

**CITY OF JANESVILLE**  
**City Council Proceedings**  
**August 1, 2016**

The Janesville City Council met in regular session on Monday, August 1, 2016 in the Council Chambers of City Hall at approximately 7:00 p.m. with Mayor Carroll in the Chair and Council Members, Stapleton, Robinson, Bettis and MacKay present. Absent was Council Member Reid. Also present were City Attorney, Gary Boveia, City Clerk, Chris Murley, Public Works Director, Becky Wrage, Police Chief, Randy Samec, Deputy City Clerk, Christa Kurtz, Reserve Officer, Cody Brown, Dennis Dilley, AECOM Engineer, Mark Durbahn, INRCOG Development Director, Brian Schoon, Virginia Robinson, Steve Rolison, Tate McAllister, Ben McAllister, and Steve Albers.

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

Citizen Comments/Complaints: Dennis Dilley expressed concern with the Ash tree located in city right-of-way near 326 Sycamore Street. The tree's health is deteriorating and becoming a nuisance. Public Works Director, Becky Wrage stated that she and Street Commissioner, Keith Reid would look at the tree and determine if it needs to be cut down. They generally inspect trees in city right-of-way on an annual basis.

The following bills were presented:

37080	Christine A. Murley	Payroll	1,388.87
37081	Tina Ristau	Payroll	31.28
37082	Randy Samec	Payroll	1,276.85
37083	Sharon Schurman	Payroll	44.33
37084	Beth Ann Miller	Payroll	728.75
37085	Christa Kurtz	Payroll	452.63
37086	Rebecca Wrage	Payroll	1,168.98
37087	Karen Henriksen	Payroll	44.33
37088	Jason Hildebrand	Payroll	136.41
37089	Eric VerSteege	Payroll	299.44
37090	Molly Bolt	Payroll	62.33
37091	Hannah Dettwiler	Payroll	153.77
37092	Morgan Stanhope	Payroll	65.28
37093	Dustin Mooty	Payroll	964.14
37094	Adam Taylor	Payroll	625.25
37095	Baker & Taylor	Payroll	60.93
37096	City Laundering Co.	Payroll	43.55
37097	City of Janesville	Balance of FY 16 Library Rent	90.00
37098	Packie's Chips, L.L.C.	Computer Software	126.96
37099	Wal-Mart	DVDs	135.74
37100	Windstream/Iowa Telecom	Monthly Telephone	75.77
37101	Black Hawk County Treasurer	E911 Fees	116.47
37102	Bryan Destival	Reimbursement of Bremer Co. Dues	10.00
37103	Business Radio Sales	Case, Radios, & Batteries	2,797.33
37104	Kwik Trip, Inc.	Fuel	135.16
37105	Midwest Breathing Air	NFPA Air Test/Misc. Service	566.41
37106	Tim & Mike's Auto Repair	Air Tank Fittings	230.00
37107	Superior Welding	PO Oxygen	256.27

