

The City Council of Gilbertville, Iowa met in Regular Session on Monday, August 19, 2013 at 7:00 p.m. at City Hall with Mayor Fischels calling the meeting to order. Council members present: Thome, Kavalier, Savage, Meinert and Becker. Quorum present.

Rita Becker gave the invocation and Mayor Fischels led the Pledge of Allegiance.

Pledge of Allegiance

Motion by Meinert, seconded by Kavalier to approve the August 19, 2013 regular session agenda. Ayes - Five. Motion carried.

Approve Agenda

Councilman Thome questioned if there was warranty left on the battery purchased for the police car. No warranty. Motion by Thome, seconded by Savage to approve the following items listed on the consent agenda: 1) Minutes of the August 5, 2013 regular meeting; 2) Resolution 2013-874 authorizing payment of bills and transfers; 3) Clerk/Treas. Report for month of July 2013. Ayes – Five. Motion carried.

Consent Agenda

No Public Comment.

Public Comment

Mayor Fischels introduced Resolution 2013-875 to approve an engineering services agreement with Fox Engineering Associates, Inc., Ames, Iowa, in an amount not to exceed \$316,400 for basic services for the 2013/2014 Gilbertville Waste Water Treatment Plant Improvement Project. PWD Delagardelle introduced Lance Aldrich from Fox Engineering. He explained that he and Councilman Becker have spent several hours with Mr. Aldrich and Attorney John McCoy reviewing the agreement. PWD Delagardelle also met with Engineer Bill Claassen who is satisfied with the revised agreement. PWD Delagardelle sent a copy of the contract to Gene Pint for review by ICAP Insurance. The attorney needs to review the final revision. Councilman Thome questioned when the project could begin. The process has taken far longer than originally anticipated and costs continue to rise. Mr. Aldrich explained the company was established in 1993 based in Ames, Iowa. He has been with the company since 1997 and does strictly environmental engineering, waterways and plant work. He described the process, stating that when the contract is approved, they will first either amend the study completed by Claassen Engineering or more probably write their own study since much has changed. He already has a good understanding of what needs to be done from working with PWD Delagardelle. They will rehab the lift station replacing the sludge portion of the plant, installing UV disinfection and preliminary influent screening, and modifying the sludge storage pond. That takes the project into design, bidding, and general construction, all as a lump sum payment regardless of how long it takes to complete. A tentative timeline for the process: August 2013 – approve contract, November 2013 – revise plan, January 2014 – start design, October 2014 – complete plans and submit to DNR, January 2015 – bid project, and March 2014 through November 2015 actual construction. The project involves retro-fitting which requires staging. A new schedule needs to be established with the DNR hopefully to prevent fines since the compliance schedule has long since expired. Councilman Thome asked if any of the Claassen information was useful and how much had Claassen Engineering been paid. Mr. Aldrich said yes and no regarding useful. With the change in design capacity per feedback from the DNR not all of the study was still valid. Any industrial expansion would create a huge drain on capacity. PWD Delagardelle stated that Claassen has been paid around \$5,000 which included some street work. Asked if there were any other options for funding, Mr. Aldrich replied not really. Cities cannot receive both IJOBS and CBG funding, and USDA Rural Development prohibits using any other funding if using them. There is potential to lose the IJOBS funding as the cut off is June 2015, however, the City can use that funding first, then look at bonding as needed. PWD Delagardelle explained that Mr. Aldrich had a proposal for costs of handling the administrative/financial side of the project of \$15,000, but indicated that they would rather not assume that responsibility. PWD Delagardelle suggested using Simmering-Cory, Inc. of Clear Lake who had handled Gilbertville's LMI funding. That contract will be up for consideration at the next meeting. Motion by Becker, seconded by Thome to approve Resolution 2013-875 to

Res 2013-875 Fox Eng.

approve an engineering services agreement with Fox Engineering Associates, Inc., Ames, Iowa, in an amount not to exceed \$316,400 for basic services for the 2013/2014 Gilbertville Waste Water Treatment Plant Improvement Project upon review and approval by City Attorney John McCoy and ICAP Insurance. Roll Call Vote: Ayes – Thome, Kavalier, Savage, Meinert, and Becker. Nays – None. Motion carried.

Mayor Fischels introduced Resolution 2013-876 authorizing the issuance of \$385,000 General Obligation Refunding Bonds, Series 2013A, and providing for the levy of taxes to pay the same. Roll Call Vote: Ayes – Kavalier, Savage, Meinert, Becker and Thome. Nays – None. Motion carried.

