

Minutes City of Mechanicsville  
REGULAR COUNCIL MEETING  
August 12, 2019

The Mechanicsville City Council met in regular session on Monday, August 12, 2019 at City Hall. Mayor David Furry called the meeting to order at 7:00 p.m. Council members present for roll call were Dee Taylor, Pam Cavey, Andrew Oberbreckling, Rob Davis, and Amy Bishop. Others present included Nick Lange, Tim Horihan, Jacob Koch, Lonni Koch, Donna Paup, Becky Wheeler, Pat Albaugh, Eric & Denice Dochterman, Jeremy Rundle and Mr. Coberly from Zippy's Salt Barn, and Rodger Boots.

**CONSENT AGENDA:** Rob Davis motioned, Dee Taylor seconded to approve the consent agenda including the agenda, minutes from 7/9/19, finance reports, claims, and renewal update of Casey's Liquor license and setting date for public hearing for budget amendment for Sept. 9. Roll call vote: Ayes: Taylor, Cavey, Oberbreckling, Davis and Bishop. Nays: None. Motion carried.

The claims approved were as follows:

WELLMARK BC BS	GROUP INSURANCE	\$8,796.13
COLLECTION SERVICES CENTER	PAYROLL	\$500.00
IRS	PAYROLL	\$4,549.53
IPERS	PAYROLL	\$3,107.58
BRIDGE COMMUNITY BANK	OTHER CONTRACTUAL SERVICE	\$25.30
ACE HARDWARE	MINOR EQUIPMENT	\$726.86
ALLIANT ENERGY	ELECTRIC/GAS EXPENSE	\$5,188.07
CASEYS GENERAL STORE	VEHICLE OPERATIONS	\$657.05
CEDAR COUNTY AUDITOR	PAYMENTS TO OTHER AGENCIES	\$11,959.04
CEDAR COUNTY ECONOMIC DEVELOP	ASSOCIATION DUES	\$3,163.00
CEDAR COUNTY SOLID WASTE	PAYMENTS TO OTHER AGENCIES	\$1,120.00
CHASE CARD SERVICES	POSTAGE/SHIPPING	\$212.67
CLARENCE LOWDEN SUN-NEWS & ADV	PRINTING & PUBLISHING EXP	\$20.00
COPPESS, LINDA	TELECOMMUNICATIONS	\$80.00
DANS TIRES & MORE	VEHICLE REPAIR	\$1,258.50
ECIA	ASSOCIATION DUES	\$779.28
ENTWISLE, ANGIE	JANITORIAL EXPENSE	\$390.00
FLUENT EMS INC	SUBSCRIPTION & ED MATERIAL	\$436.67
INTL INST OF MUNICIPAL CLERKS	ASSOCIATION DUES	\$170.00
IOWA DEPARTMENT OF NATURAL RES	OTHER PROF SERV EXP	\$131.00
IOWA LAW ENFORCEMENT ACADEMY	TRAINING	\$150.00
IOWA LEAGUE OF CITIES	TRAINING	\$1,010.00
IOWA ONE CALL	OTHER PROF SERV EXP	\$48.60
JOHNSON COUNTY REFUSE INC	OTHER PROF SERV EXP	\$2,232.50
KEYSTONE LABORATORIES, INC	OTHER PROF SERV EXP	\$555.00
KOCH OFFICE GROUP	OTHER CONTRACTUAL SERVICE	\$211.99
KOCHS SERVICE & SUPPLY LLC	BLDG MAINT & REPAIR	\$1,138.66
KUNDE OUTDOOR EQUIPMENT	ALLOWANCES - UNIFORMS	\$114.07
MECHANICSVILLE TELEPHONE CO	TELECOMMUNICATIONS	\$381.35
NICK LANGE	TELECOMMUNICATIONS	\$30.00
OVESON REFUSE & RECYCLING LLC	OTHER PROF SERV EXP	\$3,150.00
P & K MIDWEST	VEHICLE OPERATIONS	\$770.73