37108	Christine A. Murley	Payroll	1,388.87
37109	Randy Samec	Payroll	1,364.90
37110	Beth Ann Miller	Payroll	866.88
37111	Christa Kurtz	Payroll	694.48
37112	Kathryn Behnke	Payroll	31.28
37113	Rebecca Wrage	Payroll	1,259.56
37114	Karen Henriksen	Payroll	122.53
37115	Eric VerSteege	Payroll	371.29
37116	Dustin Mooty	Payroll	489.40
37117	Adam Taylor	Payroll	753.02
37118	Cody Brown	Payroll	206.48
37119	VOID		.00
37120	IPERS	IPERS	4,315.41
37121	VOID		.00
37122	Treasurer – State of Iowa	State Payroll Taxes	1,135.00
37123	Aable Pest Control	Mosquito Control Treatment	1,250.00
37124	AECOM	Engineering Fees	1,652.53
37125	Aflac Insurance	Optional Employee Insurance	80.16
37126	Amy Clark	Contract Labor	72.00
37127	BMC Aggregates	Roadstone	59.99
37128	Boveia Law Firm	Legal Fees	2,415.18
37129	Central Iowa Water Association	Bulk Water Usage	6,190.51
37130	Christa Kurtz	Workshop Lunch & Mileage Reimb.	18.67
37131	Christine A. Murley	Dictionary Occ. Titles & Workshop Fee	264.03
37132	De Lage Landen	Copier Lease Fee	123.75
37133	English Valley Radio & TV	Motorola Speaker Mikes	294.75
37134	Hawkins	Chemicals	210.98
37135	Iowa Water Environment Association	Conference Registration Fee	150.00
37136	Iowa DNR	NPDES – FY2017 Permit	210.00
37137	Iowa One Call	One Call Fees	9.90
37138	Iowa Rural Water Association	Conference Registration Fee	140.00
37139	Jim Hundley Heating & A/C	Service Call & Labor – Fire Dept. A/C	148.86
37140	John Deere Financial	Grass Seed	25.48
37141	Keystone Laboratories	WW & Water Samples	415.00
37142	Kwik Trip, Inc.		.00
37143	Kwik Trip, Inc.		.00
37144	Kwik Trip, Inc.		.00
37145	Kwik Trip, Inc.	Fuel	1,070.60
37146	Marco, Inc.	Copies per Lease	227.00
37147	Menards	Pruners & Misc. Supplies	52.96
37148	Mid American Energy	Monthly Gas & Electric	2,436.76
37149	Midwest Radar & Equipment	Recertification of Radars	80.00
37150	Pro Signs	Low Clearance Sign & Labor to Install	950.00
37151	Rite Price Office Supply	Misc. Office Supplies	185.74
37152	Special Janesville Library	1/12 Annual City Contribution	5,587.58
37153	Stokes Welding	Weedeater Line	44.90
37154	Sun Life Financial	Employee Life & Disability	455.30
37155	Tim & Mike's Auto Repair	MIP 65 Battery & Installation	170.00
37156	U.S. Cellular	Monthly Cell Phone Charges	67.86
37157	UnityPoint Clinic-Occ Med	Drug Testing Reading	37.00
37158	USA Bluebook	Waste Water Sampling Supplies	252.21
37159	Verizon Wireless	Police Dept. Wireless Fee	40.01

37160	Virginia Robinson	HR Assistance – Contract Labor	635.00
37161	Wal-Mart	Coolant	60.35
37162	Water Environment Federation	Association Dues	91.00
37163	Waverly Newspapers	Publication Fees	379.90
37164	Wellmark	Health & Dental Insurance	5,955.06
37165	Windstream/Iowa Telecom	Monthly Telephone Fees	373.40
3196338	EFTPS	Fed/FICA Tax	2,483.05
3196339	EFTPS	Fed/FICA Tax	2,568.74

(Disbursements: General-\$26,510.05, Road Use-\$4,685.46, Special Events-\$0.00, Summer Rec Program-\$412.20, First Responders-\$256.27, Volunteer Fire Dept.–\$3,855.37, Special Library-\$5,685.89, Park Expansion & Improvements-\$1,250.00, Water & Sewer Improvements - \$1,652.53, Street/Bridge Maint & Improvement - \$.00, Water-\$10,624.90, Sewer-\$5,825.77, and Refuse-\$2,264.00 = \$63,022.44)

RESOLUTION #1553 - A RESOLUTION ALLOWING CLAIMS FOR THE MONTH OF AUGUST 2016. 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 Stapleton to approve the bills as presented. Roll Call Vote: Ayes – Stapleton, Robinson, Bettis, and MacKay. Nays – None. Absent – Reid. Resolution approved and adopted this 1st day of August 2016.

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

Motion by Council Member MacKay and seconded by Council Member Bettis to approve, as presented, the following Consent Agenda items: July 6, 2016 City Council Proceedings and payment of the appropriate costs for wages and/or mileage for the Mayor, Council Members, and City Personnel interested in attending the Iowa Department of Natural Resources “Managing Development in Floodplains” on 9/15/16 at the INRCOG Office in Waterloo. Motion carried.

