

## **CITY COUNCIL MEETING**

**January 2, 2018**

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on January 2, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen & Duffy

**ABSENT:** J. Bolen

**ALSO PRESENT:** Bret Warden, Mark Ewing & Whitney Baethke

The consent agenda was approved on a motion by Councilmember C. Bolen and a second by Councilmember Brownell with a noted correction for the December 20<sup>th</sup> minutes. Ayes: all, Nays: none.

- Minutes from December 18<sup>th</sup> & 20<sup>th</sup>, 2017
- Payroll

The Council held the second reading of Ordinance #65 – An Ordinance Incrementally Increasing Sewer Rates from \$13.50 to \$29.50 Minimum and from \$3.75 to \$10.50 Per Each Additional 1000 Gallons. Councilmember Duffy made the motion to waive the third reading and approve Ordinance #65. A second was made by Councilmember Brownell. Ayes: all, Nays: none.

A budget workshop was held so that the Council could discuss upcoming equipment, infrastructure and overall needs of the City of Montezuma.

Baethke informed the Council that the closings for the South Diamond Development lots have been completed.

Councilmember Duffy made the motion to adjourn at 7:45 p.m. Councilmember C. Bolen seconded the motion. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

January 15, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on January 15, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen, J. Bolen & Duffy

**ABSENT:**

**ALSO PRESENT:** Bret Warden, Mark Ewing, Joel Kercheval & Whitney Baethke

The consent agenda was approved on a motion by Councilmember C. Bolen and a second by Councilmember Brownell with a noted correction for the December 20<sup>th</sup> minutes. Ayes: all, Nays: none.

- Minutes from January 2<sup>nd</sup>, 2018
- Payroll
- Tax Abatement – Julie Theis

Councilmember Duffy made the motion and Councilmember J. Bolen seconded to accept the following 2018 Appointments:

Mayor Pro Tem – Frank Brownell

City Attorney – Gil Caldwell

Fire Chief – JR Shearer

Asst. Fire Chief – Joel Kercheval

City Banks – Montezuma State Bank, Peoples Savings Bank & County Bank

City Clerk – Christy McCaslen

Director of Finance – Whitney Baethke

Official Paper – The Record

Ayes: all, Nays: none.

Ambulance Director, Joel Kercheval was present to review some of the challenges facing Montezuma's emergency services. There was a lengthy dialogue discussing several issues and possible remedies.

The proposed budget from the Poweshiek Sheriff's Office was reviewed by the Council. The increase was looked at as well as the call log in order to better be able to breakdown the numbers.

Baethke offered numbers on the projected 3<sup>rd</sup> and 4<sup>th</sup> street projects. After working with TruNorth, she was able to give different options to the Council on how to best finance the plans.

Councilmember Duffy made the motion to table discussion on the South Diamond map and the library's budget. A second was made by Councilmember Brownell. Ayes: all, Nays: none.

Councilmember Duffy made the motion to adjourn at 8:30 p.m. Councilmember C. Bolen seconded the motion. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

February 5, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on February 5, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen, J. Bolen & Duffy

**ABSENT:**

**ALSO PRESENT:** Bret Warden, Mark Ewing & Whitney Baethke

The consent agenda was approved on a motion by Councilmember Duffy and a second by Councilmember C. Bolen. Ayes: all, Nays: none.

- Minutes from January 15<sup>th</sup>, 2018
- Claims
- Liquor License – Montezuma Country Club

**Resolution #18-02-01:** Resolution Setting the Time & Place for a Public Hearing Concerning the Budget for Fiscal Year 2019. Councilmember C. Bolen made the motion to approve resolution #18-02-01 with a second from Councilmember J. Bolen. Ayes: all, Nays: none.

**Resolution #18-02-02:** Resolution Setting the Public Hearing on Proposal to Enter into a General Obligation Corporate Purpose Loan Agreement and to Borrow Money Thereunder in a Principal Amount not to exceed \$1,100,000. A motion to approve resolution #18-02-02 was made by Councilmember Duffy with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

The Council discussed salaries for the FY2019. After some discussion Councilmember Brownell made the motion to approve a 2.5% increase. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none. Due to the increase in costs related to personnel, the Council voted not to approve any raises for the library staff at this time, pursuant to Library Board discussion. Councilmember C. Bolen made the motion to defer a salary increase for the library salaries for FY2019 and Councilmember Duffy seconded the motion. Ayes: all, Nays: none.

The 150<sup>th</sup> Celebration for the City of Montezuma has been scheduled for August 24<sup>th</sup> and 25<sup>th</sup>, 2019. Baethke asked the Council for a preliminary contribution from the City as Community Development is in the process of booking entertainment, activities and concessions. Councilmember J. Bolen made the motion for the City to provide an initial contribution of \$3,000 for the celebration. A second was made by Councilmember C. Bolen. Ayes: all, Nays: none.

Warden discussed the manhole problem he had had and what was needed to repair the situation. Central Iowa Televising suggested that the City enter into a sewer service line maintenance contract with them instead of paying a service fee for each issue that comes up. Councilmember Willrich suggested to Warden that he look into the structure of the contract and report back with more information.

Councilmember C. Bolen made the motion to sign and approve the L.L. Pelling contract in the amount of \$47,888.05. Councilmember Duffy seconded the motion. Ayes: all, Nays: none. This will consist of seal coating several streets within the city limits.

