

CITY OF JANESVILLE
City Council Proceedings
May 31, 2017

The Janesville City Council met in special session on Wednesday, May 31, 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, Police Chief, Randy Samec, Speer Financial, Inc. Sr. Vice President, Maggie Burger, Hardwood Estate Developer, Gavin Steege, and Human Resource Specialist, Virginia Robinson.

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

The following bills were presented:

38039	Mid American Energy	Monthly Utility Bill	2,198.83
38040	Black Hawk waste Disposal	Garbage & Recycling Fees	5,018.36
38041	Janesville Post Office	Postage for Monthly Utility Bills	139.54
38042	De Lage Landen	Copier Contract Agreement	123.75
38043	U.S. Cellular	PW Cell Phone Service	64.67
38044	Jeff Mather	Fireworks	2,417.93
38045	Kwik Trip, Inc.	Fuel	145.56
38046	Sandry Fire Supply	Chemguard Foam	1,267.41
38047	Stokes Welding	Diamond Plate	196.00
38048	Christine A. Murley	Payroll	1,389.61
38049	Tina Ristau	Payroll	31.28
38050	Randy Samec	Payroll	1,272.21
38051	Beth Ann Miller	Payroll	44.33
38052	Christa Kurtz	Payroll	680.35
38053	Kathryn Behnke	Payroll	31.28
38054	Rebecca Wrage	Payroll	1,151.58
38055	Karen Henriksen	Payroll	44.33
38056	Jason Hildebrand	Payroll	150.04
38057	Eric Ver Steegt	Payroll	356.84
38058	Morgan Stanhope	Payroll	80.17
38059	Dustin Mooty	Payroll	959.58
38060	Cody Brown	Payroll	382.23
38061	Lisa Gansen	Payroll	679.50
38062	Jason Hoerman	Payroll	990.58
38063	VOID		.00
38064	IPERS	IPERS	3,384.51
38065	Treasurer – State of Iowa	State Tax	830.00
38066	Baker & Taylor	Books	508.15
38067	Birds & Blooms	Subscription	29.98
38068	City Laundering Co.	Clean Rugs	43.55
38069	Horizon/Denver Forum	City Wide Garage Sale Ad	10.00
38070	Janesville Post Office	PD Postage	9.55
38071	Lisa Gansen	Mileage	16.20
38072	Wal-Mart	Concession Supplies	107.15
38073	Windstream/Iowa Telecom	Library Telephone	67.23

