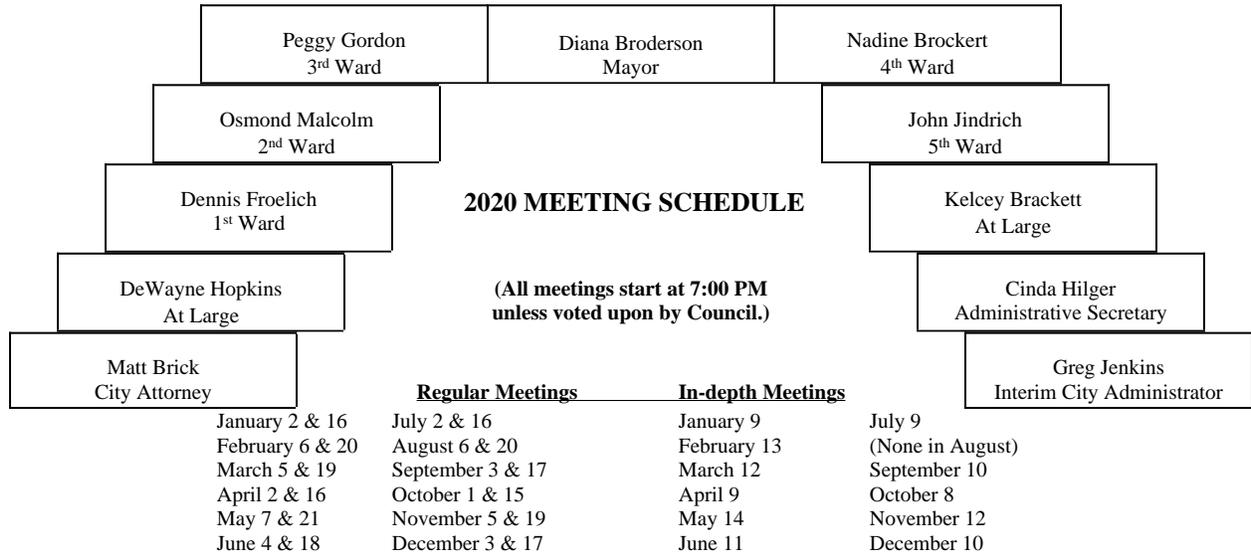


# MUSCATINE CITY COUNCIL



**\*\*\* Due to COVID-19 precautions all Muscatine City Council Meetings\*\*\* will be held electronically until further notice.**

Please join my meeting from your computer, tablet or smartphone.  
<https://global.gotomeeting.com/join/208359005>

You can also dial in using your phone.  
 United States: +1 (786) 535-3211

**Access Code:** 208-359-005

New to GoToMeeting? Get the app now and be ready when your first meeting starts:  
<https://global.gotomeeting.com/install/208359005>

## AGENDA

**THURSDAY May 21, 2020  
 7:00 P.M.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **COMMUNICATIONS – CITIZENS**

Swearing in of Firefighters: Kyle Davis, Ryan Amidon, Eric Joslyn

**5. CONSENT AGENDA**

The following items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

**\* Items 6A-B Approval of City Council Minutes**

- A. Regular Council Meeting Minutes– May 7, 2020
- B. In-Depth City Council Meeting Minutes – May 14, 2020

