

# MUSCATINE CITY COUNCIL

Peggy Gordon 3 <sup>rd</sup> Ward		Diana Broderson Mayor		Nadine Brockert 4 <sup>th</sup> Ward			
Osmond Malcolm 2 <sup>nd</sup> Ward		<div>2021 MEETING SCHEDULE</div> <div>(All meetings start at 7:00 PM Unless voted upon by Council.)</div>				John Jindrich 5 <sup>th</sup> Ward	
Dennis Froelich 1 <sup>st</sup> Ward						Kelcey Brackett At Large	
DeWayne Hopkins At Large						Cinda Hilger Administrative Professional	
Matt Brick City Attorney						Carol Webb City Administrator	
		<u>Regular Meetings</u>		<u>In-depth Meetings</u>			
January 7 & 21		July 1 & 15		January 14			
February 4 & 18		August 5 & 19		February 11			
March 4 & 18		September 2 & 16		March 11			
April 1 & 15		October 7 & 21		April 8			
May 6 & 20		November 4 & 18		May 13			
June 3 & 17		December 2 & 16		June 10			
				July 8			
				(No Meeting)			
				September 9			
				October 14			
				(No Meeting)			
				December 9			

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Are being held virtually until further notice  
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**AGENDA**  
**THURSDAY APRIL 1, 2021**  
**7:00 P.M.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **COMMUNICATIONS – CITIZENS**
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 Approval of City Council Minutes**

A. Regular Council Meeting Minutes– March 18, 2021

\* **Item 8 Petitions and Communications**

\* **Item 9 From the Mayor**

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

A. Muscatine County Board of Supervisors Minutes March 1, 2021

B. Muscatine County Board of Supervisors Minutes March 15, 2021

C. Muscatine County Board of Supervisors Minutes March 22, 2021

D. MPW Financials February 2021

E. City of Muscatine Financial Reports – February 2021

\* **Bills\***

\* Approval of attached Bills for Approval totaling \$1,065,607.17, subject to the approval of any related agenda item(s).

6. **MINUTES – APPROVAL**
7. **PUBLIC HEARING**
8. **PETITIONS AND COMMUNICATIONS**
9. **FROM THE MAYOR**
10. **FROM THE PLANNING AND ZONING COMMISSION**

**11. FROM THE CITY ADMINISTRATOR**

- A. Resolution setting a public hearing date for the 2021 Annual Plan & Amendments to the Section 8 Housing Choice Voucher Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy (Jodi Royal-Goodwin)

Per regulation, a public comment period including a public hearing are required prior to adoption of the Annual Plan and policy amendments. A minimum 45-day notice must be given prior to a public hearing. Staff proposes to set the public hearing for May 6, 2021 at 7:00 p.m.

Is there a motion to adopt this resolution as submitted?

- B. Resolution awarding the contract for Phase 5 of the West Hill Sanitary and Storm Sewer Separation Project (WHSSSP) to Hagerty Earthworks, LLC for the amount of \$6,029,957.45. (Pat Lynch)

The City of Muscatine Public Works Department with the assistance of Stanley Consultants have completed the Plans and Specifications for Phase 5 of the WHSSSP. The bids for this project were received on March 9, 2021 at 2:00 pm and have been tabulated (bid tab attached). Hagerty Earthworks, LLC was the apparent low responsive, responsible bidder with a bid of \$6,029,957.45.

Is there a motion to adopt this resolution as submitted?

- C. Resolution awarding the contract for the Grandview Avenue Reconstruction Project to Heuer Construction, Inc. for the amount of \$7,738,191.28.

The design process for Grandview Ave. is complete and the plans have been submitted to the IowaDOT for review and letting. Bolton & Menk was the design consultant on this project. This project goes from Main Street to approximately 200 yards past Houser Street. A public information meeting was held regarding this project on Dec. 17, 2019 at the WPCP. This project was let by the IowaDOT, therefore the City has to follow their processes and procedures. The bids for this project were received on March 16, 2021 at 10:00 am and have been tabulated (bid tab is available upon request). Heuer Construction, Inc. was the apparent low responsive, responsible bidder with a bid of \$7,738,191.28.

Is there a motion to adopt this resolution as submitted?

- D. Resolution Amending Current Non-Union Pay Plan (Stephanie Romagnoli)

The purpose of this resolution is to amend the current non union pay plan to include Housing Programs Supervisor. This position was created as part of a re-organization in the Housing Division of Community Development.

Is there a motion to adopt this resolution as submitted?

E. Resolution Approving the 2021/2022 Pay Plan (Stephanie Romagnoli)

The purpose of this resolution is to amend the current non-union pay plan to reflect position changes and the cost of living adjustment.

Is there a motion to adopt this resolution as submitted?

