

# City of Mt. Vernon, Iowa

<b>Meeting:</b>	<b>Mt. Vernon City Council Meeting</b>
<b>Place:</b>	<b>Mt. Vernon City Hall, 213 1<sup>st</sup> Street NW, Mt. Vernon, Iowa 52314</b>
<b>Date/Time:</b>	<b>February 5, 2024 – 6:30 PM</b>
<b>Web Page:</b>	<b>www.cityofmtvernon-ia.gov</b>
<b>Posted:</b>	<b>February 2, 2024</b>

<b>Mayor:</b>	Tom Wieseler	<b>City Administrator:</b>	Chris Nosbisch
<b>Mayor Pro-Tem:</b>	Scott Rose	<b>City Attorney:</b>	Holly Corkery
<b>Councilperson:</b>	Stephanie West	<b>Asst. City Administrator:</b>	Lori Boren
<b>Councilperson:</b>	Craig Engel	<b>Finance Dir/City Clerk:</b>	Marsha Dewell
<b>Councilperson:</b>	Mark Andresen	<b>Chief of Police:</b>	Doug Shannon
<b>Councilperson:</b>	Paul Tuerler		

For those individuals that are unable to attend or still do not feel comfortable with in-person meetings, the City is providing a Zoom option. For those planning to attend via Zoom, please use the following information:

You will be prompted for the following information:

1. Telephone #: 1-312-626-6799
2. Meeting ID: 843 1539 9567
3. Password: 647141

Should you need assistance to access the meeting, please contact Chris at 319-359-8613.

- A. Call to Order**
- B. Agenda Additions/Agenda Approval**
- C. Communications:**
  1. Unscheduled

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

- D. Consent Agenda**

**Note:** These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of City Council Minutes – January 17, 2024 Regular Council Meeting
2. Approval of Liquor License – Scorz Bar & Grill
3. Approval of Liquor License – Bigs BBQ & Brew Pub
4. Approval of Cigarette Permit – Smoke Shope and Vape

- E. Public Hearing**

1. None

- F. Ordinance Approval/Amendment**

1. None

**G. Resolutions for Approval**

1. None

**H. Mayoral Proclamation**

1. None

**I. Old Business**

1. Discussion and Consideration of Additional Derecho Cleanup Expenses – Council Action as Needed (*tabled on January 17, 2024*)

**J. Motions for Approval**

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Setting a Public Hearing Date for Budget Amendment #1 to the FY 2023-2024 Budget for February 20, 2024 – Council Action as Needed
3. Discussion and Consideration of Change Order #12 – Police Station Renovations – Council Action as Needed
4. Discussion and Consideration of Change Order #13 – Police Station Renovations – Council Action as Needed
5. Discussion and Consideration of Pay Application #1 – Davis Park Ballfield Lighting – Council Action as Needed
6. Discussion and Consideration of Engagement Letter with Ahlers Cooney for Amendment No. 9 (Pool Renovations) to the Mount Vernon Urban Renewal Plan – Council Action as Needed

**K. Reports to be Received/Filed**

1. None

**L. Discussion Items (No Action)**

Updates from the Mayor:

1. Mount Vernon Community Betterment Foundation
2. University of Iowa - College of Public Health offering a disaster planning process to households

**M. Reports of Mayor/Council/Administrator**

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Administrator's Report

**N. Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**If anyone with a disability would like to attend the meeting, please call City Hall at 895-8742 to arrange for accommodations.**

## **D. Consent Agenda**

The Mount Vernon City Council met January 17, 2024, at City Hall, 213 1<sup>st</sup> Street NW, Mount Vernon, IA. A Zoom option was available. The following Council members were present: Rose (attended via Zoom), Tuerler, Andresen, West and Engel.

**Call to Order.** At 6:30 p.m. Mayor Thomas M. Wieseler called the meeting to order.

**Agenda Additions/Agenda Approval.** Motion made by West, seconded by Engel to approve the Agenda. Motion carries.

**Consent Agenda.** Motion made by West, seconded by Andresen to approve the Consent Agenda. Motion carries.

Approval of City Council Minutes – January 2, 2024 Regular Council Meeting

Approval of Liquor License – Glyn Mawr Winery – The Local

Approval of Liquor License – Wilkie Liquors (*amended 12:38 p.m., 1/15/2024*)

### **Ordinance Approval/Amendment**

Ordinance #1-2-2024A: Amending the Comprehensive Plan and Official Zoning Map to Rezone All Lots Within the Stoner Plaza 10<sup>th</sup> Addition from C-2 General Commercial to UC Mixed-Use Corridor to the City of Mount Vernon, Iowa. Staff has not received any additional written or verbal communication since the first reading. Motion made by Tuerler, seconded by Andresen to approve the second reading of Ordinance #1-2-2024A. Roll call all yes. Ordinance passes on its second reading. The Council suspended the rules and proceeded to the final reading of Ordinance #1-2-2024A. Motion made by Tuerler, seconded by West to approve the final reading of Ordinance #1-2-2024A. Roll call all yes. Ordinance passes on its final reading.

