

**CITY OF MONONA**  
**Regular Council Meeting**  
**Monday, March 5, 2018**

The Monona, Iowa, City Council met in regular session Monday, March 5, 2018 at 6:00 P.M. at Monona City Hall. Mayor Lynn Martinson presided with Dan Havlicek, Andrew Meyer, Doug Bachman, Heather Lange and Preston Landt present.

Guests Present: Paul Rasmussen (Monona Airport) and Greg Schiller (city attorney).

1) Approve Consent Agenda

Moved by Meyer, seconded by Landt, to approve consent agenda as listed. Carried Unanimously.

- Agenda
- Council Minutes ~ February 19, 2018
- Warrants/Prepaid Expenses
- Darby Family Aquatic Center Endowment ~ January 31, 2017 Fund Activity Statement

Prepaid

<b>Library</b>	
Alliant Energy Elec. ....	\$388.00
Baker & Taylor, Inc. Books.....	\$602.90
Employee January Reimburse ....	\$92.94
Black Hills/Iowa Gas Utility Gas ..	\$111.00
City Laundering Co.	
Cleaning Supplies.....	\$128.35
Demco, Inc Summer Reading ...	\$353.71
Micromarketing Associates	
Audio Books.....	\$68.97
Mid-America Publishing Corp.	
Ad & Subscription .....	\$70.20
Midamerica Books Books.....	\$152.65
Monona Chamber & Ec. Dev.	
2018 Membership.....	\$50.00
Neit Phone Service.....	\$41.50
North Iowa Times Advertising.....	\$44.40
Oriental Trading Company	
Story Hour .....	\$69.81
<b>**** Report Total ****</b> .....	<b>\$2,174.43</b>

Prepays

Aflac Aflac-Pretax .....	\$263.06
Allamakee-Clayton Elct Coop	
Electric Service.....	\$89.00
Alliant Energy	
Electric Service.....	\$9,668.54
Bob's Lawn Care	
3 Parks Weed Control .....	\$1,180.37
City Of Monona	
Hlth Ins-Pretax.....	\$1,084.82
Electronic Engineering	
Electrica For New Squa.....	\$2,543.95
Freedombank Fed/Fica Tax....	\$4,333.32
Grafix Shoppe	
Graphics For 2018 Ford .....	\$396.04
Hsa Insurance .....	\$75.00
Hsa Insurance .....	\$50.00
Hsa - Employee.....	\$100.00
lpers Police lpers.....	\$5,123.27
Kwik Trip Fuel .....	\$260.02
Marco, Inc. Copier Maint. ....	\$189.58
Mid-American Publishing Corp.	
Adv. - Winter Park.....	\$84.60
Monona Post Office Jan. Bill .....	\$210.56
Peopleservice	
Contract Fee.....	\$10,683.00
Region 1 Awwa	
Waterworks Training.....	\$75.00
Treasurer State Of Iowa January Sales	

Tax .....	\$2,543.00
U.S. Cellular Phone Service.....	\$324.83
Usda Rural Development	
Gardenview Loan .....	\$8,453.00
Wellmark BI Cross BI Shield	
Premium .....	\$10,742.35
<b>**** Report Total ****</b> .....	<b>\$58,473.31</b>