Res 2013-876 GO Bond

Mayor Fischels opened the Public Hearing - Ordinance 274 amending current Gilbertville Traffic Code Section 69.08 (No Parking Zones) at 7:25 p.m. No comments received. Motion by Thome, seconded by Kavalier to close the public hearing at 7:26 p.m. Ayes – Five. Motion carried. Motion by Savage, seconded by Meinert to receive, file, consider, and pass Ordinance 274 amending current Gilbertville Traffic Code Section 69.08 (No Parking Zones). Ayes – Five. Motion carried.

PH ORD 274

Motion by Savage, seconded by Thome to suspend the rules for the second and third reading and place on file adoption of Ordinance 274. Roll Call Vote: Ayes – Savage, Meinert, Becker, Thome and Kavalier. Nays – None. Motion carried.

Ord 274 "no parking"

Mayor Fischels opened the discussion on revision of Resolution 2012-805 wage adjustment PWD part-time office assistant. Councilman Savage stated that Attorney McCoy's response was pay had to be fair for everybody. Councilman Thome asked if the hours were accomplished at work or home. PWD Delagardelle stated all hours worked were in the office. Councilman Thome stated that it is his belief that \$15.75 per hour, for that position and type of work, is being more than fair for that number of hours. An annual review has been completed. PWD Delagardelle stated that there may be more hours required as the Wastewater Treatment Plant Project gets underway. Also, there was a stipulation in that resolution that no training would be authorized. Council consensus that "training" only applied to conference type settings. Training on the new computer operating system would be allowed. PWD Delagardelle commented that several letters went out for trimming trees with the wrong address on them. He said the letters should come out of his office, since he signed the letters, although without reviewing them, and now he is taking the flack. The letters need to be resent or the legality of any action taken will come into question. Councilman Becker asked if the information is coming from the Public Works Department, should the letters also come from there. Councilman Thome stated that regardless of where the error originated, it still was simply an error. Councilman Thome does not want to see the work of City Hall transferred out of City Hall. Returning to the original training question, Councilman Becker suggested that common sense prevail when something comes up. If water or sewer related training comes up it should go to him (Councilman Becker) and if necessary will be referred on to Council. Mayor Fischels recapped Attorney McCoy's opinion that if across the board raises are to be instituted, then everyone gets that raise. A new hire wage MAY be subject to a larger increase if that has been negotiated in the hiring process. Motion by Kavalier, seconded by Savage to amend Resolution 2013-805 by increasing part-time assistant wage by the 3% allocated to all other employees at July 1, 2013. Roll Call Vote: Ayes – Meinert, Becker, Kavalier, and Savage. Nay – Thome. Motion carried.

Revise Res 2012-805 Wage

PWD Delagardelle explained that he attended an INRCOG travel meeting last Wednesday where a National Household Travel Survey (NHTS) was handed out to all the communities. INRCOG is requesting each community contribute, with Gilbertville's portion costing \$288. Waterloo's portion is \$27,072 and Cedar Falls share is \$15,552. The study helps to estimate what monies will be available from highway funding. Motion by Becker, seconded by Savage to authorize proceeding with the National Household Travel Survey. Ayes – Five. Motion carried.

National Household Travel Survey

Police Issues: Applications for the police position closed on August 14th. There were eight applications received. As the hiring committee, Councilman Savage and Mayor Fischels will meet next week to review the applications and return to Council with their recommendations. Councilwoman Meinert has gathered some information to pass along. Councilman Savage stated that background checks will need to be completed. Councilman Savage stated that he is still getting comments from residents happy with the current County coverage. They are out here 24/7 at various times.

Police issues

Reports: PWD Delagardelle reported meeting with Mr. Claassen last week looking at the new well. Some curb and gutter was replaced last week. The backstops have been marked. The strip of curb by the Legion stills needs replaced. Public Works is not anticipating doing any blacktopping right now. Kluesner Construction is pricing crack-filling around town. Cemetery Road is taking a lot of traffic and needs an overlay. It appears to be seal-coat only. Councilman Thome said that Parkview has considerable spider-webbing.

Dept. Reports

Motion by Thome, seconded by Becker to adjourn at 7:58 p.m. Ayes – Five. Motion carried.

Adjourn

Harry Fischels, Mayor

ATTEST: _____

Jane Walter, Deputy City Clerk