38074	Christine A. Murley	Payroll	1,389.61
38075	Tina Ristau	Payroll	31.28
38076	Randy Samec	Payroll	1,272.21
38077	Beth Ann Miller	Payroll	122.53
38078	Christa Kurtz	Payroll	647.85
38079	Rebecca Wrage	Payroll	1,151.58
38080	Eric Ver Steegt	Payroll	221.07
38081	Morgan Stanhope	Payroll	135.76
38082	Dustin Mooty	Payroll	954.88
38083	Lisa Gansen	Payroll	660.83
38084	Jason Hoerman	Payroll	986.72
38085	Payton Thompson	Payroll	93.74
38086	AECOM	Engineering Fees	373.00
38087	AFLAC Insurance	Optional Employee Insurance	173.52
38088	Black Hawk Waste Disposal	Landfill Fees	955.20
38089	BMC Aggregates	Roadstone	153.60
38090	Boveia Law Firm	Legal Fees	1,675.69
38091	Capital Sanitary Supply	Paper Towels	47.84
38092	Card Center	Pressure Washer, Postage & Paper	812.79
38093	Central Iowa Water Association	Bulk Water Usage Fees	7,191.45
38094	Chandler's Janesville Locker	Hot Dogs – Concession Supplies	70.00
38095	Deluxe Auto Body	Headlight	170.00
38096	Dustin Mooty	Car Wash Reimbursement	6.00
38097	Elsamiller Electric Co.	Contactors & Labor – Lift Station	680.26
38098	Graham Tire Mason City	2 Tires	252.52
38099	Heaven's Best	Carpet Cleaned	150.00
38100	Janesville Lumber	Drill Bit	130.69
38101	John Deere Financial	Padlock, Rope, Decal,	23.60
38102	Keltek Inc.	Service Call & New Aircard	311.65
38103	VOID		.00
38104	VOID		.00
38105	Kwik Trip, Inc.	Fuel	858.42
38106	Marco, Inc.	Copies per Lease	200.78
38107	Mid American Energy Company	911 Repeater	16.55
38108	Rite Price Office Supply	Labels, Wall file, Envelopes	102.39
38109	Sam's Club	Concession Supplies	327.40
38110	Scheels All Sports	Softballs & Scorebooks	46.92
38111	Sensus Metering Systems	Software Support	1,949.94
38112	Special Janesville Library	1/12 Annual City Contribution	5,587.58
38113	Sun Life Financial	Employee Life & Disability	343.89
38114	Verizon Wireless	FD Ipad & PD Wireless Fee	58.54
38115	Wal-Mart	Concession Supplies	185.39
38116	Waverly Newspapers	Publishing Fees	344.59
38117	Wellmark	Health & Dental Insurance	3,177.04
38118	Windstream/Iowa Telecom	Telephone Service Fees	405.08
38119	Card Center	Garage Sale Advertising	54.99
38120	Petty Cash/Christa Kurtz	Pancake Breakfast Petty Cash	400.00
3196361	EFTPS	Payroll Taxes	2,835.06
3196362	EFTPS	Payroll Taxes	2,685.82

(Disbursements: General-\$26,993.75, Road Use-\$4,281.76, Special Events-\$.00, Summer Rec Program-\$1,053.63, First Responders-\$.00, Volunteer Fire Dept.-\$4,426.90, Special Library-

\$3,858.81, Park Expansion & Improvements-\$0.00, Water & Sewer Improvements - \$373.00, Street/Bridge Maintenance & Improvement - \$.00, Barrick Road Bi/Ped Bridge Project-.00, Water-\$11,187.28, Sewer-\$4,884.30, Refuse-\$8,189.10, and Utility Deposits - \$.00 = \$65,248.53.)

RESOLUTION #1573 - A RESOLUTION ALLOWING 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 Reid and seconded by Council Member Stapleton to approve the bills as presented. Roll Call Vote: Ayes – Reid, Stapleton, Robinson, Bettis and Hanson. Nays – None. Resolution approved and adopted this 31st day of May 2017.

ATTEST: _____ MAYOR: _____

Maggie Burger with Speer Financial, Inc. presented the State Revolving Fund (SRF) Construction Loan Application for the Barrick Road Water Main Project and explained the process. A contract was recently entered into with Blazek Corporation, for a total of \$708,000, subject to potential change orders.

Motion by Council Member Robinson and seconded by Council Member Reid to approve the State Revolving Loan Application as presented and further, to authorize the Mayor to sign the application for processing. Motion carried.

Gary Boveia, City Attorney, reported to the City Council that he and City Clerk, Chris Murley, participated in a telephone conference with Bond Counsel, Jason Comisky, on Monday, May 1, 2017 with regard to the Janesville Urban Renewal Plan, Hardwood Estates Urban Renewal Plan and Development Agreement with GSH Ventures, LLC. On June 1, 2017, the Janesville Planning & Zoning Commission will be reviewing the revised preliminary plat for Hardwood Estates' first phase. If a report along with their recommendations is received from the Planning & Zoning Commission prior to the City Council's June 12, 2017 meeting, the Council will set a public hearing for approval of the preliminary plat. Upon the Public Hearing and if said plat is approved by the City Council, the developer can commence work. Bond Counsel, Jason Comisky, will then supply the appropriate paperwork to the City incident to the series of public hearings, with regard to City of Janesville Urban Renewal Plan Amendment 1 and the Hardwood Estates Urban Renewal Plan. Upon approval of the preliminary plat and modifications of the Janesville Urban Renewal Plan Amendment 1 and the Hardwood Estates Urban Renewal Plan, a Development Agreement can then be entered into with GSH Ventures, LLC. The initial preliminary plat cost estimate was \$548,653. The projected estimated costs, including a 10% contingency on the revised plat, with an alternative rain garden system, is \$654,738.

