

PUBLIC NOTICE CITY OF MONONA

**CITY OF MONONA
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 7, 2020**

The Monona, Iowa, City Council met in regular session Monday, December 7, 2020 at 6:00 p.m. at the Monona Community Center. Mayor Eric Koenig presided with Andrew Meyer, Preston Landt, John Elledge, Tim Wright, and Bridget Schlein present

Guests Present: John Jensen (The Outlook), Audrey Posten (NIT), Rogeta Halvorson, Linda Knockel and Linda Landt (MCED), and Max Havlicek, Thaddeus Herold, and Koal Klenk from MFL Mar-Mac School.

- 1) Approve Consent Agenda
Moved by Meyer, seconded by Elledge, to approve consent agenda as listed. Carried Unanimously.
 - Agenda
 - Council Minutes ~ November 26, 2020
 - Prepays/Warrant Expenses
 - Darby Family Aquatic Center Endowment ~ October 2020 Fund Activity Statement
 - Public Works Report ~ November 2020
 - Liquor License Renewal ~ Franklin Street & Outdoor Creations

PREPAID LIBRARY

ALPINE COMMUNICATIONS, LC SECURITY SYSTEM MONITORING	29.95
BAKER & TAYLOR, INC. BOOKS	770.74
CITY LAUNDERING CO. RUGS	64.20
CLAYTON COUNTY LIBRARY ASSOC APOLLO RENEWAL	900.00
CONSUMER REPORTS SUBSCRIPTION - RENEWAL	26.00
GORDON FLESHCOMPANY QUARTERLY CONTRACT ...	34.70
LANDT, HEIDI ZOOM 10/20 - 11/19	16.04
MARCUS PUBLIC LIBRARY LARGE PRINT BOOKS	36.00
DON MARTINDALE LAWN CARE	70.00
MicroMarketing ASSOCIATES AUDIO BOOK	35.99
NEIT PHONE SERVICE	47.89
OVERDRIVE 3 EBOOKS, 2 AUDIOS	114.95
STOREY KENWORTHY/MATT PARROTT LYSOL & ICE MELT	72.46
Total	2,218.92

PREPAIDS

ADAM PARRISH/AMBER GILLEY UB Refund	72.20
AFLAC AFLAC-PRETAX	161.82
ALLAMAKEE-CLAYTON ELECT COOP ELEC SERV	119.44
ALLIANT ENERGY ELEC	8,023.56
UMB BANK NA INTEREST DOWNTOWN PROJECT	6,090.00
BLACK HILLS/IOWA GAS UTILITY GAS SERVICE	619.07
CHELSEY LAMKER UB Refund	125.00
CITY OF MONONA HLTH INS-PRETAX	602.72
CLAYTON COUNTY RECYCLING UB Refund	125.00
DEARBORN NATIONAL LIFE INS. CO LIFE INSURANCE	159.30
FREEDOMBANK PAGE ST IMPROVEMENT 1ST PYMT	12,949.32
GL DODGE CITY, LLC 2016 DODGE CHARGER FR CCSI	6,000.00
gWORKS W2/ 1099/ 1096 FORMS ...	167.72
HSA - EMPLOYEE HSA EMPLOYEE	100.00
HSA - EMPLOYEE HSA EMPLOYEE	80.00
HSA - EMPLOYEE HSA EMPLOYEE	200.00
IOWA FINANCE AUTHORITY PHASE I SEWER	17,246.85
IOWA PUMP WORKS, INC. FLYGT 3127 REPAIR KIT & LABOR	2,426.62
IOWA STATE UNIVERSITY GRANT WRITING 101 FOR CITIES	50.00
IPERS IPERS	4,373.10
JUSTIN GUTKNECHT/JAYNE MILES UB Refund	125.00

