



**Agenda  
City Council Meeting  
Monday, June 20, 2022 – 6:00 p.m.**

**City Council Chambers  
201 East Pleasant Street  
Maquoketa, IA 52060**

The Monday, June 20, 2022, Council meeting may be attended thru Zoom as allowed by Section 21.8 of Iowa Code. Anybody that would like to attend the meeting may do so thru the following means, and the meeting will rebroadcast over the local access channel:

The public will have both video and audio disabled throughout the virtual meeting unless a request to address the City Council is made during the Public Participation section of the Agenda. Speakers are kindly asked to keep participation to 3 minutes.

Web link: <https://zoom.us/j/96488987917>  
Phone call: 312 626 6799  
Meeting ID: 964-8898-7917

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Roll call**
- 4. Public Participation**
- 5. Consent agenda**
  - a. Agenda**
  - b. Minutes – June 6, 2022 Regular City Council Meeting**
  - c. Bills Payable through June 20, 2022 in the Amount of \$1,378,691.28**
  - d. May financial reports**
  - e. Mayoral appointment of Brenda Klemme and Joelle Hosette to the Historic Preservation Commission**
  - f. Cigarette Permit filed by KJ's Convenience & Deli**

- g. Solid Waste Collector application filed by BFI Waste Services, LLC**
- h. New Class "E" liquor license and Sunday sales filed by Main Street Tobacco**
- i. Authorizing a reimbursement payment to City Manager, Joshua Boldt, for employment transitional expenses in the amount of \$5,000 per City Manager contract Section 15-G**
- j. Resolution to approve the State of Iowa Community Development Block Grant Coronavirus (CDBG-CV) Procurement Policy**
- k. Resolution approving the subrecipient agreement for 2022 CDBG-CV Grant with Innovate 120**

## **6. Public Hearing**

- a. Public hearing regarding sale of City property known as Lisa Park**

City Manager Summary: The City Council, Parks Commission, and Staff have had previous interest in the sale of Lisa Park property. This action allows for public commentary regarding a potential sale. The recommended minimum sale target is \$6,000.

Council support is recommended.

## **7. Old business**

- a. Ordinance No.1197, entitled, "An Ordinance altering parking restrictions from Street Corners and Traffic Signals" – third reading**

City Manager Summary: City staff and the Public Safety Committee have received citizen comment on address intersection safety in the City of Maquoketa. Based on a more specific example, there are outstanding concerns over whether or not our current ordinance safely encourages parking distances away from intersections and/or traffic signals. As it is currently written, vehicles are prohibited from parking within 5 feet of a fire hydrant and 5 feet of a street corner. In the view of the City's Police Department, 5 feet is measured off of the corner at a right angle. If a sizable truck such as a simple F-150 parks closely to an intersection, as allowed by the City Code, a traffic signal can become easily blocked from view.

The focus of this proposal is on the distance from a street corner and traffic signal in order to clear up the view when a driver pulls into an intersection or upon an approach to an intersection. This allows traffic and pedestrians to move about more safely.

At the May 4 Public Safety Committee, the Committee and staff discussed the problem and a solution. The problem is generally described above. The solution requires some care for the amount of parking on residential streets and Central Business District.

The proposal defined in the ordinance attached presents 15 feet parking prohibitions from a street corner or 15 feet from a traffic signal outside of the Central Business District. This greatly

promotes safety and protects the Central Business District from needing an alteration to its current parking structure.

An example of the proposal is visualized:



Council support is recommended.

**b. Resolution authorizing sale of property by bid process – Lisa Park**

City Manager Summary: This action officially authorizes the sale of Lisa Park and allows staff to open the public bidding process for the property.

Council support is recommended.

**8. New Business**

**a. Resolution setting public hearing date for July 5, 2022 at 6:00 p.m. regarding Stormwater Levee Project**

City Manager Summary: Staff, Origin Design, and the United States Economic Development Administration (EDA) have communicated for several months on the project requirements of the planned City of Maquoketa levee bordering City Ball Park, Maquoketa Skate Park, Pubic Works, Power Plant, City Water Plant & Reservoir, and the City Wastewater Facility. The EDA grant is funding \$2,288,800 of the project and tight deadlines are in place in order to bid the project and start construction by the EDA required date of September 8, 2022.

The attached public hearing notice in the Council packet initiates the first step regarding this project to meet the requirements before September 8. With City Council approval, a public hearing date will be set on July 5.

Council support is recommended.

**b. Resolution approving Contract amendment in the amount of \$187,438 submitted by Origin Design for the Platt Street Project**

City Manager Summary: As a result of several factors in the Platt Street project, the City's contracted engineering firm, Origin Design, officially requests a contract amendment in the amount of \$187,438. The initial contract made between the City and Origin Design was for \$1,273,848 on January 12, 2021. This revision, if approved by City Council, allows for a contract value of \$1,461,286 (+14.7%). Cause for the request is detailed here:

- Origin's contract is not a binding amount. This is not a requirement in Iowa. Origin reserves the right to request a contract amendment upon reasonable justification that they will or have exceeded their initial contract budget.
- Origin Design's labor cost has increased significantly as a response to the overall job market.
- Origin Design had to supplement other engineering requirements on the City's behalf with all partners in the Platt Street project.
- The amendment as proposed is a projection of their services through the end of the project. This amendment accommodates the project's schedule of adding 22 working days. Origin projects a total of 32 extra working days will be needed.
- Origin Design's contract amendment of \$187,438 has been allocated into the Utility Fund USDA loans to protect the City's core funds from incurring a significant expense related to the Platt Street. The Federal and State Government cannot adjust their grant amounts for the project and thus City Management was placed into a position to think creatively about where to finance this amendment. The USDA has been gracious in the City's request to qualify Origin costs against already present loans and consider the amendment substantially related to the improvement of utilities in Platt Street. To be clear, this action doesn't cause an increase to the projected loan amounts because utility work attributable to USDA loans has gone better than expected. This extra space is where the \$187,438 will be placed. The loan terms are payable on a 40-year, 1.5% annual rate basis. The Utility Funds (Sewer, Water, Storm) have already had a Council authorized rate increase and will be able to afford this action.

