

City of Mt. Vernon, Iowa

Meeting:	Mt. Vernon City Council Meeting
Place:	Mt. Vernon City Hall, 213 1st Street NW, Mt. Vernon, Iowa 52314
Date/Time:	March 17, 2025 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	March 14, 2025

Mayor:	Tom Wieseler	City Administrator:	Chris Nosbisch
Mayor Pro-Tem:	Scott Rose	City Attorney:	Holly Corkery
Councilperson:	Stephanie West	Asst. City Administrator:	Lori Boren
Councilperson:	Craig Engel	Finance Dir/City Clerk:	Marsha Dewell
Councilperson:	Mark Andresen	Chief of Police:	Doug Shannon
Councilperson:	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: 865 4458 0775
3. Password: 435414

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 – March 3, 2025 Regular Council Meeting
 2. Approval of Liquor License – Kerr-Plunk, LLC
 3. Approval of Liquor License – Bigs BBQ and Brew Pub

- E. Public Hearing**
 1. Public Hearing for an Ordinance Repealing Ordinance #8-5-2019A Amending the Original White Pines PUD

- F. Ordinance Approval/Amendment**
 1. Ordinance #3-17-2025A: Repealing Ordinance #8-5-2019A, an Amendment to the Code of Ordinances of the City of Mount Vernon, Iowa 2025

- i. Motion to approve first reading and proceed to the second reading (Council may suspend rules and proceed to the final reading after a vote of the first reading)

G. Resolutions for Approval

1. Resolution #3-17-2025A: Awarding the Bid for the 2025 Uptown Lighting Improvements, Mount Vernon, Iowa

H. Mayoral Proclamation

1. None

I. Old Business

1. None

J. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of an Order Acknowledging a Settlement Agreement for a First Violation of Iowa Code Section 453A.2 – Council Action as Needed
3. Discussion and Consideration of the Uptown Streetscape Masterplan – JEO Consulting Group – Council Action as Needed
4. Discussion and Consideration of OPN Architects Invoice #24426000-3 – LBC Childcare Study – Council Action as Needed
5. Discussion and Consideration of a Cemetery Mowing Request for Proposals – Council Action as Needed

K. Reports to be Received/Filed

1. Mt. Vernon/Lisbon Police Report
2. Mt. Vernon Public Works Report
3. Mt. Vernon Parks and Rec Report
4. Cole Library Report

L. Discussion Items (No Action)

1. Budget Discussion

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

March 3, 2025
City Council Minutes
213 1st Street NW
Mount Vernon, Iowa 52314

The Mount Vernon City Council met March 3, 2025, at City Hall, 213 1st Street NW, Mount Vernon, IA. A Zoom option was available. The following Council members were present: Andresen, Tuerler, West, Engel and Rose.

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

Council and those in attendance observed a moment of silence in honor of our fallen K9 officer Monster and his years of service with the Mount Vernon-Lisbon Police Department after Police Chief Doug Shannon read a statement from Mayor Wieseler.

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

Consent Agenda

Approval of City Council Minutes – February 19, 2025 Regular Council Meeting. Motion made by Rose, seconded by West to approve the Consent Agenda. Motion carries.

Public Hearing

Public Hearing on the Awarding of Bid and Authorizing the Sale of 1040 2nd Avenue SW, Mount Vernon. Mayor Wieseler opened the public hearing at 6:36 pm. The City did not receive any sealed bids for 1040 2nd Ave SW on Friday, February 28, 2025. The City will need to start the process over next month, with possible changes being made to the bid process/requirements. Hearing no public comment, Mayor Wieseler closed the public hearing at 6:38 pm. Council then acted on Resolution 3-3-2025A.

Resolutions for Approval

Resolution #3-3-2025A: Awarding Bid and Authorizing Sale of 1040 2nd Avenue SW, Mount Vernon. Resolution dies for lack of a motion.

Resolution #3-3-2025B: Approving the Final Plat of Stonebrook 10th Addition Subdivision to the City of Mount Vernon. Stonebrook 10th Addition was slated to be the final phase of this subdivision before the developer purchased an additional ten acres to the west. The 10th Addition is the largest phase of this subdivision, containing forty-seven (47) buildable lots. There has been a slight deviation with lot's 20 and 21 from the preliminary plat, otherwise no major changes were made between the preliminary and final plat. Planning and Zoning voted 5-0 in favor of approving the final plat of Stonebrook 10th Addition. Motion made by Engel, seconded by Andresen to approve Resolution #3-3-2025B. Roll call all yes. Resolution passes.

Resolution #3-3-2025C: Approving Quit Claim Deed to Outlot A of Stonebrook 8th Addition to the City of Mount Vernon. As mentioned in the previous agenda item, there was a small deviation made to the configuration of lots 20 and 21 from the preliminary plat. Lots 20 and 21 have shifted to the east and changed the boundary of Outlot A (stormwater detention area). Outlot A was dedicated to the City during the approval of the 8th Addition. The City must approve a quit claim deed to return the portion of Outlot A that was adjacent to the east side of Lot 21. In turn, the developer is dedicating new ground to the City on the west side of Lot 20. In short, they shifted the lots from the west side of the cul-de-sac to the east. Motion made by Tuerler, seconded by West to approve Resolution #3-3-2025C. Roll call all yes. Resolution passes.

Resolution #3-3-2025D: Accepting Work of the Project Known as the 2024 Water Meter Replacement Project with Ferguson Waterworks. The 2024 Watermain Replacement Project is now complete. Ferguson Waterworks completed the project for \$678,641.20. The retainage of \$33,932.06 will be released after the mandatory thirty day waiting period. Motion made by Rose, seconded by Andresen to approve Resolution #3-3-2025D Roll call all yes. Resolution passes.

Motions for Approval

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

REPUBLIC SERVICES #897	GB,RECYL-SW COMMERCIAL	15,217.00
LINN CO-OP OIL CO	FUEL TANKS-PW FACILITIES	14,100.00
US BANK	CREDIT CARD CHARGES-ALL DEPTS	10,124.37
BIG RIGGER BUILDERS, INC	SILVERADO OUTFITTING-FD LEVY	9,993.55
ALLIANT ENERGY	ENERGY USAGE-SEW	7,548.79
OPN ARCHITECTS	EARLY CHILDHOOD CENTER STUDY	7,056.18
VEENSTRA & KIMM INC	2024 SANITARY SEWER REHAB	6,527.90
JEO CONSULTING	DOWNTOWN STREETScape-LOST III	6,308.00
ALLIANT ENERGY	ENERGY USAGE-WAT	5,731.69
P&K MIDWEST INC	EQUIP MAINT-P&REC,PW	5,661.85
IOWA SOLUTIONS INC	COMPUTER EQUIP-LBC	5,375.63
LINN CO-OP OIL CO	FUEL-PW	5,308.16
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	5,244.65
ALLIANT ENERGY	ENERGY USAGE-LBC	4,911.87
TREASURER STATE OF IOWA	WET TAX	3,552.79
TREASURER STATE OF IOWA	SALES TAX	3,256.71
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	3,133.13
VEENSTRA & KIMM INC	BRYANT RD WATER MAIN	2,650.00
VEENSTRA & KIMM INC	KWIK STAR SITE PLAN	2,607.00
ALLIANT ENERGY	ENERGY USAGE-RUT,WAT,SEW	2,363.34
VEENSTRA & KIMM INC	INTELLISTREETS LIGHTING	2,087.00
VEENSTRA & KIMM INC	DAVIS PARK IMPROVEMENTS	1,962.00
ALLIANT ENERGY	ENERGY USAGE-PD	1,558.86
VEENSTRA & KIMM INC	HWY 1 RECONSTRUCTION	1,514.10
ALLIANT ENERGY	ENERGY USAGE-FD	1,428.42
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	1,265.00
STUDENT PUBLICATIONS INC	ADS/PUBLICATIONS-ALL DEPTS	1,244.54
MENARDS	SHELVING-PW FACILITIES	1,119.96
VEENSTRA & KIMM INC	NPDES COMPLIANCE	1,028.50
IOWA SOLUTIONS INC	MONTHLY MAINT-PD	1,010.00
PITNEY BOWES	METER POSTAGE-ALL DEPTS	1,000.00
NIGHT SHIFT LLC	CLEANING SERVICE-CITY HALL	931.27
ALLIANT ENERGY	ENERGY USAGE-CITY HALL	897.11
NIGHT SHIFT LLC	CLEANING SERVICE-PD	893.88
DE NOVO MARKETING	WEB/HUBSPOT SUPPORT-ALL DEPTS	825.00
VEENSTRA & KIMM INC	STONEBROOK 9&10 PREL PLAT	711.00
MENARDS	BLDG MATERIALS-PW FACILITIES	651.97
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	648.30
REC DESK LLC	SUBSCRIPTION-LBC,POOL,P&REC	537.00
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	500.00
DAMON J SCHARS	DOOR MAINT-PW	475.00