Ordinance #1-2-2024B: Amending the Mount Vernon Comprehensive Plan and Establishing the Zoning Classification the Property being Annexed into the City of Mount Vernon, Iowa. Staff has not received any additional written or verbal communication since the first reading. Motion made by West, seconded by Rose to approve the second reading of Ordinance #1-2-2024B. Roll call all yes. Ordinance passes on its second reading. The Council suspended the rules and proceeded to the final reading of Ordinance #1-2-2024B. Motion made by Tuerler, seconded by Andresen to approve the final reading of Ordinance #1-2-2024B. Roll call all yes. Ordinance passes on its final reading.

### **Resolutions for Approval**

Resolution #1-17-2024A: Approving Budget Transfers for Fiscal Year 2024. This is another transfer resolution for items the Council has already taken action on to date. The resolution represents the formal action of the Council to move the approved revenue sources to the appropriate fund. Motion made by Tuerler, seconded by West to approve Resolution 1-17-2024A. Roll call all yes. Resolution passes.

### **Mayoral Proclamation**

Proclamation Establishing January 2024 as Human Trafficking Prevention and Awareness Month.

### **Old Business**

Discussion and Consideration of Additional Derecho Cleanup Expenses – Council Action as Needed (*tabled on January 17, 2024*).

## Motions for Approval

Consideration of Claims List – Motion to Approve. Motion made by Engel, seconded by Andresen to approve the Claims List. Motion carries.

PAYROLL	CLAIMS	110,835.63
HYDRO KLEAN	PAY APP #2-SEWER TELEVISIONING	91,564.76
EMPLOYEE BENEFIT SYSTEMS	GROUP INSURANCE-ALL DEPTS	38,016.30
REPUBLIC SERVICES #897	GB,RECYL-SW RESIDENTIAL	23,858.08
RC TECH	AV ADD ONS-PD CONST	18,041.77
HAWKEYE COMMUNICATIONS INC	FIRE ALARM SYSTEM-PD CONST	16,374.35
REPUBLIC SERVICES #897	GB,RECYL-SW COMMERCIAL	15,219.37
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	7,853.82
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	6,659.85
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	4,780.77
IOWA ASSOC OF MUNICIPAL UTILITIES	SGEI MEMBERSHIP-PW	4,084.13
WATERS EDGE AQUATIC DESIGN LLC	RENOVATION PLANNING-POOL	3,745.00
IOWA SOLUTIONS INC	COMPUTER MAINT-ALL DEPTS	3,253.75
ESO SOLUTIONS	REPORTING SOFTWARE-FD	3,097.40
ALLIANT ENERGY	ENERGY USAGE-LBC	2,947.37
GORDON LUMBER COMPANY	MATERIALS-PW COLD,STORAGE,P&A,P&REC	2,738.39
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	2,677.50
ALLIANT ENERGY	ENERGY USAGE-WAT	2,563.52
BRADY LANHAM	ELECTRICAL-PW COLD STORAGE	2,526.08
STATE HYGIENIC LAB	TESTING-SEW	2,155.50
STAR EQUIPMENT LTD	TROWEL RENTALS-RUT	2,145.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	2,120.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,997.20
PNP	FUEL-PD	1,442.04
ALLIANT ENERGY	ENERGY USAGE-RUT	1,379.65
AMAZON CAPITAL SERVICES	TABLETS-ALL DEPTS	1,289.82
ROTO-ROOTER	LIFT STATION VAC-SEW	1,280.00
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	1,160.00
MENARDS	ELECTRICAL SUPPLIES-PW COLD STORAGE	1,145.03
MENARDS	EQUIP/LIGHTS-RUT,PW COLD STORAGE	1,135.89
BANKCARD 8076	CREDIT CARD FEES-LBC,POOL,P&REC	1,113.75
TURF TANK	PAINT-P&REC	1,111.10
IOWA SOLUTIONS INC	MONTHLY MAINT-PD	1,045.00
ALLIANT ENERGY	ENERGY USAGE-WAT	1,012.16
BARNYARD SCREEN PRINTER LLC	TSHIRTS-P&REC	976.00
WENDLING QUARRIES	ROCK-PW COLD STORAGE	951.59
CATERPILLAR FINANCIAL SERVICES	GENERATOR-PD	949.39
ROTO-ROOTER	CAMERA CRAWL-SEW	945.00
ALLIANT ENERGY	ENERGY USAGE-FD	906.40
HENDERSON PRODUCTS INC	EQUIP MAINT-RUT	903.44
MARTIN GARDNER ARCHITECTURE	CONSTRUCTION ADMIN-PD CONST	817.41
LYNCH FORD	VEHICLE MAINT-PD	767.08
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	655.00
ALLIANT ENERGY	ENERGY USAGE-P&A	563.47
ALLIANT ENERGY	ENERGY USAGE-SEW	531.82
LYNCH DALLAS PC	LEGAL FEES-P&A	527.50
GPM ENVIRONMENTAL	FLOW METER CALIBRATION-SEW	504.00
DE NOVO MARKETING	HUBSPOT SUPPORT-ALL DEPTS	500.00

