

CITY COUNCIL MEETING
RAND CENTER
OCTOBER 3, 2017
6:00 P.M.

Mayor Sargent presided over the meeting and called it to order at 6:00 p.m. with the following Council members present: Gunderson, Tiffey, Thompson, Johnson. Council member Struble was absent. Also present were Kay Hinkel, Rachelle Pfouts, Jerry Keizer, Marilyn Keizer, Brad Swenson, Caleb Wohlers, Sally Salter, Leonard Ratliff, Shawn Kelly, Bob Erixon, Ray Winans, Beverly Winans, Tom Jarosz, Vonda Ford.

The Pledge of Allegiance was recited.

Moved by Council member Tiffey to approve the agenda, seconded by Council member Thompson. Motion carried on a 4-0 vote.

Moved by Council member Johnson to approve the Consent Agenda, seconded by Council member Thompson. Motion carried on a 4-0 vote.

During citizen inquiries Marilyn Keizer inquired about claims and revenue being published in the newspaper. Mayor Sargent reported minutes, claims and revenue have been published in the newspaper as we are meeting all deadlines. Brad Swenson (MV Times News) verified. Sally Salter gave an update on the dog park. The signs and waste stations are up, there was a wedding held at the dog park, Gerhold Concrete donated concrete and B & R Concrete (Tim Cooper) spread the concrete for the entryway, working with About Fence LLC regarding a few issues with the fence before final payment is made, hoping on a grand opening the end of October, working on writing a Dean King grant for some benches and additional waste stations, working on notices about the dog park for the campers to be aware of, rejuvenating the information board at the park to post notice/map about the dog park.

Mayor Sargent addressed the request by the MV Fire Association regarding Fire Prevention Activities. The request is to close 3rd Street from Erie to Huron Street on October 14th from 7:00 a.m. to 4:00 p.m. and requesting to close ½ of the north/south alley west of City Hall and ½ of the east/west alley north of City Hall. Moved by Council member Johnson to approve the request, seconded by Council member Tiffey. Motion carried on a 4-0 vote.

Mayor Sargent addressed Item #9: Discussion regarding conclusions reached by Grievance Board (possible council action). The first item is regarding compensation for additional duties or certifications. Mayor Sargent recommends looking at this at budget time in December/January where it will not affect the current budget. The second item is regarding the current pay scale. Currently when someone is hired they are brought in at a pay rate of an employee who has been employed for many years. Mayor Sargent recommends Council look at a pay range so someone coming in would not start at a rate of pay as the same of an employee that has been employed for many years. The third item is regarding placement of the security system. If Council would like to add a monitor in the Clerk's Office, contact can be made with T-1 Technologies to obtain cost of. Also, suggestion was made for sensors on doors to indicate entry. Council member Thompson requested a systematic review of the system. Mayor Sargent recommends the compensation for additional duties and pay range scale be looked at and discussed at budget time; as for the security system Mayor Sargent asked Council if they would

like him to contact T-1 Technologies for another monitor and sensors. Council member Thompson asked about the location of the cameras. Mayor Sargent reviewed the grievance information and the location of one of the cameras in the Clerk's Office needs to be revisited as to moving it where the security of confidential information is not picked up. Consensus was to have the Council revisit City Hall to view the location of the monitor/cameras. Mayor Sargent tabled item of an additional monitor, moving camera and adding sensors until revisited. Moved by Council member Thompson, seconded by Council member Gunderson to revisit items at budget workshop pertaining to the financial items. Motion carried on a 4-0 vote. Moved by Council member Thompson, seconded by Council member Johnson to table monitor/camera/sensors until revisited. Motion carried on a 4-0 vote.

Mayor Sargent addressed Item #10: Discussion on using a Recruiting Firm in the search for City Clerk/Administrator. Mayor Sargent has been in contact with John McCurdy, SWIPCO, who has presented three firms. Mayor Sargent has made contact with two of the firms. Mr. McCurdy has recommended interviewing the firms. Mayor Sargent suggests this could be a work session, a teleconference, or if Council would like to assign two council members to interview and come with a recommendation. Two of the firms are in the Des Moines area and the other firm is from Texas. Council member Thompson asked about the potential fees for the service. After discussion of fee charges, Council member Thompson recommended the City begin searching for a replacement with local advertising (within a 100 mile radius) and if we do not find a replacement then go with a search firm. Motion by Council member Thompson, seconded by Council member Tiffey to table Item #10. Motion carried on a 4-0 vote.