FELD FIRE	EQUIP REPAIR-FD	471.00
THE GAZETTE	SUBSCRIPTION-ALL DEPTS	457.60
MECHANICSVILLE TELEPHONE	PHONE/INTERNET-LBC	447.07
VEENSTRA & KIMM INC	LBC GENERATOR	446.00
KONICA MINOLTA	MAINT PLAN/COPIES-P&A	428.21
MEDIACOM	PHONE/INTERNET-CITY HALL	425.68
KIECKS	UNIFORMS-PD	421.91
ALLIANT ENERGY	ENERGY USAGE-P&REC	405.00
AUDITOR OF STATE	AUDIT FILING FEE-P&A	400.00
MECHANICSVILLE TELEPHONE	PHONE/INTERNET-PD	378.62
VEENSTRA & KIMM INC	NPDES PERMIT RENEWAL	374.00
TASC	FSA ADMIN FEE-ALL DEPTS	328.86
DE NOVO MARKETING	WEBSITE SUPPORT-LBC	325.00
VEENSTRA & KIMM INC	PARKS MISC ENGINEERING	320.00
CITY LAUNDERING	SERVICES-LBC	303.54
AMAZON CAPITAL SERVICES	SUPPLIES-PW	291.86
GABRIELLE MOEHLMAN	SERVICES-LBC,P&REC,POOL	280.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	272.00
BARNYARD SCREEN PRINTER LLC	WRESTLING SUPPLIES-P&REC	234.00
ALLIANT ENERGY	ENERGY USAGE-SIRENS	222.79
SUSAN COLEMAN	INSTRUCTOR-LBC	196.00
RC TECH	CAMERA SERVICE-SW	186.50
CITY LAUNDERING	SERVICES-CITY HALL	183.48
ALLIANT ENERGY	ENERGY USAGE-PW	177.59
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	176.00
US CELLULAR	CELL PHONE-P&REC,WAT,SEW	169.84
MOUNT VERNON BANK & TRUST CO	ACH RETURN-WAT,SEW,SW	166.30
CAUSE TEAM	UNIFORMS-ALL DEPTS	133.11
KONICA MINOLTA	MAINT PLAN/COPIES-LBC	130.38
MATT SIDERS	MILEAGE-P&REC,LBC	129.50
ALLIANT ENERGY	ENERGY USAGE-POOL	122.24
SHERWIN WILLIAMS CO.	PAINT-PD	109.25
MECHANICSVILLE TELEPHONE	PHONE/INTERNET-POOL	108.77
AMAZON CAPITAL SERVICES	SUPPLIES-P&REC	108.35
STUDENT PUBLICATIONS INC	ADS/PUBLICATIONS-P&REC	107.73
RC TECH	EQUIP REPAIR-LBC	103.36
ALEX VOLKOV	FITNESS MEMBERSHIP-WAT,SEW	100.00
ALLIANT ENERGY	ENERGY USAGE-P&A,RUT,WAT,SEW	96.80
PROFESSIONAL WINDOW CLEANING	WINDOW CLEANING-CITY HALL	80.00
CHARLOTTE MCDERMOTT	INSTRUCTOR-LBC	80.00
IOWA DEPT AGRICULTURE & LAND	DOG KENNEL LICENSE	75.00
MOUNT VERNON BANK & TRUST CO	ACH RETURN-WAT,SEW,SW	64.45
LYNCH FORD-LYNCH CHEVROLET	VEHICLE MAINT-PW	63.68
CHRISTOPHER BROWN	CLEANING SERVICES-FD	60.00
TERMINIX PRESTO-X	PEST CONTROL-VC	55.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	54.00
AMAZON CAPITAL SERVICES	MARKETING-LBC	49.95
MIDWEST WHEEL CO	VEHICLE MAINT-FD	48.26
MOUNT VERNON BANK & TRUST CO	ACH RETURN-WAT,SEW,SW	41.22
BETH HLAS	INSTRUCTOR-LBC	40.00
STUDENT PUBLICATIONS INC	ADS/PUBLICATIONS-LBC	40.00
ALEX VOLKOV	UNIFORMS-WAT,SEW	39.99
ALLIANT ENERGY	ENERGY USAGE-SW	33.47
ALLIANT ENERGY	ENERGY USAGE-CEM	22.69

KIMBERLY SCHROCK
TOTAL

INSTRUCTOR-LBC

20.00
159,567.57

FUND EXPENSE TOTALS

GENERAL FUND	23,921.71
SOLID WASTE	19,522.97
PW FACILITIES	18,521.93
LBC	17,028.23
WATER FUND	15,980.13
SEWER FUND	15,888.21
ROAD USE TAX FUND	10,430.31
CIP/FIRE DEPT/TAX LEVY	9,993.55
LOST III UR & STREETScape	8,395.00
LOST III COMMUNITY CENTER	7,056.18
ARPA LINN COUNTY GRANT	6,527.90
RACHEL STREET/KWIK STAR	2,607.00
DAVIS PARK IMPROVEMENTS	1,962.00
2024 INFRASTRUCTURE	1,514.10
STORM WATER FUND	218.35
TOTAL	159,567.57

Discussion and Consideration of Change Order #7 – 2024 Pool Improvements – Council Action as Needed. Woodruff Construction has submitted a proposed change order in the amount of \$157,368.57. Change order #7 was prepared at the request of staff, and would complete necessary repairs to the bathhouse, office area and chemical rooms. These improvements were left off the original bid due to the relative unknowns of the basin repair costs. Motion made by Tuerler, seconded by Rose to approve Change Order #7-2024 Pool Improvements. Motion carries.

Discussion and Consideration of a Required Financial Software Package Upgrade – Council Action as Needed. Tyler Technologies (financial management/billing software) informed staff that the City's version of its financial/billing software program would no longer be functional beyond 2026 without upgrading to a newer version. The one-time costs necessary for the transition of programs is \$61,569.00, along with an annual maintenance fee of \$28,192.00. Motion made by Rose, seconded by Tuerler to approve the Software Service Agreement with Tyler Technologies for upgraded software. Motion carries.

Discussion and Consideration of V&K Invoice #51378-5 – Rachel Street Design – Council Action as Needed. This invoice is in the amount of \$13,004.50 for the design of Rachel Street public improvements. Motion made by Tuerler, seconded by Andresen to approve V&K Invoice #51378-5-Rachel Street Design. Motion carries.

Discussion and Consideration of Memorial Bench Request for Ed Sauter – Council Action as Needed. Ed Sauter's family has requested consideration of naming a memorial bench near the trail in Sauter Park. The benches that are currently located adjacent to the trail were purchased by the City. In the past, the City has asked the family to donate an amount equal to the cost of the bench purchase in order to have it commemorated in memory of a loved one if they choose to use one of these benches. The family also has the option of purchasing their own bench. Motion made by Tuerler, seconded by West to approve the naming of a memorial bench in honor of Ed Sauter. Motion carries.

Discussion and Consideration of Setting a Public Hearing for Budget Amendment #1 to the FY 2024-2025 Budget for April 7, 2025 – Council Action as Needed. Motion made by Tuerler, seconded by Rose to set the public hearing for FY25 Budget Amendment #1 for April 7, 2025. Motion carries.

Discussion and Consideration of Carrico Aquatic Resource, Inc. Water Management Assistance Program - Pool – Council Action as Needed. Carrico Aquatic Resource provides the city with chlorine and other chemicals for the municipal pool. The annual cost of supplying pool chemicals is \$15,900 for the 2025 season. This is a slight increase of \$500 over the previous season. Motion made by Engel, seconded by West to approve the Water Management Assistance Program with Carrico Aquatic Resource, Inc. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 1 – Council Action as Needed. The next seven agenda items identify the tax increment financing reimbursement certification for each phase of the Spring Meadow Heights and Stonebrook subdivisions. Just over 37% of the certified amount will be reserved for the low to moderate income fund. Stonebrook Phase 1 will have \$42,175.32 going to the LMI account and \$71,107.83 going to the developer. Motion made by Rose, seconded by Engel to approve the Tax Increment Financing Reimbursement Certification for Stonebrook Phase 1. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 2A – Council Action as Needed. Stonebrook Phase 2A will have \$20,635.43 going to the LMI account and \$34,791.46 going to the developer. Motion made by Andresen, seconded by Tuerler to approve the Tax Increment Financing Reimbursement Certification for Stonebrook Phase 2A. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 2B – Council Action as Needed. Stonebrook Phase 2B will have \$110.97 going to the LMI account and \$187.10 going to the developer. Motion made by Engel, seconded by West to approve the Tax Increment Financing Reimbursement Certification for Stonebrook Phase 2B. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 3 – Council Action as Needed. Stonebrook Phase 3 will have \$30,211.90 going to the LMI account and \$50,937.45 going to the developer. Motion made by Tuerler, seconded by West to approve the Tax Increment Financing Reimbursement Certification for Stonebrook Phase 3. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 4 – Council Action as Needed. Stonebrook Phase 4 will have \$1,188.11 going to the LMI account and \$2,003.16 going to the developer. Motion made by Rose, seconded by Tuerler to approve the Tax Increment Financing Reimbursement Certification for Stonebrook Phase 4. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Spring Meadow Heights Phase 1 – Council Action as Needed. Spring Meadow Heights Phase 1 will have \$61,640.26 going to the LMI account and \$51,404.10 going to the developer. Motion made by Andresen, seconded by Engel to approve the Tax Increment Financing Reimbursement Certification for Spring Meadow Heights Phase 1. Motion carries.

Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Spring Meadow Heights Phase 2 – Council Action as Needed. Spring Meadow Heights Phase 2 will have \$20,760.32 going to the LMI account and \$35,002.03 going to the developer. Motion made by West, seconded by Rose to

approve the Tax Increment Financing Reimbursement Certification for Spring Meadow Heights Phase 2. Motion carries.

Discussion and Consideration of Change Order #1 – 2024 Water Meter Replacement Project – Council Action as Needed. Fergusson (Vepo) staff encountered a number of smaller meters while beginning the water meter changeout program. It was decided early in the project that Ferguson would credit the City for the meters that were originally specified, and replace those meters with the smaller version. The net increase for the entire project was \$5,698.00. Motion made by Tuerler, seconded by West to approve Change Order #1-2024 Water Meter Replacement Project. Motion carries.

Discussion and Consideration of Pay Application #1 - 2024 Water Meter Replacement Project – Council Action as Needed. Motion made by Tuerler, seconded by Rose to approve Pay Application #1-2024 Water Meter Replacement Project in the amount of \$201,606.09. Motion carries.

Discussion and Consideration of Pay Application #2 - 2024 Water Meter Replacement Project – Council Action as Needed. This pay application represents the retainage on the project and will be released by City Hall after 30 days. Motion made by Engel, seconded by West to approve Pay Application #2-2024 Water Meter Replacement Project in the amount of \$33,932.06. Motion carries.

Discussion and Consideration of Surface Pro Replacements for the LBC – Council Action as Needed. The four Surface Pros utilized by the LBC front desk need to be replaced as they have reached the end of their lifecycle. The total replacement cost for the surface pros and subsequent equipment is \$10,047.90. Motion made by West, seconded by Andresen to approve the purchase of four Surface Pros for the LBC. Motion carries.

Discussion Items (No Action)

LBC Childcare Discussion. After meeting with OPN Architects, staff gave an update on building layouts and potential costs of adding a childcare addition to the Lester Buresh Center. Initial project cost estimation is \$11,000,000 for a two story addition. The entire first floor would be dedicated to a childcare facility and the second floor being utilized for the LBC. The childcare facility would serve between 80 and 100 children. The City would need to borrow approximately \$5,500,000 for its contribution towards the project and the rest would need to come from grants and fundraising. Council felt strongly that this was an essential need in the community and should continue to move forward in the process.

Reports of Mayor/Council/Administrator

Mayor's Report. Hiring a new Chief of Police is starting this week, childcare and entry level housing are all on Wieseler's agenda.

City Administrator's Report. Full report available on the City website under the March 3, 2025 Council Packet. Nobsch gave an update on the upcoming FY26 budget.

As there was no further business to attend to, the meeting adjourned, the time being 7:49 p.m., March 3, 2025.

Respectfully submitted,
Marsha Dewell
City Clerk

Chris Nosbisch

From: Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>
Sent: Tuesday, March 4, 2025 10:57 AM
To: Leigh Bradbury; Chris Nosbisch
Subject: FW: Application App-215949 Ready for Review

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

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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

From: noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support
Sent: Tuesday, March 4, 2025 10:51 AM
To: Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>
Cc: licensingnotification@iowaabd.com
Subject: Application App-215949 Ready for Review

Hello,

Application Number App-215949 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: KERR-PLUNK, LLC

DBA: Kernoustie Golf Club

License Number:

Application Number: App-215949

Tentative Effective Date: 3/13/2025

License Type: Special Class C Retail Alcohol License (BW)

Application Type: New

Chris Nosbisch

From: Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>
Sent: Wednesday, March 5, 2025 1:43 PM
To: Lori Boren; Chris Nosbisch
Subject: FW: Application App-216833 Ready for Review

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

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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

From: noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support
Sent: Wednesday, March 5, 2025 1:41 PM
To: Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>
Cc: licensingnotification@iowaabd.com
Subject: Application App-216833 Ready for Review

Hello,

Application Number App-216833 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: JIMNAN LLC

DBA: Bigs BBQ and Brew Pub

License Number: BW0097366

Application Number: App-216833

Tentative Effective Date: 3/29/2025

License Type: Special Class C Retail Alcohol License (BW)

Application Type: Amendment

E. Public Hearing

AGENDA ITEM # E – 1 & F - 1

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

DATE:	March 17, 2025
AGENDA ITEM:	Public Hearing - Ordinance #3-17-2025A
ACTION:	Motion to Close

SYNOPSIS: The White Pines PUD was amended August 5, 2019, when a new developer purchased the property. The property has since been sold again and the new developer wishes to revert back to the previous PUD plan. Ordinance #3-17-2025A repeals the ordinance from 2019.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion to Close

ATTACHMENTS: Proceed to Ordinance #3-17-2025A

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025

PLANNING & ZONING COMMISSION
March 12, 2025
Staff Report
Prepared by: Leigh Bradbury, City Planner

AGENDA ITEM #5:

**Proposed Repealing of Ordinance Amendment #8-5-2019A,
Amending the Site Plan of White Pines Planned Unit Development (PUD)**

Planned Unit Development Background Information

Planned Unit Developments are a zoning mechanism that allows for flexible land use within the defined area. This can serve various purposes, including shared open spaces, mixed-use buildings, ecology preservation and sustainability.

In November, 2002, City Council approved the White Pines Planned Unit District (PUD) for development in the Third Addition of Wolfe Martin on the northeast side of Mount Vernon. The site plan that was approved provided for two (2) single family residences and six (6) duplexes (12 units) to be built as condominiums with shared common space in the back of the units.¹

In 2019, three of the six duplexes remained undeveloped. The owner approached the City with a proposal to amend the PUD site plan and allow for two of the three remaining structures to be built as single family homes instead of as duplexes. The proposal was recommended by the Planning and Zoning Commission for approval, and Ordinance Amendment # 8-5-2019A was passed by City Council. The amended site plan thereby provided for a reduction in total number of units from fourteen (14) to twelve (12). Those units have not been built, and the right to build on them has been available on the market for some time.

PRK Williams, a Cedar Rapids-based company, has submitted a request to return to the original site plan, constructing three (3) duplex units at this location. The easiest way to address this is to repeal the 2019 amendment.

Staff recommendation:

The request is recommended for approval, as it returns the development to the original plan.

Action Required:

Recommendation to City Council for approval or disapproval of the Proposed Repealing of Ordinance Amendment # 8-5-2019A.

¹ The original site plan was approved with the street surrounding the PUD designated as Lemon Lane. In June, 2003, residents petitioned City Council to change this to Wolfe Lane. This request was approved by Council Resolution # 6-16-2003A-1.

ORDINANCE #1-27-2003C

AN ORDINANCE AMENDING THE 2000 ZONING ORDINANCES OF THE CITY OF MOUNT VERNON, IOWA: "ESTABLISHMENT OF PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT"; AND AMENDING THE OFFICIAL ZONING MAP.

WHEREAS, application has heretofore been made to establish a Planned Unit Development Overlay District of the real estate hereinafter described as Traditional Residential, and

WHEREAS, the Mount Vernon Planning and Zoning Commission has approved and recommended said establishment at a public hearing held on January 15, 2003, and

WHEREAS, notice of a Public Hearing on said proposed change has been duly published in the The Sun on January 23, 2003, and there being no objections thereto, and

WHEREAS, the City Council has duly considered said application and the change applied for, now therefore

Be it enacted by the City Council of the City of Mount Vernon, Iowa:

SECTION 1. SECTION MODIFIED. The 2000 Zoning Ordinances of the City of Mount Vernon, Iowa, be amended hereby, in that the following described real estate be included in a Planned Unit Development Overlay District:

LEGAL DESCRIPTION

Lots 18, 19, 20, 21, 22 and 23, Wolfe-Martin Third Addition known as "White Pines".

SECTION 2. OFFICIAL ZONING MAP MODIFIED. That the third revision of the Mount Vernon Official Zoning Map of 1997 be and the same is hereby formally approved and adopted as a part of the permanent Ordinances of the City, an official copy thereof being placed permanently on file in the Office of the City Clerk.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not judged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on the 27th day of January, 2003

Second reading on the 3rd day of February, 2003

Third and final passage on the 10th day of February, 2003

Special Jan. 16th meeting

**Planning and Zoning Commission
City of Mount Vernon**

Recommendation to City Council

With Reference To

Creation of the White Pines Planned Unit Development Overlay District

It is the recommendation of the Planning and Zoning Commission that the City Council approve the adoption of a Planned Unit Development Overlay District, as described in the Development Plan for the White Pines PUD.

This is in accordance with Paragraph 515 (d) of the Zoning Ordinance of the City of Mount Vernon. It is also in compliance with the guidelines set forth in the Comprehensive Plan.

A public hearing regarding the consideration of this adoption was held on January 8, 2003. After the hearing, the commission voted unanimously (with the abstention of Joel Wolfe) to pass this recommendation on to the city council.