Councilmember Duffy made the motion to adjourn at 7:30 p.m. Councilmember C. Bolen seconded the motion. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

February 19, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on February 19, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen, J. Bolen & Duffy

**ABSENT:**

**ALSO PRESENT:** Bret Warden, Mark Ewing, Whitney Baethke, Joel Kercheval, JR Shearer & Forrest Aldrich

The consent agenda was approved on a motion by Councilmember Brownell and a second by Councilmember C. Bolen. Ayes: all, Nays: none.

- Minutes from February 5<sup>th</sup>, 2018
- Claims

A public hearing was held regarding the Proposal to Enter into a General Obligation Corporate Purpose Loan Agreement and to Borrow Money Thereunder in a Principal Amount not to exceed \$1,100,000 and Resolution #18-02-04: Resolution taking additional action on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and providing for the levy of taxes to pay the same. No members of the public present, the public hearing was closed. Councilmember Duffy made the motion to approve Resolution #18-02-04 with a second from Councilmember Willrich. Ayes: all, Nays: none.

Resolution #18-02-05: Resolution authorizing adoption of Policies and Procedure Regarding Municipal Securities Disclosure was presented. A motion to approve resolution #18-02-05 was made by Councilmember Willrich with a second by Councilmember J. Bolen. Ayes: all. Nays: none.

Forrest Aldrich of Veenstra & Kimm was present to review the 4<sup>th</sup> Street project with the Council. Sanitary and storm sewer infrastructure will be replaced with this project, but currently no sidewalks are included. Contracts will be awarded in early May.

Montezuma Community Development presented the Council with a Housing Incentive Proposal. This program would have two goals: stimulate new construction and also improve the curb appeal/protect property values in Montezuma. The Council asked Baethke to draft formal program documents to review at the next meeting.

Resolution #18-02-03 was tabled. Council requested revisions be made to the resolution.

Sealed bids were opened for the blue Ford dump truck. McCulley Construction submitted the high bid of \$850.00.

Councilmember Duffy made the motion to adjourn at 7:30 p.m. Councilmember C. Bolen seconded the motion. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

March 5, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on March 5, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen, J. Bolen & Duffy

**ABSENT:**

**ALSO PRESENT:** Bret Warden, Mark Ewing, Whitney Baethke, Lex Johnston & Luke & Bailey Thompson

The consent agenda was approved on a motion by Councilmember Brownell and a second by Councilmember C. Bolen. Ayes: all, Nays: none.

- Minutes from February 19<sup>th</sup>, 2018
- Claims

A public hearing was held regarding the FY19 Budget. The hearing opened at 6:02 p.m. There was no one present so the hearing closed at 6:04 p.m. with a motion from Councilmember J. Bolen and a second by Councilmember C. Bolen. Ayes: all, Nays: none. A motion to approve the FY19 Budget was made by Councilmember Brownell and was seconded by Councilmember J. Bolen. Ayes: all, Nays: none.

**Resolution #18-03-01:** Resolution Adopting the Annual Budget for the Fiscal Year 2019. Councilmember C. Bolen motioned to approve the resolution with a second from Councilmember Willrich. Ayes: all, Nays: none.

**Resolution #18-03-02:** Resolution Adopting Compensation for Montezuma Ambulance Weekend Staff & Incentive Package for Emergency Medical Technicians. Councilmember C. Bolen made the motion to accept the resolution. A second was made by Councilmember Willrich. Ayes: all, Nays: none.

**Resolution #18-03-03:** Resolution Approving and Extension of the Montezuma Housing Initiative Single-Family Home Construction Incentive Program for the Period of March 5<sup>th</sup>, 2018 to December 31<sup>st</sup>, 2019. A motion to approve the resolution was made by Councilmember Willrich and was seconded by Councilmember J. Bolen. Ayes: all, Nays: none.

Lex Johnston, Luke & Bailey Thompson and Bret Warden approached the Council with some ideas of bringing a group of young people together to plan some activities to have going on after the 4<sup>th</sup> of July parade. A greased pig contest, bathtub races and cow chip bingo were a few of the ideas that the group had. The Council gave the group their go ahead and thanked them for taking the initiative to bring interest back into the festivities surrounding the July 4<sup>th</sup> celebration.

Bret Warden, the Sewer Superintendent, was able to get the blockage taken care of by having the street dug up and the clogged pipe cleaned out. He filled it in and when the weather warms up will take care of the street repairs.

The Council proceeded into closed session pursuant to Iowa Code 21.5(i) for staff annual reviews.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

March 19, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on March 19, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

PRESENT: Brownell, Willrich, C. Bolen & Duffy

ABSENT: J. Bolen

ALSO PRESENT: Bret Warden, Mark Ewing & Whitney Baethke

Councilmember Brownell made the following correction to the minutes of the March 5<sup>th</sup>:

Frank Brownell offered a challenge grant of \$5000 to the Montezuma's Activities Group as they raise money for fun and prizes for the July 4<sup>th</sup> and City's 150<sup>th</sup> birthday celebration.

The consent agenda was approved by a motion by Councilmember Duffy and a second by Councilmember C. Bolen. Ayes: all, Nays: none.

- Minutes from March 5<sup>th</sup>, 2018, with the above-mentioned correction.
- Claims
- Liquor Licenses – Montezuma Country Club & The Depot

Councilmember Brownell would like to have a review of the personnel policy and have a new "three strikes and you are out" standard implemented. He also wanted to know who from the City, was overseeing the funds from Community Development with regard to the budget, the director's salary and shareholder's contributions. Baethke informed Brownell that MCD works with a tight budget based on funds received from the City, Water Dept., Gas Dept., Electric Dept., as well as other business and private sources. Many of these same entities are also shareholders for MCD and play an essential part of the success Baethke & MCD have been able to accomplish, including the opening of Zuma Zoo Daycare and NuCara Pharmacy. Mayor Simpson inquired how Baethke is able to allocate her time as far as performing MCD work and her role as Director of Finance. McCaslen, the Secretary/Treasurer of the MCD Board, explained to the Council that the above-mentioned openings would have never had happened if Baethke had not had the lead role as MCD Director.

