034 per \$1,000 valuation on regular property, with a total property tax asking of \$401,479 (plus \$5,852 Utility Tax Replacement) and the following expenditures:

Public Safety	\$407,519
Public Works	\$280,110
Culture and Recreation	\$283,119
Community and Economic Development	\$10,737
General Government	\$159,716
Debt Service	\$0
Capital Projects	\$199,690
Total Government Activities Expenditures	\$1,340,891
Business Type/Enterprises	\$647,851
Transfers Out	\$58,185
Total ALL Expenditures/Transfers Out	\$2,046,927

and further, approving to set a Public Hearing on said proposed FY2017/18 Budget for 6:00 p.m. on Monday, March 13, 2017 in the Council Chambers of City Hall. Roll Call Vote: Ayes – Reid, Stapleton, and Robinson. Nays – None. Absent – Bettis. Motion carried.

This proposed budget reflects an estimated city tax levy of \$9.084034 per \$1,000 valuation, a 2.3% decrease of approximately \$.23 per \$1,000 valuation compared to FY2017. The state rollback figure for FY2018 is 56.9391% compared to the current 55.6259% for FY2017. This city budget further represents a 0% annual property tax increase.

Motion by Council Member Reid and seconded by Council Member Stapleton to approve, with regrets, Sherry Schurman's resignation as Library Assistant, effective January 26, 2017. Motion carried.

The Council is considering charging a fee for the use of the city's shelter houses and ballpark to help defray costs for electricity, water, porta-potties, and miscellaneous ground/building maintenance. This matter will be considered upon review of data collected from area communities with

regard to their park rental/user fees and regulations.

Motion by Council Member Reid and seconded by Council Member Robinson approving to get a drawing/plan with costs estimates from Mr. Durbahn for a project to raise West Third Street, at the entrance to the Riverview Mobile Home Court. Motion carried.

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

The City's Annual Exam is scheduled for Wednesday and Thursday, March 1 & 2, 2017.

Motion by Council Member Robinson and seconded by Council Member Reid approving to adjourn. Motion carried. Meeting closed at 8:30 p.m.

JANUARY 2017 DISBURSEMENTS: General-29,382.93, Road Use-8,087.55, Special Events - .00, Summer Recreation Program-43.48, First Responders-39.93, Volunteer Fire Dept-1,412.40, Library-8,867.01, Parks Expansion-.00, BRBPB-.00, Water & Sewer Improvements-2,088.97, Street/Bridge Maintenance & Improvements-.00, Barrick Road B/P Bridge Project-.00, Water-14,911.78, Sewer-5,852.04, Garbage-7,881.42, and Utility Deposits-.00 = 78,567.51.

JANUARY 2017 REVENUES: General-6,243.28, Road Use-10,378.02, Employee Benefits-380.45, TIF-.00, Special Events-.00, Summer Rec Program-.00, First Responders-1,446.14, Volunteer Fire Dept-12,510.87, Special Library-5,751.84, Parks Expansion & Improvement-.00, Barrick Road Bridge-.00, BRBPB Project-.00, Water/Sewer Improvements-.00, Street/Bridge Maintenance-.00, Water-10,096.46, Sewer-16,210.14, Refuse-9,068.50, and Utility Deposits-160.71 = 72,246.41.

Sandi Carroll  
Mayor

Christine A. Murley  
City Clerk