QUILL	OFFICE SUPPLIES	\$271.70
SCHEER, STEVE	OTHER PROF SERV EXP	\$600.00
SITEONE LANDSCAPE SUPPLY	GROUNDS MAINTENANCE & REPAIR	\$638.53
TIPTON CONSERVATIVE & ADVERTIS	PRINTING & PUBLISHING EXP	\$812.38
US CELLULAR	TELECOMMUNICATIONS	\$95.11
USA BLUEBOOK	MINOR EQUIPMENT	\$537.32
VEENSTRA & KIMM	ENGINEERING EXPENSE	\$4,249.76
WIENEKE, DIRK	GROUNDS MAINTENANCE & REPAIR	\$765.00
AGVANTAGE FS INC	VEHICLE OPERATIONS	\$196.50
AIRGAS NORTH CENTRAL	OTHER CONTRACTUAL SERVICE	\$30.70
AMAZON.COM	LIBRARY MATERIALS	\$221.80
BANKERS BANK	SUBSCRIPTION & ED MATERIAL	\$18.05
CLEARY BUILDING CORP	BLDG MAINT & REPAIR	\$400.00
GRAYBILL COMMUNICATIONS	OPERATIONAL EQUIP REPAIR	\$100.00
JUNIOR LIBRARY GUILD	LIBRARY MATERIALS	\$381.42
KEYSTONE LABORATORIES, INC	OTHER PROF SERV EXP	\$336.00
KNUTH LAW OFFICE	LEGAL EXPENSE	\$937.20
MAINSTAY SYSTEMS INC	VEHICLES	\$1,628.20
QUILL	OFFICE SUPPLIES	\$116.73
SHIELD TECHNOLOGY CORPORATION	VEHICLES	\$4,195.00
US CELLULAR	TELECOMMUNICATIONS	\$94.78
WALMART	OPERATING SUPPLIES	\$34.05
PAYROLL	WAGES	\$13,753.73

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

Fund	Receipts	Disbursements
General	10,857.75	35,326.98
Road Use Tax	11,829.86	7,230.93
Employee Benefit	479.75	8,076.89
Local Option Sales Tax	7,906.27	
Library Trust	18.00	
Ambulance Trust	1,115.40	1,683.43
Ballfield Trust		272.28
Debt Service	372.10	
Water Utility	8,322.97	2,592.12
Sewer Utility	9,477.53	3,403.28
Solid Waste	8,045.18	15,296.02
Storm Water Utility	809.82	
Water Deposit	150.00	

**Receive visitors/public comment:** Mr. Seitz addressed the council with nuisance abatement questions.

**REPORTS:**

**Ambulance Report:** Ambulance had 27 calls for the month. Discussion about continuously looking for additional EMT's to volunteer and encourage anyone who is interested to become involved.

**Fire Report:** Jacob Koch reported 15 calls for the month. Proceeds from the 125<sup>th</sup> celebrations netted about \$1300.

**Police report:** Tim Horihan provided a summary of activity from 7/5/19 to 8/12/19 which included 14 business checks; 5 agency assists; 1 Fire assist, 2 medical assist; 16 citizen assist; 2 motorist assist; 5 general public safety; 3 theft/fraud, 2 disorderly conduct; 2 burglary; 1 911 alarm, 3 warrants executed, 3 assault/domestic cases, 6 suspicious activity, 1 animal case; 1 motor vehicle accident, 2 welfare checks; 1 civil cases; 6 nuisance; 1 meeting; 5 parking violations; 28 traffic stops; 33 warnings; and 3 citations.

**Public Works Report:** Nick Lange provided written report including seeding and straw matting put down at east park and at Cruse park which required 3 loads of black dirt, the driveway on 2<sup>nd</sup> street that was chipping from the water main project was replaced, the tractor was repaired, fire hydrant on E 4<sup>th</sup> will need replaced, Rotor roter came to repair a sewer back up issue in the Memorial Building, and LL Pelling will be in town at the end of the week to work on street repairs.

**Administration Report:** Coppess reported GASB 77 letters being sent out to tax entities, information on headstone for Veteran Andrew Boyd was forwarded to the Veteran's Affairs office in Tipton, confirmation that the Waste Water Facility plan was approved by the DNR, EMC Workers compensation audit was completed with the notation that the ambulance incentive payment that is made to FF/EMT's is treated as FF pay for insurance purposes for workman's comp, Census 2020 preparation meeting on 8/13; reminder about the \$5 increase in the sewer utility bill will go into effect with the billings that go out on September 1, the Legion room required a new door handle and lock, clarified that the lights as they go out in the Memorial Building should be replaced with LED lights, the faucet was replaced by Rodger Boots (thank you), directed to advertise the sale of the police car and if bids do not exceed the trade in value offered, then the city could still trade in; and authorized to proceed with application for the Volunteer Fire Assistance Program (DNR) grant.