Prepared by

Robert Meegan



January 9, 2003

Tom Wieseler <twieseler@cityofmtvernon-ia.gov>; Scott Rose <srose@cityofmtvernon-ia.gov>; Mark Andresen <MAndresen@cityofmtvernon-ia.gov>; Stephanie West <swest@cityofmtvernon-ia.gov>; Paul Tuerler <PTuerler@cityofmtvernon-ia.gov>; Craig Engel <CEngel@cityofmtvernon-ia.gov>

Prepared by:	City of Mt. Vernon, City Hall, Chris Nosbisch, City Administrator	213 First St. NW, Mt. Vernon, IA 52314 (319) 895-8742
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ORDINANCE #8-5-2019A

AN ORDINANCE AMENDING ORDINANCE #1-27-2003C ESTABLISHING THE WHITE PINES PLANNED UNIT OVERLAY DISTRICT OF THE CITY OF MT. VERNON, LINN COUNTY, IOWA

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

SECTION 1. AMENDMENT. Ordinance #1-27-2003C, is hereby amended as follows:

SECTION 3: DESIGN AND SITE PLAN APPROVED. The original White Pines site plan and building orientation map as show in Exhibit "A," attached hereto and made a part thereof is hereby repealed and replaced with the 2019 proposal. The 2019 proposal as shown in Exhibit "B," attached hereto and made a part thereof, reduces the number of units allowed from 14 to 12, and allows for similar single family oriented development on the east end of the property.

SECTION 34: SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not judged invalid or unconstitutional.

SECTION 45: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this 3rd day of September, 2019.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance #8-5-2019A on the 12th day of September, 2019.

3905 1st Avenue NE
Cedar Rapids, IA 52402



**PRK Williams
Building Group**
Develop • Design • Build • Remodel

March 3, 2025

City Of Mt. Vernon
213 First St. NW
Mt. Vernon, IA 52314
ATTN: Leigh Bradbury

Re: White Pines PUD- Ordinance #8-5-2019A

Dear ,

PRK Williams Building Group is under contract to purchase the remaining lots within the subject property, with the intent to develop said lots in the construction of (3) 2-unit condominium homes on lots 19,20 and 21.

Currently, per Exhibit " B ", Ordinance #8-5-2019A allows the construction of Lots 19,20 and 21 to contain (1) additional duplex unit and (2) additional single family dwellings for a total of 12 units within the development.

PRK Williams is requesting this Ordinance be amended and reverted back to the original development plan per Exhibit (C), allowing construction of (3) additional duplex units on lots 19,20 and 21 for a total of 14 units.

I have attached the above referenced Ordinance and Exhibits A,B AND C for consideration of this request.

Please feel free to contact me if there are any questions.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Brian Morrill".

Brian Morrill

Director of Operations | PRK Williams Building Group

Voice/SMS (319) 640-7422

bmorrill@prkwilliams.com

www.prkwilliams.com

prkwilliams.com | (319) 538-2989



Tom Wieseler <twieseler@cityofmtvernon-ia.gov>; Scott Rose <srose@cityofmtvernon-ia.gov>; Mark Andresen <MAndresen@cityofmtvernon-ia.gov>; Stephanie West <swest@cityofmtvernon-ia.gov>; Paul Tuerler <PTuerler@cityofmtvernon-ia.gov>; Craig Engel <CEngel@cityofmtvernon-ia.gov>

Prepared by: City of Mt. Vernon, City Hall, Chris Nosbisch, City Administrator	213 First St. NW, Mt. Vernon, IA 52314 (319) 895-8742
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ORDINANCE #8-5-2019A

AN ORDINANCE AMENDING ORDINANCE #1-27-2003C ESTABLISHING THE WHITE PINES PLANNED UNIT OVERLAY DISTRICT OF THE CITY OF MT. VERNON, LINN COUNTY, IOWA

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

SECTION 1. AMENDMENT. Ordinance #1-27-2003C, is hereby amended as follows:

SECTION 3: DESIGN AND SITE PLAN APPROVED. The original White Pines site plan and building orientation map as show in Exhibit "A," attached hereto and made a part thereof is hereby repealed and replaced with the 2019 proposal. The 2019 proposal as shown in Exhibit "B," attached hereto and made a part thereof, reduces the number of units allowed from 14 to 12, and allows for similar single family oriented development on the east end of the property.

2 single units - west end #18, #23

SECTION ~~34~~: SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not judged invalid or unconstitutional.

SECTION ~~45~~: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this 3rd day of September, 2019.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke - City Clerk

I certify that the foregoing was published as
Ordinance #8-5-2019A on the 12th day of September, 2019.

White Pines Planned Unit Development

EXHIBIT "A"

North
Scale 1" = 60'

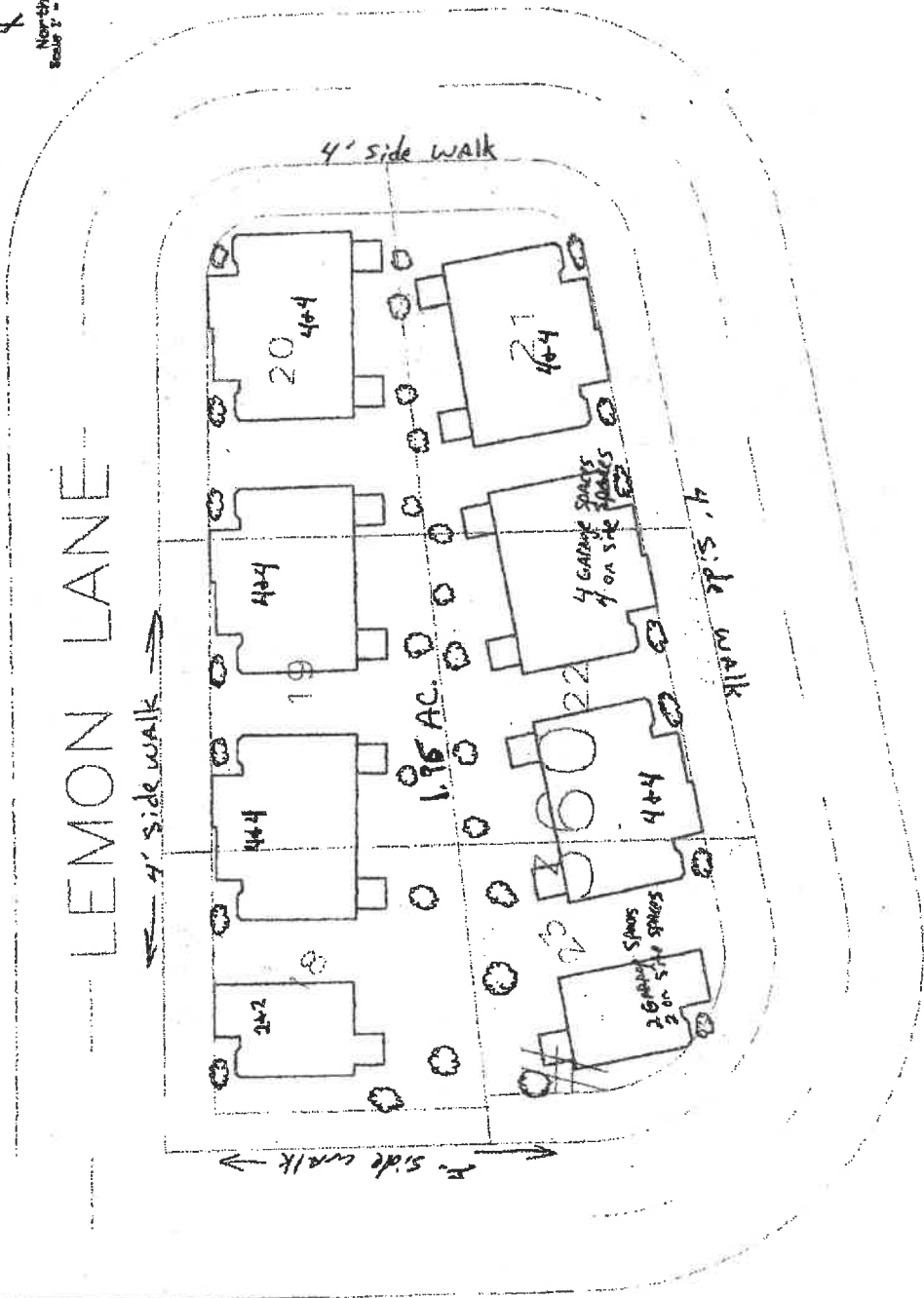
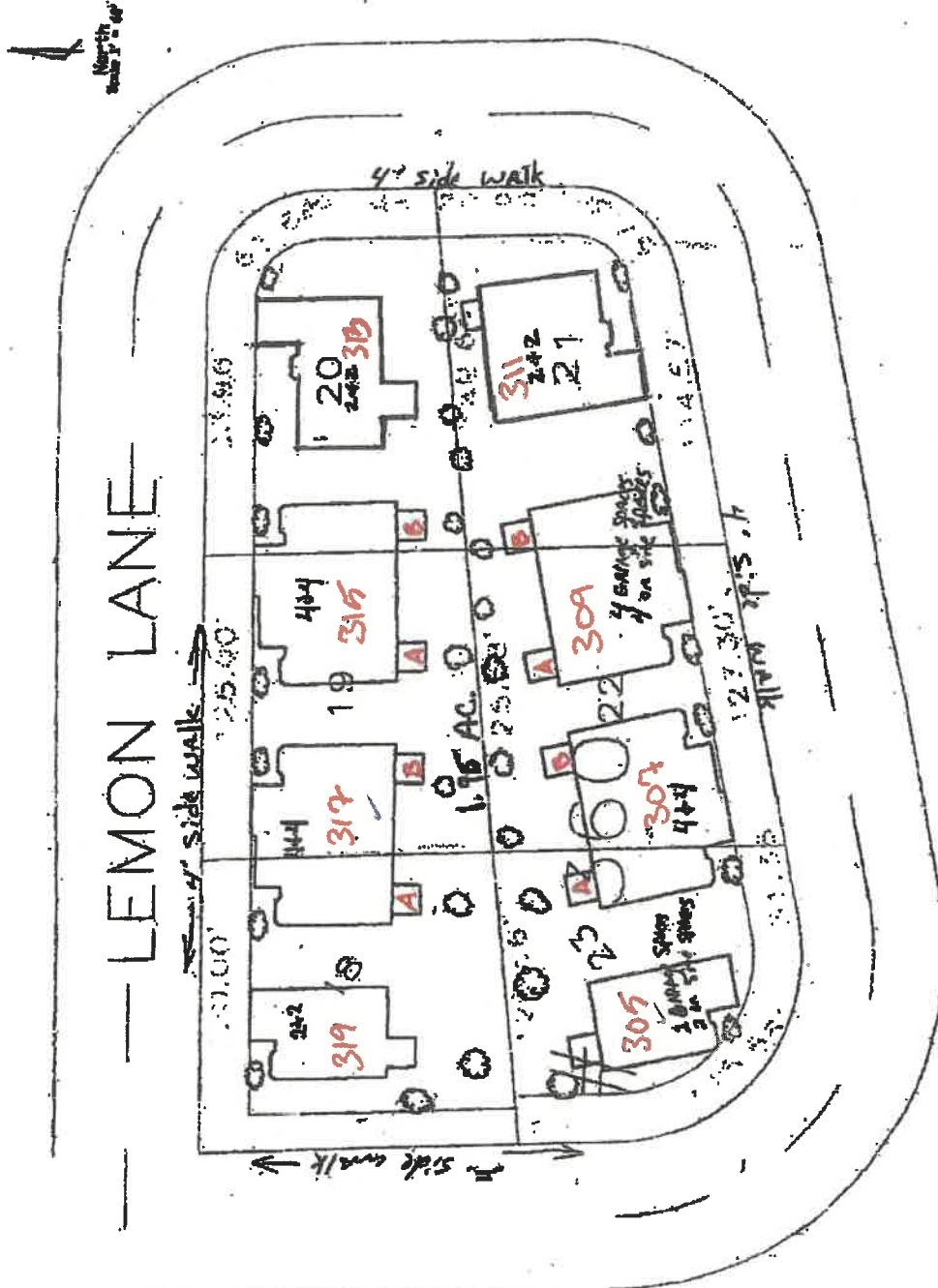