F. Request to approve the issuance of a Purchase Order to Todd Hackett Construction in the amount of \$109,946.00 for building a foundation, connecting utility services, and other work associated with the relocation of a house as part of Phase 5 of the West Hill Sanitary and Storm Sewer Separation Project (WHSSSSP). (Pat Lynch)

The City of Muscatine Public Works Department has purchased the house located at 891 W. 8th Street and is ready to relocate it to prepare for Phase 5 of the West Hill Sanitary and Storm Sewer Separation Project. This house will be relocated away from the sewer project and will be placed on a new foundation with the intent to sell the home after the project is complete.

Is there a motion to approve this request as submitted?

G. Item Removed and considered at a special City Council Meeting

H. Approval of Contract for Services Using Community Development Block Grant Funds with UnityPoint Health – Robert Young Center to Support the Needs in Response to the COVID-19 Public Health Crisis. (Jodi Royal-Goodwin)

The City was awarded \$53,004 in CDBG Grant Funds to Support Infectious Disease Response from the Iowa Economic Development Authority to support the response to the COVID-19 public health crisis. The attached contract support the response from the local medical system that was included in the City's application to the state.

Is there a motion to approve this request as submitted?

I. Request to accept a grant in the amount of \$13,000 under the Federal Aviation Administration's Airport Coronavirus Response Grant Program and authorize the execution of grant documents (Jodi Royal Goodwin)

Presented for City Council's consideration is a request to accept a grant and authorize execution of related grant documents. The City has been awarded a \$13,000 grant under the Federal Aviation Administration's Airport Coronavirus Response Grant Program to support operation of the Muscatine Municipal Airport. The City must accept the grant and execute the documents by April 18, 2021.

Is there a motion to approve this request as submitted?

- J. Request to approve the issuance of a Purchase Order for \$32,000 to Van Wall Equipment for a Golf Course Mower (Rich Klimes)

The Parks and Recreation Department requests approval to purchase a mower for the Muscatine Municipal Golf Course. A total of (3) three quotes were received for the purchase of this used mower with the low quote from Van Wall Equipment for \$32,000.00. The total price includes the trade in of the old mower valued at \$500.00.

Is there a motion to approve this request as submitted?

- K. Request to approve the issuance of a purchase order for \$18,000 to Van Wall Equipment for (3) three used utility vehicles for the Soccer Complex and Kent Stein Park operations. (Rich Klimes)

The Parks and Recreation Department requests approval to purchase used utility vehicles that will be used at the Soccer Complex and Kent-Stein Park to include the Dog Park and Soccer West. A total of (3) three quotes were received for the purchase of the vehicles with the low quote from Van Wall Equipment for \$18,000.00.

Is there a motion to approve this request as submitted?

- L. Request to approve the issuance of a Purchase Order in the amount of \$12,999.11 to Muscatine Lawn and Power for the purchase of a Cemetery Zero Turn Mower (Rich Klimes)

The Parks and Recreation Department requests approval to purchase a new zero turn mower for the maintenance care at Greenwood Cemetery. A total of (5) five quotes were received for the purchase of the mower with the low quote of \$12,999.11 from Muscatine Lawn and Power.

Is there a motion to approve this request as submitted?

- M. Request to approve the issuance of a Purchase Order in the amount of \$8,274.46 to Chamberlin Heating and Air Conditioning for the Muscatine Soccer Complex Maintenance Building Air Conditioning Unit.

The Parks and Recreation Department requests approval to purchase a replacement air conditioning unit for the Soccer Maintenance Building. Quotes were received and the low quote for a York Air Handler unit was from Chamberlin Heating and Air Conditioning in the amount of \$8,274.46.

Is there a motion to approve this request as submitted?

- N. Request for Approval of the Letter of Understanding with Bohnsack & Frommelt, LLP. For the Fiscal Year 2020/2021 Audit (Nancy Lueck)

Audit procedures require that a Letter of Understanding be signed by the Auditor and the City each year documenting responsibilities for specific areas of the audit including (1) audit objectives, (2) management responsibilities, (3) audit procedures for general, internal control, and compliance purposes, and (4) engagement administration, fees, and other. The attached Letter of Understanding includes this information and reflects the fee of \$45,350 for the 2020/2021 audit.

Is there a motion to approve this request as submitted?

- N. Staff update on 2<sup>nd</sup> Street Construction Project

**12. COMMUNICATION – RECEIVE AND FILE**

**13. APPROVAL OF BILLS**

It is recommended bills totaling 1,065,607.17, 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**

1. Request to Enter Closed Session per Iowa Code Section 21.5.1.c to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation and in accordance with Iowa Code Section 622.10 to discuss attorney/client privileged and attorney work product matters with legal counsel.
2. Request to enter closed session Per Iowa Code 21.5.1.j to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property

**16. ADJOURNMENT**