

Minutes City of Mechanicsville
REGULAR COUNCIL MEETING
April 13, 2020

The Mechanicsville City Council met in regular session on Monday, April 13, 2020 at 6:30 as an electronic zoom meeting due to Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation makes it "impossible and impractical" to meet in one location. Public participation will be conducted electronically with the public able to hear and participate in the Council meeting by joining the zoom meeting or calling the phone number. Mayor pro-tem Andrew Oberbreckling called the meeting to order at 6:30 p.m. Council members present for roll call were Dee Taylor, Amy Bishop, Andrew Oberbreckling, Adam Paidar and Jennifer Lester. Others present included Lonni Koch, Jake Koch, Pat Albaugh, Eric & Denice Dochterman, Donna Paup, Nancy Kainz, Denice Richardson and others who dialed in but not identified.

CONSENT AGENDA:

Amy Bishop motioned, Jennifer Lester seconded to add additional verbiage regarding the public works director giving a verbal recommendation on purchase of the skid loader to the committee report section of the minutes so that the minutes would include a "back story". Ayes: Bishop and Lester. Nays: Paidar, Taylor, and Oberbreckling. Motion failed.

Amy Bishop motioned to strike the words "table till next meeting" from the committee report on the skid loader because it wasn't a motion. Ayes: Adam Paidar, Amy Bishop, Jennifer Lester, and Andrew Oberbreckling. Nays: Dee Taylor.

Adam Paidar motioned, Dee Taylor seconded to approve the consent agenda including the agenda, the minutes from 3/9/20 with the table till next meeting amendment; finance reports, and claims. Roll call vote: Ayes: Oberbreckling, Taylor, Bishop, Paidar and Lester. Nays: None. Motion carried.

The claims approved were as follows:

ACCO	CHEMICALS	\$530.00
ACE HARDWARE	OPERATING SUPPLIES	\$402.83
AGVANTAGE FS INC	VEHICLE OPERATIONS	\$624.41
AIRGAS NORTH CENTRAL	OTHER CONTRACTUAL SERVICE	\$573.64
ALLIANT ENERGY	ELECTRIC/GAS EXPENSE	\$6,160.11
AMAZON.COM	LIBRARY MATERIALS	\$55.81
AUREON COMMUNICATIONS	OTHER CONTRACTUAL SERVICE	\$102.69
BADGER METER	UTILITY SYSTEMS & STRUCTURES	\$1,200.00
BANKERS BANK	SUBSCRIPTION & ED MATERIAL	\$150.82
BANYON DATA SYSTEMS INC	UTILITY SYSTEMS & STRUCTURES	\$2,295.00
BATTERIESPLUS	OPERATING SUPPLIES	\$149.37
BAUER, TYLER	TELECOMMUNICATIONS	\$30.00
CAR QUEST AUTO PARTS	OPERATING SUPPLIES	\$20.14
CAREPRO PHARMACY	OPERATING SUPPLIES	\$25.77
CASEYS GENERAL STORE	VEHICLE OPERATIONS	\$825.29