DARRAH'S INC	TOWING SERVICE-RUT	487.50
STAR EQUIPMENT LTD	TROWEL RENTAL-RUT	480.00
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	480.00
MECHANICSVILLE TELEPHONE	PHONE/INTERNET-PD	457.78
CARQUEST OF LISBON	EQUIP/SUPPLIES-RUT	385.30
BAUER BUILT TIRE	LOADER REPAIRS-RUT	354.25
MEDIACOM	PHONE/INTERNET-SEW	349.70
RED LION RENEWABLES	SOLAR ELECTRIC PROD-P&A,PD,LBC	343.97
MEDIACOM	PHONE/INTERNET-RUT	322.35
DE NOVO MARKETING	MONTHLY MAINT-LBC	300.00
DE NOVO MARKETING	CITY WEBSITE SUPPORT-ALL DEPTS	300.00
ALLIANT ENERGY	ENERGY USAGE-P&REC	277.26
MEDIACOM	PHONE/INTERNET-FD	273.44
OVERHEAD DOOR CO	BLDG MAINT-PW	271.50
CITY LAUNDERING CO	SERVICES-LBC	253.92
US CELLULAR	CELL PHONE-PD	247.51
CITY LAUNDERING CO	SERVICES-LBC	234.55
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-PD	207.31
IOWA ASSOC OF CHIEFS OF POLICE	DUES-PD DAUBS	190.00
RC TECH	CAMERA SERVICE-SW	186.50
GARY'S FOODS	SUPPLIES-P&REC,P&A,LBC	182.76
PITNEY BOWES	POSTAGE METER LEASE-ALL DEPTS	165.33
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	157.00
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	155.20
HAWKEYE COMMUNICATIONS INC	FIRE SYSTEM MONITORING-PD	141.00
TECH SOLUTIONS	FIRE ALARM MONITORING-LBC	136.35
STAPLES INC	SUPPLIES-ALL DEPTS	119.21
JOEL DENES	LODGING-PW	119.00
MATT SIDERS	MILEAGE-P&REC,LBC	114.63
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	109.99
CHRIS NOSBISCH	MILEAGE-P&A	108.08
P&K MIDWEST INC	ATV INSPECTION-RUT	103.78
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	102.00
AIRGAS INC	CYLINDER RENTAL FEE-PW	98.68
LYNCH FORD	VEHICLE MAINT-PD	91.75
NEAL'S WATER CONDITIONING	WATER/SALT-RUT	87.50
ALLIANT ENERGY	ENERGY USAGE-RUT,P&A,WAT,SEW	84.16
MOUNT VERNON ACE HARDWARE	SUPPLIES-FD	83.86
MOUNT VERNON CAR WASH	CAR WASH-PD	80.00
LYNCH FORD	VEHICLE MAINT-SEW	79.98
CITY LAUNDERING CO	SERVICES-P&A	79.69
CITY LAUNDERING CO	SERVICES-P&A	79.69
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-P&A	76.28
ALLIANT ENERGY	ENERGY USAGE-POOL	75.25
ALL SECURE	SECURITY SYST MONITORING-POOL	75.00
THOMPSON TRUCK & TRAILER INC	VEHICLE MAINT-RUT	69.74
CITY LAUNDERING CO	SERVICES-P&A	69.33
LYNCH FORD	VEHICLE MAINT-PW	68.43
AMAZON CAPITAL SERVICES	WEB CAM-P&A	64.49
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	63.94
BAUMAN AND COMPANY	UNIFORMS-ALL DEPTS	59.99
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-LBC	57.50
NEAL'S WATER CONDITIONING	WATER/SALT-FD	57.50
MENARDS	SUPPLIES-PD	45.93

POINTCORE GRAPHIC SOLUTIONS	NAMEPLATE-P&A	36.25
MOUNT VERNON BANK & TRUST CO	SAFETY DEPOSIT BOX-P&A	35.00
GARY'S FOODS	DARE SUPPLIES-PD	34.46
NEAL'S WATER CONDITIONING	WATER/SALT-LBC	25.50
MARSHA DEWELL	MILEAGE-P&A	22.27
MELINDA SNYDER	INSTRUCTOR-LBC	20.00
HAWKINS INC	CHEMICALS-WAT	20.00
ALLIANT ENERGY	ENERGY USAGE-PW	18.73
CHRIS NOSBISCH	INSURANCE CLAIM-P&A	2.09
<b>TOTAL</b>		<b>402,748.24</b>

**FUND EXPENSE TOTALS**

PAYROLL	110,835.63
ARPA LINN COUNTY GRANT	91,564.76
GENERAL FUND	51,054.62
SOLID WASTE	44,365.42
POLICE STATION CONSTRUCTION	34,915.53
ROAD USE TAX FUND	19,131.55
SEWER FUND	15,084.28
WATER FUND	13,801.48
LBC	10,111.42
PW COLD STORAGE	6,631.43
POOL RENOVATIONS	3,745.00
STORM WATER FUND	1,507.12
<b>TOTAL</b>	<b>402,748.24</b>

Discussion and Consideration of Pool and Bonding Recommendations – Council Action as Needed. Consensus was reached by the Council to move forward with the bonding recommendations set forth by Speer Financial for the 2024 GO Bond Issuance.

