

Minutes City of Mechanicsville  
REGULAR COUNCIL MEETING  
February 13, 2017

The Mechanicsville City Council met in regular session on Monday, February 13, 2017 at City Hall. Mayor Dave Furry called the meeting to order at 6:00 p.m. Council members present for roll call were Pam Cavey, Dee Cook, Rob Davis, and Andrew Oberbreckling. Dee Taylor arrived at 6:05. Others present included Tim Horihan, Lonni Koch, and Pete Young, ACCO.

**CONSENT AGENDA:** Rob Davis motioned, Dee Cook seconded to approve the consent agenda including the agenda, minutes from 1/3/17, finance reports, claims and the renewal of Bubba's Sports Bar Liquor license. Roll call vote: Ayes: Cook, Davis, Cavey and Oberbreckling. Nays: None. Taylor absent. Motion carried.

The claims approved were as follows:

COLLECTION SERVICES CENTER	PAYROLL	\$343.22
IRS	PAYROLL	\$1,818.43
ACE HARDWARE	OPERATIONAL EQUIP REPAIR	\$108.74
AGVANTAGE FS INC	VEHICLE OPERATIONS	\$616.88
ALL FLAGS LLC	OPERATING SUPPLIES	\$85.19
ALLIANT ENERGY	ELECTRIC/GAS EXPENSE	\$10,602.24
AMAZON.COM	LIBRARY MATERIALS	\$1,759.37
AREA AMBULANCE SERVICE	OTHER PROF SERV EXP	\$100.00
BANYON DATA SYSTEMS INC	OTHER CONTRACTUAL SERVICE	\$795.00
BRIDGE COMMUNITY BANK	OTHER CONTRACTUAL SERVICE	\$80.00
BRITTANY ROGERS	ALLOWANCES - UNIFORMS	\$40.00
BUSINESS RADIO SALES & SERVICE	VEHICLE REPAIR	\$395.27
C&S SUPPLY INC	MINOR EQUIPMENT	\$620.74
CAR QUEST AUTO PARTS	VEHICLE OPERATIONS	\$138.28
CASEYS GENERAL STORE	VEHICLE OPERATIONS	\$1,230.81
CEDAR COUNTY SOLID WASTE	PAYMENTS TO OTHER AGENCIES	\$1,350.00
CEDAR RAPIDS PHOTO COPY INC	OTHER CONTRACTUAL SERVICE	\$90.00
CHASE CARD SERVICES	POSTAGE/SHIPPING	\$218.50
CLIA LABORATORY PROGRAM	OTHER CONTRACTUAL SERVICE	\$150.00
COMPLETE LIGHTING SOURCE INC	BUILDINGS	\$14,265.00
COPPESS, LINDA	TELECOMMUNICATIONS	\$30.00
DEMCO	OPERATING SUPPLIES	\$116.09
DONS TRUCK SALES AND CUSTOM	VEHICLE REPAIR	\$187.10
ENTWISLE, ANGIE	JANITORIAL EXPENSE	\$300.00
EVIDENT, INC	OPERATING SUPPLIES	\$49.79
FULL AUTO REPAIR	VEHICLE REPAIR	\$660.59
HAWKINS INC	CHEMICALS	\$178.60
IMFOA	ASSOCIATION DUES	\$20.00
IOWA FIREMENS ASSOCIATION	ASSOCIATION DUES	\$325.00
IOWA ONE CALL	OTHER PROF SERV EXP	\$3.60
JOHN DEER FINANCIAL	OPERATING SUPPLIES	\$21.55
JOHNSON COUNTY REFUSE INC	OTHER PROF SERV EXP	\$3,097.50
JONES REGIONAL MEDICAL CENTER	OPERATING SUPPLIES	\$110.45
KEYSTONE LABORATORIES, INC	OTHER PROF SERV EXP	\$720.00
KNUTH LAW OFFICE	LEGAL EXPENSE	\$622.20
LAW ENFORCEMENT SYSTEMS INC	OPERATING SUPPLIES	\$135.00