**\* Item 8 A-M Petitions and Communications**

- A. Request on second reading for a new Special Class “C” Liquor license and Outdoor Sales for a 6-month permit for Keep Muscatine Beautiful, Harbor Drive from Pearl City Station to Memorial Plaza – Keep Muscatine Beautiful (pending inspections and insurance)
- B. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Smokin’ Joe’s Tobacco and Liquor Outlet 316, 1504 Park Avenue – The Outlet Inc. (pending inspections)
- C. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit Class “E” Liquor License and Sunday Sales for Kum & Go #438, 1429 Park Avenue – Kum & Go LC (pending inspections)
- D. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit Class “E” Liquor License and Sunday Sales for Circle K #6600, 802 Cypress Street – Mac’s Convenience Stores LLC (pending inspections)
- E. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit Class “E” Liquor License and Sunday Sales for Walgreens #05885, 1703 Park Avenue – Walgreen Co. (pending inspections)
- F. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License, Outdoor Service and Sunday Sales for Hy-Vee Wine & Spirits, 522 Mulberry Avenue, Suite A – Hy-Vee, Inc. (pending inspections)
- G. Request for renewal of a Class “C” Liquor License and , Outdoor Service and Sunday Sales for The Pearl, 101 West Mississippi Drive – The Pearl, LLC (pending inspections and insurance)
- H. Request for renewal of a Class “C” Liquor License for Jody’s Corner Tap, Inc., 226 Walnut Street – Jody’s Corner Tap, Inc. (pending inspections and insurance)
- I. Request for renewal of a Special Class “C” Liquor License and Sunday Sales for Peking Restaurant, 1700 Park Avenue – Peking Chinese Restaurant, Inc. (pending inspections and insurance)
- J. Request for renewal of a Class “B” Native Wine Permit and Sunday Sales for The Flower Gallery, 131 East 2nd Street – Karen J. Diercks (pending inspections and

insurance)

- K. Request for renewal of a Class “B” Beer Permit and Sunday Sales for Happy Joe’s Pizza and Ice Cream Parlor, 927 Grandview Avenue – Max Brewer Corporation (pending inspections and insurance)
- L. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Outdoor Service and Sunday Sales for Hy-Vee Mainstreet, 510 East 6th Street – Hy-Vee, Inc. (pending inspections and insurance)
- M. Request for Use of City Property from Muscatine Power & Water on August 1, 2020

**\* Item 9 From the Mayor**

**\* Items 12A-D - Receive and File**

- A. Muscatine County Board of Supervisors Minutes – May 4, 2020
- B. Muscatine County Board of Supervisors Minutes – May 11, 2020
- C. Revised Muscatine County Board of Supervisors Minutes – March 9, 2020
- D. City of Muscatine Financials – March 2020

**\* Bills\***

- \* Approval of attached Bills for Approval totaling \$8,389,753.10, which includes receipt summaries and journal entries for March and April 2020, subject to the approval of any related agenda item(s).

**6. MINUTES – APPROVAL**

**7. PUBLIC HEARING**

- A. Public Hearing for a Moratorium on Sections of Title 3, Chapter 1, Section 6 of the Code of the City of Muscatine in response to the COVID-19 Public Health Crisis.

This public hearing concerns approving a moratorium on City Code Title 3, Chapter 1, Section 6 to streamline the process for permitting outdoor restaurant seating as part of the response to the COVID-19 public health crisis.

Now is the time for the public to speak.

- B. Public Hearing for Amendment #2 to the FY 2019/2020 Budget

This public hearing is regarding the proposed amendment #2 to the 2019/2020 City Budget.

Now is the time for the public to comment

**8. PETITIONS AND COMMUNICATIONS**

**9. FROM THE MAYOR**

**10. FROM THE PLANNING AND ZONING COMMISSION**

**11. FROM THE CITY ADMINISTRATOR**

- A. Resolution Approving a Moratorium on Sections of Title 3, Chapter 1, Section 6 of the Code of the City of Muscatine. (public hearing A)

Is there a motion to adopt this Resolution as submitted?

- B. Resolution Approving Amendment #2 to the 2019/2020 City Budget (public hearing B)

Is there a motion to adopt this Resolution as submitted?

- C. Resolution Approving Write off of Debts of Former Housing Tenants

Presented for City Council's consideration is a Resolution approving recommendation to write off debts of twenty-one former Clark House and Sunset Park tenants that owe money to the City. These amounts total \$15,572.27, which includes unpaid rents, unpaid utilities, damages and maintenance charges. As a matter of good accounting, the City of Muscatine is directed to write off debts that are doubtful for collection.

Is there a motion to adopt this Resolution as submitted?