Discussion and Consideration of Change Order #11 – Police Station Renovations – Council Action as Needed. Change order #11 is in the amount of \$6,286.36, and is for additional electric work. The new contract amount with Septagon is \$1,166,266.37. Motion made by Tuerler, seconded by West to approve Change Order #11-Police Station Renovations. Motion Carries.

**Reports to be Received/Filed.** Full reports can be found on the City website under the January 17, 2024 Council packet.

- Mt. Vernon/Lisbon Police Report
- Mt. Vernon Public Works Report
- Mt. Vernon Parks and Rec Report
- Cole Library Report

**Reports of Mayor/Council/Administrator**

Mayor's Report: Attending the Economic Alliance luncheon in Cedar Rapids on 1/20/2024.

**Council Reports**

Councilmember West is attending the Community Development Board Retreat on Saturday morning.

Councilmember Engel met with the superintendent, Cornell College representation and others, for the Mount Vernon-Lisbon childcare support meeting held on 1/17/2024.

City Administrator's Report. Full report can be found on the City website under the January 17, 2024 Council Packet.

**Closed Session** – Pursuant to Chapter 20, Exempt Session for Employee Relations. At 7:54 p.m. Andresen motioned to go into Closed Session, seconded by Tuerler. Motion carries. At 8:14 p.m. Engel motioned to come out of Closed Session, seconded by Tuerler. Motion carries. No action was taken by Council.

As there was no further business to attend to, the meeting adjourned, the time being 8:15 p.m., January 17, 2024.

Respectfully submitted,  
Lori Boren  
Assistant City Administrator



## Chris Nosbisch

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**From:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Sent:** Tuesday, January 16, 2024 8:58 AM  
**To:** Lori Boren; Chris Nosbisch  
**Subject:** FW: Application App-193677 Ready for Review

**External Sender - From:** (Tasha Whitman  
<twhitman@mtvernonlisbonpd-ia.gov>)  
This message came from outside your organization.

[Learn More](#)

Please add to the next agenda. Thanks

Tasha Whitman  
Administrative Assistant  
Mount Vernon – Lisbon Police Department  
380 Old Lincoln Hwy.  
Mount Vernon, IA 52314  
319-895-6141

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**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Monday, January 15, 2024 2:05 PM  
**To:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-193677 Ready for Review

Hello,

Application Number App-193677 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: KPPS LLC

DBA: Scorz Bar & Grill

License Number: LC0036678

Application Number: App-193677

Tentative Effective Date: 2/25/2024

License Type: Class C Retail Alcohol License (LC)

Application Type: Amendment

Amendment Type: Ownership Updates

Thank you.

## Lori Boren

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**From:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Sent:** Tuesday, January 30, 2024 9:50 AM  
**To:** Chris Nosbisch; Lori Boren  
**Cc:** Marsha Dewell  
**Subject:** Bigs liquor license

**External Sender** - From: (Tasha Whitman  
<twhitman@mtvernonlisbonpd-ia.gov>)

[Learn More](#)

This message came from outside your organization.

Per Marsha, can you put the approval of the liquor license for Bigs BBQ on the agenda as a location change, but I won't go into the state website, ELAPS, to approve the license until after a fire inspection is completed.

Thanks

Tasha Whitman  
Administrative Assistant  
Mount Vernon – Lisbon Police Department  
380 Old Lincoln Hwy.  
Mount Vernon, IA 52314  
319-895-6141

# **I. Old Business**

**AGENDA ITEM # I – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	February 5, 2024
<b>AGENDA ITEM:</b>	Additional Derecho Cleanup
<b>ACTION:</b>	Motion

**SYNOPSIS:** Staff received a final bill from the contractor for chipping and trommel work of Derecho debris. Although the contractor verified the hours worked and the bill is accurate, the hours invoiced for this job were more than initially projected. Staff would recommend moving forward with expenses.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Assistant City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** None