CEDAR COUNTY SHERIFFS RESERVES	OTHER PROF SERV EXP	\$1,600.00
CEDAR COUNTY SOLID WASTE	PAYMENTS TO OTHER AGENCIES	\$1,485.00
CHASE CARD SERVICES	POSTAGE/SHIPPING	\$647.02
CONSUMER REPORTS	SUBSCRIPTION & ED MATERIAL	\$27.82
COPPESS, LINDA	TELECOMMUNICATIONS	\$30.00
DANKO EMERGENCY EQUIPMENT	OPERATING SUPPLIES	\$97.18
FELD FIRE CO INC_	MINOR EQUIPMENT	\$358.75
FURRY, DAVE	MEETINGS & CONFERENCES	\$135.00
HI LINE INC	MINOR EQUIPMENT	\$240.63
IOWA LEAGUE OF CITIES	TRAINING	\$40.00
IOWA MEDICAID ENTERPRISE	REIMBURSEMENT	\$279.54
JOHN DEER FINANCIAL	ALLOWANCES - UNIFORMS	\$40.88
KEN-WAY TRUCKING	OTHER PROF SERV EXP	\$10,286.00
KIRKWOOD COMMUNITY COLLEGE	TRAINING	\$480.00
KNUTH LAW OFFICE	LEGAL EXPENSE	\$599.15
KOCH OFFICE GROUP	OTHER CONTRACTUAL SERVICE	\$70.66
KUNAU IMPLEMENT CO INC	VEHICLE REPAIR	\$167.47
LISBON-MT VERNON AMBULANCE	OTHER PROF SERV EXP	\$200.00
MECHANICSVILLE TELEPHONE CO	TELECOMMUNICATIONS	\$429.61
MERCYONE CLINTON NORTH HEALTH	OTHER PROF SERV EXP	\$130.00
ODD JOBS INC	OTHER PROF SERV EXP	\$850.00
OVESON REFUSE & RECYCLING LLC	OTHER PROF SERV EXP	\$3,150.00
QUILL	OPERATING SUPPLIES	\$325.20
SANDRY FIRE SUPPLY LLC	ALLOWANCES - UNIFORMS	\$1,255.94
SCHIMBERG CO	OPERATING SUPPLIES	\$64.00
SITEONE LANDSCAPE SUPPLY	GROUNDS MAINTENANCE & REPAIR	\$227.50
SKYWALK GROUP	OTHER PROF SERV EXP	\$750.00
SPAHN & ROSE	BLDG MAINT & REPAIR	\$35.29
STATE HYGIENIC LABORATORY	OTHER PROF SERV EXP	\$757.00
TIME	SUBSCRIPTION & ED MATERIAL	\$72.28
TIPTON AMBULANCE SERVICE	OPERATING SUPPLIES	\$75.00
TIPTON CONSERVATIVE & ADVERTIS	PRINTING & PUBLISHING EXP	\$314.76
UNITY POINT HEALTH	OPERATING SUPPLIES	\$915.32
US CELLULAR	TELECOMMUNICATIONS	\$96.93
USA BLUEBOOK	OTHER SUPPLIES	\$627.91
VEENSTRA & KIMM	ENGINEERING EXPENSE	\$29,900.00
WALMART	OPERATING SUPPLIES	\$63.26
WELTER STORAGE EQUIPMENT CO	BLDG MAINT & REPAIR	\$595.00
WIENEKE, DIRK	TELECOMMUNICATIONS	\$30.00
PAYROLL	WAGES	\$12,800.49

Total Receipts and Disbursements for month of March by fund

Fund	Receipts	Disbursements
General	27,103.88	46,961.03
Road Use Tax	5,809.09	11,482.41
Employee Benefit	1,184.38	
Local Option Sales Tax	7,305.50	
Library Trust Fund	6.00	
Ambulance Trust	9,278.14	4,572.55
Debt Service	808.30	
Water Utility	8,641.29	11,427.54
Sewer Utility	13,741.28	37,952.76

Solid Waste	10,904.02	6,975.62
Storm Water Utility	1,100.16	20.05
Water Deposit	250.00	

Receive visitors/public comment. None.

Public Hearing to review an application for a State Revolving Fund loan for construction of continuous aerated discharge lagoons, followed by SAGR and all associated underground piping and resurfacing on SRF. Additional information on <http://www.cityofmechanicsville.net/pdfs/SRF.pdf> . Mayor Pro-tem

Oberbreckling opened the public hearing. Clerk read the notice on the hearing and the reports, documents and data relevant to the discussion were made available on the web site and paper copies available. The purpose of the project is to make improvements to the wastewater treatment facilities to enhance the reliability, increase capacity and to replace obsolete system to safely and reliably operate the system for the next 20 years. The documents included measures taken to assess impact and the environmental impact summary, the positive effects to be realized from the proposed project include improved treatment of the wastewater from the City, compliance with effluent discharge permits limits, reduced discharge of pollutants and nutrients to the receiving stream, and improved water quality in the receiving stream. No oral or written comments received. Motion by Dee Taylor, second by Adam Paidar to close the public hearing. Ayes all. Hearing was closed.