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 Stapleton to approve payment of the \$310 registration fee (\$140-IRWA & \$170-IAWEA) and appropriate costs for wages, meals, lodging, and mileage for Public Works Director, Becky Wrage to attend the Iowa Rural Water Association’s Fall Conference on 10/18/16 – 10/19/16 at the Grand River Center in Dubuque and IAWEA’s 2016 Operators Conference on 9/7/16 – 9/8/16 at the Best Western Regency Inn in Marshalltown. Motion carried.

INRCOG’s Development Director presented a proposal to the Council for updating the city’s 1994 Comprehensive Plan and answered various questions from those in attendance.

Motion by Council Member Bettis and seconded by Council Member MacKay approving to table a decision on the proposal for updating the city’s 1994 Comprehensive Plan until all Council Members can be in attendance and budget and cash balances reviewed. Motion carried.

Tate McAllister presented his proposal for an Eagle Scout Project. He would like to raise funds to construct and install a bat house at the Barrick Road City Park, along the west bank of the Cedar River and requested the Council’s support and approval of project.

Motion by Council Member Stapleton and seconded by Council Member Robinson approving and supporting Tate McAllister's Bat House Eagle Scout Project as presented. Motion carried.

Motion by Council Member Stapleton and seconded by Council Member MacKay to approve ORDINANCE #319 – AN ORDINANCE AMENDING SECTION 69.08 OF CHAPTER 69 REGARDING TEN MINUTE PARKING BETWEEN ELM STREET AND CHESTNUT STREET BETWEEN THE HOURS OF 8:30 AM AND 3:00 PM ON THOSE DAYS WHEN THE JANESVILLE COMMUNITY SCHOOL IS IN SESSION on its third and final reading. Roll Call Vote: Ayes – Stapleton, Robinson, Bettis, and MacKay. Nays – None. Absent – Reid. Motion carried.

Motion by Council Member Bettis and seconded by Council Member Stapleton to approve ORDINANCE #320 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JANESVILLE, IOWA BY ADDING A \$25 PENALTY PROVISION TO SECTIONS 135.09 AND 146.08 TO THE CITY OF JANESVILLE CODE OF ORDINANCES on its first reading. Roll Call Vote: Ayes – Stapleton, Robinson, Bettis, and MacKay. Nays – None. Absent – Reid. Motion carried.

Motion by Council Member Stapleton and seconded by Council Member Robinson to accept, approve the Engagement Agreement with Ahlers & Cooney, P.C. with regard to urban renewal and economic development services and further authorize the Mayor to sign said agreement. Motion carried.

Motion by Council Member Stapleton and seconded by Council Member Robinson approving to table the review and consideration of the Preliminary Terms of Development for Hardwood Estates and the insertion of a Paragraph in the Urban Renewal Plan Referring to Potential Development Agreements in the Future and Providing for a Not to Exceed Amount or a Range for the Cost of Incentives for those Agreements for further information and clarification. Motion carried.

Mark Durbahn, AECOM Engineer, informed the Council that he is working toward closing out and finalizing the Barrick Road Bicycle/Pedestrian Bridge Project by the regular September 2016 City Council Meeting.

City Attorney, Gary Boveia, reported to the Council that the survey and legal description for the lift station land acquisition has been completed and is ready to be filed of record upon the payment of the outstanding property taxes.

AECOM Project Engineer, Harman Mallhi, is preparing an Intended Use Plan to seek State Revolving Funds for the financing of the Sewer and Lift Station Extension and Improvement Project. Jim Sands has been asked to supply AECOM with a copy of the Preliminary Plat for Sands Third Addition. Mr. Mallhi would like to attach this plat to the Intended Use Plan to enhance the necessity for this stated project.

Mr. Sands' engineer is in the process of pursuing the signatures of property owners within the Sands Addition for the approval of the Sand's First Addition Storm Detention Basin Project.

There are two manholes that must be raised/repared and a video completed (with Water, Sewer, and Refuge/Recycling Commissioner, Chris Robinson, and Public Works Director, Becky Wrage in attending during the filming) before Sands Second Addition can be accepted by the city.