**PREPARED BY:** Lori Boren

**DATE PREPARED:** 2/2/2024

## **J. Motions for Approval**

CITY OF MOUNT VERNON  
CLAIMS FOR APPROVAL, FEBRUARY 5, 2024

PAYROLL	CLAIMS	109,166.99
MIENE SEPTIC SERVICE	TROMMEL SERVICES-SW	46,662.50
LINN COUNTY SHERIFF	DISPATCH FEE-PD	22,003.58
WOODCRAFTERS	SHELVING/CABINETS-PD CONST	10,950.00
LINN CO-OP OIL CO	FUEL-PW	8,282.80
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	5,500.71
ALLIANT ENERGY	ENERGY USAGE-SEW	5,485.33
MOTOROLA SOLUTIONS INC	ANNUAL CLOUD STORAGE-PD	5,445.00
VEENSTRA & KIMM INC	2022 SANI SEWER INVESTIGATION	4,061.41
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	2,640.00
AHLERS & COONEY P.C.	LEGAL FEES-P&A	1,902.00
RICKARD SIGN AND DESIGN CORP	VEHICLE SIGNS-PD	1,637.00
KIECKS	UNIFORMS-PD	1,457.00
ADVANTAGE ARCHIVES	MICROFILMING-MVHPC	1,390.50
LINDER TIRE SERVICE	TIRES-RUT	1,292.72
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	1,202.27
AHLERS & COONEY P.C.	LEGAL FEES-P&A	1,115.00
VEENSTRA & KIMM INC	COTTONWOOD LMI PROJECT	1,059.00
ALLIANT ENERGY	ENERGY USAGE-WAT	1,014.67
MUNICIPAL MGMT CORP	LEAK DETECTION-WAT	1,000.00
STARNET TECHNOLOGIES	LIFT STATION ALARM SERV-SEW	960.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-LBC	775.00
VEENSTRA & KIMM INC	PW STORAGE BLDGS	765.00
AMERICAN RED CROSS	TRAINING-POOL	722.00
ALLIANT ENERGY	ENERGY USAGE-PD	715.39
VEENSTRA & KIMM INC	HWY 1 RECONSTRUCTION	660.00
VEENSTRA & KIMM INC	NPDES COMPLIANCE	640.00
CAMPBELL SUPPLY CEDAR RAPIDS	EQUIP-WAT	616.23
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-P&A	593.35
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	575.27
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	502.00
AMAZON CAPITAL SERVICES	GLOVES-PW	441.00
MEDIACOM	PHONE/INTERNET-P&A	424.31
SPEER FINANCIAL INC	MSRB FILING FEE-P&A	375.00
H & H FUN RIDES	MARKETING-LBC	350.00
POSTMASTER	ANNUAL PERMIT FEE-ALL DEPTS	320.00
P&K MIDWEST INC	EQUIP MAINT-RUT	297.14
VEENSTRA & KIMM INC	LBC GENERATOR	289.50
CITY LAUNDERING CO	SERVICES-LBC	253.92
ALLIANT ENERGY	ENERGY USAGE-SEW	251.53
FIRE SERVICE TRAINING BUREAU	TRAINING-FD	250.00
STAPLES INC	SUPPLIES-PD	245.39
CENTRAL IOWA DISTRIBUTING	SUPPLIES-P&A	245.00
CALIBRE PRESS	TRAINING-PD	199.00
CITY LAUNDERING CO	SERVICES-LBC	197.20
VEENSTRA & KIMM INC	DAVIS PARK BALLFIELD LIGHTING	193.00
ALLIANT ENERGY	ENERGY USAGE-WAT	190.97
IACP	DUES-PD DAUBS	190.00
PRESTO-X	PEST CONTROL-PD	187.10
IIMC	ANNUAL DUES-ALL DEPTS	185.00
AMAZON CAPITAL SERVICES	LOCK BOX-CITY HALL	179.99
AHLERS & COONEY P.C.	LEGAL FEES-P&A	147.50
DIESEL TURBO SERVICES INC	VEHICLE MAINT-RUT	139.23
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	135.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-LBC	130.38
HENDERSON PRODUCTS INC	VEHICLE MAINT-RUT	125.71
STAPLES INC	BATTERY-PD	114.99
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	111.55

CITY OF MOUNT VERNON  
CLAIMS FOR APPROVAL, FEBRUARY 5, 2024

PROFESSIONAL WINDOW CLEANING	WINDOW CLEANING-CITY HALL	107.00
LOU'S GLOVES	GLOVES-SEW	106.00
MID STATES ORGANIZED CRIME	MEMBERSHIP-PD	100.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PD	99.00
THOMAS M WIESELER	TRAINING/MILEAGE-P&A	95.06
CEDAR RAPIDS HEARING CENTER	HEARING TEST-PD	95.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	92.82
AFFORDABLE HEATING & COOLING	HVAC MAINT-VC	90.00
CITY LAUNDERING CO	SERVICES-P&A	79.69
CITY LAUNDERING CO	SERVICES-P&A	79.69
ST LUKE'S WORK WELL SOLUTIONS	DRUG TESTING-PW	70.00
CENTURY LINK	PHONE CHARGES-PD	64.68
ALLIANT ENERGY	ENERGY USAGE-P&REC	64.62
ECHECK.NET FUNDING	REFUND-LBC	63.13
MENARDS	SUPPLIES-PD	53.90
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	51.76
IOWA ONE CALL	LOCATES-WAT,SEW	49.50
STAPLES INC	SUPPLIES-PD	48.49
ALLIANT ENERGY	ENERGY USAGE-SIRENS	45.49
THOMPSON TRUCK & TRAILER INC	VEHICLE MAINT-RUT	40.74
MELINDA SNYDER	INSTRUCTOR-LBC	40.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	39.09
ALLIANT ENERGY	ENERGY USAGE-SW	29.76
ALLIANT ENERGY	ENERGY USAGE-CEM	20.38
FUTURE LINE TRUCK EQUIPMENT	BOLT KIT-SEW	18.00
AMAZON CAPITAL SERVICES	SUPPLIES-P&REC	16.99
AMAZON CAPITAL SERVICES	SUPPLIES-PD	16.46
<b>TOTAL</b>		<b>248,639.38</b>

