

Due to the number of Covid 19 cases in Linn County, the City Council is reinstating Zoom only Council meetings as a precautionary measure. Residents were allowed to use the chat feature to present questions and/or make comments during the various stages of the Council meeting. The following information was needed for those who attended via Zoom: Telephone: 1-312-626-6799, Meeting ID: 822 6887 7776, Password: 430259. If assistance was needed before the meeting they could contact City Administrator Chris Nosbisch at 319-359-8613. The following Council members present via Zoom were: Roudabush, Wieseler, Herrmann, and Rose. Absent: West.

**Call to Order.** At 6:32 p.m. Mayor Jamie Hampton called the meeting to order.

**Agenda Additions/Agenda Approval.** Motion made by Wieseler, seconded by Rose to approve the Agenda. Carried all. Absent: West.

**Consent Agenda.** Motion to approve the Consent Agenda made by Wieseler, seconded by Herrmann. Motion carries. Absent: West.

Approval of City Council Minutes – April 5, 2021 Regular Council Meeting

Approval of Liquor License – Sing A Long Bar and Grill

### **Ordinance Approval/Amendment**

Ordinance #3-15-2021A: Amending the Comprehensive Plan and Official Zoning Map to Rezone Certain Property from AG Agricultural District to SR Suburban Residential District. Staff has not received any written or verbal communications since the second reading from the public regarding this rezoning request. Motion to approve the third and final reading of Ordinance #3-15-2021A made by Herrmann, seconded by Rose. Roll call vote. Motion carries. Absent: West.

Ordinance #4-5-2021A: Vacating and Selling a Portion of a Sixteen Foot Alley Located Adjacent to 212 4<sup>th</sup> Street SW, 200 4<sup>th</sup> Street SW, and 407 2<sup>nd</sup> Avenue SW, Within the City Limits of Mt. Vernon, Linn County, Iowa. Staff has not received any written or verbal communications since the first reading from the public regarding this alley vacation. Motion to approve the second reading of Ordinance #4-5-2021A made by Rose, seconded by Herrmann. Roudabush made a motion to waive the 2<sup>nd</sup> reading and proceed to the third and final reading, seconded by Herrmann. Roll call vote. Motion carries. Absent: West.

### **Motions for Approval**

Consideration of Claims List – Motion to Approve. Motion to approve the Claims List made by Wieseler, seconded by Rose. Motion carries. Absent: West.

AAA PEST CONTROL	PEST CONTROL-PD	55.00
AAA PEST CONTROL	PEST CONTROL-P&A	30.00
ACME TOOLS - CEDAR RAPIDS	DEWALT CHOPSAW-RUT	199.99
AIRGAS INC	CYLINDER RENTAL FEE-PW	68.72
ALL SECURE	SECURITY SYST MONITORING-POOL	75.00
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	917.49
ALLIANT IES UTILITIES	ENERGY USAGE-FD	773.18
ALLIANT IES UTILITIES	ENERGY USAGE-RUT,PD	385.29
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	335.31
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	85.80
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	24.25

ALLIANT IES UTILITIES	ENERGY USAGE-SEW	4,531.21
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,876.48
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,369.90
ALLIANT IES UTILITIES	ENERGY USAGE-PD	761.70
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	691.07
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	622.81
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	385.25
ALLIANT IES UTILITIES	ENERGY USAGE-RUT,P&A,WAT,SEW	78.92
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	46.09
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	20.38
ALLIED GLASS PRODUCTS INC	DOOR REPAIR-FD	300.00
ARAMARK	RUGS-FD	51.75
ARBOR CARE LLC	REVIEW TREE LIST-RUT	187.50
BAKERS GROUP	HVAC MAINTENANCE CONTRACT-LBC	8,940.00
BARNYARD SCREEN PRINTER LLC	UNIFORMS-RUT	199.00
BAUMAN AND COMPANY	UNIFORMS-WAT,SEW	526.30
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	1,060.00
CAMPBELL SUPPLY CEDAR RAPIDS	GLOVES-RUT	112.56
CARPET KING	FLOORING-CIP	9,976.50
CARQUEST OF LISBON	VEHICLE MAINT-PW	215.54
CATERPILLAR FINANCIAL SERVICES	GENERATOR-PD	949.39
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	306.10
CENTURY LINK	PHONE CHARGES-PD	62.67
CITY LAUNDERING CO	SERVICES-P&A	38.56
CITY LAUNDERING CO	SERVICES-P&A	38.56
CITY LAUNDERING CO	SERVICES-LBC	213.40
CITY OF MOUNT VERNON	START UP CASH-POOL	100.00
FELD FIRE	FILL STATION-FD TAX LEVY	12,210.00
HALL & HALL ENGINEERS INC	SURVEY-SEW	1,193.00
HAWKEYE ELECTRICAL CONTRACTORS	FIRE ALARM MONITORING-LBC	135.00
IOWA ONE CALL	LOCATES-WAT,SEW	41.40
IOWA SOLUTIONS INC	COMP MAINT-RUT,P&A,LBC	2,010.50
IOWA SOLUTIONS INC	FIREWALL SETUP-ALL DEPTS	1,308.00
IOWA SOLUTIONS INC	EMAIL-PD	405.00
JENNY CIHA	REFUND-LBC	35.12
JOENA'S SPECIAL NEEDS	UNIFORMS-PD	10.00
KARA GRAFFT	REFEREE-P&REC	36.00
KIM BENESH	REFUND-LBC	87.39
KONE INC	ELEVATOR MAINT-LBC	1,104.00
KONICA MINOLTA BUSINESS SOLUTI	MAINTENANCE PLAN/COPIES	57.50
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-ALL DEPTS	229.35
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-PD	205.49
KYLE SCHEER	REFUND-PD	10.00
LISA GOGEL	REFUND-LBC	58.85
MATT SIDERS	MILEAGE-P&REC	72.80
MEDIACOM	PHONE/INTERNET-RUT	491.69
MEDIACOM	PHONE/INTERNET-POOL	235.06
MEDIACOM	PHONE/INTERNET-FD	19.70
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,437.06
MOUNT VERNON ACE HARDWARE	VEHICLE MAINT-FD	49.97
MOUNT VERNON, CITY OF	START UP CASH-CTW	200.00
MT VERNON CAR WASH	VEHICLE MAINT-PD	80.00
NEAL'S WATER CONDITIONING SERV	WATER/SALT-PD	10.50
NEIRL	MEMBERSHIP-P&A	20.00