EXHIBIT "B"

White Pines Planned Unit Development



WHITE PINES PLANNED UNIT DEVELOPMENT

EXHIBIT " C "



* SETBACK DIMENSIONS SHOW ARE PRELIMINARY AND TO BE CONFIRMED UPON PERMIT APPLICATION*

F. Ordinance Approval/Amendment

ORDINANCE NO. 3-17-2025A

AN ORDINANCE REPEALING ORDINANCE #8-5-2019A,
AN AMENDMENT TO THE CODE OF ORDINANCES OF
THE CITY OF MOUNT VERNON, IOWA, 2025,

Be it enacted by the City Council of the City of Mount Vernon, Iowa:

SECTION 1. AMENDMENT REPEALING ORDINANCE #8-5-2019A. The original White Pines site plan and building orientation map as shown in Exhibit "A" was amended by Ordinance #8-5-2019A to reduce the number of units allowed from 14 to 12 to allow for similar single family oriented development on the east end of the development. By repealing this amendment, the original site plan is restored.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudicated invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on the ____ day of _____, 2025.

Second reading on the ____ day of _____, 2025.

Third and final passage on the ____ day of _____, 2025.

Tom Wieseler, Mayor

ATTEST:

Marsha Dewell, City Clerk

I certify that the forgoing was published as Ordinance No. _____ in the Mount Vernon Sun on the _____ day of _____, 2025.

Marsha Dewell, City Clerk

G. Resolutions for Approval

AGENDA ITEM # G – 1

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

DATE: March 17, 2025

AGENDA ITEM: Resolution #3-17-2025A: Awarding Bid for 2025 Uptown Lighting

ACTION: Motion

SYNOPSIS: The V&K estimate to complete the necessary electric work in preparation for the Smart Street Light project was \$500,000. The City received one bid in the amount of \$432,279.40 from Nelson Electric Co. The recommendation from V&K is to award the bid to Nelson Electric Co.

BUDGET ITEM: Bond

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution #3-17-2025A: Awarding Bid for 2025 Uptown Lighting

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025

RESOLUTION #3-17-2025A

**RESOLUTION MAKING AWARD OF THE
CONSTRUCTION BID FOR
ELECTRICAL WIRING, POLE BASE, AND CONDUIT INSTALLATION
FOR THE
2025 UPTOWN LIGHTING IMPROVEMENTS PROJECT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON,
IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as the 2025 Uptown Lighting Improvements project, described in the plans and specifications, be and are hereby accepted, the same being the lowest responsible bid received for said work, as follows:

2025 Uptown Lighting Improvements

Contractor: Nelson Electric Co.

Amount of Bid: \$432,279.40

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements known as the 2025 UPTOWN LIGHTING IMPROVEMENTS PROJECT, said contract not to be binding on the City until approved by this Council.

Section 3. Bid alternates (if any) identified within this package may be accepted within this award or may be considered at a future date as a change order with prior approval by the Council.

PASSED and ADOPTED this 17th day of March, 2025.

Thomas M. Wieseler, Mayor

ATTEST:

Marsha Dewell, City Clerk



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

March 14, 2025

Chris Nosbisch
City Administrator
City of Mount Vernon
213 First Street West
Mount Vernon, Iowa 52314

MOUNT VERNON, IOWA
UPTOWN LIGHTING IMPROVEMENTS
RECOMMENDATION TO AWARD CONTRACT
BID TAB

The City of Mount Vernon received bids until 2:00 p.m., March 13, 2025 for the Uptown Lighting Improvements. A total of one bid were received as follows:

<u>Bidder</u>	<u>Bid</u>
Nelson Electric Co.	\$432,279.40

The apparent low bid for the project was submitted by Nelson Electric Co. with its bid in the amount of \$432,279.40. We have enclosed one copy of our certified bid tabulation for your use. Veenstra & Kimm, Inc. has examined the bidding documents and they appear in order.

The Engineer's estimate of cost for the project was \$400,000.00. The low bid submitted by Nelson Electric Co. was approximately 8% above the Engineer's estimate of cost for the project.

Veenstra & Kimm, Inc. believes Nelson Electric Co. has sufficient experience and resources to complete the project within the contract time. We also believe that the low bid is reflective of the current value of the project. We recommend that the City of Mount Vernon award the construction contract to Nelson Electric Co. in the amount of the bid of \$432,279.40.

If you have any questions or comments concerning the project, please contact us at (319) 466-1000.

VEENSTRA & KIMM, INC.

Dave Schechinger
DRS:mmc
51375
Enclosures



BID TABULATION
 UPTOWN LIGHTING IMPROVEMENTS
 MOUNT VERNON, IOWA

Bid No. 1

Project: Construct Uptown Lighting Improvements for the following unit and lump sum prices:

Nelson Electric Co.
 618 14th Avenue SW
 Cedar Rapids, IA 52404

<u>Description</u>	<u>Unit</u>	<u>Estimated</u>		<u>Extended Price</u>
		<u>Quantities</u>	<u>Unit Price</u>	
1.01 Mobilization	LS	1	\$ 34,180.00	\$ 34,180.00
1.02 Traffic Control	LS	1	\$ 6,170.00	\$ 6,170.00
1.03 Construction Staking	LS	1	\$ 8,539.00	\$ 8,539.00
1.04 Electrical Removal	LS	1	\$ 4,885.00	\$ 4,885.00
1.05 Electric Service	LS	1	\$ 22,030.00	\$ 22,030.00
1.06 Fiber Optic Network	LS	1	\$ 27,158.00	\$ 27,158.00
1.07 Conduit Installation, 1-1/2" HDPE	LF	3,800	\$ 17.50	\$ 66,500.00
1.08 Conduit Installation, 2" HDPE	LF	3,352	\$ 17.40	\$ 58,324.80
1.09 Power Wiring (No. 1/0 AWG)	LF	330	\$ 15.15	\$ 4,999.50
1.10 Power Wiring (No. 2 AWG)	LF	300	\$ 14.50	\$ 4,350.00
1.11 Power Wiring (No. 4 AWG)	LF	1,550	\$ 10.10	\$ 15,655.00
1.12 Power Wiring (No. 6 AWG)	LF	810	\$ 7.65	\$ 6,196.50
1.13 Power Wiring (No. 8 AWG)	LF	670	\$ 5.50	\$ 3,685.00
1.14 Power Wiring (No. 10 AWG)	LF	920	\$ 3.75	\$ 3,450.00
1.15 Fiber Optic Cable	LF	3,352	\$ 1.65	\$ 5,530.80
1.16 Handhole	EA	25	\$ 1,735.00	\$ 43,375.00
1.17 Special Use Receptacle	EA	9	\$ 435.00	\$ 3,915.00
1.18 Pole Base Installation	EA	23	\$ 2,855.00	\$ 65,665.00
1.19 Site Restoration	LS	1	\$ 2,200.00	\$ 2,200.00
1.20 Removal of Sidewalk & Pavement	SY	74.2	\$ 208.00	\$ 15,433.60
1.21 PCC Sidewalk, 6 in	SY	50.2	\$ 286.00	\$ 14,357.20
1.22 Modified Subbase, 6 in	CY	15	\$ 860.00	\$ 12,900.00
1.23 Saw Cutting Dust Control	LS	1	\$ 1,390.00	\$ 1,390.00
1.24 Concrete Washout	LS	1	\$ 1,390.00	\$ 1,390.00
Total Bid (Items 1.01 - 1.24)				\$ 432,279.40

I hereby certify that this is a true tabulation of bids received on March 13, 2025 by the City of Mount Vernon, Iowa for the Uptown Lighting Improvements.


 Dave Schechinger, P.E.

Iowa License No. 16538

My license renewal date is December 31, 2026



J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, MARCH 17, 2025

FERGUSON WATERWORKS	PAY APP #1-REMOTE METER PROJECT	201,606.09
PAYROLL	CLAIMS	119,112.74
EMPLOYEE BENEFIT SYSTEMS	GROUP INSURANCE-ALL DEPTS	34,502.23
FERGUSON WATERWORKS	PAY APP #2-REMOTE METER PROJECT	33,932.06
REPUBLIC SERVICES #897	GB,RECYL-SW RESIDENTIAL	24,296.31
REPUBLIC SERVICES #897	GB,RECYL-SW COMMERCIAL	15,716.87
VEENSTRA & KIMM INC	RACHEL STREET PREL DESIGN	13,004.50
8 FINGER HVAC LLC	HVAC/GAS-PW FACILITIES	12,875.00
TURF TANK	GPS ROBOT AGRMT-P&REC,RUT	10,000.00
IOWA SOLUTIONS INC	COMPUTER EQUIP-ALL DEPTS	4,687.13
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	3,165.00
STATE HYGIENIC LAB	TESTING-SEW	1,791.00
LYNCH DALLAS PC	LEGAL FEES-P&A	1,731.94
DIESEL TURBO SERVICES INC	EQUIP MAINT-RUT	1,675.72
PNP	FUEL-PD	1,485.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,186.78
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	1,123.55
IOWA ASSOC OF MUNICIPAL UTILITIES	WATER MEMBER DUES-WAT	1,077.00
TOTAL TREE CARE OF IOWA CITY	EQUIP/VEHICLE MAINT-RUT	1,060.41
CATERPILLAR FINANCIAL SERVICES	GENERATOR-PD	949.39
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	935.00
BANKCARD 8076	CREDIT CARD FEES-LBC,P&REC	844.27
RICKARD SIGN AND DESIGN CORP	CITY HALL SIGN CHANGES	640.00
ECOCARE SUPPLY	COMPOST REMOVAL-CHALK THE WALK	500.00
BAUMAN AND COMPANY	UNIFORMS-P&A	496.00
HENDERSON PRODUCTS INC	VEHICLE MAINT-RUT	436.37
CR LC SOLID WASTE AGENCY	WASTE DISPOSAL-PW	354.20
MEDIACOM	PHONE/INTERNET-SEW	350.44
IOWA POLICE CHIEFS ASSOCIATION	TRAINING-PD BLINKS	350.00
MEDIACOM	PHONE/INTERNET-PW	315.81
CITY LAUNDERING CO	SERVICES-LBC	303.54
WENDLING QUARRIES	ROAD STONE-RUT	294.31
MEDIACOM	PHONE/INTERNET-FD	294.19
CARQUEST OF LISBON	VEHICLE MAINT-PW	236.30
JAYNE DEWITTE	UNIFORMS-ALL DEPTS	234.00
KONE INC	ELEVATOR MAINT CONTRACT-P&A	223.29
STAPLES INC	SUPPLIES-PD,P&A	220.24
AMERICAN RED CROSS	SUPPLIES-LBC	200.00
LYNCH FORD-LYNCH CHEVROLET	SILVERADO OUTFITTING-FD LEVY	195.00
GARY'S FOODS	SUPPLIES-ALL DEPTS	192.08
CITY LAUNDERING CO	SERVICES-CITY HALL	183.48
MOUNT VERNON ACE HARDWARE	SUPPLIES-FD	183.32
KONICA MINOLTA	MAINT PLAN/COPIES-PD	161.92
CHRIS NOSBISCH	MILEAGE-ALL DEPTS	158.90
NEAL'S WATER CONDITIONING	WATER/SALT-PW	156.00
SIMMERING CORY IOWA CODIFICATION	CODE SUPPLEMENTS-P&A	150.00
MERCY MEDICAL CENTER	PRE EMPLOYMENT PHYSICAL-PD	137.00
AMAZON CAPITAL SERVICES	SUPPLIES/EQUIPMENT-ALL DEPTS	136.10
EVIDENT INC	SUPPLIES-PD	118.30
HDC PRINTED PRODUCTS	STAMPS-ALL DEPTS	106.10
DSG	SUPPLIES-WAT	106.09
AIRGAS INC	CYLINDER RENTAL-PW	104.96
KONICA MINOLTA	MAINT PLAN/COPIES-LBC	100.55
JEROD LYNCH	FITNESS MEMBERSHIP-FD	100.00
LORI LYNCH	FITNESS MEMBERSHIP-FD	100.00
TODD WEAVER	FITNESS MEMBERSHIP-FD	100.00
IOWA SOLUTIONS INC	COMPUTER MAINT-LBC	90.95

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, MARCH 17, 2025

CUSTOM HOSE & SUPPLIES INC	SUPPLIES-WAT	83.14
CENTURY LINK	PHONE CHARGES-PD	77.47
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	75.00
TERMINIX PRESTO-X	PEST CONTROL-FD	73.81
TERMINIX PRESTO-X	PEST CONTROL-CITY HALL	63.80
BANKCARD 8076	REFUND-P&REC	42.00
HALLIE SEALS	DEPOSIT REFUND-WAT	39.83
MIDWEST WHEEL CO	VEHICLE MAINT-FD	27.20
AUDITOR OF STATE	AUDIT FILING FEE-P&A	25.00
NEAL'S WATER CONDITIONING	WATER/SALT-PD	25.00
GAZETTE COMMUNICATIONS	ADS/PUBLICATIONS-P&A	18.70
P&K MIDWEST INC	EQUIP MAINT-RUT	15.43
AUTHNET GATEWAY BILLING	CREDIT CARD SERVICES-LBC	5.00
KONICA MINOLTA	MAINT PLAN/COPIES-LBC	
TOTAL		495,358.81

FUND EXPENSE TOTALS		
REMOTE READ METER PROJECT		235,538.15
PAYROLL		119,112.74
SOLID WASTE		42,119.14
GENERAL FUND		34,913.17
ROAD USE TAX FUND		13,231.81
RACHEL STREET/KWIK STAR		13,004.50
PW FACILITIES		12,875.00
SEWER FUND		9,462.01
WATER FUND		8,929.52
LBC		4,780.75
STORM WATER FUND		1,197.02
CIP/FIRE DEPT/TAX LEVY		195.00
TOTAL		495,358.81

FY25 FEBRUARY REVENUE		
PUBLIC WORKS		283,254.90
GENERAL GOVERNMENT		184,689.80
CULTURE-RECREATION		47,283.50
PUBLIC SAFETY		22,432.19
COMMUNITY & ECONOMIC DEV		85.75
TOTAL		537,746.14

AGENDA ITEM # J – 2

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

DATE:	March 17, 2025
AGENDA ITEM:	Acknowledgement of a Settlement Agreement
ACTION:	Motion

SYNOPSIS: Smoke Shop and Vape Mount Vernon has submitted an order acknowledging a settlement agreement for a first violation of Iowa Code section 453A.2. Smoke Shop and Vape Mount Vernon has submitted the \$300 civil penalty.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Agreement

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025

BEFORE THE MOUNT VERNON CITY COUNCIL

<p>In RE:</p> <p>MBAK LLC 6921 Surrey Drive NE Cedar Rapids, Iowa 52402</p> <p>Permit Holder</p> <p>Smoke Shop & Vape Mount Vernon 121 1st Street NW Mount Vernon, Iowa 52314</p> <p>Retailer</p>	<p>ORDER ACCEPTING ACKNOWLEDGMENT/ SETTLEMENT AGREEMENT FIRST VIOLATION</p>
--	--

On this _____ day of March, 2025, the City Council has before it the attached Acknowledgment/Settlement Agreement signed by the above-captioned permit holder. The City FINDS that the permit holder acknowledged in the Agreement that a first violation of Iowa Code section 453A.2 occurred on December 3, 2024 and that the mandatory sanction for this violation is a \$300.00 civil penalty. The permit holder has submitted a check in the amount of \$300.00 with the Agreement.