LISBON-MT VERNON AMBULANCE	OTHER PROF SERV EXP	\$200.00
LUKE OBERBRECKLING & SONS	OTHER PROF SERV EXP	\$1,150.00
MECHANICSVILLE TELEPHONE CO	TELECOMMUNICATIONS	\$335.69
MID IOWA SOLID WASTE	OTHER CAPITAL EQUIP	\$1,809.64
NICK LANGE	TELECOMMUNICATIONS	\$30.00
QUILL	OPERATING SUPPLIES	\$334.24
RICKARD SIGN & DESIGN	MINOR EQUIPMENT	\$126.00
ROTO-ROOTER	BLDG MAINT & REPAIR	\$850.00
SANDRY FIRE SUPPLY LLC	MINOR EQUIPMENT	\$4,505.89
SEEHUSEN INSURANCE AGENCY	INSURANCE EXPENSE	\$269.00
STATE OF IOWA	ACCOUNTING & AUDITING EXPENSE	\$1,200.00
TIPTON CONSERVATIVE & ADVERTIS	PRINTING & PUBLISHING EXP	\$159.00
US CELLULAR	TELECOMMUNICATIONS	\$99.44
TEEN-VOGUE	SUBSCRIPTION & ED MATERIAL	\$12.00
WALMART	OPERATING SUPPLIES	\$77.75
WATER SOLUTIONS UNLIMITED	CHEMICALS	\$428.00
WELLMARK BC BS	GROUP INSURANCE	\$3,678.15
PAYROLL	WAGES	\$10,398.66

**Total Receipts and Disbursements for month of January by fund**

Fund	Receipts	Disbursements
General	8,333.56	12,338.60
Road Use Tax	12,788.40	2,443.15
Employee Benefit	321.28	2,370.61
Local Option Sales Tax	7,769.80	
Library Trust	11.26	
Ballpark Trust Fund	1,028.41	
Ambulance Trust	8,564.51	706.11
Debt Service	263.99	
Water Utility	8,382.32	1,591.81
Sewer Utility	6,633.74	3,021.80
Storm Water Utility	1,099.14	
Solid Waste	10,359.57	4,594.56
Water Deposit	100.00	

**Budget Work session:** Council started meeting early to hold a budget work session and review budget requests. Pam Cavey motioned, Dee Taylor seconded to prepare resolution for a 2% wage increase with the exception of Albaugh's to be increased by .50 per hour due to extra work being performed while covering employee on leave for workman's comp. Ayes all. Motion carried. Council also reviewed the police request for an additional full time officer and in car computer equipment at \$10,500 plus \$3050 annual recurring costs. The fire and ambulance are needing to upgrade approx. 22 handheld radios at \$1500 each by October 2018 per the EMA/911 boards request and 2 mobile units at \$3000 each. Fire also requested purchasing a grass 4x4 truck with tank, utility box, mini pump, two hose reels, and emergency scene light and light bar at \$140,000. Due to a very limited increase in funds available the P25 radios were prioritized in a plan that will spread out the purchase over the current budget and the two following years between fire and ambulance as well as applying for grants from the

Cedar County Community Foundation. The fire truck was put on hold until funding becomes available possibly utilizing the Local Option Sales tax funding in the 2019 budget. The part time wages in the police department were increased by \$2000 in an attempt to cover additional hours. Information was shared on the need to replace the 2 M series 12 lead monitors in the ambulances at a cost of \$55,700 with trade in. Koch is applying for a grant through Firehouse Subs for the 2 X series monitors. There were a few increases made in the line items for insurance due to the workman's comp claims that the city has experienced this past year and a few other minor adjustments, primarily the year will focused on rebuilding account balances so that the larger ticket items can be purchased without borrowing funds. The completion of water main project that was started last fall will be the primary focus.

**Receive visitors/public comment: None.**

**REPORTS:**

**Ambulance Report:** Koch reported 9 ambulance calls for the month and reported applying for a Community Foundation grant for the P25 radios in the ambulance.