NIGHT SHIFT LLC	CLEANING SERVICE-P&A	788.03
NIGHT SHIFT LLC	CLEANING SERVICE-P&A	788.03
NIGHT SHIFT LLC	CLEANING SERVICE-PD	756.39
NIGHT SHIFT LLC	CLEANING SERVICE-PD	756.39
PITNEY BOWES	POSTAGE METER LEASE-ALL DEPTS	146.61
PLUMB SUPPLY CO	HARDWARE-P&REC	54.72
PNP	FUEL-PD	1,956.99
PRACTICAL SECURITY SYSTEMS	KEY FOBS-PD	196.10
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	226.07
SARAH BOOTS	FITNESS MEMBERSHIP-LBC	100.00
SITE ONE LANDSCAPE SUPPLY	EMERGENT/FERTILIZER-P&REC	170.76
SMITH CO, INC	WELDER TIP,NOZZLE-RUT	104.61
ST LUKE'S WORK WELL SOLUTIONS	DRUG TEST-RUT	65.00
STAPLES INC	SUPPLIES-PD	999.99
STATE HYGIENIC LAB	TESTING-SEW	1,958.00
STREICHERS	UNIFORMS-PD	289.99
TECH SOLUTIONS	AUX CABLE-LBC	187.50
THE FIRE STORE	TOOLS-FD	308.52
TREASURER STATE OF IOWA	SALES TAX	2,670.00
TREASURER STATE OF IOWA	WET TAX	2,331.00
US CELLULAR	CELL PHONE-PD	273.32
UTILITY SERVICE INC	WATER TOWER MAINT-WAT	5,271.41
VERIZON CONNECT	INFORMATION SYSTEMS-PW	194.28
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS-ALL DEPTS	671.97
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS-P&REC	542.70
TOTAL		83,173.43

CAPITAL IMPROVEMENT PROJECTS		9,976.50
FIRE DEPARTMENT TAX LEVY		12,210.00
GENERAL FUND		14,656.00
LBC		14,027.01
LOST III COMMUNITY CENTER		187.50
POLICE STATION CONSTRUCTION		949.39
ROAD USE TAX FUND		8,632.34
SEWER FUND		9,799.13
SOLID WASTE		1,220.22
STORM WATER		69.51
WATER FUND		11,445.83
TOTAL		83,173.43

**MARCH REVENUE**

GENERAL GOVERNMENT		169,504.77
PUBLIC SAFETY		20,060.35
PUBLIC WORKS		191,090.63
CULTURE-RECREATION		31,943.88
COMMUNITY & ECON DEV		15,566.32
DEBT SERVICE		2,226.21
TOTAL		430,392.16

Discussion and Consideration of the Heritage Days Funding - CDG – Council Action as Needed. CDG has formally agreed to take over the Heritage Days operations. To help fund the event they asked the City for \$5,000.00 which staff approves of. The reason for the change is because Heritage Days has become too large of an event to be managed by the high number of volunteers needed for a successful event. The Heritage Days committee will be proposing a scaled down version; all events will take place over Friday night and all day Saturday. This would move the fireworks to Friday night. The MV Alumni Association has agreed to be a participating sponsor in the amount of \$5,000.00 in annual funding. It is unknown whether or not there will be a full carnival. Not only are carnivals expensive they are hard to get. In question is the beer tent. The committee is researching the possibility of turning the responsibility over to the local bars and restaurants.