**FUND EXPENSE TOTALS**

PAYROLL	109,166.99
SOLID WASTE	49,441.85
GENERAL FUND	43,998.73
SEWER FUND	11,929.74
POLICE STATION CONSTRUCTION	10,950.00
WATER FUND	7,342.04
ROAD USE TAX FUND	5,538.84
ARPA LINN COUNTY GRANT	4,061.41
LBC	2,995.19
COTTONWOOD LMI PROJECT	1,059.00
PW COLD STORAGE	765.00
HWY 1 RECONSTRUCTION	660.00
LOST III COMMUNITY CENTER	289.50
STORM WATER FUND	248.09
DAVIS PARK IMPROVEMENTS	193.00
<b>TOTAL</b>	<b>248,639.38</b>



**AGENDA ITEM # J – 2**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	February 5, 2024
<b>AGENDA ITEM:</b>	Setting Public Hearing Date
<b>ACTION:</b>	Motion

**SYNOPSIS:** Council to set a Public Hearing Date for Budget Amendment #1 to the FY 2023-2024 Budget for the next council meeting on February 20, 2024.

**BUDGET ITEM:** All

**RESPONSIBLE DEPARTMENT:** Assistant City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** None

**PREPARED BY:** Lori Boren

**DATE PREPARED:** 2/2/2024

**AGENDA ITEM # J – 3 & J – 4**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** February 5, 2024

**AGENDA ITEM:** Change Order #12 & #13 – Police renovations

**ACTION:** Motion

**SYNOPSIS:** These change orders have been discussed previously. Change order #12 is in the amount of \$3,787.15, and is for replacement of an old exterior metal door. Change order #13 is in the amount of \$9,069.15, and is for new acoustic ceiling tiles in the areas that were not originally part of the contract. The new contract amount with Septagon is \$1,179,122.67.

**BUDGET ITEM:** Bond

**RESPONSIBLE DEPARTMENT:** Assistant City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Change Order

**PREPARED BY:** Lori Boren

**DATE PREPARED:** 2/2/2024





**Project: Mount Vernon-Lisbon Police Department Addition & Renovation**  
213 First Street NW  
Mount Vernon, IA 52314

**Job No: 0522007      Contract Date:      Change Order No: 013      Change Order Date: 1/18/2024**

Customer PO #:

**To Contractor:**  
Septagon Construction Company  
3500 J St SW  
Cedar Rapids, IA 52404-4609

**From Owner:**  
City of Mount Vernon  
213 First Street NW  
Mount Vernon, IA 52314

**The Contract is hereby revised by the following items:**

New Acoustical Ceilings

PCO	Description	Amount
033	New Acoustical Ceilings	\$9,069.15

- Install and supply new acoustical ceiling in corridor 121, corridor 135, and Laundry 128 with ACT 1.
- Install and supply new acoustical ceiling grid and tile in corridor 104 and to install and supply new tile only in reception 103, office 105, vestibule 100, and lobby 101with ACT 1.
- Labor to demo and dispose of old ceilings.

The original Contract Value was.....	\$1,106,500.00
Sum of changes by prior Prime Contract Change Orders.....	\$63,553.52
The Contract Value prior to this Prime Contract Change Order was.....	\$1,170,053.52
The Contract Value will be changed by this Prime Contract Change Order in the amount of.....	\$9,069.15
The new Contract Value including this Prime Contract Change Order will be.....	<b>\$1,179,122.67</b>
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Prime Contract Change Order is.....	

Septagon Construction Company  
  
BY Andy Zweibohmer  
CONTRACTOR

City of Mount Vernon  
  
BY Doug Shannon  
OWNER

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**AGENDA ITEM # J – 5**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** February 5, 2024

**AGENDA ITEM:** Pay Application #1 – Davis Park Ballfield Lighting

**ACTION:** Motion

**SYNOPSIS:** Enclosed with this report is pay application #1 for the Davis Park Ballfield lighting equipment from Ardent Lighting in the amount of \$91,010.00.

**BUDGET ITEM:** Bond

**RESPONSIBLE DEPARTMENT:** Assistant City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Pay Application

**PREPARED BY:** Lori Boren

**DATE PREPARED:** 2/2/2024

TO OWNER: PROJECT: APPLICATION NO: 1 Distribution to:  
 City of Mt. Vernon Davis Park Improvements  OWNER  
 Attn: Dave Schechinger, Engineer VIA Project Manager:  ARCHITECT  
 CONTRACTOR:  CONTRACTOR  
 Ardent Lighting Group L.L.C. PERIOD TO: 1/31/2023  
 1378-118th Place PROJECT NO:  
 Knoxville, Iowa 50138 CONTRACT DATE: 7/17/2023  
 CONTRACT FOR: Davis Park Improvements Job #

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	165,650.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	165,650.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	95,800.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	4,790.00
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	4,790.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	91,010.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	0.00
8. CURRENT PAYMENT DUE	\$	91,010.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	74,640.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	\$0.00



By: *Natalie J. Rider* County of: *Marion*  
 State of: *Iowa*  
 Subscribed and sworn to before me this *31st* day of *January, 2024*  
 Notary Public: *Natalie J. Rider*  
 My Commission expires: *March 8, 2025*

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$91,010.00 \$ \_\_\_\_\_ Date: 1/31/2024  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ARCHITECT: *Dave Selby*  
 By: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 2 OF 2 PAGES

AIA Document G702 APPLICATION AND CERTIFICATION FOR PAYMENT,

APPLICATION NO: 1

containing Contractor's signed Certification, is attached.