Warrants

Black Hills/Iowa Gas Utility	
Gas Service.....	\$1,843.27
Casey's Gen.Store Inc Fuel.....	\$1,720.40
Casper Plbg. & Htg., Inc. Community Center Furnance.....	\$125.00
City Laundering Co.	
Cleaning Supplies.....	\$90.26
Employee Servsafe Training.....	\$150.00
Conocophillips Fuel.....	\$120.13
Croell, Inc. Concrete.....	\$562.50
Denise M. Young	
Stop Sign Placement.....	\$240.00
Culligan Salt .....	\$18.50
Data Technologies, Inc	
Spring Training .....	\$95.00
Dearborn National Life Ins.	
Co Insurance .....	\$201.00
Delta Industries, Inc. Cabinet Fan for Clarifier Buil.....	\$1,159.90
Fehr Graham Oak Street Sewer Extension.....	\$3,149.50
Ferguson Waterworks	
#2516 1" Meter .....	\$368.07
Fisk's Farm & Home Supply	
February Supplies .....	\$330.31
Freedombank	
Garden View Loan.....	\$6,225.70
Havlicek Trucking, Inc.	
Antifreeze.....	\$47.60
Iowa Assn. of Municipal Utilit	
2018/2019 Dues .....	\$655.84
Iowa Dept of Public Health	
Pool/Waterslide Dues .....	\$70.00
Iowa One Call Locates .....	\$0.90
Jim Wagner Stripe White	
Police Squad .....	\$50.00
Kann Manufacturing Cylinder .....	\$770.80
KCTN Bridal ad for Comm. Ctr...	\$100.00
Mid-America Publishing Corp.	
Adv - Minutes.....	\$786.96
Monona Post Office	
First Class Presort Fee.....	\$225.00
Mracek Plbg.,Htg. & Elec.,Llc Roof Air Handler Pretreatment .....	\$1,086.40
T & K Cahoon Napa Auto Parts	
Rtu Ext Life Gal .....	\$7.99
Neit Phone Service.....	\$535.47
One Call Now 12 Mo. Renewal ....	\$62.05
Orkin Exterminating Company In	
Termites - Boyscout House.....	\$24.76
Palmer Electric	
City Park Lights .....	\$1,173.63
Paul Rasmussen	
2 Airport Signs .....	\$149.44
Rite-Price Office Supply	
Copy Paper.....	\$64.00
Schiller Law Office Legal Fees...	\$495.20
Truck Country of Iowa Mirror .....	\$101.11
Upper Explorerland Regional	
Payment Request #16.....	\$3,035.68
Usa Bluebook Peristaltic Pump	
W/ 4.20 Ma .....	\$1,084.35
Veenstra & Kimm, Inc.	
Engineering Fees .....	\$871.68
Waste Management-Lacrosse	
Recycling.....	\$3,157.56
Weber Paper Company Cleaning	
Supplies.....	\$122.73

Williams Carpet Cleaning February Cleaning .....\$198.88  
 Winneshiek County Sanitary Lan Landfill Fees.....\$2,759.00  
**\*\*\*\* Report Total \*\*\*\*.....\$34,036.57**

2) Hearing of Delegations: None

3) Monona Airport Report

Monona airport director Paul Rasmussen discussed written report regarding airport operations and activities during 2017. Rasmussen explained various improvements that were made to the airport facility including: a) volunteers replaced old fence around parking lot with new fiberglass fencing, b) new main hangar door lock was replaced, c) new pilot's lounge window was installed, d) runway lighting upgrades were made with more efficient longer lasting LED lamps and e) installation of two (2) new wayfinding signs directing motorists to airport. Other activities included: a) Chad Davis replaced Rogeta Halvorson on airport board, b) Brian Meyer mowed airport complex grass and rolled runway, b) fly-in breakfast event was not held in 2017, unsure if there will be 2018 event, c) local EAA Chapter 368 was dissolved, d) pilot's lounge roof needs additional work and e) liability insurance was renewed for another three (3) year period.

At conclusion of comments and questions, Rasmussen thanked city council for their support and city administrative staff for preparing periodic financial reports, recording fuel sales and processing monthly hangar rent billing.

4) Approve Contribution for Clayton County Tourism Marketing Campaign

Moved by Havlicek, seconded by Landt, authorizing an appropriation of \$500 to Clayton County Tourism Marketing Campaign for FY2018-2019 per city Budget. Carried Unanimously.

5) Status of City Park Restroom Improvement Project

Proposed list of components for New City Park Restroom improvements as discussed in project committee meeting held February 16th was reviewed. Committee is scheduled to meet again Wednesday, March 7th at 3:45P.M. to determine next steps with the project.