Maggie Burger informed the City Council once the Janesville Urban Renewal Plan Amendment 1 and the Hardwood Estates Urban Renewal Plan are approved, the City can enter into a Development Agreement with GSH Ventures, LLC. The Council can review and consider an increase in the original proposal for the \$148,136 (rounded up figure of \$150,000) of TIF rebates or leave as is. Ms. Burger stated the TIF rebate for the Developer could be increased to \$160,000 (approximate 27% of revised cost) or \$208,000 (approximate 35% of revised cost) if the Council chooses to do so. Based on prior conversations and wishes of the Council, it is her recommendation to stay at or within the 27% - 35% range on TIF Rebates to the Hardwood Estate's Developer. As was previously

discussed, with more Phases to come in this development, different terms can be negotiated on future Phases, and may be based on the performance of the Developer.

Ms. Burger discussed the need for the City to increase water and sewer rates to finance the improvements with regard to the SRF loan for the Barrick Road Water Improvement Project in the amount of \$708,000, additional annual costs associated with the purchase of bulk water from Central Iowa Water Association (CIWA) in the amount of \$80,000, and improvements with regard to the proposed 7th Street Lift Station Project in the amount of \$675,000 - \$800,000. Ms. Burger has recommended a water increase of \$10 per month as a new debt service fee for the Barrick Road Water Improvement Project. The Council also needs to consider a 45% increase in base water rates due to the additional costs with bulk water purchased through CIWA and their anticipated 1% - 3% annual increases per the contract agreement. She recommended the Council, at a minimum, consider an increase of 20% this year, and then a 15% and 10% increase annually over the next two years with an approximate 3% increase each year thereafter or an increase of 45% this year and a 3% annual increase thereafter.

Ms. Burger also recommended an immediate 2% - 3% increase in sewer base rates and to hold off on an additional sewer rate increase until the city enters into a contract, with confirmed costs, with a general contractor for the construction of the 7th Street lift station. That cost is currently estimated at \$675,000 - \$800,000.

The Council will further review and consider the above-recommended rate increases at their next meeting, scheduled for Monday, June 12, 2017 and authorize the City Attorney to draw up the appropriate ordinances.

Motion by Council Member Hanson and seconded by Council Member Stapleton to approve the hiring of Payton Thompson as the 2nd – 6th grade Softball Assistant Coach, effective May 15, 2017 for the 2017 season at a wage of \$7.25 per hour for a maximum of 150 hours and to correct Summer Recreation Director, Molly Bolt's wages from \$9.71 per hour to \$10.00 per hour for a maximum of 68 hours, effective April 11, 2017. Motion carried.

Virginia Robinson, contracted Human Resource Specialist, distributed copies of the proposed Statement of Policy/Procedures Manual to the Mayor, Council Members, and provided additional copies for the city's full-time employees. The full-time employees were asked to review the manual, highlight and make individual comments, and return the manual to the City Clerk. Ms. Robinson will collect the manuals and summarize the employees' comments for further discussion with the Policy Committee (Mayor Carroll and Council Members Reid and Stapleton) and employees. It is hoped a final proposal will be ready for Council review and consideration at their regular meeting, scheduled for Monday, June 12, 2017.

Motion by Council Member Robinson and seconded by Council Member Stapleton approving to adjourn. Motion carried. Meeting closed at 7:40 p.m.

ATTEST: _____ MAYOR: _____