APPLICATION DATE: 1/31/2023

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO:

Use Column J on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.:

Davis Park Improvements

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
1	Bonding/Insurance	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$100.00
2	Mobilization	\$2,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,650.00	\$0.00
3	Demolition	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	\$0.00
4	Musco (M)	\$93,800.00	\$0.00	\$0.00	\$93,800.00	\$93,800.00	\$0.00	\$4,690.00
5	Pole Base Install	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00
6	Pole & Light Install	\$18,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,200.00	\$0.00
7	Excavation	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00
8	Electrical (M)	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	\$0.00
9	Electrical (L)	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00	\$0.00
10								
11								
12								
13								
14								
15								
16								
17								
18								
<b>GRAND TOTALS</b>		\$165,650.00	\$0.00	\$2,000.00	\$93,800.00	\$95,800.00	\$69,850.00	\$4,790.00

AIA DOCUMENT G703 · CONTINUATION SHEET FOR G702 · 1992 EDITION · ©1992 · THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK

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**AGENDA ITEM # J – 6**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** February 5, 2024

**AGENDA ITEM:** Amendment No. 9 – Mount Vernon Urban Renewal

**ACTION:** Motion

**SYNOPSIS:** Ahlers Cooney will be working through Urban Renewal Amendment No. 9 (Pool Renovations) for the City. The engagement letter does not specify a maximum fee, rather it establishes the hourly rates of the attorney's that will be working on the amendment.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Assistant City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Supporting Docs

**PREPARED BY:** Lori Boren

**DATE PREPARED:** 2/2/2024





Ahlers & Cooney, P.C.  
Attorneys at Law  
100 Court Avenue, Suite 600  
Des Moines, Iowa 50309-2231  
Phone: 515-243-7611  
Fax: 515-243-2149  
[www.ahlerslaw.com](http://www.ahlerslaw.com)  
Nathan J. Overberg  
515.246.0329  
[noverberg@ahlerslaw.com](mailto:noverberg@ahlerslaw.com)

February 1, 2024

Sent via email: [cnosbisch@cityofmtvernon-ia.gov](mailto:cnosbisch@cityofmtvernon-ia.gov)

Chris Nosbisch  
City Administrator  
City of Mount Vernon  
213 First St. NW  
Mount Vernon, IA 52314

RE: Engagement Letter – Amendment No. 9 to the Mount Vernon Urban Renewal Plan

Dear Chris:

The purpose of this Engagement Agreement (“Agreement”) is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. will represent the City of Mount Vernon, Iowa (the “City”) in connection with Amendment No. 9 to the Mount Vernon Urban Renewal Plan (the “Amendment”) for the Mount Vernon Urban Renewal Area (the “Urban Renewal Area”), in accordance with Iowa Code Chapter 403.

#### **SCOPE OF ENGAGEMENT**

We agree to perform the following services for the fees we charge under this Agreement:

1. Prepare the Amendment (“Amendment”) in accordance with Iowa Code Chapter 403;
2. Prepare letters of instructions, notices of meetings, and partial agendas for City Council proceedings related to the Amendment;
3. Prepare proceedings for a resolution setting the dates of a consultation and public hearing on the Amendment;
4. Prepare proceedings to be used on the date fixed for a public hearing and adoption of the Amendment;
5. Answer questions and advise City staff and the Council throughout the adoption process for the Amendment; and
6. Complete a transcript file record related to the adoption of the Amendment.

Our duties under this Agreement are limited to those expressly set forth above. Absent a separate engagement agreement regarding one or more of the following services, the services provided and the fees charged hereunder do not include:

1. Preparing the legal descriptions to be used in the Amendment;
2. Defending any legal challenges to or arising out of the Amendment, any TIF ordinance, or any urban renewal projects thereunder;
3. Confirming or calculating any potential tax increment anticipated within the Urban Renewal Area, or pursuant to a given project, or otherwise acting in a financial advisory role;
4. Administering the Urban Renewal Area or Urban Renewal Plan, any urban renewal projects, or the collection of tax increment after the adoption of the Amendment (and after completion of the transcript file on the Amendment); or
5. Any bond (finance) related services.

It is not anticipated that it will be necessary for us to personally attend Council meetings in order to accomplish our work. We will be coordinating our services with you and other City staff, as directed by the City. In the event that public hearings or litigation should occur in the course of this matter, we would expect the same to be handled by the City Attorney, unless special arrangements are made for our participation.