- D. Resolution Approving Funding Contract for Transit Bus from FTA Bus and Bus Facilities Project

Presented for City Council's consideration is a Resolution approving the acceptance of funding for a new light duty transit bus from the Federal Transit Administration Bus and Bus Facilities Project. The FTA will fund 85% (\$86,275.00) of this bus and the City of Muscatine will fund the remaining 15% (\$15,225.00). The new bus will replace current bus #246.

Is there a motion to adopt this Resolution as submitted?

- E. Resolution Awarding Contract for the Reconstruction of Taxiway A

Presented for City Council's consideration is a Resolution awarding the contract for the Reconstruction of Taxiway A Project to Langman Construction for \$2,497,660.00, subject to FAA concurrence.

Is there a motion to adopt this Resolution as submitted?

- F. Resolution Setting Public Hearing on an Ordinance Correcting a Drafting Error in Section 10-22-1(B)(5)(b) of City Code.

Presented for City Council's consideration is a Resolution Setting a public hearing on June 4, 2020, regarding an Ordinance change that would correct a drafting error in Section 10-22-1 (B)(5)(b) of City Code.

Is there a motion to adopt this Resolution as submitted?

- G. Resolution Setting a Public Hearing on an Ordinance Vacating a Portion of the Cypress Street Right of Way Adjoining to 1001 2<sup>nd</sup> Street

Presented for City Council's consideration is a Resolution setting a public hearing on June 4, 2020, regarding the vacation of a portion of the Cypress Street Right of Way Adjoining to 1001 2<sup>nd</sup> Street.

Is there a motion to adopt this Resolution as submitted?

- H. Resolution Approving the Outline Development Plan for the Expansion of Cottage Grove Senior Housing Located at 1503 Houser Street

Presented for City Council's consideration is a Resolution approving the Outline Development Plan for an expansion of Cottage Grove Senior Housing Development. Cottage Grove Senior Housing, located at 1503 Houser Street was originally constructed in 2000 and currently is comprised of 14 buildings. The expansion of Cottage Grove would include 8 new duplexes, one tri-plex and conversion of some existing one-bedroom units into two-bedroom units.

Is there a motion to adopt this Resolution as submitted?

- I. Resolution Supporting an Application to the Iowa Finance Authority by Muscatine Downtown Investors for Housing Tax Credits for Proposed Multi-Family Development Located at 403 West Mississippi Drive

Is there a motion to adopt this Resolution as submitted?

- J. Request to Approve Issuance of a Purchase Order for Odor Control Units for the High Strength Waste Storage Tank and WRRF Laboratory

Presented for City Council's consideration is a Request to approve the issuance of a purchase order to Aerisa, Inc. in the amount of \$13,000.00, for the purchase of two industrial ionizing odor control units to be placed in the laboratory and at the High Strength Waste storage tank. Two bids were received with Aerisa, Inc.

being the low bid. This item was not budgeted but is listed on the Extras List for the HSW Project. There are funds remaining in the HSW Project for this purchase.

Is there a motion to approve this Request as submitted?

K. Request to Approve Issuance of a Purchase Order for Pressure Washer for the Water Resource Recovery Facility

Presented for City Council's consideration is a Request to approve the issuance of a purchase order to Midwest Pressure Washer, in the amount of \$7,963.60, for the purchase of a new stationary pressure washer to replace a failed unit. Three quotes were received with Midwest Pressure Washer being the low bid. Installation will be extra and quotes are being requested. Cost of this purchase will be taken from the deferred Roughing Filter Top Layer Project that has \$90,200.00 remaining in the budget.

Is there a motion to approve this Request as submitted?

L. Request to Approve the IOWARN Mutual Aid Agreement and become a member of the group effective immediately

Presented for City Council's consideration is a request by WRRF Director Jon Koch to approve the City of Muscatine joining Iowa's Water/Wastewater Agency Response Network (IOWARN), a group of Iowa utilities that provide mutual aid following major emergencies. There is no cost to participate in this program.

Is there a motion to approve this Request as submitted?