Resolution #18-03-04: Resolution Authorizing the Director of Finance to make the Attached Adjustments & Transfers to the Appropriate Fund for the Fiscal Year Ending June 30, 2018 for the City of Montezuma, Iowa. Councilmember Brownell made the motion to approve the resolution with a second from Councilmember Willrich. Ayes: all, Nays: none.

Steve Short had inquired about the possibility of reserving another spot on the south side of the Poweshiek County Courthouse for handicap parking. There is currently one on the north side and two on the south, which is the same side that has the elevator right inside the door. Mayor Simpson said he would talk to Steve to find out exactly where they were proposing the new spaces be located.

EMT personnel was brought up again. Brownells, Inc. has several employees interested in acquiring EMT certification. Only two are from Montezuma, all others come from out of town to work at Brownells. Having more members of the ambulance crew would reduce the issue with the same few EMT'S on staff now going on all of the calls. Frank Brownell stated Brownells would pay the expense of the EMT training for their employees.

Legion Post #169 holds its meetings in the northeast part of the Memorial Hall. At this time, they do not hold a liquor license. The City has been advised by the city attorney that any City owned property that is involved in serving alcohol be required to provide dram shop and liability insurance coverage covering the City of Montezuma. This is also the request of the City's insurance carrier. The City needs to have insurance coverage to provide coverage for any lawsuit that may arise. The Council requested that a letter be drafted and sent to the legion members in explanation on how crucial it is that the correct insurance coverage is being carried.

Ewing addressed the issue on how many trees that have been cut down in the West City Park. He presented the Council with prices and descriptions of several different types of trees in order to pick the best one for that particular area. Mayor Simpson has much knowledge with this type of material and even suggested that the City could see about incorporating the planting of the new trees as part of Monte Pride or Arbor Day. Councilmember Bolen made a motion to allow up to \$1500 from the parks budget to purchase and replanting the new trees. A second was made by Councilmember Duffy. Ayes: all, Nays: none.

McCaslen informed the Council on the continuing plans regarding RAGRAI. Road closures and vendor permit fees were a few of the items discussed. The committee will meet again after the initial state-wide RAGBRAI meeting on April 7<sup>th</sup>.

The press release for the new housing incentives has been drawn up by Baethke and is ready to go. It lays out the explanation behind the incentives in the hopes to spark new home construction. The information will also go out to local developers, contractors and realtors. Baethke has also put all the information on the City's website, [www.montezumaiowa.org](http://www.montezumaiowa.org).

A question on the property lines and pins for the South Diamond Development was brought up due to the new houses looking to get ready to break ground this spring. Warden explained that the pins had been removed when the electrical pedestals were installed. Councilmember Brownell wants Clapsaddle-Garber & Associates to come and re-survey the lots and charge the Montezuma Light Plant the fees.

Mayor Simpson directed a question to Councilmember C. Bolen, concerning the Montezuma Fire Department. If they get rid of the tanker, will this raise the current ISO Rating on their insurance for residents outside of the city limits of Montezuma? C. Bolen will look into the ratings and report back.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

April 2, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on April 2, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, J. Bolen & Duffy

**ABSENT:** C. Bolen

**ALSO PRESENT:** Bret Warden, Mark Ewing, Whitney Baethke, Andy Erselius, Raenelle Bryan, Travis Johannes

The consent agenda was approved by a motion by Councilmember J. Bolen and a second by Councilmember Duffy. Ayes: all, Nays: none.

- Minutes from March 19<sup>th</sup>, 2018
- Claims
- Liquor Licenses – Sauce'd Pizza & Pub

It was brought to the attention of the Council that the lot pins at the South Diamond Subdivision have been located and were never removed as originally thought when installing electrical pedestals.

The Montezuma United Methodist Church sent the Council a request to designate two more handicap parking spaces on the east side of the church. The Council decided that it would benefit the rest of the City to have the Church get some kind of signage that they could put out on Sundays, funerals, wedding days, etc., in order to keep those spaces open for regular parking on regular days of business.

Andy Erselius, A&E Realty, brought the idea of marketing the South Diamond Subdivision to the Council. He was suggesting an open listing format in order to keep commissions down. Bryan Realty owner, Raenelle Bryan, informed the Council that the Multiple Listing Services does not allow this. Each realtor can put one lot on their own personal website and can market the subdivision as a whole. This in turn will allow the realtors to get the word out about the available lots in the subdivision. The City itself can list the lots on Zillow or Trulia which will also amp the exposure.

McCaslen, Co-Chair of the 2018 RAGBRAI Committee, presented the Council with a resolution and vendor permit to review. Councilmember Brownell wanted the hours of operations and mailing address added to the vendor permit and the shut-down hours specified on the resolution. A motion to approve the resolution and vendor permit pending noted corrections was made by Councilmember Brownell. A second was made by Councilmember Willrich. Ayes: all, Nays: none.

The property located at 605 East Main Street, a rental owned by Richard Lyddon, was the next topic of discussion. This property has had multiple inspections and has not been repaired to the requirement of the Safe Building inspector and the City. The Council was provided the latest report on the issues that are still out of compliance and the main concern with these problems is the safety of the renters that may want to move in. Councilmember Duffy made the motion to proceed with condemnation procedures with a second by Councilmember J. Bolen. Ayes: all, Nays: none.