**Fire Report:** Koch reported that there were 4 fire calls for the month with 3 being medical assist and a ditch fire. An application for the Community Foundation grant was filled out on behalf of the Fire and Ambulance Volunteers for replacing approximately 25 fire helmets.

**Police report:** Tim Horihan provided a summary of activity from 1/3/17 to 2/13/17 which included 51 business checks; 9 agency assists; 2 medical assist; 10 citizen assist; 2 motorist assist; 3 general public safety; 5 Theft/Fraud; 2 burglary; 1 vandalism, 2 harassment; 5 suspicious activity; 1 narcotics case; 5 animal cases; 2 juvenile cases; 1 motor vehicle accident; 6 civil case; 3 nuisance/noise; 2 community events; 1 meeting; 3 training; 13 parking violations; 36 traffic stops; 52 warnings; and 5 citations.

**Public Works Report:** Lange was absent. The waste water permit requires the city to complete a self-assessment matrix and submit a work record request form to DNR Wastewater Engineering Section by March 1. Pam Cavey motioned, Dee Cook seconded to approve having Randy Krutzfield from Hart Frederick prepare and submit on the city's behalf. Ayes all. Motion carried.

**Administration Report:** Coppess reported receiving notice of a public meeting on the Lower Cedar River Watershed Management Authority on March 3 at 3 p.m. in West Liberty. Anyone wishing to attend may do so.

**Old business discussion and possible action on:**

**Review of clothing items vs uniform items:** Mayor Furry shared his conversation with the employee regarding the purchase at Theisen's that included blue jeans, lace up plain toe boots and gloves. Pam Cavey motioned, Dee Taylor seconded to have clerk proceed with deducting the cost of the items from payroll or other means to have the city reimbursed by the end of the fiscal year. Ayes all. Motion carried.

**New business discussion and possible action on:**

**ACCO 2017 Chemical Quote from Sales Rep Pete Young:** Pete Young introduced himself to the council and shared with them an updated price quotation from ACCO,

which offered to replace the bulk chlorine tanks and make sure everything is 100% operable. It was determined that a switch in vendors had been done without the council's knowledge of any issues, may have just been due to a possible lower priced offer, but that information was not communicated. In comparing ACCO's updated proposal with the most recent invoice it was determined that the city is better off staying with or going back to ACCO. Pam Cavey motioned, Dee Cook seconded to go back to original supplier for the chlorine. Ayes all. Motion carried. Pete will contact Tom to establish a schedule for installing the tanks and a general inspection of the other ACCO owned equipment.

**Challis Lawn Care 2017 renewal Agreement:** Action was tabled until next meeting to clarify area being treated.

**DNR Letter of Non-compliance:** To ensure compliance with the rules and standards for water supplies, the facility needs to ensure all data required to be submitted monthly is submitted by the 10<sup>th</sup> of the following month. There was apparently a change in the date that the reports were due. Mayor Furry will check on options available for back up operator due to emergency or long term absences.

**Open bids for tree removal:** A notice was published as well as posted regarding the city taking bids on the removal of ash trees. The list included 35 trees. One sealed bid was received from Odd Jobber along with proof of insurance, and contractor registration information. Dee Cook motioned, Andrew Oberbreckling seconded to approve the bid of \$23,950. Ayes all. Motion carried.

**Set date for public hearing on 2018 budget:** Dee Taylor motioned and Dee Cook seconded to set the date for the public hearing to be March 13, 2017 at 7:00 p.m. at city hall. Ayes all. Motion carried.

**Set date for public hearing on 2017 budget amendment:** Dee Taylor motioned and Dee Cook seconded to set the date for the public hearing to be March 13, 2017 at 7:00 p.m. at city hall. Ayes all. Motion carried.

**Set next meeting date:** 3-13-2017 at 7:00 p.m.

**ADJOURN:** There being no further business to come before the Council at this time, council member Dee Taylor motioned, Dee Cook seconded, to adjourn the meeting at 8:55 p.m. Ayes all. Meeting adjourned.

ATTEST:

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Linda K. Coppess, MMC

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Dave Furry, Mayor