Mayor Sargent addressed Item #11: Discussion on Community Search Committee and establish members for the committee. Mayor Sargent reviewed the names that were presented to him from Council members and contact with these individuals continue so at this time no name(s) are available. Council member Thompson offered his assistance with contacting the individuals. Motion by Council member Johnson, seconded by Council member Thompson to table Item #11. Motion carried on a 4-0 vote.

Mayor Sargent informed Council that Nancy Baker worked with staff in the Clerk's Office on the FY17 Street Finance Report. The report was finalized, submitted and has been accepted. Motion by Council member Thompson to approve Resolution 17-25, "Fiscal Year 2016-2017 Street Finance Report, seconded by Council member Johnson. Motion carried on a 4-0 vote.

Mayor Sargent informed Council the Iowa Transportation Commission will be holding an input meeting on October 10th in Fort Madison. At this time there is no formal presentation by the coalition. Mayor Sargent recommends we do not make the trip to Fort Madison. There will be an IDOT and Corp of Engineers meeting on November 6th or 7th and Council will be involved in this meeting. Mayor reports Jim Olmsted will be presenting the 1st pay request on the 5th Street construction project (water/sewer) at the next council meeting. Jim Olmsted has notified Mayor Sargent the contractor has started on the water main replacement last week by tying in the new main on 5th Street/Huron; approximately 1½ blocks of water main is in the ground and are between Superior and Michigan; should be across Michigan today; the contractor plans on removing pavement on 5th Street soon, possibly in about a week. On July 5th, Brenda Loftus – Harrison County Assessor, gave a presentation on the county-wide reappraisal. Brenda has reported to the Mayor the data collector has been in Missouri Valley since August; approximately 50% has been completed in Missouri Valley, so the data collector will be in MV

the rest of October and a little longer. The rate right now has been about 72% for getting access which is lower than they would like. In the other communities/rural areas they are about at the 80% range. The full project is slated for completion January 1, 2019 which data collection is at this time as this is the first step in many data collections that will be completed. Next, ICAP was in the community in which they hired a firm to go into municipalities within the state to help get a valuation of public buildings that are \$200,000 or more range and complete an assessment making sure there is adequate insurance on the buildings. This assessment was recently completed.

Moved to adjourn by Council member Johnson, seconded by Council member Thompson. Motion carried on a 4-0 vote. Meeting adjourned at 6:43 p.m.

Clint Sargent, Mayor

Attest:

Beverly Winans, A/P, Records Clerk, Adm. Ass't

RESOLUTION 17-25

FISCAL YEAR 2016-2017 STREET FINANCE REPORT

BE IT RESOLVED by the City Council of Missouri Valley, Iowa that the Council passed and approved the Fiscal year 2016-2017 Street Finance Report this 3rd day of October, 2017.

Clint Sargent, Mayor

ATTEST:

Eric Hamilton
Interim City Clerk

City Street Financial Report

City Name
MISSOURI VALLEY

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Cover Sheet

Now therefore let it be resolved that the city council MISSOURI VALLEY, Iowa
 (City Name)

On 10/03/2017 did hereby approve and adopt the annual
 (month/day/year)

City Street Financial Report from July 1, 2016 to June 30, 2017
 (Year) (Year)

Contact Information

Name	E-mail Address	Street Address	City	ZIP Code
Vonda Ford	Vford@ci.missouri-valley.ia.us	223 E. Erie Street	Missouri Valley	51555-0000
Hours	Phone	Extension	Phone(Alternative)	
8 a.m. to 5 p.m.	712-642-3502		712-642-2919	

Preparer Information

Name	E-mail Address	Phone	Extension
Nancy Baker	Vford@ci.missouri-valley.ia.us	712-642-3502	

Mayor Information

Name	E-mail Address	Street Address	City	ZIP Code
Clint Sargent	mayor@ci.missouri-valley.ia.us	223 E. Erie Street	Missouri Valley	51555-0000
Phone	Extension			
712-642-3502				