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

**No parking request: survey completed, review and determine what action to proceed with for E. Cedar Street area:** Discussion with property owners of Zippy's Salt Barn on the south side and with property owners on the north side of East Cedar Street resulted in the seal coating to be stopped just prior to the storm sewer. Pam Cavey motioned, Amy Bishop seconded, to prepare the change in the no parking ordinance to have no parking on the south side of E Cedar Street from Elm Street to the end of Cedar Street. Ayes all. Motion carried.

**Update on City Social Media presence/written policy:** Dee Taylor indicated that a policy is being worked on, but it has not been a high priority as the city has had more pressing items. There is a google calendar on the city's web site. Concerns about time it would take to update and respond to public comments and monitoring those comments or public input, with some discussion on turning off the comments and having

it be an outgoing message service only. Work will continue on developing a policy and updating the current web site information.

**Cedar County Great Places Grant:** (article in paper/committee for “county-wide ideas” that would benefit our city and the whole county for the grant project): Some discussion about the Great Places grant and an article that listed 20 items that make a great downtown were shared. No committee was formed at this time.

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

**Resolution 2019-11 Approving Plat of Minor Subdivision Montz Lincoln Acres**

**Addition:** Dee Taylor motioned, Andrew Oberbreckling seconded, to approve the resolution 2019-11 due to it being in the 2 mile radius of the City of Mechanicsville. Roll call vote: Ayes: Taylor, Cavey, Oberbreckling, Davis and Bishop. Nays: None. Resolution adopted.

**Resolution 2019-12 Resolution approving Plat of Minor subdivision Boots First**

**Addition:** Pam Cavey motioned, Rob Davis seconded to approve the resolution 2019-12 due to it being in the 2 mile radius of the City of Mechanicsville. Roll call vote: Ayes: Taylor, Cavey, Oberbreckling, Davis and Bishop. Nays: None. Resolution adopted.

**Notice of Termination of Farm Tenancy (area needed for UV disinfection) Pam**

Cavey motioned, Dee Taylor seconded to mail the notice. Ayes all. Motion carried.

**Planning & design Loan authorization and setting date for public hearing and**

**loan authorization for September 9:** Amy Bishop motioned, Andrew Oberbreckling seconded, to authorize the clerk to sign the paperwork for the US Environmental Protection Agency and the ACH transfer form for the Planning & Design Loan authorization and setting date for public hearing and loan authorization for September 9. Ayes all. Motion carried.

**FMCSA Clearinghouse requirements and changes to current drug and alcohol**

**testing policy:** Dee Taylor motioned, Amy Bishop seconded to request CJ Cooper to update our policy so that it is in compliance with the FMCSA requirements. Ayes all. Motion carried.

**Legislative Summary code updates included SF 283, SF 534, and SF 634:**

Amy Bishop motioned, Dee Taylor seconded to request the ordinances for the code updates for the Conflicts of Interest in Public Contracts and the SF 634 relating to City Budgets. The city does not have an ordinance pertaining to SF 534. Ayes all. Motion carried.

**Resolution 2019-10 approving the annual City Street Financial Report:**

Pam Cavey motioned, Rob Davis seconded to approve the report and to submit. Roll call vote: Ayes: Taylor, Cavey, Oberbreckling, Davis and Bishop. Nays: None. Resolution adopted.

**Lawn Maintenance Ordinance:** Andrew Oberbreckling motioned, Dee Taylor seconded to approve the first reading of the ordinance as follows:

**53.01 DEFINITION.** For use of this chapter, “parking” means that part of the street, avenue or highway in the City not covered by sidewalk and lying between the lot line and the curb line; or, on unpaved streets, that part of the street, avenue or highway lying between the lot line and that portion of the street usually traveled by vehicular traffic.

**53.02 NOXIOUS WEED AND GRASS CONTROL.** All property owners shall maintain or cause to be maintained, their property and the abutting parking area according to the following standards:

1. All property within the City, whether developed or vacant, shall be mowed anytime the grasses, noxious weeds pursuant to Section 317.1A of the Iowa Code, or brush reaches a height of ten (10) inches.
2. The mowing requirements of Section 53.02(1) above shall be completed by the first (1<sup>st</sup>) and the fifteenth (15<sup>th</sup>) day of each month for the months of May, June, July, August, September and October of each year.

