

**PUBLIC NOTICE  
CLAYTON COUNTY BOARD OF SUPERVISORS**

**DECEMBER 15, 2020**  
Meeting of the Clayton County Board of Supervisors at 600 Gunder Road NE, Elkader, Iowa. Present: Steve Doeppke, Sharon Keehner, and Ray Peterson  
**Guests -- In Person:** Rafe Koopman, Shirley Christianson, Terry Puelz, Tom Gifford, Bruce Schultz, Mike Beck, JJ Rochford, Electronic – Jean Gage, Sarah Moser, Brittany Hubanks, Stacey Killian, Sue Meyer  
Doeppke moved, Keehner seconded to approve the minutes of the December 8, 2020 meeting. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Keehner moved, Doeppke seconded to approve the claims as presented totaling \$311,804.27. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Keehner moved, Doeppke seconded to approve state funded installation of wiring and cabling for the updated Clerk of Court phone system. Ayes: Doeppke, 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 on recommended changes (including pH, calibration, autodialing) related to the sewer lagoon located at Scenic Acres.  
Keehner moved, Doeppke seconded to approve additional meetings, for a total of eight, for Sperry Township in 2021, if needed. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
The Board worked on the FY2022 County Budget.  
Bruce Schultz, JJ Rochford, Tom

Gifford, and Mike Beck presented the Clayton County 2021 Insurance Renewal with an overview of Iowa Communities Assurance Pool (ICAP) coverage. Doeppke moved, Keehner seconded to approve and authorize the chair to sign the 2021 Insurance Renewal for \$234,397.00 (no voucher). Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Keehner moved, Doeppke seconded to approve applications for 2020 Homestead Credit and Military Exemption as recommended by Assessor Andy Loan. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Doeppke moved, Keehner seconded to approve applications for 2020 Disabled Veteran's Homestead Credit as recommended by Assessor Andy Loan. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Keehner moved, Doeppke seconded to approve applications for 2020 Business Property Tax Credit as recommended by Assessor Andy Loan. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Doeppke moved, Keehner seconded to approve the 2020 Family Farm Credit applications. Ayes: Doeppke, Keehner, Peterson. Motion carried.  
Attest:  
Ray Peterson  
Chairperson,  
Board of Supervisors  
Jennifer Garms  
Clayton County Auditor  
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**PUBLIC HEARING  
CLAYTON COUNTY  
BOARD OF  
SUPERVISORS**

**NOTICE OF PUBLIC HEARING FOR CLASS C CLASSIFICATION**  
The Clayton County Board of Supervisors will conduct a public hearing on the following proposed Class C Classification on Jan 12, 2021 at 10:00 AM in their office at 600 Gunder Rd, Elkader, Iowa. Notice is in accordance with Iowa Code Chapter 331.305. Members of the public are encouraged to make oral or written statements regarding the proposed Class C Classification.  
That "Concord Ave", originally established as Road 221NS in August 10,1866 (See Road Record Volume 3, page 70) and it's alteration established as Road 560 NS in January,1881(see Road Record Volume 3, page 433) lying in Sections 23 of T94N, R6W of Clayton County, Iowa, be reclassified to a Level C Road. The intention of this reclassification is to change the entirety of Concord Ave to Class C Classification.  
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**PUBLIC NOTICE CITY OF MONONA**

**CITY OF MONONA REGULAR COUNCIL MEETING MONDAY, DECEMBER 21, 2020**

The Monona, Iowa, City Council met in regular session Monday, December 21, 2020 at 6:00 p.m. in the Monona Community Center. Mayor Eric Koenig presided with John Elledge, Bridget Schlein, Andrew Meyer, Preston Landt and Tim Wright present.

**Guests Present:** Jared Burkle, (PeopleService), Jo Amsden (Monona Police Chief), Nick Matelski (Monona Police Officer), John Jensen (The Outlook), Audrey Posten (North Iowa Times), Daria Kelchen (Clayton County Development), Rogeta Halvorson (MCED) and HB Daviss (SA Computer Solutions)

**1) Approve Consent Agenda**  
Moved by Elledge, seconded by Meyer, to approve consent agenda as submitted. Carried Unanimously.

- Agenda
- Council Minutes ~ December 7, 2020
- Treasurer/Budgetary Reports ~ November 2020
- Library Report ~ November 2020
- Little Bulldog Child Care Report ~ November 2020
- Utility Billing Reconciliation ~ November/December 2020
- Liquor License Renewal ~ Quillin's Quality Foods

**2) Hearing of Delegations**  
None.

**3) PeopleService Report**  
PeopleService operator Jared Burkle discussed written Operations and Maintenance (O&M) reports and activities for Water and Wastewater Departments through November 2020.