Resolution Number 17-24

Clint Sargent
Signature Mayor

Nancy Baker
Signature City Clerk

City Street Financial Report

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City Name
MISSOURI VALLEY

Summary Statement Sheet

	Column 1 Road use Tax Fund	Column 2 Other Street Monies	Column 3 Street Debt	Column 4 Totals		Column 1 Road use Tax Fund	Column 2 Other Street Monies	Column 3 Street Debt	Column 4 Totals
Round Figures to Nearest Dollars					Round Figures to Nearest Dollars				
A. BEGINNING BALANCE					EXPENSES				
1. July 1 Balance	\$357,116	\$0	\$3,271	\$360,387	D. Maintenance				
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0	1. RoadWay Maintenance	\$303,710	\$0	\$0	\$303,710
3. Adjusted Balance	\$357,116	\$0	\$3,271	\$360,387	2. Snow and Ice Removal	\$0	\$15,892	\$0	\$15,892
B. REVENUES					E. Construction, Reconstruction and Improvements				
1. Road Use Tax	\$352,320			\$352,320	1. Engineering	\$0	\$0	\$0	\$0
2. Property Taxes		\$0	\$0	\$0	2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Special Assessments		\$189,380	\$0	\$189,380	3. Street/Bridge Construction	\$0	\$0	\$0	\$0
4. Miscellaneous		\$782	\$0	\$782	4. Traffic Services	\$0	\$0	\$0	\$0
5. Proceeds from Bonds, Notes, and Loans		\$0	\$0	\$0	F. Administration	\$53,751	\$0	\$0	\$53,751
6. Interest Earned		\$0	\$0	\$0	G. Equipment	\$17,773	\$0	\$0	\$17,773
7. Total Revenues (Lines B1 thru B6)	\$352,320	\$190,162	\$0	\$542,482	H. Miscellaneous		\$0	\$0	\$0
C. Total Funds Available (Line A3 + Line B7)					J. street Debt				
	\$709,436	\$190,162	\$3,271	\$902,869	1. Bonds, Notes and Loans -Principal Paid	\$0	\$163,000	\$0	\$163,000
					2. Bonds, Notes and Loans - Interest Paid	\$0	\$10,488	\$0	\$10,488
					TOTALS				
					K. Total Expenses (Lines D thru J)	\$375,234	\$189,380	\$0	\$564,614
					L. Ending Balance (Line C-K)	\$334,202	\$782	\$3,271	\$338,255
					M. Total Funds Accounted For (K + L = C)	\$709,436	\$190,162	\$3,271	\$902,869

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Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
170---Reimbursements (misc.)	\$782.00	\$0.00
Line B4 Totals	\$782.00	\$0.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
Line H Totals		

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Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Paving & Construction	307	04/25/2012	\$3,170,000	10	2027	\$2,040,000	\$30,000	\$465	\$3,000	\$46	\$2,010,000
<input type="checkbox"/>	General Obligation	Paving & Construction	308	09/25/2012	\$1,400,000	100	2023	\$1,190,000	\$160,000	\$10,442	\$160,000	\$10,442	\$1,030,000
New Bond Totals					\$0	\$0	Totals	\$3,230,000	\$190,000	\$10,907	\$163,000	\$10,488	\$3,040,000

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Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year

Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
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Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
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Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
	1975	Caterpillar 120G motor grader	\$22,750	\$0		\$0		No	NOCH
	1989	416 Caterpillar backhoe motor tractor	\$24,000	\$0		\$0		No	NOCH
	1993	Freightliner dump truck	\$22,500	\$0		\$0		No	NOCH
	1990	Ingersoll-Rand Air Compressor MDL P100WF	\$7,500	\$0		\$0		No	NOCH
	1988	International water truck	\$8,000	\$0		\$0		No	NOCH
	2008	Johnston Allianz MX 450 sweeper	\$112,000	\$0		\$0		No	NOCH
	2016	Ford F250 4 x 4 pickup	\$33,600	\$0		\$0		No	NOCH
	2007	international dumptruck/snow plow	\$85,429	\$0		\$0		No	NOCH
	2004	International dumptruck/snow plow	\$64,322	\$0		\$0		No	NOCH
	2005	Caterpillar 924G loader	\$103,350	\$0		\$0		No	NOCH
	2013	Chevrolet 1-ton truck	\$31,195	\$0		\$0		No	NOCH
	2014	Case International 75C tractor	\$25,000	\$0		\$0		No	NOCH
	1975	Caterpillar 120G motor grader	\$22,750	\$0		\$0		No	NOCH

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Explanation Sheet

Comments

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Monthly Payment Sheet

Month	Road Use tax Payments
July	\$26,412.11
August	\$38,811.62
September	\$36,600.20
October	\$28,213.49
November	\$31,660.19
December	\$26,242.08
January	\$31,669.70
February	\$33,131.94
March	\$27,970.78
April	\$19,878.06
May	\$22,315.83
June	\$29,413.77
Totals	\$352,319.77