Staff requests Council support in this proposal. Our City's staff doesn't have the engineering expertise to manage the project on the scale Origin Design is capable of. Origin has been respectful in their request and explanations but should the Council not approve this contract amendment, Origin Design could walk away from the project when their \$1,273,848 budget is reached. This item was discussed the Public Works Committee meeting on July 13, 2022. Approving this amendment, though frustrating, is in part a sign of the cost increase environment, added scope of services, and the lesser of two evils.

Council support is recommended.

**c. Discussion and possible motion approving purchase of televising accessories in the amount of \$30,851.00 from MacQueen Equipment**

City Manager Summary: The requested equipment is compatible with the MacQueen EnviroSight Sewer Camera authorized by Council on May 2, 2022 for Alliance Water & Wastewater use. The proposal here is for large accessories & specialized televising equipment to inspect Stormwater

pipng and locate faulty infrastructure without having to contract out City activities. The item is presented through State of Iowa bidding system and satisfies the City's Purchasing Policy. Frank Ellenz advises the cost of the equipment is due to have a +10% increase if the City waits until the new fiscal year (July 1).

For Finance, the Public Works (Road Use Tax) Capital Improvement Budget for FY22-23 is capped at \$372,914. Council action on March 7, 2022 authorized a new dump truck and upfitting package in the amount of \$231,376. This previous amount plus \$30,851 results in \$262,227 spent for the FY22-23 year. \$110,687 will be available for Road Use Tax related Capital purchases in FY22-23.

Frank Ellenz will execute the order and wait for payment until at least July 1 upon Council approval.

Council support is recommended.

**d. Resolution approving bid in the amount of \$14,868.48 to CPEC and \$3,697.00 to EMS for the Airport Fuel Farm Improvements.**

City Manager Summary: This action is supported and long awaited by the Maquoketa Airport Commission. The service is 100% funded (up to \$20,000) by the CARES Act from 2020. The City has recruited two specialized firms to upgrade the City's Airport Fuel Farm. Based on the skill and unique service performed, Staff determined the proposal is an exemption to the City's purchasing policy.

Central Petroleum Equipment Company (CPEC) will provide a new grounding wheel, hose, and water filtration system for \$14,868.48. Environmental Management Services (EMS) will clean the JET A tank, which is not currently in service for 100LL, for \$3,697.

It should be noted that Frank Ellenz's Council Action Summary attached in the packet has an estimate of \$1,000 (provided by CPEC) for any remaining sludge material during the cleanup. This cost is not yet known. City Staff will authorize sludge removal as a separate invoice on a later date with CPEC and keep this expense within the limits of staff spending authority.

**e. Resolution approving bid in the amount of \$123,034.86 submitted by Gee Asphalt Systems for FY2022-2023 Crack Sealing & Seal Coating**

City Manager Summary: The City of Maquoketa receives an Iowa per capita revenue share of fuel sales. This is based on gallons pumped and annually the City plans substantial improvements to the City's roadways for upkeep or improvement purposes.

Therefore, City Staff released proposal requests on the below streets for crack sealing and seal coating. The RFP was posted at all required sites per State of Iowa Code. One prospective bidder supplied a bid. This information as well as the streets to receive service are listed on the next page:

Bid Sheet - 2021-2022 Seal Coat Work	Description	Quantity	Name	Bond	Unit Price	Total Price
6/14/22@ 11:00 AM			Gee Asphalt Systems	Y		
<b>Main North</b>	Crack Sealing	7500 LF			\$ 1.15	\$8,625.00
	GSB-88 Sealer	2093 SY			\$ 1.92	\$4,018.56
<b>Dearborn</b>	Crack Sealing	2500 LF			\$ 1.15	\$2,875.00
	GSB-88 Sealer	1632 SY			\$ 1.92	\$3,133.44
<b>Vermont</b>	Crack Sealing	2500 LF			\$ 1.15	\$2,875.00
	GSB-88 Sealer	1762 SY			\$ 1.92	\$3,383.04
<b>Thomas</b>	Crack Sealing	2500 LF			\$ 1.15	\$2,875.00
	GSB-Friction Seal	8498 SY			\$ 4.38	\$37,221.24
<b>2nd Street</b>	Crack Sealing	2500 LF			\$ 1.15	\$2,875.00
	GSB-Friction Seal	5057 SY			\$ 4.38	\$22,149.66
<b>Main South</b>	Crack Sealing	2500 LF			\$ 1.15	\$2,875.00
	GSB-88 Sealer	4139 SY			\$ 1.92	\$7,946.88
<b>Matteson</b>	Crack Sealing	2500 LF			\$ 1.15	\$2,875.00
	GSB-Friction Seal	4408 SY			\$ 4.38	\$19,307.04
<b>Grand Total</b>						\$123,034.86

For FY2022-2023, the City has budgeted \$280,000 in planned street improvements which is a significant uptick in street improvement spending from FY2020-2021 at \$174,647. To reach these goals, Frank Ellenz will solicit additional street improvement services in late fall 2022 with the objective to have a new round of June 2023 work completed. As the City's major capital projects sunset over the course of the next year, City Staff has fully emphasized the need to improve secondary street conditions. This action will be the first of many in the next few years.

Council support is recommended.

## 9. Reports and Communications

a. Council Member Reports

b. City Manager Report

## 10. Executive Session

a. None

## 11. Adjournment