MARCO dba GREATAMERICA FINAN COPIER MAINTENANCE	223.86
MONONA POST OFFICE OCT UTILITY BILLING	215.45
NEIT PHONE SERVICE	577.70
PEOPLESERVICE CONTRACT FEE	11,793.00
PHILLIP DEMOSS UB Refund	125.00
TOWN & COUNTRY NOV GARBAGE	11,371.00
TREASURER STATE OF IOWA WATER EXCISE TAX	2,682.00
U.S. CELLULAR PHONE SERV	265.59
USDA RURAL DEVELOPMENT LBCC LOAN	1,058.00
WASTE MANAGEMENT-LA-CROSSE RECYCLING	3,317.80
WELLMARK BL CROSS BL SHIELD PREM. DEC.	6,963.19
WEX BANK FUEL	565.08
TOTAL	98,974.39

WARRANTS

ACCOUNT LIQUIDATION SRVS INC COLLECTIONS ON UTILITY BILLING	147.45
BIRDNOW CHEVROLET '04 CHEVY OIL/ DRYR FILTR/BULB	547.13
BODENSTEINER IMPLEMENT COMPANY 2016 JD TRACTOR OIL & FILTER	23.01
BODLEY EQUIPMENT & REPAIR SIGN REWELD FRAME	51.75
BROWN SUPPLY CO. INC 6' RH CURB BUMPER GUARD	75.00
CITY LAUNDERING CO. CLEANING SUPPLIES	49.12
CLAYTON COUNTY DEVELOPMENT GRP 20/21 MEMBERSHIP/ ANNUAL ALLOC	2,500.00
Denise M. Young STOP SIGN PLACEMENT	172.50
TRACY DECKER FALL TIF REBATE	1,147.05
DISPLAY SALES LED BULBS CHRISTMAS LIGHTS	129.00
DORSEY & WHITNEY LLP LEGAL FEES 4 PAGE ST IMPRVMT	6,767.50
FEHR GRAHAM PAGE ST ENGINEERING ...	253.75
FISK'S FARM & HOME SUPPLY SUPPLIES/SALT/ COVID CLEANING	330.91
HACKETT'S PORTA POTTY RENTAL RENTALS	360.00
SCOTT HAGEMAN FALL TIF REBATE	1,965.13
HALPIN TIRE SERVICE 2020 FREIGHTLNR SIFP NEW TIRES	253.20
HANGARTNER CONST. & TREE SERVICE TREE TRIMMING & WOOD CHIPS	1,725.00
HEINS, FREDERICK J. PROP TAX REBATE PER ANNEX 1ST	54.53
HEYING, CRAIG FALL TIF REBATE	1,147.05
WES HEYING FALL TIF REBATE 2 DEVELOPER	6,488.35
IOWA ASSN. OF MUNICIPAL UTILIT NISA 4TH QTR DUES OCT-DEC	583.27
IOWA CODIFICATION, INC. LEGIS UPDT 408-20/ 409-20/410-2	1,043.00
IA DEPT OF TRANSPORTATION CALCIUM CHLORIDE & ICE MELT	1,632.80
IOWA ONE CALL LOCATES	46.80
IOWA PUMP WORKS, INC. SERVICE AGREEMENT ...	1,765.00
J & R SUPPLY, INC. HYDRANT S. EGBERT/ WALNT CAR ACC	4,214.50
MB CONSTRUCTION, INC. GATEWAY PLAYGRD PATH 10/15	5,345.00
MCGLAUGHLIN, WAYNE FALL TIF REBATE	1,019.60
MID-AMERICA PUBLISHING CORP. FINANCIAL REPORT YE JUNE 2020	594.19
MONONA COMPUTER SERVICES FIREWALL JUN-OCT/ MSOFFICE X3	1,013.20

