

MAQUOKETA CITY COUNCIL MEETING
Monday, December 21, 2020

Mayor Don Schwenker called the regular session of the Maquoketa City Council to order at 6:00 p.m. with five members present via Zoom Chat.

Present: Kean, Woodward, Lyon, Kuhlman, and Holm

Absent: Collister and Baker

Motion by Kean, seconded by Lyon approving the consent agenda consisting of the agenda, December 7th council meeting minutes, bills, November financial reports, and Renewal Class "B" Beer Permit and Sunday Sales filed by KJ's Convenience & Deli. Motion Carried 5-0

Kean asked why the legal expenses in the Economic Development fund were over budget and if we needed to do anything.

Gerald said the City will have to do a budget amendment in this fiscal year 20/21 and that we have spent a lot on lawyer fees.

Mayor Schwenker opened the Public Hearing regarding administration of the City's Community Development Block Grant to provide assistance to persons in Jackson County in response to the COVID-19 pandemic.

There were no written comments.

Stephanie Sagers and Mallory Smith reported on the COVID-19 pandemic Grant. The need for the City of Maquoketa is due to closing of businesses, meals, library, and students without internet access. The amount of the Grant is \$100,000 CDBG money and no local match from the City. It will assist all income levels and the location of project activity is Jackson County. So far, the Grant has assisted the Bellevue Bread Basket, Maquoketa School, library, Maquoketa Farmers market, Maquoketa Community Cupboard, Bellevue School, Easton Valley School, and Northeast Area Agency. The main contact is Mallory Smith at City Hall.

Motion by Kean seconded by Lyon to close the Public Hearing regarding administration of the City's Community Development Block Grant to provide assistance to persons in Jackson County in response to the COVID-19 pandemic. Motion Carried 5-0

Motion by Lyon seconded by Woodward approving Resolution No. 2020-97, entitled, "Resolution Accepting FY 2019-2020 Audit As Presented By RSM US LLP." Motion Carried 5-0

Chris Koerperich was at the meeting and went over the audit. Chris made a comment regarding the pooled cash and making sure that at fiscal year end there are transfers or adjustments made so that there are no negative balances. Chris also made a comment about segregation of duties, like utility billing, payroll, etc., which seems to be a comment every year with City Hall being a small office.

Motion by Lyon, seconded by Kean to approving Ordinance No. 1179 – An Ordinance adopting Title II Chapter 35 Building Code Board of Appeals of the City of Maquoketa code of ordinances – 2nd reading. Motion Carried 5-0

Motion by Lyon, seconded by Holm to approve the proposal from RSM US LLP in the amount of \$30,500 for the FY 2020-2021 audit. Motion Carried 5-0

Woodward asked if we were in compliance with not going out for bid for the audit.

Gerald said that with the turnover of the finance clerk position, we should stay with a company who knows the City and maybe next year go out for bid.

Motion by Kuhlman, seconded by Woodward approving Resolution No. 2020-98, entitled, "Resolution Appointing Tom Messerli To The Waste Authority of Jackson County." Motion Carried 5-0

Motion by Woodward, seconded by Kuhlman approving invoice in the amount of \$12,976.79 submitted by 563 Design for the Façade West Project. Motion Carried 5-0

Motion by Kean seconded by Woodward approving invoice in the amount of \$19,132.90 submitted by 563 Design for the Upper Story Apts. (Osterhaus) Motion Carried 5-0

Motion by Kean, seconded by Holm approving November invoice in the amount of \$3,882.55 submitted by Bolton & Menk for the Platt Street Final Design Work. Motion Carried 5-0

Mayor Schwenker asked Frank what design work is going on for the Platt St. project.

Frank comment was that this is really a utility design for Blackhills & Century Link from IIW plans.

Motion by Kuhlman, seconded by Holm approving final payment of retainage in the amount of \$18,843.48 to Connolly Construction for the Dearborn St. Sanitary Sewer Replacement Project. Motion Carried 5-0

Motion by Lyon, seconded by Kean approving Resolution No. 2020-99, entitled, "Resolution Approving Fees And Charges For City Equipment And Services. Motion Carried 5-0

Motion by Lyon, seconded by Kean approving Professional Services Agreement with WHKS for an estimated fee of \$1,150,000 for the WWTP Improvement Project. Motion Carried 5-0

Frank said that this is the next step to satisfy the DNR requirements.

Kevin Graves said that we need to keep on target and move forward with the Waste Water Improvement project. We have an SRF loan, CDBG funding, and Waste Water funds for the upcoming project. It will be a 12.3-million-dollar project with 1.3 million towards water improvements from the City. Dave Heiar and Nic Hockenberry will be looking for additional resources and funding.

Motion by Lyon, seconded by Kean agreeing to collaborate with University of Iowa's Iowa Initiative for Sustainable Communities and authorizing Mayor to sign letter of intent. Motion Carried 5-0

Nic Hockenberry spoke and said the University of Iowa asked Jackson County to be a partner. The University of Iowa wants to create 15 new projects. Examples are for marketing, branding, planning, site-engineering, etc. There is a flat fee of \$50,000. We can spread out the cost to other surrounding Jackson County entities.

Woodward asked if a private business could get in or is it just for businesses like the City.

Nic Hockenberry said that if there was enough room for private business, then maybe.

Motion by Lyon, seconded by Holm agreeing to move Seth Ashpole from Park Maintenance position to Operator position in the Public Works Department. Motion Carried 5-0

Gerald said that this will give Seth the ability to remain with the City and Seth will still take the lead on the parks.

Motion by Lyon, seconded by Kean agreeing to allow Property Maintenance Inspector to temporarily convert to part-time hours due to COVID19 and the reduction of work. Motion Carried 4-1

Ayes: Kean, Lyon, Kuhlman, and Holm

Nay: Woodward

Mallory Smith said that she is responding to the slow-down in her department and COVID-19.

Motion by Lyon, seconded by Holm approving bid in the amount of \$36,622.00 submitted by Roeder Brothers for a Massey Ferguson Tractor. Motion Carried 5-0

Frank said the current equipment is unfixable and this will bring the tractors up-to-date.

Motion by Lyon, seconded by Kean approving bid in the amount of \$245,793.00 submitted by MacQueen's Equipment for an Elgin Crosswind Street Sweeper. Motion Carried 5-0

Woodward asked if the current sweeper is broken.

Frank said we are spending too much on the current sweeper with maintenance and repairs.

Gerald said that both the tractor purchase and the sweeper will be on a lease to own and using some road use tax funds along with CIP funds balances. This way we can rotate the equipment every 5 years.

Motion by Lyon, seconded by Holm authorizing purchase of the video upgrade proposal version 2 in the amount of \$25,935.05 from Conference Technologies, Inc. in Davenport to be paid from Cable Capital Improvement Plan. Motion Carried 5-0

Woodward said that this upgrade will bring us to the future and it's a really good piece of equipment.

Motion by Kean, seconded by Woodward approving Mayoral appointment of Steve Gisel to the Property Maintenance Board. Motion Carried 5-0

Motion by Kean, seconded by Lyon appointing Jerald Bybee to the Airport Commission. Motion Carried 5-0

Gerald Smith said that City Hall would like to open two weeks after the first of the year, planning on January 18th. This could change but wanted everyone to be aware.

Mayor Schwenker wanted to wish everyone a safe and Happy Holidays!

Motion by Woodward, seconded by Kean adjourning at 7:04 p.m. All Ayes

Don Schwenker, Mayor

ATTEST:

Gerald Smith, City Manager