- Water O&M**
- Repaired a leaking fluoride injection valve. Randy helped to shut off water while the valve was replaced.
  - Finished the fall flushing of fire hydrants throughout the system.
  - Changed the pressure valve on water heater at Well #2.
  - Wastewater O&M
  - Emptied and cleaned the west clarifier due to low flows.
  - Found the EQ wet well transducer at the wastewater plant acting erratically. Pulled and cleaned but it did not help. Automatic Systems will come and take it in for repair.
  - New council person, Bridget Schlein, toured the facility.

Wastewater inspection was completed in November by the DNR. This inspection is done every four years. The city will be written up for all bypassing that has occurred since 2016. Jared strongly recommended that the council get a plan-of-action together on how they are planning on dealing with the ongoing bypassing issues.

**4) People Service Budget Items for 2021/2022**  
PeopleService operator Jared Burkle discussed items that he felt should be considered for the 2021/2022 upcoming budget.

**Water**  
Continue to save money to pull Well #3 in the 2022/2023 budget year. The well was last pulled in 2011 and it is recommended to be pulled every 6 to 10 years. Jared estimated the cost to be around \$45,000 to \$50,000.

**Wastewater**  
Jared recommends starting a yearly manhole rehab. This would help to cut down on the infiltration that is making its way to the wastewater treatment plant as well as helping keep the sewer mains clear of bricks that continue to fall into the mains. One manhole rehabilitation cost is roughly \$2,500 to \$3,000 depending on the depth. He recommends doing ten a year at a cost of around \$30,000

Another item needed to help find the problem areas with infiltration is to have RCT clean and televise sewer lines again this budget year. The current price is \$1.87 per foot to clean and televise. Jared would like the council to approve \$15,000 to \$20,000 for the cleaning and televising.

The council will consider these recommendations at their upcoming budget meeting.

**5) Police Report**

Police chief Jo Amsden briefly reviewed November 2020 monthly police activity summary. Most of the thefts are due to gas drive offs.

**6) Administer Oath of Office to New Police Officer**

Mayor, Eric Koenig, administered Oath of Office to new police officer, Nick Matelski.

**7) Review/Approve Resolution No. 2020-29 Updating Police Department Pay Scale**

The current police department Pay Scale/Step Plan was adopted July 2, 2012. At the last council meeting it was decided to do away with the Step Plan and just have a basic pay scale for police officers and reserve officers. From information present by councilman John Elledge, a resolution was drawn up and after much discussion it was moved by Elledge, seconded by Schlein to approve Resolution 2020-29 Updating the 2012 Police pay scale. Roll Call Vote: Ayes ~ Five, Nays ~ None. Resolution was adopted.

**8) Consider Annual \$2,500 Donation to Clayton County Development Group for FY 21/22**

Daria Kelchen, Executive Director, of the Clayton County Development Group handed out a folder the contained material on what a partnership with the CCDG makes possible. Information on the CCDG Revolving Loan Fund Program, tourism by county, marketing campaign and many other things that the CCDG works on every year for Clayton County. After questions and comments, it was moved by Meyer, seconded by Wright to approve the \$2,500 donation to Clayton County Development Group for fiscal year 2021/2022. Carried Unanimously.

**9) Consider Annual \$250 Donation to Turkey River Watershed Management Authority for FY 21/22**

After discussion on what TRWMA membership means and what it has done for the city in past years, it was moved by Elledge, seconded by Landt to approve the \$250 donation to the Turkey River Watershed Management Authority for fiscal year 2021/2022. Carried Unanimously.

**10) Consider Annual \$500 Donation to Helping Services for FY 21/22**

After discussion on what Helping Services does for eight counties in northeast Iowa it was moved by Meyer, seconded by Schlein to approve the \$500 donation to Helping Services for fiscal year 2021/2022. AYES ~ Four, NAYES ~ One. Motion Carried.

**11) Consider Annual \$200 Donation to MFL Mar Mac After Prom Committee for FY 21/22**

The City of Monona has been making annual contributions to the after-prom committee since 2004. The city feels it is a way to contribute to all children attending our local school. It was moved by Meyer, seconded by Elledge to approve \$200 donation to the MFL Mar Mac After Prom Committee for FY 21/22. Carried Unanimously.

**12) Update Wording Under Vacation Use and Person Time in the Employee Handbook**

Administrator Collins explained that some of the wording under 12.2 Vacation Use and 12.5 Personal Time under XII: VACATION AND LEAVE needed to be modified to explain better how these benefits work with how the city's payroll program processes vacation and personal time. It was moved by Landt, seconded by Elledge to make the presented adjustments to the employee handbook. Carried Unanimously.