REPORTS:

Ambulance Report: Lonni Koch reported that the ambulance had 16 calls for the month of March. Electronic education and training is being utilized. Cedar County EMA & Public Health have been distributing needed protection almost each week. Local businesses, farmers and citizens have also been donating N95 Masks, procedure Masks, safety glasses, disposable gowns, hand sanitizer and disinfectants. Amy Bishop motioned, Adam Paidar seconded to approve up to \$2400 for maintenance agreement for the 2 Zoll monitors. If no maintenance and they fail, then we would need to pay the cost to repair. Ayes all. Motion carried. Council expressed thanks to crew for risking own lives during pandemic to take care of others in the community.

Fire Report: Jake Koch reported that Fire had 4 calls for March 1 smoke detector fail, fire on Delta Avenue with mutual aid from 8 departments, one fire put out by owner, and 1 medical assist. Trucks have participated in parades for birthdays and Easter gifts. If need a truck to brighten a kids day contact the fire chief. Fire Station is limited access.

Police Report: The sheriff's office submitted written report that included 17 traffic stops, 6 citations/speed, 8 warnings speed/stop sign/equipment; 1 drug charges driver and passenger, 2 driving under suspension, 2 parking complaints by citizens, 2 business alarms/false alarms, 1 welfare check/subject was staying with family since release from hospital, and 1 car unlock at Casey's

Public Works Report: PWD Tyler was not present but submitted written report read by Mayor Pro-tem included storm drain approaches cleared, waiting on word that the sweeper truck repair has been completed to vacuum out the storm water catch basins. Truck should be ready for pick up next week. The 10" forced main at the lift station failed, Kenway Excavating Inc. responded and repaired the blown elbow. All DNR notifications were made and reporting requirements satisfied. No service interruption during repair. Power failure 4/8 at wastewater treatment plant was determined to be Alliant needing to replace breakers in the transformer and restoring power. Also found individual breakers for the blowers and mixers were out of adjustment and were adjusted so that both blowers and 3 of the 4 mixers are now operational. Caterpillar 262D3 skid steer was delivered last week. The JD tractor and deck mower were traded in at a value of \$14,000 at Altorfer Inc with a net cost of \$39,150. Purchase and trade was made at the approval of council. Thanked council for help in acquiring much needed equipment. The 90 day review was postponed due to the need for social distancing and asked about a \$3.00 per hour increase. City play structures and pavilions were closed due to CDC and IDPH recommendations. Spring Cleanup postponed until further notice as well.

IDNR: Notice of Violation Monitoring dated 3/17/2020 and received on 3/23/20 stating that Mechanicsville Water Depart has incurred a monitor violation per 567 Iowa Administrative Code 41 for failure to collect and/or report the monthly Coliform Bacteria for period ending 2/29/20. Council directed that the required public notification be put on the back of the water bill rather than a separate mailing per the provided form letter.

Administration report: Clerk provided acknowledgement on grants being received for the park, library, and ambulance from the Community Foundation of Cedar County. The residents who had already signed up for the cleanup day were notified of it being postponed. E South Street residents were also notified of the proposed change in parking on the south side of the street with one requesting that the no parking be on the north side. Police candidate has completed physical, MMPI results are still pending, and fingerprints sent in. There was a conference call with V&K to review the plans and specs of the Wastewater plant and a copy of the plans are on the website. Home Depot account was opened and card provide to Tyler. Accident with a vehicle jumping the curb and breaking the railing and some of the cement block on the building. Estimate from Dane Esbeck was sent to State Farm Insurance (auto driver). Employee Rights pertaining to paid sick leave and expanded Family and Medical leave under the Family First Corona virus Response Act were provided to employees and posted as required.