Resolved by Council Member Bettis and seconded by Council Member Stapleton to approve RESOLUTION #1554 – A RESOLUTION APPROVING AND AUTHORIZING THE EXTENSION OF THE CONTRACT FOR COMPLETION OF IMPROVEMENTS TO SANDS SECOND ADDITION, CITY OF JANESVILLE, BREMER COUNTY, IOWA. Roll Call Vote: Ayes – MacKay, Bettis,

Robinson, and Stapleton. Nays – None. Absent – Reid. Resolution approved and adopted this 1st day of August 2016.

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

Motion by Council Member Reid and seconded by Council Member Robinson approving to table RESOLUTION #1552 – A RESOLUTION ACKNOWLEDGING THE COMPLETION OF ALL IMPROVEMENTS TO SANDS 2<sup>ND</sup> ADDITION AND ACCEPTANCE OF THE SUBDIVISION BY THE CITY OF JANESVILLE, BREMER COUNTY, IOWA until a few existing issues are completely and satisfactorily resolved. Motion carried.

Motion by Council Member Stapleton and seconded by Council Member Bettis approving to postpone the regularly scheduled Tuesday, September 6, 2016 (Day following Labor Day Holiday) City Council Meeting to Monday, September 12, 2016 due to scheduling conflicts. Motion carried.

Motion by Council Member MacKay and seconded by Council Member Bettis approving to accept sealed bids for the sale of the 2007 Dodge Charger until 4:00 p.m. on Monday, September 12, 2016, to open, review and consider bids at the 7:00 p.m. Council Meeting on Monday, September 12, 2016 and further, that the city reserves the right to refuse and/or reject any or all bids. Motion carried.

Motion by Council Member Robinson and seconded by Council Member Stapleton approving to table action on the sale or trade-in of the 2002 Ford F350 (Current PWD Vehicle) and a replacement public works vehicle for additional review and information. Motion carried.

The City Attorney gave a brief update on the status of the 225 Elm Street nuisance abatement.

Motion by Council Member Bettis and seconded by Council Member Stapleton approving to regretfully accept and approve Beth Ann Miller's letter of retirement and resignation as the Library Director, effective December 31, 2016 and expressed their appreciation for her outstanding service and commitment to the library and its patrons. Motion carried.

The Library Board Members, along with assistance by Council Member/General Commissioner, Sue Stapleton, will meet to discuss future recruitments, replacements and training plans for a replacement library director.

Members of the Council stated they are not interested, at this time, in pursuing an ordinance to amend the compensation for elected officials (Mayor and Council Members).

Motion by Council Member MacKay and seconded by Council Member Robinson to approve Steve Albers' Application for Sidewalk/Driveway Construction Permit, as presented, at 1007 Sycamore and 902 Sycamore Streets with the understanding that he may need to install a culvert at some time in the future, depending on further area development. Motion carried.

Motion by Council Member Bettis and seconded by Council Member Stapleton approving to direct the City Attorney, Gary Boveia, to draft an ordinance that amends the date and time of regular meetings of the council and allows the setting of the meetings by resolution. Motion carried.

Motion by Council Member Bettis and seconded by Council Member Stapleton approving to table the application for a State Bank Visa Rewards Credit Card for additional information. Motion carried.

Motion by Council Member Stapleton and seconded by Council Member MacKay approving to schedule a special meeting for 5:00 p.m. on Monday, August 22, 2016 to allow Josh Balk, Black

Hawk County Soil Conservationist an opportunity to deliver his Rain Garden Presentation. Motion carried.

Motion by Council Member Robinson and seconded by Council Member Stapleton approving to table the purchase and installation of ACH Module Software from Data Technologies for additional review and information. Motion carried.

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

Virginia Robinson gave a brief summary on her recent research of the city's insurance and personnel policies, including job descriptions. She will meet with Mayor Carroll and Council Members MacKay and Stapleton at 1:00 p.m. on Wednesday, August 3, 2016 to further discuss and review necessary and recommended changes to the current policies.

Motion by Council Member Robinson and seconded by Council Member Stapleton approving to adjourn. Motion carried. Meeting closed at 10:22 p.m.

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