Restroom Walls ~ Split Faced Concrete Block:

- exterior building dimensions ~ 12' x 24'
- interior dimensions ~ 10'8" x 11' per bathroom
- lower 4' would be natural color, block would be same as Bandstand
- block above 4' level would be tinted (color yet to be determined)
- 1.5" - 2" transition ledge would separate natural color block from tinted block
- interior block walls would be smooth w/ epoxy paint
- glass block windows ~ 3 courses of glass block above 6' level

Roof Structure:

- hip roof rafters
- 4:12 roof pitch
- 4' roof overhang (soffit) would extend beyond all 4 sidewalls

- recessed lighting in soffit
- no eave troughs, gutters or down spouts
- 5'wide concrete sidewalk would wrap around entire perimeter of Restroom
- metal shingles w/ weathered wood shingle appearance

Misc.

- stainless steel & porcelain bathroom fixtures and diaper changing station
- auto ceiling lighting, electric hand dryer, electric ceiling fan
- concrete floor sealer
- map/sign 'Kiosk' placed between Restroom and Bandstand

6) Consider Street Surface Replacement of 100 Block of North Page Street

Mayor and city council members again talked about replacing severely deteriorated concrete street surface located on North Page from Center Street, through North Street intersection, and terminate at Canadian Pacific Railroad ROW. It was consensus of council to obtain price quotes from local contractors for removing existing concrete street surface as identified on proposed project site map and replace with new Portland Concrete Cement (PCC) including new class 5 gravel base material.

7) PUBLIC HEARING: FY2018-2019 City Budget & Property Tax Levy

Mayor Martinson opened the public hearing at 6:47 P.M. to hear comment on proposed FY2018-2019 City Budget and Property Tax Levy for period ending June 30, 2019.

City administrator provided proof of Hearing Notice as published in 'The Outlook' on February 21, 2018 as required. All proposed revenues and expenditures for entire city budget were identified in the notice. Canton explained specific dollar amounts associated with proposed property tax levy of \$599,798 and where levy dollars fit into overall budgeted revenues. He said that over half of the revenue for the General Fund (GF) comes from property taxes while revenue for the enterprise funds like sewer, water and garbage are received from utility charges/fees. FY2018-2019 property tax amount as proposed would reflect a tax levy rate of \$14.67835 per \$1,000 of valuation compared to \$14.47486 in FY2017-2018. He concluded his comments by saying that no written or oral objections were received at city hall prior to the public hearing.

Hearing no further comments concerning the Budget, Mayor Martinson declared the public hearing closed at 6:52 P.M.

8) Adopt Resolution No. 2018-11 Adopting City Budget & Property Tax Levy

Moved by Bachman, seconded by Havlicek, to Approve Resolution No. 2018-11 Adopting FY2018-2019 Budget and Certification of City Taxes as proposed. Roll Call Vote: Ayes – Five (5). Nays – None. Resolution was adopted. Budget Certification Resolutions would be submitted to Clayton County Auditor's Office by March 15th and uploaded to

Iowa Department of Management (DOM) website as required.

9) Ordinance No.395-18 Amending Ordinance Provisions Pertaining to Water Rates

At previous meeting city council approved First Reading of Ordinance No. 395-18 Amending Provisions Pertaining to Water Rates. Proposed water rate schedule which included a minimum charge for water consumption up to 1,000 gallons whereby the monthly fee would be increased from \$12.00 to \$14.00. The incremental fee for each additional 1,000 gallons was adjusted from \$3.41 to \$3.75. It was again mentioned that total water fee would increase from approximately \$2.50 to \$3.00 per month for a typical Monona residential utility account.

Approve Second Reading & Waive Third Reading: After brief review of proposed water rate numbers, it was moved by Meyer, seconded by Bachman, to approve Second Reading and Waive Third Reading of Ordinance No.395-18 Amending Ordinance Provisions Pertaining to Water Rates. Carried Unanimously.

Adopt Ordinance No.395-18: Moved by Meyer, seconded by Bachman, to Adopt Ordinance No.395-18 Amending Ordinance Provisions Pertaining to Water Rates Roll Call Vote: Ayes – Five (5). Nays – None. Ordinance was adopted. Ordinance would be effective upon publication in The Outlook Wednesday, March 14, 2018.