**13) Approve Change Order #5 for Page Street Project**

City Administrator Collins informed the council that Change Order #5 for the Page Street Project was decreasing the linear feet of powdercoated steel handrail by 40.3 linear feet. It was moved by Landt, seconded by Wright, to approve Change Order #5 in the amount of (\$1,209.30) for Page Street Project. Carried Unanimously.

**14) Approve Partial Pay Estimate #5 For Page Street Project**

Upon recommendation of City Administrator Collins, it was moved by Meyer, seconded by Landt, authorizing Partial Pay Request No.5 to Bacon Concrete, LLC in the amount of \$8,987.65 for expenses related to construction of the Page Street Project. Carried Unanimously.

**15) Approve Partial Pay Estimate #6 – Final Pay for Page Street Project - \$22,351.85**

After some discussion with items that still need to be addressed on the Page Street project and due to

not having a final walk through it was moved by Elledge, seconded by Meyer to table the Final Pay until a final walk through is complete and all items on punch list are finalized. Carried Unanimously.

**16) Formally accept engineer, John Biederman's Letter Recommending Acceptance of Page Street Improvements as Complete for Project #18-1013**

Since the council had some items they felt were not completed, they would not formally accept the project as completed.

**17) Consider Three-Year Lease or Pay in Full for New Office Copier**

City Administrator Collins obtained more information and pricing for either buying a new copier outright or purchasing on a three-year lease. Councilman Landt talked about some information he obtained from a friend and thought it might be better to check out some other options regarding price of toner, negotiating a better buy out price and whether we would be able to purchase our current copier. City Administrator Collins said she would look into getting the answers to these questions and bring back to the council in January.

**18) Approve Sale of Police 2009 Tahoe**

Sealed bids were accepted until 10:00 a.m. on Friday, December 18, 2020. The city received three bids in the amounts of \$3,500, \$3,550, and \$5,000. It was moved by Elledge, seconded by Wright to accept the high bid of \$5,000 for the 2009 Chevy Tahoe. Carried Unanimously.

**Mayor/Council/Administration Notes:**

- City Administrator Collins mentioned that the city was awarded the Community Betterment of the Year award from the Clayton County Development Group for the new playground and campground updates at Gateway Park.
- Fehr Graham Engineering emailed an exhibit showing their current concept for the trail extension through Gateway Park that we hope to bid out early Spring 2021.

Hearing no further comments, Mayor Koenig declared meeting adjourned at 7:20 p.m.

Next regular council meeting was scheduled for Monday, January 4, 2021 at 6:00 p.m. at the Monona Community Center.

Barbara Collins, City Admin/Clerk

**Monthly Revenues for November:**

GENERAL TOTAL .....	110,977.38
LIBRARY TOTAL .....	2,338.52
ROAD USE TAX TOTAL .....	19,467.13
TRUST & AGENCY TOTAL .....	19,947.80
T.I.F. TOTAL .....	32,965.30
LIBRARY MEMORIAL TOTAL .....	185.00
MONONA PUBLIC GARD & TRL TOTAL .....	1,429.24
DEBT SERVICE TOTAL .....	12,396.35
WATER TOTAL .....	22,585.67
SEWER TOTAL .....	47,284.38
AIRPORT TOTAL .....	400.00
GARBAGE TOTAL .....	20,597.19
LITTLE BULLDOG - SINKING TOTAL .....	1,058.00
LITTLE BULLDOG - RESERVE TOTAL .....	106.00
<b>TOTAL .....</b>	<b>\$291,737.96</b>

**Monthly Expenditures for November:**

GENERAL TOTAL .....	28,284.95
LIBRARY TOTAL .....	5,534.21
FIRE CAPITAL EQUIP. TOTAL .....	0.00
POLICE CAPITAL EQUIP TOTAL .....	6,000.00
STREET CAP. EQUIP. TOTAL .....	160.03
ROAD USE TAX TOTAL .....	7,567.74
TRUST & AGENCY TOTAL .....	5,335.00
MONONA PUBLIC GARD & TRL TOTAL .....	19.99
DEBT SERVICE TOTAL .....	12,656.09
PAGE STREET IMPROVEMENT TOTAL .....	1,119.25
WATER TOTAL .....	14,078.56
SEWER TOTAL .....	33,855.21
KWIK STAR 2021 SEWER EXT. TOTAL .....	472.50
AIRPORT TOTAL .....	3,372.44
GARBAGE TOTAL .....	18,862.29
<b>TOTAL .....</b>	<b>\$137,318.26</b>

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