The American Legion Post #169 holds their meeting on the northeast side of the Memorial Hall. When the City was in the process of having an insurance review, it was brought to their attention that there is no coverage for the Legion to be serving alcohol while conducting their meetings or fish fries. This issue puts the City in a liability bind in case there were to ever be a claim. Councilmember Duffy made the motion to have Councilmember Brownell talk to the Ron Hensel, Commander, to explain the position the City is in insurance wise and how to resolve the need for the Legion's dram shop insurance. Councilmember J. Bolen seconded the motion. Ayes: all, Nays: none.

Travis Johannes of the Montezuma Gas Department was present to answer questions regarding the I.M.A.U. Emergency Plan and O&M Plan Revisions. Councilmember Brownell questioned as to where



the supporting documents were to see what changes were being made. Johannes explained the I.A.M.U. plan is a large document to read over and the Council had already approved it at a previous meeting. The Mayor asked that the entire document be emailed out to the Council for their reference. Councilmember J. Bolen motioned to have the I.A.M.U. Emergency and O&M Plan revisions be approved. A second was made by Councilmember Duffy. Ayes: Willrich, J. Bolen & Duffy. Nays: Brownell. The motion passed.

Councilmember Brownell is requesting that a thorough review of the adopted employee handbook take place as he wants to make sure all employees have not only read the document, but also understand it. The Water Department adopted the handbook but the Electric Department has not. The Council would like to have go over the document during council meetings and once that has been done, hold a work-session with employees to go over the handbook with them as well. A meeting including the Water Board and Electric Board will be scheduled at a later date to discuss the handbook.

Jacki Bolen expressed concern for Manestreet Hair Designers, as the City goes through with the rehab of 4<sup>th</sup> Street. There is a coal room under the sidewalk along the east side of the sidewalk between Manestreet Hair Designers and The Grind. Bolen as well as co-owner Niki Latcham, are worried that will all the work being done on that street that it could cause that coal room to cave. A similar incident occurred across the street near Montezuma State Bank. Baethke said she would send an email out to Veenstra & Kim, the engineers in charge of this project and have them take a look at the coal room to see if any precautions need to take place.

Another concern that came up is the logistics of North 2<sup>nd</sup> Street and the east/west functioning alleyway that it connects to. There has been some concern that they do not connect. The Council discussed the possibilities on the changes that could be made if it was determined to not be an alley.

The Mayor asked Mark Ewing to have the City's pasture fence put back into place as the renter is wanting to bring in his cattle soon. B&B Tree Service had removed a bunch of debris from John Kercheval's timber by placing the brush on the City pasture. It was decided by the Council that B&B will have to find an alternate route to get the trees out of the timber since the cows would be in the pasture and they will not be able to pile the debris in the pasture as well.

A motion to adjourn was made by Councilmember Willrich, with a second by Councilmember J. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

April 16, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on April 16, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen, J. Bolen & Duffy

**ABSENT:**

**ALSO PRESENT:** Bret Warden, Mark Ewing, Whitney Baethke, Doug & Deb VerMeer, Becky Sinkler, Susan Hutchinson, Gordon Alexander

The consent agenda was approved by a motion by Councilmember Brownell and a second by Councilmember Willrich. Ayes: all, Nays: none.

- Minutes from April 2<sup>nd</sup>, 2018
- Claims

**Resolution #18-04-02:** A Resolution of Necessity for the North 4<sup>th</sup> Street Project and Authorizing Provision of Notice to Bidders. A motion to approve Resolution #18-04-02 was made by C. Bolen with a second by Councilmember Duffy. Ayes: all, Nays: none.

**Resolution #18-04-03:** A Resolution to Set a Date and Time for Public Hearing and Ordering Clerk to Publish Notice of Same. The public hearing will be held at a special meeting on Monday, May 14<sup>th</sup>, 2018 at noon in chambers. Bids for this project will be opened on Thursday, May 10<sup>th</sup>, 2018. Councilmember Duffy made the motion to approve Resolution #18-04-03. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none.

Veenstra and Kimm put together a proposal for the engineering services regarding the Sanitary Sewer Facility Plan. This will be used as part of and necessary for a Community Development Block Grant application that would address the replacement of the sewer along this stretch of street as well as the reconstruction of the pavement. Councilmember Duffy made the motion to table this issue until more information becomes available. Councilmember Willrich seconded the motion. Ayes: all, Nays: none.

Montezuma Community Development Director, Whitney Baethke, gave an update to the Council on the 150<sup>th</sup> celebration plans. She received word from the DOT that Main Street could be closed on Saturday, August 25<sup>th</sup> for the festivities. Assorted t-shirts and commemorative mugs have been ordered, delivered and are ready for purchase. The MCD Board will meet shortly and put together a marketing strategy for posters and such. The school will be hosting a home football game that Friday night as well as planning their Hall of Fame Induction that same weekend.

Councilmember J. Bolen made a motion to table the review of the Employee Handbook until the council can review it and bring their concerns to the following meeting. A second was made by Councilmember C. Bolen. Ayes: all, Nays: none.