MRACEK PLBG., HTG. & ELEC., LLC FURNANCE FILTERS X12	264.96
T & K CAHOON NAPA AUTO PARTS SOCKET SET	59.99
NORTHEAST IA RC&D EDIT & RESUBMIT REAP GRANT APP	500.00
PALMER ELECTRIC SUBMERSIBLE PUMP ...	1,713.84
SCHILLER LAW OFFICE LEGAL FEES	429.40
SCHULTZ SIGN COMPANY DOOR SIGNS	80.00
STOREY KENWORTHY/MATT PARROTT PAPER & OFFICE SUPPLIES	158.50
SUPERIOR BUILDING CENTERS GATEWAY KIOSK	2,040.34
TIMES-REGISTER dba Morris News POLICE OFFICER HW AD ...	92.00
TOWN & COUNTRY DEC GARBAGE	11,371.00
TREASURER STATE OF IOWA WATER EXCISE TAX	1,834.00
USA BLUEBOOK 1 BX XL CUFF 12MIL GLOVES	27.00
VEENSTRA & KIMM, INC. ENGINEERING FEES KWICK STAR	1,255.50
WASTE MANAGEMENT-LA-CROSSE RECYCLING	3,317.80
WILLIAMS CARPET CLEANING JANITORIAL SERVICES/ CC/CH/LIB	179.04
Total	64,768.16

2) Hearing of Delegations None
 3) Monna Fire Department November Report
 Fire Chief, Dave Smith, did not submit a report for November due to COVID and limited meetings. New fire truck will be delayed at least another 30 days.
 4) Consider/Approve \$12,000 Contribution for 2021 to MCED
 Proposed MCED Budget for Calendar Year (CY) 2021 was provided for council review. It contained budget vs. actual for 2018 and 2019. 2020 only included budget vs. estimates. Administrator Collins asked for a P & L through November but MCED did not have back from accountant so actuals through October were attached for the council. Budgeted revenues and expenditures for period January 1 through December 31, 2021 were briefly discussed with MCED board chairperson Linda Knockel and director Rogeta Halvorson. An appropriation of \$12,000 was again requested from city of Monona, same as current (CY) 2020 Budget. At conclusion of comments and questions, it was moved by Landt, seconded by Meyer, to appropriate \$12,000 from city funds to MCED for (CY) 2021 as requested. AYES ~ 4, NAYS ~ 1 Motion Carried.
 5) Consider Appointment of Nicolas Matelski as a Full-Time Monona Police Officer
 Upon the recommendation of police Chief Jo Amsden, it was moved by Landt, seconded by Elledge, to hire Nicolas Matelski as a full time Monona Police Officer effective no sooner than December 22, 2020 at wage rate noted on police department pay scale. Carried Unanimously
 6) Consider Updating Police 2012 Pay Scale/Step Program
 Administrator Collins explained that the police department was still operating under a PAY SCALE/STEP PLAN that was approved on July 2, 2012. It was mentioned in the minutes of July 2, 2018 that modifications to the program would be reviewed at a future city council meeting. After much discussion on the actual concept of setting wages for the next five years it was tabled so the police board could reevaluate the program and come up with something new.
 7) Approve Resolution 2020-26 Authorizing and Directing the City Clerk/Treasurer to Write-Off Certain Utility Accounts as Uncollectible
 Administrator Collins informed the council that the city had eleven utility accounts that she would like to advise the council to write-off as uncollectible. These accounts total

\$520.86 and the city staff has made every reasonable and numerous attempts to contact these customers about their past-due accounts. After some discussion of the steps the city takes to collect delinquent accounts; it was moved by Elledge, seconded by Schlein to write off the eleven accounts totaling \$520.86. Roll Call Vote: Ayes ~ Five, Nays ~ None. Resolution was adopted.

8) Approve Resolution 2020-27 to Participate in Urban Revit Program
 Upon review of building permit information as submitted by Adam and Heather Ewing, it was moved by Meyer, seconded by Wright, to Adopt Resolution No.2020-27 Approving Eligibility & Participation in Monona Urban Revitalization Property Tax Abatement Program for construction of a three-car attached garage with mudroom and ½ bath located at 104 Kregel Street. Roll Call Vote: Ayes ~ Five, Nays ~ None. Resolution was adopted.