#### **ATTORNEY-CLIENT RELATIONSHIP**

As confirmed by the execution of this Agreement, the City will be our client and an attorney-client relationship will exist between us for purposes of providing the services listed above. Our services are limited to those contracted for in this letter and the City's execution of this Agreement will constitute an acknowledgement of those limitations. The Firm's engagement under this Agreement will end when the Amendment are adopted/approved by the Council and our final invoice has been paid.

#### **FEES**

The attorneys working in the economic development practice area of the firm, including Nathan Overberg and Jenna Sabroske, will be the attorneys chiefly responsible for providing you with these legal services. However, if efficient and appropriate, we may call on other attorneys and legal assistants from time to time. The fees will be based on the hours worked by firm personnel at their hourly rates in effect at the time the work is performed. Mr. Overberg's 2024 hourly rate is \$340 and Ms. Sabroske's rate is \$270. Work performed by other attorneys will be billed at their 2024 hourly rate (from \$200-\$430 per hour). Work by legal assistants will be billed at \$140-\$155 per hour. Our rates are generally adjusted on an annual basis, as of January 1st of each year.

It is difficult to estimate the total cost for the work, because we charge by the hour and there are many variables that impact the number of hours spent on the work. Expenses will be billed at the amount incurred. Our statement for services and expenses will be due and payable upon receipt of the invoice, which in most instances, is monthly. Should you have any questions about a statement or a fee, please do not hesitate to call. We do reserve the right to withdraw from representation for any reason, including failure to pay the monthly statement in accordance with this policy. If, for any reason, the City terminates the engagement governed by this Agreement before the completion of the services described herein, we will bill the City for the services rendered as of the date of termination based on the hourly rates of those who provided services.

### RECORDS

At the City's request, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the above referenced project will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retained by us after the termination of this Agreement.

### APPROVAL

Please carefully review the terms and conditions of this Agreement. **If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by the City Council, and execute, date, and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City and we look forward to working with you on this project.

Ahlers & Cooney, P.C.

Sincerely,

By:

  
Nathan J. Overberg

Accepted and approved on behalf of the City Council of the City of Mount Vernon, Iowa\*

By: \_\_\_\_\_ Dated: \_\_\_\_\_

Title: \_\_\_\_\_

\*Authorized by action of the governing body, approved on \_\_\_\_\_, 2024.

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

**AGENDA ITEM # L – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** February 5, 2024

**AGENDA ITEM:** Various Items

**ACTION:** None

**SYNOPSIS:** The Mayor would like to discuss/update the Council on the current status of various projects/initiatives.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Mayor

**MAYOR/COUNCIL ACTION:** None

**ATTACHMENTS:** None

**PREPARED BY:** Lori Boren

**DATE PREPARED:** 2/2/2024

## MOUNT VERNON COMMUNITY BETTERMENT FOUNDATION-MEETING MINUTES OF 1/25/24

Attended by Kim, Naylor (GCRCF) , Nakielsi, Rhomberg, Rian, Wieseler

Fund total is ~\$3295. This is basically the original contribution only. Tom has balance access and will share totals quarterly once there is something significant to share.

A "Steps for Implementation" was offered by GCRCF staff. The decisions they recommended are:

- \* grantee nonprofit is to have a 501 (c) (3) status
- \* grantee should have a mailing address withing the boundaries of the Mt. Vernon School District

GCRCF staff mentioned several times that we need to make the bulk of operational decisions for how we want to operate going forward-since the GCRCF has no other experience with a community foundation like ours.

Those decisions include:

- \*Will our fiscal/donor year be calendar year like GCRCF or end in mid calendar year?
- \* What will application look like?
- \*Do we invite non profits to request funds annually in May with decisions in July and checks issued by GCRCF in August?
- \* Should 1 big gift go out each year or multiple smaller ones?
- \* What does the community want or need?
- \* What should the gift size be/should we not donate all funds each year?
- \* How do we check that funds have been used as intended?
- \* Should our group plan on 2 meetings this year with one in mid-April to discuss and come to consensus on all these questions and one in July to make our funding decisions.

Things to do include:

1. Tom to update City staff and Council of our actions and set out brochures at City Hall for pick up.
2. Try to get sidewalk space/pop up tent at summer festivals to inform the public of this foundation.
3. Set April meeting to collectively make decisions. I'm going with 5 PM, Tuesday April 9 at City Hall.
4. Include a "starter tree" in the downtown streetscape project labeled for the foundation with the message, "watch us grow".

Non profits that are known, so far, are: MV library, MV-L Community Theater, Odyssey Theater, MV Arts Council, Unbridled Spirits, SE Linn, Childcare Solutions Group, Fire Dept., Ambulance. Reply to me if there others you know of. I didn't include churches, school foundations or businesses, no matter how well intentioned.

**M. Reports Mayor/Council/Admin.**



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**CITY OF MT. VERNON  
CITY ADMINISTRATOR  
REPORT TO THE CITY COUNCIL  
February 5, 2024**

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- I will be attending the IGHCP Annual Meeting in Johnston on February 8 & 9.
- Lori is attending Clerk School February 7-9 (virtually).
- Last week the first stakeholder meeting was held for the Streetscape Project at City Hall.