Montezuma's CLG (Certified Local Government) group came to ask the Council for some supporting funds to help with the paving project for Bonham Trail. LL Pelling Co., has given the CLG a proposal to seal-coat the trail. The estimated cost is \$25,081.80. VerMeer stated that there are some funds in an account available for use on this project but will still come up short. Poweshiek County donated \$50,000 to the City of Grinnell for updating and work done to their Central Park area so the Council suggested approaching the Supervisors as well. The CLG is also looking into upgrading the benches along the trail and stated that some resources have been donated to accomplish this task. A bridge connecting the South Diamond Subdivision to the trail is also an idea along with better signage about no motor vehicles allowed on the trail. For the past two years students, teachers, community volunteers and city staff have helped bring life back to the trail during Monte Pride Day. Truckloads of debris have been cut back and removed to make the trail more attractive to the public. Councilmember Brownell made the motion to have the City contribute \$7500 to the CLG for the Bonham Trail Project.

Councilmember C. Bolen seconded the motion. Ayes: all, Nays: none. Councilmember Duffy also stated that he would like to see the County be able to match the City's funds to this plan.

Poweshiek County is going to be replacing some of the worn sidewalk on the east side of the square. The Council committed \$2500 previously to help with this repair/replacement work.

McCaslen gave an update of the houses that have now been put into the court system for property maintenance violations. The Council expressed that no extensions will be allowed at this point. Safety is the number one concern for the rental properties that are in this process.

Councilmember Brownell informed the Council that he had spoken to a member of the Legion Post #169 about the issue of them not being properly insured when serving alcohol at their meetings and social gatherings. Not having insurance is not an option and the Council will be setting a deadline at the next meeting to determine when the insurance must be purchased.

A motion to adjourn was made by Councilmember Willrich, with a second by Councilmember J. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

May 7, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on May 7, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen, J. Bolen & Duffy

**ABSENT:**

**ALSO PRESENT:** Mark Ewing, Whitney Baethke, Bryce Vanderkamp, Neil Fry, Karen McGriff & Michael Hart

The consent agenda was approved by a motion by Councilmember Duffy and a second by Councilmember Bolen. Ayes: all, Nays: none.

- Minutes from April 16<sup>th</sup>, 2018
- Claims
- Liquor License – Dollar General

Several members of the community addressed the Council wishing to use the West and East Park basketball courts to play pickleball. Bryce Vanderkamp explained that the group has been playing at the Family Center but would like to find a spot that would allow them to play outside. He explained the net being used is temporary but would like to ask the Council's permission to paint game-lines on the basketball court. Councilmember Willrich made the motion to approve the painting along with a second from Councilmember Duffy. Ayes: all, Nays: none.

Michael Hart, representing Northland Securities was present to go over financing for the upcoming 4<sup>th</sup> Street Project. After the bids for the project have been received, he will make any necessary adjustments to the GO Bonds in order to make sure they meet the City's needs. Hart provided figures compiling numbers to show the Council how much the payment will be after borrowing the money for the street construction making budgeting easier. These bonds cannot be prepaid early and Hart stated that the local financial institutions will have first priority to purchase the bonds.

**Resolution #18-05-01:** Resolution Authorizing the use of a Preliminary Official Statement in Connection with the Sale of Bonds Thereunder. Councilmember Duffy made the motion to approve this resolution with a second from Councilmember C. Bolen. Ayes: all, Nays: none.

**Resolution #18-05-02:** Resolution Setting the Time and Place for Public Hearing Concerning the Budget Amendment for Fiscal Year 2018 for the City of Montezuma, Iowa. The public hearing was set for Monday, May 21, 2018 and Councilmember C. Bolen made to motion to accept this. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none.

The Preliminary Plat for South Diamond Addition Part Two to Montezuma, Iowa was next on the agenda. Motion to approve this plat and to waive the subdivision platting fees was made by Councilmember Willrich and seconded by Councilmember J. Bolen. Ayes: all, Nays: none. The abstracts will now be brought up to date as well as having a title opinion done.

Top Brave, LLC submitted an offer to purchase lots #12 & #13 in the South Diamond Addition. Councilmember J. Bolen made the motion to accept the offer of \$5000 per lot. Councilmember Duffy seconded the motion. Ernest money in the amount of \$500 per lot was also put down by Top Brave.

A motion to table the employee handbook review was made by J. Bolen and seconded by Councilmember Duffy. Ayes: all, Nays: none.

Ewing asked the Mayor what kind of timeline he was looking at LL Pelling seal coat the selected streets this summer. Mayor Simpson expressed that he would prefer to have them done when the

weather is warmer in order to have the tar set-up better. The 4<sup>th</sup> Street Project, July 4<sup>th</sup>, RAGBRAI and 150<sup>th</sup> Celebration activities are playing a role in the planning of getting the streets sealed.

The Council discussed the deadline of the American Legion Post needing proof of insurance by June 1, 2018. McCaslen will make sure a member of the Legion knows of this deadline.

Other items discussed included inquiring if any more progress had been made on having the Montezuma Fire Department become their own 501(C)3. This would make their funds separate from the City's General Fund. Several Councilmembers have driven down South Diamond Drive and have expressed their concerns regarding the newer street not being smooth. Mayor Simpson advised Ewing to make sure and get the cracks sealed so that water can't get under the street, freeze and then allow it to crack even more.

The Poweshiek County Supervisors allocated \$3,400 to the Bonham Trail Paving Project.

Mayor Simpson asked the Council to consider having the City charge for mowing the lots at the South Diamond Addition once they have been purchased. The City will continue to mow the lots still owned by the City but will determine an amount to be charged for any lots purchased but still needing to be mowed by the City.

A motion to adjourn at 7:02 p.m. was made by Councilmember Duffy, with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

May 14, 2018

The City Council of the City of Montezuma met in special session at City Hall on Monday, May 14, 2018. The meeting was called to order at 12:00 p.m. with Mayor Corey Simpson presiding.