IT IS THEREFORE ORDERED that the Acknowledgement/Settlement Agreement is approved. This sanction is consistent with Iowa Code section 453A.22(2)(a) for a first violation of Iowa Code section 453A.2(1).

Mayor

AGENDA ITEM # J – 3

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

DATE:	March 17, 2025
AGENDA ITEM:	Uptown Streetscape Masterplan
ACTION:	Motion

SYNOPSIS: Jeremy Kaemmer with JEO Consulting Group will be in attendance to present the final draft of the Uptown Streetscape Plan. Digital copies of the plan have been provided to the City Council and hard copies will be available at the meeting.

BUDGET ITEM: All Funds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025

AGENDA ITEM # J – 4

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

DATE:	March 17, 2025
AGENDA ITEM:	OPN Invoice #24426000-3
ACTION:	Motion

SYNOPSIS: The invoice is in the amount of \$4,303.61 for the Mount Vernon Early Childhood Center design.

BUDGET ITEM: LBC

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Invoice

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025



200 5th Ave SE
Ste 201
Cedar Rapids, IA 52401

INVOICE

Invoice Number: 24426000-3
Date: February 28, 2025
Project Number: 24426000

City of Mount Vernon
213 First Street NW
Mount Vernon, IA 52314

Mount Vernon Early Childhood Center

For Professional Services Rendered Through: February 28, 2025

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings	
PreDesign	\$19,000.00	72.38	\$13,751.25	\$9,500.00	\$4,251.25	
	\$19,000.00		\$13,751.25	\$9,500.00	\$4,251.25	\$4,251.25

Reimbursable Expenses

	Amount	
Mileage	\$52.36	
		\$52.36

Invoice Total \$4,303.61

AGENDA ITEM # J – 5

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

DATE: March 17, 2025

AGENDA ITEM: Cemetery Mowing RFP

ACTION: Motion

SYNOPSIS: I have included the resignation letter from Paradise Landscaping for the 2025 calendar year. Paradise Landscaping has been mowing the cemetery for the past 40 years and has submitted a quote to continue that operation this year. Additional information will be provided at the meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: RFP

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025

Request for Proposal (RFP) for the City of Mount Vernon Cemetery Lawn Care Services

Date Issued: Pending

Proposal Due Date: March 28, 2025

Point of Contact: Lori Boren

Phone Number: 319-895-8742

Email Address: lboren@cityofmtvernon-ia.gov

1. Introduction

The City of Mount Vernon is seeking proposals from qualified lawn care and landscaping companies to provide routine mowing services for the city cemetery grounds. The purpose of this Request for Proposal (RFP) is to solicit competitive bids for the maintenance and mowing of cemetery grounds to ensure a well-maintained, aesthetically pleasing environment for visitors and loved ones.

2. Scope of Work

The selected contractor will be responsible for the following services:

- **Mowing:**
 - Mow all grass areas on the cemetery property, including open spaces, pathways, and memorial areas. The contractor must use equipment that leaves a clean, even cut.
 - Maintain grass height at an appropriate level for safety, aesthetic appearance, and ease of movement for visitors.
- **Edging:**
 - Edge along all walkways, roads, memorial markers, and grave sites to ensure neat and tidy borders.
- **Trimming:**
 - Trim around trees, memorials, fences, and other obstacles, ensuring that no overgrown grass or weeds obstruct paths or markers.

- **Cleanup:**
 - Remove and dispose of any grass clippings, leaves, and debris from the property after each mowing.
- **Frequency of Service:**
 - Lawn mowing is expected to be conducted [weekly/bi-weekly] for the 2025 calendar year (seasonal mowing will be impacted by weather conditions). Adjustments to weather or growth patterns may be required.
- **Additional Services (if needed):**
 - Any other related services such as seasonal clean-up (fall leaf removal, etc.), weed control, or minor lawn repairs should be addressed in the proposal if applicable.

3. Qualifications

To be considered, the contractor must meet the following minimum requirements:

- Provide proof of liability insurance with coverage amounts of at least \$1 million, unless a different amount can be negotiated with city staff.
- Experience in cemetery lawn care or maintenance of similar large-scale properties.
- A list of references from previous clients with similar services.
- A team capable of performing the work in a timely and professional manner.
- Equipment that is well-maintained and appropriate for the size and terrain of the cemetery grounds.

4. Proposal Requirements

Interested contractors should submit a proposal that includes the following:

1. **Company Overview:**
 - A brief description of the company, its history, and its experience in providing lawn care services.
2. **Service Plan:**
 - A detailed plan describing how the contractor will meet the mowing and landscaping requirements outlined in the Scope of Work.

3. Cost Proposal:

- A breakdown of costs, including per visit pricing, any seasonal adjustments, and additional services that may be required.
- Any discounts for long-term contracts or bulk pricing.

4. Insurance and Licensing:

- A copy of the contractor's liability insurance certificate and any applicable licenses or certifications.

5. References:

- At least three references from previous clients who have used the contractor for similar services.

6. Additional Information:

- Any other relevant information, including equipment list and maintenance procedures, that would help evaluate the proposal.

5. Evaluation Criteria

Proposals will be evaluated based on the following factors:

- Compliance with the Scope of Work.
- Cost-effectiveness of the proposal.
- Experience and qualifications of the contractor.
- Feedback from provided references.
- Proposed work schedule and ability to meet deadlines.
- Environmental considerations, such as sustainable practices.

6. Proposal Submission

Proposals must be submitted by Friday, March 28th 2025 by 12:00 PM to the following address:

Mount Vernon City Hall
213 1st Street NW
Mount Vernon, IA 52314

or

Email: lboren@cityofmtvernon-ia.gov

Late submissions will not be considered. All proposals will be reviewed, and the selected contractor will be notified by March 28th, 2025.

7. Terms and Conditions

- **Contract Duration:** The contract will be for the 2025 season, with the possibility of renewal based on performance and mutual agreement.
- **Termination:** Either party may terminate the contract with 30 days' notice.
- **Liability:** The selected contractor will be responsible for any damage or accidents that occur on the property during the performance of the services.
- **Compliance:** The contractor must comply with all applicable local laws, regulations, and ordinances.

8. Questions and Clarifications

For questions or clarifications about this RFP, please contact Lori Boren at 319-895-8742 or lboren@cityofmtvernon-ia.gov.

We look forward to receiving your proposal and working together to maintain the beautiful grounds of Mount Vernon Cemetery.

Sincerely,

Lori Boren

PARADISE LANDSCAPING

P.O. BOX 32
Marion, Iowa 52302

March 11th 2025

Mount Vernon City Council,

With deep regret we are withdrawing our bid, and giving you a 30-day notice . We will be unable to mow the Mount Vernon Cemetery . Thank you for the privilege of letting us maintain the cemetery for the last 40 years.

Sincerely,



Richard J. Burroughs CEO
Paradise Landscaping LLC.
(319) 981-5200

3-11-25



K. Reports-Received/File



Mt. Vernon-Lisbon Police Department

Douglas J. Shannon
Chief of Police

FEBRUARY 2025 POLICE REPORT

Vehicle Collisions

There was a total of 4 reported collisions during the month. There were 3 collisions in Mount Vernon. Collision 1 occurred on the 700 block of E 1st St. when unit 1 stopped at a stop sign then turned left onto business 30, striking unit 2. Damage was estimated at \$3,500 and no injuries were reported. Collision 2 occurred on the 100 block of S. 1st Ave when unit 1 failed to yield at the intersection and struck unit 2. Damage was estimated at \$15,000 and no injuries were reported. Collision 3 occurred on the 700 block of S. 1st Ave when unit 1 slowed to yield and was rear-ended by unit 2. Damage was estimated at \$1,500 and no injuries were reported.

There was 1 collision in Lisbon. Collision 1 occurred on the 200 block of School St when unit 1 was pulling into a parking spot and struck unit 2, which was legally parked. Damage was estimated at \$2,000 and no injuries were reported.

Incidents/Arrest

There were 15 reported incidents during the month. In Mount Vernon, there were 10 reports which included: failure to register dog, possession under legal age, assault, fraud (x2), forgery, harassment, OWI, medical, and theft.

In Lisbon, there were 5 reports which included: animal control, fraud, parking limited or controlled, operating without valid driver's license, OWI, and driving while barred.

During the month, officers had 3 arrests. In Mount Vernon there were 2, including: OWI and failure to register dog.

In Lisbon there was 1 for OWI.