Old business discussion and possible action on:

First reading for Ordinance pertaining to no parking on south side of E South Street East of Walnut Street. Dee Taylor motioned, Adam Paidar seconded to approve the first reading of the ordinance pertaining to no parking on south side of E South Street East of Walnut Street. Possible need to talk to the mail route driver before the mailboxes are moved. Currently there are 2 mailboxes on each side of the street. Ayes all. Motion carried.

First reading Ordinance to Amend parking during snow Emergency declaration:

Amy Bishop motioned, Jennifer Lester seconded, approve the first reading that implements no street parking when a snow emergency is declared and that follow up would need to be enforced with citations. Ayes all. Motion carried.

Update E 2nd Street: Tyler and public works committee met at the corner of E Second Street and No Name Street. The water and sewer lines are on the south side of the street and the gas lines on north side of the street. Question asked if locate could be done to determine if gas lines go clear through or if they turn with the street. A locate with Iowa One Call will be done.

Skid steer proposals: Two proposals were included in the packet one from Bobcat for \$49,834.14 with no trade allowance listed and the other from Caterpillar for \$51,740.00 and the trade allowance listed at \$14,000 for a net cost of \$39,150. Amy Bishop motioned, Jennifer Lester seconded to ratify the purchase with payment to be made after July 1, 2020 with a trade in on the tractor allowance at \$14,000. Ayes: Paidar, Bishop, Oberbreckling, and Lester. Nays: Taylor. Motion carried.

Cedar Street Extension/plans & specs from V&K: Adam Paidar motioned, Dee Taylor seconded to approve the plans provided by V&K to proceed with the option to level the dirt and add the gravel to form the street at an estimated cost of \$10,580 using the money from the sale of the portion of Walnut Street to pay for the improvement. Ayes all. Motion carried.

New business discussion and possible action on:

Wastewater plant update: The plans were available for review on the website with no additional comments or action.

Update to employee handbook: Jennifer Lester motioned, Amy Bishop seconded to change “city manager” to “city council” on page 13 item 3 and to inquire if the company has verbiage regarding time clocks/time cards being used. Council will discuss time clock policy and who is using it and hand book approval at the next meeting.

Applications for National Scenic By-way designation of Lincoln Highway: Amy Bishop motioned, Adam Paidar seconded, to fill out the application and submit it. Ayes all. Motion carried.

Resolution setting salary for Police Chief: Adam Paidar motioned, Amy Bishop seconded to proceed with offering \$23.00 per hour for a starting wage, assuming that the MMPI is received back and is acceptable. Ayes all. Motion carried.

Covid 19 Emergency Declaration by Resolution: Dee Taylor motioned, Amy Bishop seconded to approve the Emergency Declaration due to the potential health, economic, and social risks associated with the COVID 19 pandemic. The City of Mechanicsville to be in a State of Emergency for the purpose of exercising necessary emergency powers and expenditure of available resources, and requesting aid, assistance, and relief

programs, and funds available from the State of Iowa. Roll call: Ayes: Adam Paidar, Amy Bishop, Andrew Oberbreckling, Jennifer Lester, Dee Taylor. Nays: None. Resolution adopted.

Correspondence: Mayor David Furry submitted letter of resignation stating “ To Mechanicsville City council: Due to the unauthorized meetings, purchase and dishonesty of an employee and members, I cannot in good conscience continue as Mayor, so therefore as of today, April 12, 2020 I am resigning.” Read by Mayor Pro-tem Andrew Oberbreckling and the next meeting the council will decide whether to fill the vacancy of an elected office by appointment or by special election.

Committee Reports: None.

Set next meeting date: 5/11/20 6:30 p.m.

ADJOURN: There being no further business to come before the Council at this time, council member Jennifer Lester motioned, Amy Bishop seconded to adjourn the meeting at 8:01 p.m. Ayes all. Meeting adjourned.

ATTEST:

Linda K. Coppess, MMC

Andrew Oberbreckling, Mayor Pro-Tem