6:45 p.m. Council person Stephanie West arrives.

Council thanked the CDG for taking over Heritage Days. Rose motioned to approve the expenditure of \$5,000.00 to match the Alumni's Association contribution to the Heritage Days Committee, seconded by Wieseler. Motion carries.

Discussion and Consideration of Setting a Public Hearing Date Amending Chapter 77 All-Terrain Vehicles and Snowmobiles – Council Action as needed (would like to reconsider this for May 3, 2021 in order to allow the MVLDPD Advisory Board an opportunity to review). At the April 5, 2021 Council meeting the public hearing date was set for April 19, 2021. The first meeting of the Police Advisory Board occurred just before tonight's Council meeting and was positive in that there will be a consistent ordinance between Mount Vernon and Lisbon. Staff would like time to adjust the proposed ordinance before Council takes action. Motion to set the Public Hearing date for May 3, 2021 made by Herrmann, seconded by Rose. Motion carries.

Discussion and Consideration of Engagement Letter with Clifton Larson Allen for Auditing Services – Council Action as Needed. CLA has submitted a proposal of \$16,900.00 plus a 5% technology and support fee to complete the FY21 audit. This is an increase of about \$500.00 from the previous year. Staff recommends approval of the CLA proposal. Motion to approve the engagement letter proposal from Clifton Larson Allen made by Wieseler, seconded by Herrmann. Motion carries.

Discussion and Consideration of Engagement Letter with Bradley Hauge, CPA for Budgeting and Auditing Preparation Services – Council Action as Needed. The proposal from Bradley Hauge, CPA for budgeting and auditing services is for \$7,120.00. This is \$120.00 more than last year's proposal. Staff recommends approval of the engagement letter services submitted by Bradley Hauge. Motion to approve made by Rose, seconded by Herrmann. Motion carries.

Discussion and Consideration of Architectural Design Services Contract with Martin Gardner Architecture, P.C – MVLDPD Building Renovations – Council Action as Needed. Martin Gardner Architecture, P.C. submitted a proposal of \$79,000.00 for the structural, plumbing, mechanical and electrical design of the Police Department remodel. At the time Council packets were distributed project funding had not been solidified. At this time staff is only asking for approval of the contract to date. Motion to approve the proposal up to \$79,000.00 for the architectural design services for Phase II for the Police Department made by West, seconded by Herrmann. Motion carries.

Discussion and Consideration of Mt. Vernon Area Arts Council Recommendation for the Mt. Vernon Poet Laureate – Council Action as Needed. MVAAC recommends Amelia Kibbie as the new Poet Laureate for the City of Mount Vernon. Motion to approve Amelia Kibbie as the Poet Laureate made by Wieseler, seconded by West. Motion carries.

Discussion and Consideration of Possible 28E Agreement with the Mt. Vernon Community School District for IT Services – Council Action as Needed. With the increase in City facilities and locations IT services have increased from \$20,000.00 to about \$115,000.00. Staff has been in discussions with MVCSD on the possibility of sharing IT services. MVCSD has a full time IT department capable of meeting the City's needs. Staff would like Council approval to pursue a 28E agreement for their service. Council questioned whether or not the school's IT department could deal with both entities and how priorities would be handled. They asked that staff step back and do more exploration of how they would fit together. Staff answered back saying that the MVCSD IT department had toured all of the Cities facilities and was comfortable and confident with servicing the City's needs. City Administrator Nosbisch and Herrmann agreed to meet and talk more in depth about this so there is a better understanding of the City's needs. No action taken.

Discussion and Consideration of Creating and Reclassifying Parks and Rec FTE Positions – Council Action as Needed. Because of the number of hours needed to manage the LBC, Staff would like Council to consider approving the promotion of Sarah Boots to Assistant Parks and Rec Director and hiring a 3<sup>rd</sup> full time employee to fill a similar role for Parks. This 3<sup>rd</sup> position/person would be in charge of the pool, when open, and fill in at the LBC during the winter months. The proposed salary for the Assistant P&Rec Director would be \$48,000 to \$62,000. The other new position would have a salary range of \$32-46,000.00 and split between the pool and LBC budgets. Staff has discussed this with the Personnel Committee. They are in favor with this proposal. Roudabush asked to see more numbers from the LBC to see if there is enough revenue to cover these salaries. He said he did not want to put more burden on the City. Motion to approve creating and reclassifying P&Rec FTE positions made by Herrmann but in addition to this she requested to have a review of the financial position of the LBC, seconded by Rose. Ayes: West, Wieseler, Herrmann and Rose. Nays: Roudabush.