PRESENT: Willrich, C. Bolen, Brownell & J. Bolen

ABSENT: Duffy

ALSO PRESENT: Whitney Baethke & Greg Roth

The meeting was called to order at noon.

Resolution #18-05-03: RESOLUTION APPROVING THE PRELIMINARY PLAT FOR SOUTH DIAMOND ADDITION – PART ONE CONTAINING 10 LOTS IN THE CITY OF MONTEZUMA, IOWA, POWESHIEK COUNTY. Councilmember Willrich made the motion to accept Resolution #18-05-03 with a second from Councilmember C. Bolen. Ayes: all, Nays: none.

Resolution #18-05-04: RESOLUTION AWARDING BID AND AUTHORIZING CONSTRUCTION CONTRACT WITH TK CONCRETE FOR 4<sup>TH</sup> STREET RECONSTRUCTION PROJECT. The bids were received as follows:

Iowa Civil Contracting	\$733,805.10
Absolute Concrete	\$819,051.90
Construct, Inc	\$864,058.50
Manatts	\$720,255.75
TK Concrete	\$657,394.00
Bushong Construction	\$772,890.00
Hawkeye Paving	\$879,272.00

Councilmember C. Bolen made the motion to accept Resolution #18-05-04. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none.

Greg Roth, with Veentstra & Kimm, addressed the Council regarding the bids that came in for the 4<sup>th</sup> Street Project. He was pleased with the amount of bidders as well as the amount of the winning bid. Councilmember Brownell expressed his concern with the bid winner and Roth reassured him that someone from Veenstra & Kimm will be on-site making sure the work is acceptable and that the project stays on task.

A contingency budget was discussed and Councilmember C. Bolen motioned to set an amount of \$90,000 for the 4<sup>th</sup> Street Project. Councilmember Brownell seconded the motion. Ayes: all, Nays: none.

Councilmember Brownell made the motion to adjourn the meeting at 12:13 p.m. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

May 21, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on May 21, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Brownell, Willrich, C. Bolen & Duffy

**ABSENT:** J. Bolen

**ALSO PRESENT:** Mark Ewing & Whitney Baethke

The consent agenda was approved by a motion by Councilmember Brownell and a second by Councilmember Willrich. Ayes: all, Nays: none.

- Minutes from May 7 and May 14, 2018
- Claims

A public hearing concerning the budget amendment for fiscal year 2018 for the City of Montezuma was opened at 6:02 p.m. No one was present for the hearing so Councilmember C. Bolen made a motion to close the hearing at 6:03 p.m. with a second by Councilmember Brownell. Ayes: all, Nays: none.

**Resolution #18-05-05:** Resolution Adopting the First Amendment for the Budget for Fiscal Year 2018 for the City of Montezuma. Councilmember Duffy made the motion to approve the resolution with a second by Councilmember Willrich. Ayes: all, Nays: none.

**Resolution #18-05-06:** Resolution Approving a Bond Purchase Agreement for the Sale of General Obligation Corporate Purpose Bonds, Series 2018A. Baethke informed the Council that she spoke with Michael Hart, from Northland Securities, and he stated that the interest rates had been locked-in and that the three local banks in Montezuma had been contacted and will have the opportunity to purchase the bonds. It was also said that because the bids for the 4<sup>th</sup> Street Project came in so low, it would allow a year to be dropped from the length of the loan. Councilmember Brownell made the motion to approve the resolution. A second was made by Councilmember Duffy. Ayes: all, Nays: none.

**Resolution #18-05-07:** Resolution Approving the Final Plat for South Diamond Addition Part Two to the City of Montezuma. A motion to approve the resolution was made by Councilmember Willrich with a second from Councilmember C. Bolen. Ayes: all, Nays: none.

**Resolution #18-05-08:** A Resolution Proposing Sale and Authorizing Public Hearing for Sale of Lots 12 & 13 in South Diamond Addition Part Two for the date of Monday, June 4<sup>th</sup>, 2018. Councilmember Duffy motioned to approve the resolution with a second from Councilmember Willrich. Ayes: all, Nays: none.

The Council reviewed the South 3rd Street Sanitary Sewer Facility Plan Proposal from Veenstra and Kimm. It had been tabled at a previous meeting awaiting the bids for the 4<sup>th</sup> Street Project. The cost of this plan is \$4800 and a motion to approve was made by Councilmember Duffy and seconded by Councilmember Brownell. Ayes: all, Nays: none.

The Council reviewed the first three chapters of the Employee Policy Handbook. A motion to table the review until next meeting and proceed with chapters 4, 5, and 6 was made by Councilmember Duffy with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

Ewing advised the Council that there is a leak under the school's bus barn which has made the football concession stand bathrooms flood. It is possible that the sewer-line was punctured when the new fiber was put in for the Mid-American building last fall. The school was asking the Council if they could hire the City to repair the problem. The Council requested to find out what company had done the installation of this line first and to make sure that the City documents and keeps track of any expenses being incurred during this process and any repairs made.

Warden has submitted a quote regarding some much-needed manhole rehab repairs. The Council advised that they would like to see another quote to compare to before going forward with the work.

Mayor Simpson had been approached from Malcom Lumber about the possibility of purchasing the 1.8-acre easement located on the south side of their property. After discussing this topic Councilmember Duffy made the motion to decline the sale of the City's property. A second was made by Councilmember C. Bolen. Ayes: all, Nays: none.

Councilmember C. Bolen inquired to see if Ewing had noticed any road damage so far due to the heavy truck traffic for the wind turbine construction. Ewing stated that there hasn't been any up to this point but will be tracking any issues in the future.