9) Approve Resolution 2020-28 Adopting 125 Premium Only Plan
 Administrator Collins explained that city council is required annually, by Internal Revenue Service (IRS), to amend Monona Section 125 Premium Only Plan by formal resolution and retain on file at city hall. Resolution as prepared authorizes city employees to make pre-tax contributions toward city health plan costs as well as pre-tax contributions to an employee Health Savings Account (HSA). Moved by Meyer, seconded by Schlein, approving Resolution No.2020-28 Adopting Monona Section 125 Premium Only Plan. Roll Call Vote: Ayes ~ Five, Nays ~ None. Resolution was adopted.

10) Discuss School Stop Sign Placement

On December 2, 2020, the city administrator received a notice from Denise Young to terminate her "Work for Hire Agreement" dated August 21, 2009. She stated that as of January 4, 2021, she would no longer be placing the stop signs at the crosswalks. Administrator Collins explained that the contract paid \$1.25 per sign moved. This amounts to \$15.00 per day. Administrator Collins stated that she had talked with the Police Chief and the Public Works director to see if they would mind handling the sign placement till the end of the school year. The police said they would do the afternoons if the city workers would do the morning. The city workers said they would give it a try. After some more discussion it was moved by Meyer, seconded by Wright, to have the city workers put the stop signs out in the morning and the police department to put them out in the afternoons. The council would reevaluate at the end of the school year. Carried Unanimously.

11) Review Budget Calendar for Preparation of FY 2021-2022 City Budget
 A budget calendar provided by Iowa League of Cities was made available. Important dates were noted for preparing FY2021-2022 city budget including holding special council meetings and workshops, conducting required public hearings, adopting final city budget, and certifying said budget to Clayton County auditor by March 31, 2021. It was suggested council hold first budget workshop meeting in January 2021.

Mayor/Council/Clerk Notes:
 • Discussed changing vacation carryover policy
 • Discussed copier lease that was coming to an end
 • Discussed library railing issue
 Hearing no further comments, Mayor Koenig declared meeting adjourned at 7:11 p.m.
 Next regular council meeting was scheduled for Monday, December 21, 2020 at 6:00 p.m. at the Monona Community Center if social distancing was still required.

Barbara Collins,
 City Administrator

Published December 16, 2020 in The Outlook, Monona.

PUBLIC NOTICE DISTRICT COURT FOR CLAYTON COUNTY

THE IOWA DISTRICT COURT FOR CLAYTON COUNTY
 IN THE) **CASE NO.**
 MATTER OF) **ESPR007349**
 THE ESTATE) **NOTICE OF**
 OF) **PROBATE OF**
 LAVONNE) **WILL, OF**
 A. MEYER,) **APPOINTMENT**
 Deceased.) **OF EXECUTOR,**
) **AND NOTICE**
) **TO CREDITORS**

To All Persons Interested in the Estate of LAVONNE A. MEYER, Deceased, who died on or about October 31, 2020:

You are hereby notified that on December 4, 2020, the last will and testament of LAVONNE A. MEYER, deceased, bearing date of October 8, 2009, *Codicil, July 21, 2011, was admitted to probate in the above named court and that Marlys M. Meyer was appointed executor of the estate. Any action to set aside the will must be brought in the district court of said county within the later to occur of four months from the date of mailing of this notice to all heirs of the decedent and devisees under the will whose identities are reasonably ascertainable, or thereafter be forever barred.

Notice is further given that all persons indebted to the estate are requested to make immediate payment to the undersigned, and creditors having claims against the estate shall file them with the clerk of the above named district court, as provided by law, duly authenticated, for allowance, and unless so filed by the later to occur of four months from the date of the second publication of this notice or one month from the date of mailing of this notice (unless otherwise allowed or paid) a claim is thereafter forever barred. Dated December 7, 2020.