Discussion and Consideration of Police Chief Salary for FY 22 – Council Action as Needed. Because of the Police Department merger between the Cities of Mount Vernon and Lisbon staff is recommending an increase in the Police chief's salary. Nosbisch explained that a 2 year increase was proposed to the Personnel Committee for Chief Shannon and sometime in the future adding a staff sergeant. The salary increase proposed to the Personnel Committee was for 15% overall, 7.5% per year. On July 1, 2022 Chief Shannon's salary would be \$99,574.40. Wieseler motioned to approve a two year salary increase of 7.5% per year, seconded by West. Motion carries.

Discussion and Consideration of Police Vehicle Purchase for FY 22 – Council Action as Needed. The purchase of a new squad car is part of the FY22 CIP. This new vehicle will replace the 2015 Interceptor SUV. Proposals were received from Lynch Ford and also Stivers Ford (Waukee, Ia.) because they hold the State bid contract. The bid from Lynch came in at \$36,788.00 and the Stivers bid was \$35,484.00. With a difference of only \$1,304.00 Chief Shannon is recommending purchasing the vehicle from Lynch Ford. There is also a quote for DVR system replacement from WatchGuard for \$5,870.00 and a second quote of \$12,559.19 from RACOM for the installation of electronics, radios, cameras, lights, etc. Chief Shannon has secured a grant in the amount of \$4,500.00 from the Governors Traffic Safety Bureau for the equipment purchase. The Lisbon-MV Ambulance Service has expressed an interest in acquiring the 2015 SUV once it is removed from police service. Total cost for the purchase of the vehicle, equipment and installation is \$50,717.19. Motion to approve the purchase of a Police vehicle in FY22 from Lynch Ford made by Rose, seconded by Wieseler. Motion carries.

Discussion and Consideration Nature Park Quarry Clean-Up Proposal – Council Action as Needed. Staff has been meeting with a representative from State Chemical Solutions regarding the Nature Park Quarry fish kill. It has been determined that the kill was due to lack of oxygen during the winter months. State Chemical recommends the use of bacteria to eat away the black anaerobic sludge found on the bottom of

the quarry. Three products would be applied for a total cost of \$17,006.00. Motion to approve the clean-up proposal made by Wieseler, seconded by Rose. Motion carries.

Discussion and Consideration of Pay Application #4 – South Alley Project – Council Action as Needed. Pay Application #4 is in the amount of \$58,141.52. Motion to pay Application #4 made by West, seconded by Rose. Motion carries.

Discussion and Consideration of Continuing the Outdoor Seating Pilot Program on 1<sup>st</sup> Street – Council Action as Needed. Staff did not receive any negative feedback from last year's outdoor seating project and so is recommending its continuation this year in front of Skillet and Fuel. Motion to approve the outdoor seating in 2021 made by Rose, seconded by West. Motion carries.

**Reports to be Received/Filed.** Full reports can be viewed on the City website in the March 19, 2021 Council packet.

MVLPD Report

Mt. Vernon Public Works Report

Mt. Vernon Park and Rec Report

### **Discussion Items (No Action)**

Financing Options. Nosbisch said that he spoke with Maggie Burger of Speer Financial discussing Council priorities. Currently, the City's debt capacity is \$2.8 million. The projects they discussed were \$800,000 to finish the Police station, \$4-500,000 for Palisades Road and the meter read project. The plan for the meter project depends on the stimulus money the City receives. If its use is limited to water, sewer, broadband or to pay losses due to Covid then \$1-200,000 hundred dollars will be used to offset losses at the LBC and the remaining dollars could pay for the meter read project. Business 30 from Hwy 1 to the East City limit will likely be done this summer and will be paid for with buyout funds from the IaDOT. The current plan is to do the Police station under an Urban Renewal project. TIF funds will not be used to cover the expense of that bond payment but would do it under the Urban Renewal which is subject to reverse referendum. It will not affect the tax rate. The range of the potential borrowing is \$1.2 million plus and would be repaid from various funds.

Covid Policies/Discussions. The mask resolution is still in place and will stay that way until Council takes action to remove. At City Hall only one person has not been vaccinated. As for the pool, the number of users will be limited. Masks will not be required of lifeguards or anyone in the pool.

### **Reports of Mayor/Council/Administrator**

City Administrator's Report. IaDOT sent notice that there will be traffic disruptions while Hwy 1 work is being completed. Staff received notification from developers of Stonebrook that improvements for the 9<sup>th</sup> and 10<sup>th</sup> additions will begin this spring. The City will be receiving 200 tree seedlings from the Iowa DNR. Laura successfully secured a Trees Forever grant. City residents should see a lot of construction this calendar year.

As there was no further business to attend to the meeting adjourned the time being 8:29 p.m., April 19, 2021.

Respectfully submitted,  
Sue Ripke  
City Clerk