A motion to adjourn at 7:38 p.m. was made by Councilmember Duffy, with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor



## CITY COUNCIL MEETING

June 4, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on June 4, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Willrich, C. Bolen & Duffy

**ABSENT:** J. Bolen & Brownell

**ALSO PRESENT:** Mark Ewing & Bret Warden

The consent agenda was approved on a motion by Councilmember Brownell and a second by Councilmember Willrich. Ayes: all, Nays: none.

- Minutes from May 21, 2018
- Claims

Cigarette Permit Renewals for The Depot Express, Dollar General, Casey's General Store and Montezuma Super Valu were approved with a motion by Councilmember C. Bolen seconded by Councilmember Duffy. Ayes: all, Nays: none.

Resolution #18-06-01: Resolution Authorizing and Approving a Loan Agreement, Providing for the Issuance of General Obligation Corporate Purpose Bonds, Series 2018A and Providing for the Levy of Taxes to Pay the Same. Councilmember Duffy made the motion to approve Resolution #18-06-01. A second was made by Councilmember Willrich. Ayes: all, Nays: none.

A Public Hearing for the review of a \$4,080,000 Iowa Economic Development Authority Water and Sewer Fund Application for Wastewater Treatment Facility Improvements was opened at 6:03 p.m. No one was present for the hearing so it was closed at 6:04 p.m. with a motion from Councilmember Willrich and a second from Councilmember C. Bolen. Ayes: all, Nays: none.

Resolution #18-06-02: Resolution Approving a \$4,080,000 Iowa Economic Development Authority Water and Sewer Application for Wastewater Treatment Facility Improvements. A motion to approve resolution #18-06-02 was made by Councilmember C. Bolen with a second by Councilmember Duffy. Ayes: all, Nays: none.

Resolution #18-06-03: Resolution Approving the Sale of Real Property. Councilmember Duffy made a motion to approve this resolution with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

Councilmember C. Bolen made a motion to table the discussion on the employee handbook until next meeting. A second was made by Councilmember Willrich. Ayes: all, Nays: none.

A motion to adjourn at 6:20 p.m. was made by Councilmember Duffy, with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor

## CITY COUNCIL MEETING

June 18, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on June 18, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

PRESENT: Willrich, C. Bolen & J. Bolen

ABSENT: Duffy, Willrich

ALSO PRESENT: Mark Ewing, Bret Warden, Laura Manatt, Joel Kercheval, Matt Simpson, Aaron & Becky Longfellow

The consent agenda was approved on a motion by Councilmember Brownell and a second by Councilmember C. Bolen. Ayes: all, Nays: none.

- Minutes from May 21, 2018
- Claims
- Liquor Licenses – Monte Spirits & Wine on Wheels (RAGBRAI Vendor)

Mark Floden presented the Council with his bill and sidewalk replacement form in order to request the reimbursement for replacing his sidewalk to a handicapped accessible version. Motion to approve his application was made by Councilmember Brownell with a second by Councilmember J. Bolen. Ayes: all, Nays: none.

The Council discussed the real estate offer of \$2,000 by Jeff Sanger to purchase Lot #5 in the South Diamond Addition. Councilmember C. Bolen made the motion to accept the offer and Councilmember J. Bolen seconded the motion. Ayes: all, Nays: none.

An offer of \$1,500 to purchase Lot #11 in the South Diamond Addition was submitted by John Breniman. Councilmember C. Bolen made the motion to approve the purchase. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none.

The public hearing for the proposal to sell real property to Top Brave was opened at 7:34 p.m. No one was present for the hearing so it was closed.

Resolution #18-06-04: Resolution Approving Sale of Real Property. A motion to approve this resolution was made by Councilmember C. Bolen and seconded by Councilmember Brownell. Ayes: all, Nays: none.

Resolution #18-06-05: Resolution Proposing Sale and Authorizing Public Hearing for Sale of Lot #5 (formally known as Lot L) in South Diamond Addition Part One to the City of Montezuma, Iowa. This resolution set the public hearing for July 2, 2018. A motion to approve this resolution was made by Councilmember J. Bolen and seconded by Councilmember C. Bolen. Ayes: all, Nays: none.

Resolution #18-06-06: Resolution Proposing Sale and Authorizing Public Hearing for Sale of Lot #11(formally known as Lot F) in South Diamond Addition Part Two to the City of Montezuma. The public hearing regarding this resolution will also be set for July 2, 2018. A motion to approve this resolution was made by Councilmember C. Bolen and seconded by Councilmember Brownell. Ayes: all, Nays: none.

Joel Kercheval presented the Council with some quotes for a new ambulance. Foster Coach offered a 2019 Ford F450 4-wheel drive chassis for \$170,164. Aarow, the company that 90 was purchased from, would take a 2018 or 2019 Chevrolet chassis and would use a refurbished box. This would limit on what changes can

A motion to adjourn at 6:20 p.m. was made by Councilmember Duffy, with a second by Councilmember C. Bolen. Ayes: all, Nays: none.

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**City Clerk**

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**Mayor**

## CITY COUNCIL MEETING

June 18, 2018

The City Council of the City of Montezuma met in regular session at Montezuma City Hall on June 18, 2018. The meeting was called to order at 6:00 p.m. with Mayor Corey Simpson presiding.

**PRESENT:** Willrich, C. Bolen & J. Bolen

**ABSENT:** Duffy, Willrich

**ALSO PRESENT:** Mark Ewing, Bret Warden, Laura Manatt, Joel Kercheval, Matt Simpson, Aaron & Becky Longfellow

The consent agenda was approved on a motion by Councilmember Brownell and a second by Councilmember C. Bolen. Ayes: all, Nays: none.