10) Accept Price Quote for Painting Exterior of Garden View (GV) Sr. Living Building

Price quotes were received of Brinks Professional Painting, Inc. and Brenen's Painting in amount of \$32,386 and \$28,500 respectively for painting entire exterior of GV building with Sherman Williams Emerald Acrylic Flat K47 Series Paint. Moved by Havlicek, seconded by Landt, to accept price from Brenen's Interior & Exterior Painting as quoted. Carried Unanimously.

11) Recreational Trail Project ~ Bid Letting & Construction Timetable

Administrator Canton submitted timetable as prepared by city engineer Jon Biederman for construction of recreational trail from Gateway Park to Monona Butte Garden and Trail. It was mentioned that Biederman would attend next regular council meeting to finalize preliminary design plans and obtain council approval to proceed with project bid letting.

Project Time Table: Approve Preliminary Design Plans: March 19, 2018; Authorize Notice to Bidders: March 19, 2018; Advertise for Bids: March 26, 2018 – April 12, 2018; Authorize Public Hearing Notice: April 2, 2018; Bid Letting: April 12, 2018; Hold Public Hearing Approving Final Plans: April 16, 2018; Award Construction Contract: April 16, 2018; Approve Contract Documents: May 7, 2018; Authorize Notice to Proceed: May 7, 2018; Construction Period: May 15, 2018 – September 30, 2018; Project Completion: September 30, 2018; Project 'Close Out': October 1, 2018

12) Oak Street Sanitary Sewer Extension Project ~ Bid Letting & Construction

Timetable

Administrator Canton submitted timetable as prepared by city engineer Jon Biederman for constructing sanitary sewer 150' from Oak Street to East Side of South Main Street Right-of-Way (ROW), 550' North in Main Street ROW and 80' South in Main Street ROW. It was noted that Biederman would attend next regular council meeting to finalize preliminary design plans and obtain council approval to proceed with project bid letting

Project Time Table: Approve Preliminary Design Plans: March 19, 2018; Authorize Notice to Bidders: April 2, 2018; Authorize Public Hearing Notice: April 2, 2018; Advertise for Bids: April 2, 2018 – April 12, 2018; Bid Letting: April 12, 2018; Hold Public Hearing Approving Final: April 16, 2018

Plans and Specifications: Award Construction Contract: April 16, 2018 ~ upon receipt of IDNR Permit; Approve Contract Documents: May 7, 2018; Authorize Notice to Proceed: May 7, 2018; Construction Period: May 15, 2018 – July 31, 2018; Project Completion: July 31, 2018; Project 'Close Out': August 31, 2018

Closed Meeting [Pursuant to Iowa Code Section 21.5(1)(c)]

13) Pending Litigation Regarding Abandoned Buildings

Moved by Meyer, seconded by Lange, to close open meeting at 6:30 P.M. Pursuant to Iowa Code Section 21.5(1)(c) to discuss pending legal action with city attorney Greg Schiller related to abatement of two (2) abandoned buildings located on South Main Street. Carried Unanimously.

At conclusion of closed meeting discussion, it was moved by Havlicek, seconded by Landt, to conclude closed session at 6:43 P.M. and reconvene open meeting. Carried Unanimously.

**Open Meeting**

13) Pending Litigation Regarding Abandoned Buildings

Moved by Meyer, seconded by Bachman, to proceed with legal action as discussed with attorney Schiller. Carried Unanimously.

**Mayor/Council/Clerk Notes:**

- Status of proposed 'Annexation Area' adjacent to southeast boundary of Monona
  - Garden View Window Replacement Project is progressing ~ 11 windows have been replaced to date
  - City Park Restroom project committee is scheduled to meet Wednesday, March 7th at 3:45 P.M. in City Hall
  - Police committee would meet following council meeting March 5th
- Hearing no further comments, Mayor Martinson declared meeting adjourned at 7:15 P.M.

Next regular council meeting was scheduled for Monday, March 19, 2018 at 6:00 P.M. at City Hall.

Dan Canton, City Administrator