

**CITY OF MISSOURI VALLY
CITY COUNCIL MEETING
RAND CENTER
Tuesday, October 16, 2018
6:00 P.M.**

Mayor Kelly presided over the meeting and called it to order at 6:00 P.M. with the following Council members present: Gunderson, Pfouts, Struble, and Stueve. Absent: Tiffey. Also present were: Zach Olinger, Jonathan McDonald, Steve Robinette, Brad Kurth, Mary Jo Buckley, Rodney Plath, Jay Smith, Sally Salter, Caleb Wohlers, Tom Chvala, Brenda Osborn, Caleb Wohlers, Robert Millin, and Jesusa Christians.

The Pledge of Allegiance was recited.

Kelly asked Council for any comments or additions-Gunderson and Stueve requested and will be 21b and 22b.

Motion by Struble, seconded by Pfouts to approve the agenda for the October 16, 2018 meeting. Motion carried on a 4-0 vote.

Motion by Struble, seconded by Stueve to approve the following items on the consent agenda: a) Minutes from City Council Meeting October 2, 2018 b) Claims list c) Water, Park Board reports d) Clerk's Financial Report. Motion carried on a 5-0 vote.

Thomas Chvala owns property at 420 North 5th Street. He had a brick sidewalk leading to the street and the contractor took out the sidewalk and did not replace it. Jeff Frey stated that they do not replace sidewalks that are not handicapped accessible. Frey will look at the property and let the owner and the City know what he finds out.

Sally Salter would like the City to look at the drainage tubes by the Dog Park. The tubes are still not draining properly.

Don Hoffman with the Watson Stream Train spoke about the signage. They are applying for a grant for a 20 x 10 sign to be installed by the building. The cost will be approximately \$12,000.00.

Discussion on the Fair Board Lease. Pfouts and Stueve met with Fair Board members. They agreed that they would forgive the Fair Boards past utilities and amend their lease stating the board does not have to pay for water at the Football Field Concession Stand. Flaherty will have the attorney make the amendment and put it on the next agenda.

Motion by Pfouts, seconded by Stueve to waive the outstanding Fair Board Utility Bill. Motion carried on a 4-0 vote.

Discussion was held on services provided by People Service. Council had various questions about the maintenance on the lift stations, water treatment plant, and water meters. Council would like a list of addresses of the meters that are still manual.

Discussion was held on a Sidewalk Repair Program. Flaherty stated that there have been a lot of complaints regarding dilapidated sidewalks. She contacted the League and they provided her multiple examples from other Cities. She recommends doing a Sidewalk Revolving Loan Fund. This would allow the City to figure out which sidewalks need replaced, hire a contractor for the repairs, and then the owner can either pay in full or have it assessed to their taxes and it be repaid over a 5-year period. The City would originally put money in the fund and then when the owners pay, the money would go back into the fund for future sidewalk projects. Council would like Flaherty to put the approval on the next agenda.

Motion by Struble, seconded by Stueve to accept the resignation of Robert Millin from the Police Department effective 10/21/2018. Motion carried on a 4-0 vote.

Resolution Approving the Entering into a Professional Services Agreement between the City of Missouri Valley and Burbach Aquatics Inc, for Professional Services for a New Spray Pad at the Missouri Valley Wellness Center. Motion by Gunderson, seconded by Struble. Motion carried on a 4-0 vote.

Motion by Pfouts, seconded by Stueve to approve bid from B & R Concrete for the concrete for the Shade Structure at the Dog Park. Motion carried on a 4-0 vote.

Motion by Pfouts, seconded by Stueve to approve bid from Tri-State Carports for the Shade Structure at the Dog Park. Motion carried on a 4-0 vote.

Motion by Pfouts, seconded by Stueve to approve the proposal from Sisson Construction for various windows at City Hall. Motion carried on a 4-0 vote.

Motion by Pfouts, seconded by Stueve to approve the proposal from T & S Electric for electrical repairs at City Hall. Motion carried on a 4-0 vote.

Motion by Pfouts, seconded by Stueve to approve the proposal from The Office Stop for desks in Clerk's Office at City Hall. Motion carried on a 4-0 vote.

Motion by Pfouts, seconded by Stueve to approve the quote from Steve Platt for the new telephone system at City Hall. Motion carried on a 4-0 vote.

Motion by Stueve, seconded by Pfouts to approve the proposal from Guinan Heating and Cooling on heating-a/c at City Hall. Motion carried on a 4-0 vote.

Motion by Struble, seconded by Stueve to approve the quote from General Traffic Controls for the quarterly payments for the Gridsmart Detection Equipment and ATC Cabinet. Motion carried on a 4-0 vote.

Gunderson would like to have a closed session meeting for a potential building for sale. He also stated he is concerned about the appearance of the downtown.

Stueve thanked the Chamber for their meal.

Flaherty stated she will be gone the rest of the week at a conference in Des Moines, she will be picking up traffic counters from the DOT for two intersections, and the guano was removed from City Hall.

Motion by Struble, seconded by Stueve to adjourn at 6:48 p.m. Motion carried on a 4-0 vote.