Community Service/Training/Misc.:

- Reserve Officer Roelle was sworn in
- Officer Frankfurt retired
- K9 Monster passed away
- Lisbon time (administration, call for service, patrol): 276

	Feb	Jan	Dec	Nov	Oct	Sept
Administrative	23	58	61	92	70	170
Call for service	14	19	24	15	17	25
Patrol	240	262	229	235	220	194
	276	338	314	342	307	389

380 Old Lincoln Highway
Mount Vernon, Iowa 52314

319-895-6141 (office)
319-895-6617 (fax)



Mt. Vernon-Lisbon Police Department

Douglas J. Shannon
Chief of Police

GTSB:

During February, officers worked 16 hours of STEP which resulted in: 2 OWI tests (no arrest), 1 speed citation, 8 speed warnings, and 2 other traffic violation warnings.

Respectfully Submitted,

A handwritten signature in black ink that reads "Douglas J. Shannon".

Chief of Police

380 Old Lincoln Highway
Mount Vernon, Iowa 52314

319-895-6141 (office)
319-895-6617 (fax)



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Thomas M. Wieseler, Mayor

Council:

Scott Rose
Stephanie West
Mark Andresen
Paul Tuerler
Craig Engel

**Public Works Report
3/17/2025
Council Meeting**

Streets

There were a couple slushy winter events to clean up.

Unfortunately, there was a water main break on the corner of 5th Avenue SW and Palisades Road this last Saturday. It sadly prevented us from attending Monster’s K9 Memorial.

I am sure there have been some complaints about potholes and now that it has dried up, we will attempt to get those filled. We don’t have a lot of cold patch and LL Pelling isn’t open for business yet, so patience may be needed from some residents.

There has been some street sign repair done around town.

Bryant Road/Public Works Site

We have finished the wiring and most of the insulation in the brine shed. We have started getting the outside of the building finished up since it got too cold and/or windy for us to keep moving forward with that in the last couple months.

Most of the wiring is done in the new shop/office, the HVAC has been installed, and the gas lines have been installed. Alliant will need to run a gas service to the new shop from up by Bryant Park before we can utilize a furnace, hot water heater, or hotsy (pressure washer).

When we get the insulation finished up in the office/break room area, we can start to finish the wall coverings, doors, and trim.



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Craig Engel

Brush and yard waste has started accumulating again out in the bunkers so we have been servicing that area and trying to keep the yard cleaned up as we will have spring leaf collection soon.

Facilities

There are a few small things left to touch up at the PD, but our team has done a great job with some renovations out there.

We have gone through the current PW building and disposed of any trash, stored junk, and chemicals/paint. This will make it much easier to load up items to move out to Bryant Road without having to sort through everything. We will just call it spring cleaning! 🍊

Parks

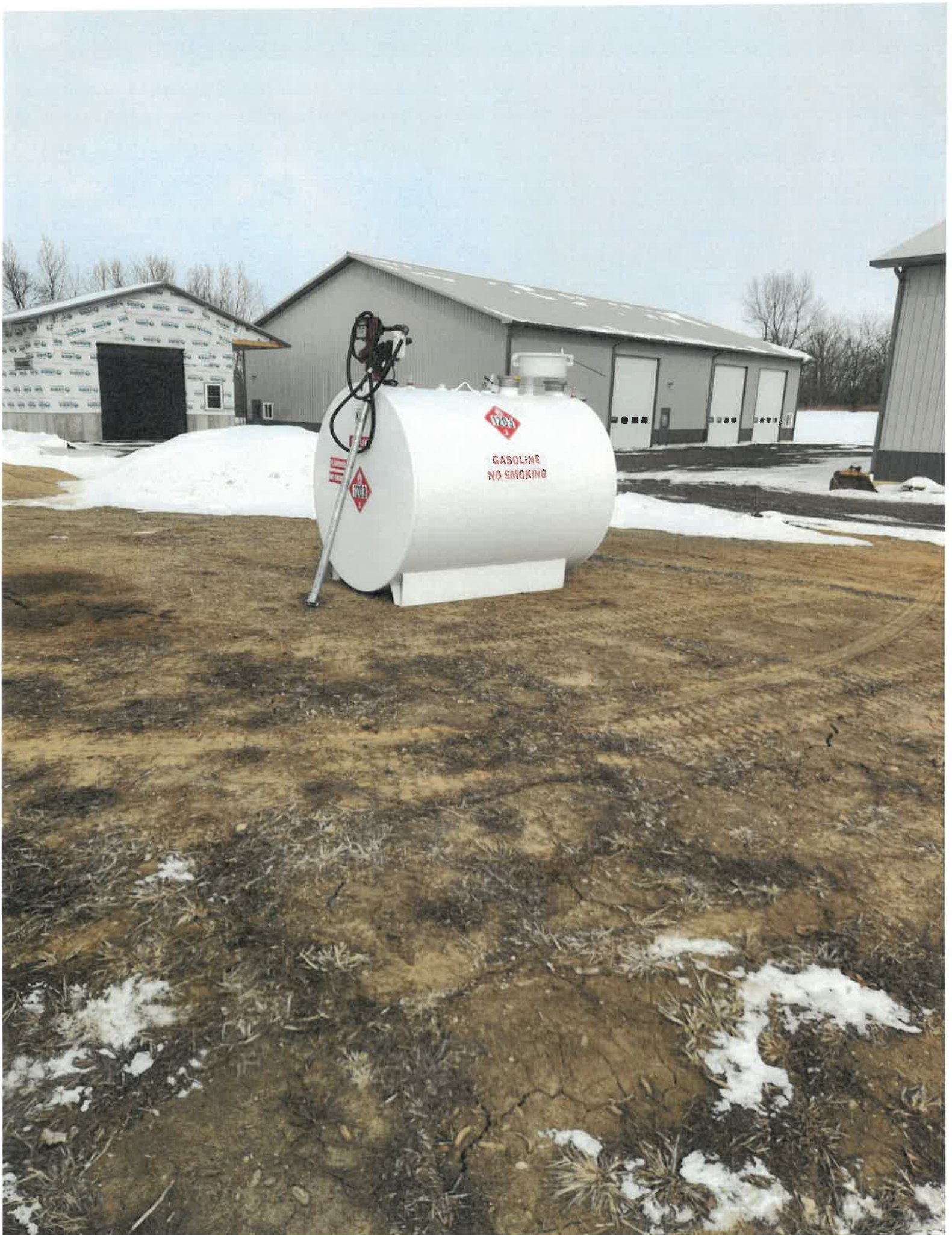
Some of the team has been getting all the parks equipment ready to go for the spring. Maintenance on mowers, trimmers, blowers, saws, leaf vac, the wood chipper, and getting hand tool inventory have been on the list of priorities.

“Act as if what you do makes a difference. It Does!” William James

Eldon Downs
City of Mt. Vernon
Public Works Director
563-331-0424
edowns@cityofmtverno-ia.gov



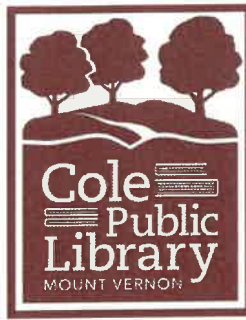












March 14, 2025

Mayor Tom Wieseler and City Council Members,

February was a busy month at Cole Public Library. Alongside our regular programs, we held our 2nd annual Puzzle Swap on Saturday, February 22nd. We also debuted a new make-and-take craft shelf in the Children's Room. For half the month, the make-and-take shelf featured a coloring craft for Pi Day. This project is a collaboration with Cornell College and the Mathematics Department's Pi on the Wall project. The Board of Trustees met on Tuesday, February 18th at 8:30am in Room 310. They approved the purchase of a new display for brochures from City organizations and local non-profits. Board members also voted to approved participation in Libraries with Heart, an American Heart Association initiative to bring free blood pressure cuffs to Iowa libraries. We hope to have the cuff available for checkout in May.

March is a big planning month for the library. This is the month we start preparing for all our Summer Reading programs and for the Spring Book Talk on April 17th. Accompanying our regular programs, we'll also hold a Spring Break Movie on Wednesday, March 19th. We'll screen the kids movie *The Wild Robot* for families and young patrons at 10:00am in Room 108. We're also adjusting the time Lego Club meets on Tuesday, March 19th to 1:00pm, to accommodate spring break hours. The Board of Trustees will meet on Tuesday, March 18th at 8:30am in Room 310. They will take part in a training on social media policies after the meeting.

Warm Regards,
Grace Chamberlain
Cole Public Library Director

L. Discussion Items (No Action)

AGENDA ITEM # L - 1

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

DATE:	March 17, 2025
AGENDA ITEM:	Budget Discussion
ACTION:	None

SYNOPSIS: Staff will review various budget scenarios with the City Council on Monday. The sewer and water rates, along with personnel cuts/furloughs will be discussed as we prepare to wrap up this budget session in April.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/14/2025

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
March 17, 2025**

- Staff will be attending the ECICOG Board of Directors meeting on Thursday, March 27, 2025.
- Lori and I will be attending Iowa Municipal Managers Institute in Iowa City, March 26-28, 2025.
- The next “all staff” meeting will be held on Wednesday, April 2, 2025, in the City Hall City Council chambers.