**53.03 PENALTY.** Any person or entity violating the provisions of this Chapter shall be cause for the City or its agent to mow the property in question. All costs associated with the mowing shall be charged to the property owner. There shall be a minimum charge for one hour of work at the rate of \$100.00 per hour. Any property owner who fails to pay the charges of the City for the City’s mowing of the property after being billed risks the assessment of those charges for collection with the real estate taxes assessed against the property as in the case of any other nuisance.

**53.04 METHODS OF SERVICE AND BILLING.**

1. Annual publication of a summary of this ordinance shall serve as notice to all property owners.
2. If the City finds a property in violation of this chapter, one (1) complimentary letter and a copy of the published notice shall be sent by regular mail to the property owner and occupant if different from the owner. That letter will require immediate and continued compliance. No additional notices shall be required.
3. Any billings for mowing done by the City or their agents shall be sent by regular mail to the owner and occupant of the property if different from the owner and are payable within 30 days of billing date.

Ayes all. Motion carried.

**Grass Clippings Ordinance:** The ordinance was read however, the council requested that the wording be rearranged to be clearer. It will be prepared for the next meeting.

**Junk and Junk Vehicle Ordinance (definition change):** Pam Cavey motioned, Amy Bishop seconded to approve the first reading of the ordinance as follows: **ORDINANCE AMENDING CHAPTER 51 OF THE CITY CODE (JUNK AND JUNK VEHICLES) TO CHANGE THE DEFINITION OF JUNK VEHICLE**

WHEREAS there is question as to whether or not current registration of a vehicle exempts it from being found to be a junk vehicle under Section 51.01(2) of the City Code; and,

WHEREAS this Council believes the lack of registration of a vehicle should simply be another factor to consider when determining whether a vehicle is a junk vehicle under Section 51.01(2) of the City Code;

BE IT ORDAINED, THEREFORE, that Section 51.01(2) of the City Code be amended to read as follows:

2. “Junk Vehicle” means any vehicle which has any two of the following characteristics:
  - A. Broken Glass. Any vehicle with a broken or cracked windshield, window, headlight or tail light, or any other cracked or broken glass.
  - B. Broken, Loose or Missing Part. Any vehicle with a broken, loose or missing fender, door, bumper, hood, steering wheel or trunk lid.
  - C. Habitat for Nuisance Animals or Insects. Any vehicle which has become the habitat for rats, mice, or snakes, or any other vermin or insects.
  - D. Flammable Fuel. Any vehicle which contains gasoline or any other flammable fuel.
  - E. Inoperable. Any motor vehicle which lacks an engine or two or more wheels or other structural parts, rendering said motor vehicle inoperable, or which cannot be moved under its own power or has not operated on its own for a period of thirty (30) days or more.
  - F. Defective or Obsolete Condition. Any other vehicle which, because of its defective or obsolete condition, in any other way constitutes a threat to the public health and safety.
  - G. Lack of Registration. Any vehicle not bearing license plates with a current registration sticker affixed.

Ayes all. Motion carried.

**Trees:** Discussion on the policy setting \$1000 limit for department heads, which is not the same thing as the bid threshold amount that is required for requesting formal sealed bids. The removal of the storm damaged tree on Kohlhase was approved and directed

by council at the last meeting. The Horizontal Infrastructure bid threshold for cities with a population of less than 50,000 is \$50,000 and the Vertical bid threshold is currently \$83,000. These bid threshold amounts that requires public bidding changes every few years. On another matter, the time frame on the removal of the remaining Ash trees was discussed.

**Correspondence:** Received on fire hydrant flushing and discussion of putting on the calendar on the web site in the future.

**Committee reports:** Assign committee to work on Community Catalyst building remediation criteria/plans was discussed, clerk was asked to send out letter to see who is interested and what property owners might be interested in proposing.

**Set next meeting date:** 9/9/19 7:00 p.m.

**Mayor Comments:** Invited council to attend the tour of the other sewer lagoon plants on August 22 and a copy of the agenda for that day was provided.

**ADJOURN:** There being no further business to come before the Council at this time, council member Dee Taylor motioned, Pam Cavey seconded to adjourn the meeting at 9:04 p.m. Ayes all. Meeting adjourned.

ATTEST:

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Linda K. Coppess, MMC

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David L. Furry, Mayor