Shawn Kelly, Mayor

Attest:
Jodie Flaherty, City Clerk

RESOLUTION 18-26

RESOLUTION APPROVING THE ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MISSOURI VALLEY AND BURBACH AQUATICS INC., FOR PROFESSIONAL SERVICES FOR A NEW SPRAY PAD AT THE MISSOURI VALLEY WELLNESS CENTER

WHEREAS, the City of Missouri Valley has requested professional assistance with the proposed new spray pad project, and

WHEREAS, Burbach Aquatics, Inc. an Architectural & Engineering firm, has provided a Proposal for all consulting services for the proposed new spray pad project,

BE IT NOW THEREFORE, RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI VALLEY, that:

- 1) The Mayor and City Clerk are authorized to execute a Professional Services Agreement between the City of Missouri Valley and Burbach Aquatics, Inc. for Professional Services regarding New Spray Pad project, and
- 2) The Mayor is authorized to sign a letter initiating Phase I – Step #2 – Professional Services by Burbach Aquatics, Inc.

APPROVED AND ADOPTED this 16th day of October, 2018.

Shawn Kelly, Mayor

Attest:

Jodie Flaherty, City Clerk

-SAMPLE MOTION-

I make a motion to enter into a Professional Service Agreement with Burbach Aquatics, Inc. and initiate Phase I – Step #2 service at this time.

October ____, 2018

David F. Burbach, President
Burbach Aquatics, Inc.
5974 Highway 80 South – P.O. Box 721
Platteville, Wisconsin 53818

RE: Phase I – Step #2 Initiation

Dear Mr. Burbach:

The City of Missouri Valley through their duly elected City Council, having earlier adopted a Motion or Resolution to enter into a Professional Services Agreement with Burbach Aquatics, Inc., hereby directs Burbach Aquatics, Inc. to initiate and perform Phase I-Step #2 at this time. We understand that the scope of services and fees are as outlined in our executed Professional Services Agreement.

Please contact the City of Missouri Valley official representative, _____, for the execution of this service.

Sincerely,
Shawn Kelly
Mayor – City of Missouri Valley, Iowa

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement entered into on October ____, 2018 between the City of Missouri Valley, Iowa (Owner) and Burbach Aquatics, Incorporated (BAI), is for professional services for the new spray pad at the Missouri Valley Wellness Center, in Missouri Valley, Iowa.

Following is the scope of service for the First step of the feasibility study:

General: Professional service for Step #2 is centered on an evaluation of mechanical equipment and the development of scope and cost to renovate the existing facility to support the addition of a new Splash Pad. Determination of optimum size; probable construction and operating costs; determination of the design of an aquatic facility to best meet the Community's needs and establishment of a project concept.

1. Perform an on-site engineering review of the supporting mechanical system of the aquatic facility to determine which elements, if any, could be reused or incorporated into the renovation of the facility; catalog facility elements which will need to be restored to a good state of repair;
2. Make overall final summary recommendations regarding feasibility of renovation and/or repair and/or replacement of the facility's major elements;
3. Review the Owner's existing and proposed programming. BAI will present a foam board presentation to the Owner illustrating different types of facilities and their respective uses;
4. A conceptual plan of the proposed facility will be developed based on the above data. Preparation of three versions of the conceptual plan of the facilities is included in Basic Service. Conceptual plans include water & site amenities and other assets as appropriate;
5. Burbach Aquatics, Inc. will conduct up to two review and comment sessions with the Owner and interested Community groups to review the proposed conceptual plans, receiving Community input in the development of the final conceptual plan;
6. Burbach Aquatics, Inc. will evaluate and incorporate Owner and community comments into the final conceptual plan. Individual components of the proposed facility will be analyzed taking into consideration issues such as maintenance, probable operating cost impacts, impact on the quality of the recreation/aquatic environment and serviceability;
7. Burbach Aquatics, Inc. will provide Opinions of Probable Construction Costs based on recommendations for the splash pad, piping systems, filter systems, recirculation pumps, chemical systems, pool heaters, deck equipment, site amenities, mechanical buildings, and other project elements;
8. Prepare overall final recommendations regarding the type and size facility, extent to which existing site facilities can be reused, location, etc.;
9. Six copies of the Step #2 report and two foam boards are included in Basic Service;

10. Present findings to the Owner for review and approval;
11. A total of five trips are included in Basic Service. The trip schedule* for this Step is as follows:
 - 1) Site visit to collect engineering data for facility renovations and expansion;
 - 2) Meet with Owner to review programming and conduct information meeting illustrating different; types of facilities and their respective users;
 - 3) Conduct review sessions with Community groups;
 - 4) Meet with Owner to review final conceptual plans and opinions of probable construction and; operating costs;
 - 5) Meet with Owner to review the final Step #2 report.

*This meeting schedule outline is suggested and can be varied to meet the Owner's specific needs.

Compensation for basic services for Phase I-Step #2 is a stipulated amount of \$900.00, plus reimbursables not to exceed \$1,200.00.

This Agreement adopts by reference the Proposal submitted by BAI, to the Owner, dated September 4, 2018 and amended on October 10, 2018. If a decision is made to proceed with the project the Owner understands that future professional service, compensation amounts and General Conditions for this Agreement are contained in said Proposal.

The undersigned certifies that they have been authorized to enter into this Agreement for professional service.

City of Missouri Valley, Iowa
Shawn Kelly, Mayor

Burbach Aquatics, Inc.
David F. Burbach, President

Jodie Flaherty, City Clerk