M. Request to Approve the Issuance of a Purchase Order for a Rider Mower for Public Works Facility

Presented for City Council's consideration is a Request to approve a purchase order to Muscatine Lawn & Power in the amount of \$13,999, for the purchase of a riding lawn mower for the Public Works facility. Two quotes were received with Muscatine Lawn & Power being the lowest. There is \$13,999 budgeted for this expense in the building and grounds operating equipment fund.

Is there a motion to approve this Request as submitted?

N. Request to Approve the Issuance of a Purchase Order for Insulated Windows at the Public Safety Building

Presented for City Council's consideration is a Request to approve the issuance of a purchase order to Window World in the amount of \$44,526.00 for the purchase of windows for the Public Safety Building. Two quotes were received

with Window World being the lowest. There is \$45,000.00 budgeted in the deferred maintenance budget for this expense.

Is there a motion to approve this Request as submitted?

O. Request to Approve the Issuance of a Purchase Order for Replacement Windows for the Public Works Engineering Office

Presented for City Council's consideration is a Request to approve the issuance of a purchase order to Window World in the amount of \$3,450.00, for the purchase of replacement windows for the Public Works Engineering Department. Three quotes were received with Window World being the lowest. There is \$3,450.00 budget for this expense.

Is there a motion to approve this Request as submitted?

P. Request to Approve Issuance of a Purchase Order for Replacement Windows for Public Works Office

Presented for City Council's consideration is a request to approve the issuance of a purchase order to Window World in the amount of \$6,868.00, for the purchase of replacement windows for the Public Works office area. Three quotes were received with Window World being the lowest. There is \$8,280.00 budgeted for this expense.

Is there a motion to approve this request as submitted?

Q. Request to Approve Issuance of a Purchase Order for Art Center Gallery Roof Replacement

Presented for City Council's consideration is a request to approve the issuance of a purchase order to Bryant Roofing, in the amount of \$30,036.00, for replacement of Art Center Gallery room. Three bids were received with Bryant Roofing being the lowest. There is \$30,000.00 budgeted for this in the deferred maintenance budget.

Is there a motion to approve this Request as submitted?

R. Request to Approve Issuance of a Purchase Order for Surface Pro Computer for Police Department

Presented for City Council's consideration is a Request to approve the issuance of a purchase order to SHI in the amount of \$8440.51 for the purchase of seven Microsoft Surface Pro laptop computers. Four quotes were received with SHI being the lowest. This purchase is being funded by the Bureau of Justice Coronavirus Emergency Supplemental Funding Program Grant.

Is there a motion to approve this Request as submitted?

S. Request to Approve Issuance of a Purchase Order for Aero Clave Decontamination System Purchase

Presented for City Council's consideration is a Request to approve the issuance of a purchase order to AeroClave LLC in the amount of \$15,743.00, for the purchase of an AeroClave RDS 3110 vehicle and room disinfectant system. This purchase is being funded by the Bureau of Justice Coronavirus Emergency Supplemental Funding Program Grant.

Is there a motion to approve this Request as submitted?

T. Presentation of City Administrator Hiring Process Outline-Human Resources Manager, Stephanie Romagnoli

U. Discussion Regarding Opening of the City and City Hall – Councilmember Malcolm

V. Request by Councilmember Malcolm that the Interim City Administrator Hours be Restricted to Fifteen Hours/Week, with additional Administrator's Duties and Needs Tasked to Rich Klimes, Deputy City Administrator.

W. Discussion regarding Closing the Aquatic Center for the 2020 Season

**12. COMMUNICATIONS - RECEIVE AND FILE**

**13. APPROVAL OF BILLS**

It is recommended bills totaling \$8,389,753.10, which includes receipt summaries and journal entries for March and April 2020 be approved and that the City Council authorize the Mayor and City Clerk to issue warrants for the same. It should be noted that this listing is subject to the approval of any related agenda item(s).

**14. COMMUNICATIONS - COUNCIL MEMBERS**

**15. OTHER BUSINESS**

**16. ADJOURNMENT**