/s/ Marlys M. Meyer
 Executor of estate
 Address: 2545 Crabtree Avenue,
 Woodridge, IL 60517

*Designate Codicil(s) if any, with date(s).

Gregory J. Schiller, ICIS# 8401
 Attorney for executor
 Schiller Law Office

Dated of second publication: December 23, 2020.

Published December 16 and December 23, 2020 in The Outlook, Monona.

PUBLIC NOTICE CLAYTON COUNTY BOARD OF SUPERVISORS

DECEMBER 1, 2020

Meeting of the Clayton County Board of Supervisors at 600 Gunder Road NE, Elkader, Iowa. Present: Steve Doepcke, Sharon Keehner, and Ray Peterson
 Guests -- In Person: Myron Phelps, Rafe Koopman; Electronic -- Sarah Moser, Patti Ruff, Jean Gage, Linda Zuercher, Brittany Hubanks, Stacey Killian, Mike Tschirig, Peggy Lane

Keehner moved, Doepcke seconded to approve the minutes of the November 24, 2020 meeting. Ayes: Doepcke, Keehner, Peterson. Motion carried.

Doepcke moved, Keehner seconded to approve the claims as presented totaling \$83,678.55. Ayes: Doepcke, Keehner, Peterson. Motion carried.

Stacey Killian and Brittany Hubanks with Visiting Nurses' provided an update on the COVID-19 pandemic and the upcoming staffing changes. There was discussion regarding leave us for COVID, quarantine, and symptoms related to COVID. Keehner moved, Doepcke seconded to allow for use of sick leave for quarantine purposes if not applicable for COVID leave. Ayes: Doepcke, Keehner, Nays: Peterson. Motion carried.

Attest:
 Ray Peterson
 Chairperson, Board of Supervisors
 Jennifer Garms
 Clayton County Auditor

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PUBLIC NOTICE CLAYTON COUNTY BOARD OF SUPERVISORS

NOVEMBER 24, 2020

Meeting of the Clayton County Board of Supervisors at 600 Gunder Road NE, Elkader, Iowa. Present: Steve Doepcke, Sharon Keehner, and Ray Peterson
 Guests -- In Person: Myron Phelps, Rafe Koopman; Electronic -- Molly Scherf, Patti Ruff, Jenna Pollock, Michelle Dikkers, Linda Zuercher, Sarah Moser, Brittany Hubanks, Stacey Killian, Sue Meyer

Doepcke moved, Keehner seconded to approve the minutes of the November 17, 2020 meeting. Ayes: Doepcke, Keehner, Peterson. Motion carried.

Doepcke moved, Keehner seconded to approve the claims as presented totaling \$73,121.52. Ayes: Doepcke, Keehner, Peterson. Motion carried.

Keehner moved, Doepcke seconded to approve maintenance work to leased crop ground including sinkhole fill and tiling. Ayes: Doepcke, Keehner, Peterson. Motion carried.

There was discussion with Engineer Rafe Koopman regarding purchasing crushed stone. Advertisement for bids will occur.

Doepcke moved, Keehner seconded to approve the Advantage Administrators Health Flexible Spending Account from \$500 to \$550. Ayes: Doepcke, Keehner, Peterson. Motion carried.

Keehner moved, Peterson seconded to approve the purchase of a John Deere X738 Tractor with mower deck and snow blower attachment for \$11,250 after trade-in. Ayes: Keehner, Peterson. Nays: Doepcke. Motion carried.

Stacey Killian and Brittany Hubanks with Visiting Nurses' provided an update on the COVID-19 pandemic and the upcoming staffing changes. Dr. Michelle Dikkers provided comments from the medical perspective.

Attest:
 Ray Peterson
 Chairperson, Board of Supervisors
 Jennifer Garms
 Clayton County Auditor

Published December 16, 2020 in The Outlook, Monona.