- Minutes from May 21, 2018
- Claims
- Liquor Licenses – Monte Spirits & Wine on Wheels (RAGBRAI Vendor)

Mark Floden presented the Council with his bill and sidewalk replacement form in order to request the reimbursement for replacing his sidewalk to a handicapped accessible version. Motion to approve his application was made by Councilmember Brownell with a second by Councilmember J. Bolen. Ayes: all, Nays: none.

The Council discussed the real estate offer of \$2,000 by Jeff Sanger to purchase Lot #5 in the South Diamond Addition. Councilmember C. Bolen made the motion to accept the offer and Councilmember J. Bolen seconded the motion. Ayes: all, Nays: none.

An offer of \$1,500 to purchase Lot #11 in the South Diamond Addition was submitted by John Breniman. Councilmember C. Bolen made the motion to approve the purchase. A second was made by Councilmember J. Bolen. Ayes: all, Nays: none.

The public hearing for the proposal to sell real property to Top Brave was opened at 7:34 p.m. No one was present for the hearing so it was closed.

**Resolution #18-06-04: Resolution Approving Sale of Real Property.** A motion to approve this resolution was made by Councilmember C. Bolen and seconded by Councilmember Brownell. Ayes: all, Nays: none.

**Resolution #18-06-05: Resolution Proposing Sale and Authorizing Public Hearing for Sale of Lot #5 (formally known as Lot L) in South Diamond Addition Part One to the City of Montezuma, Iowa.** This resolution set the public hearing for July 2, 2018. A motion to approve this resolution was made by Councilmember J. Bolen and seconded by Councilmember C. Bolen. Ayes: all, Nays: none.

**Resolution #18-06-06: Resolution Proposing Sale and Authorizing Public Hearing for Sale of Lot #11(formally known as Lot F) in South Diamond Addition Part Two to the City of Montezuma.** The public hearing regarding this resolution will also be set for July 2, 2018. A motion to approve this resolution was made by Councilmember C. Bolen and seconded by Councilmember Brownell. Ayes: all, Nays: none.

Joel Kercheval presented the Council with some quotes for a new ambulance. Foster Coach offered a 2019 Ford F450 4-wheel drive chassis for \$170,164. Aarow, the company that the current backup ambulance was purchased from, would take a 2018 or 2019 Chevrolet chassis and would use a refurbished box. This would limit the changes that are available to be made. Chevy currently does not offer the longer wheel base compared to Ford. New Sharon Ambulance recently purchased their new rig from Foster Coach and is pleased so far. After some discussion a motion was made by Councilmember J. Bolen to allow the Montezuma Fire Department to spend \$170,164 on a new ambulance with the trade-in offer to be determined for rig #91 and if the Fire Department wants to

purchase 91, they will be able to buy it for \$1.00 more than the trade-in offer. This motion was seconded by Councilmember C. Bolen. Ayes: all, Nays: none.

The Little League brought the Council a proposal to set up a movable batting cage along the fence line at the City's East Park. Players, coaches and parents plan on having a stand when RAGBRAI comes through Montezuma in order to continue to raise funds to purchase like items in the future. Councilmember C. Bolen made the motion to approve with a second by Councilmember Brownell. Ayes: all, Nays: none.

Councilmember Brownell made the motion to table discussion on the Employee Handbook Review until a later date. Councilmember C. Bolen seconded the motion. Ayes: all, Nays: none.

Ewing informed the Council that L.L. Pelling has finished seal-coating the mapped-out roads for this summer and is ready to move on to paving Bonham Trail.

Baethke brought to the Council's attention the idea of erecting a "tiny house" on a lot within the city limits. The city attorney instructed the Council that the ordinance states that the structure "shall have a minimum dimension of twenty-two (22) feet measured at the narrowest point of such dwelling." A motion to table discussion until more information had been collected was made by Councilmember Brownell with a second from Councilmember C. Bolen. Ayes: all, Nays: none.

The sidewalk running along the southside of East Liberty Street has been broken up by the trees. Aaron Longfellow owns property on this stretch of street and has removed his banged-up sidewalk with the hopes that the Council will allow him to fill it in the area with dirt and seed it. He is afraid that if he spends the money to replace the sidewalk, he will be dealing with this issue again. Matt Simpson also voiced his concern regarding his sidewalk on the north side of his property. It is having the same issues with the trees. The decision was to go ahead and vacate the sidewalk and have the empty space filled in and seeded.

Mayor Simpson was pleased to inform the Council that there will be a major addition to the City's East Park. He was contacted by the Mid-American rep and was excited to hear that they wanted to say thank-you to the City of Montezuma for putting up with all of the noise, traffic and other issues as they have been erecting the wind turbines. They gave him a proposal for a new playground layout to have approved. Councilmember J. Bolen motioned to accept the proposal with a second by Councilmember Brownell. Ayes: all, Nays: none.

A request to allow Streetrod Golf Cars to relocate to Grinnell was brought to the Council. The move would require the City of Montezuma to sign a release since Grinnell plans on using TIFF designated dollars for the relocation. Streetrod already has a new location site ready for production. More information will be brought to the next meeting by Baethke.

Mark Floden addressed the Street and Sewer Departments asking them to come take a look at a problem with water not draining off his property due to the way the road has been built-up. Ewing and Warden said they would go take a look at the issue and see what can be resolved.

A motion to adjourn at 8:00 p.m. was made by Councilmember Brownell, with a second by Councilmember J. Bolen. Ayes: all, Nays: none.

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City Clerk

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Mayor