

The Conrad City Council met in regular session on 12-12-19 in the Council Chambers. Officials present were Council Members John Dinsmore, Todd Schnathorst, Peg Brown, Diane Miller and Brad Murty. Also in attendance: Lori Stansberry, City Administrator/Clerk; Nick Kitzman, Public Works Director; Chad Hupfield, Fire Chief; Krista Grant, BCert; Amy Drummer, Library Board and Luke Wilson, Clapsaddle Garber Associates (CGA) . Mayor Martin called the meeting to order at 7:00 pm and opened with the Pledge of Allegiance. The agenda was approved by Schnathorst and seconded by Dinsmore.

Council member Brown made a motion to approve the consent agenda which was seconded by Murty. The consent agenda consisted of the following items: Minutes from the Nov 14 & 27, 2019 council meetings; Clerk's Nov 2019 financial reports; payment of claims totaling \$127,565.30, approve individuals to following boards with terms expiring December 31 () Jerry Zehr (2020), Bob Coulter (2022) and Dian Engle (2022) to Museum board; Jerry Miller, Dirk Borgman and Jim Hillygus to Planning & Zoning Board with terms expiring Dec 31, 2022; and Pete Busch, Angie Paxson and Julie Towne to Park Board with terms expiring Dec 31, 2022. Motion approved 5-0.

The following claims include expenses for the City, Park Board, Library, Museum, Fire Department and B-CERT.

Advantage Admin, benefits	725.00	IRS, taxes	5,620.43
Alliant, utilities	6,015.88	Iowa Museum Assoc., dues	50.00
American Legion, flag	52.00	Iowa Regional Utilities, water	7,878.21
Arnold Motor, supplies	437.52	Iowa Rural Water Assoc., ins/dues	304.55
B&G HVAC, repairs	512.00	IPERS, benefit	3,045.08
Bank of America, software, supplies	208.51	KB Underground, service	1,120.00
Bergman Law Care, spraying	71.50	King Construction, trophy case	4,000.00
Betty Haker, zoning	50.00	Ladehoff Landscaping, mowing	3,088.00
Car & Driver, periodical	26.72	Library Petty Cash, supplies	144.30
Central IA Distributing, supplies	258.80	Linda McCann, book	20.00
Clapsaddle, engineering	24,988.95	Lori Stansberry, mileage	780.74
Conrad Auto Supply, parts	41.38	Menard's, supplies	31.29
Chamber/Main St., appropriation	15,000.00	Mid America Publishing, service	272.99
Conrad Develop Corp, REACH	25,000.00	Mike Walton, service	75.00
Conrad Tire, repairs	39.00	Moler Sanitation, services	329.50
Country Woman, periodical	19.97	Nutrien Ag, fuel	258.77
Farm & Ranch Living, periodical	18.00	Store Supply, mannequin	109.37
First National Bank, Lib supplies	757.71	Storey Kenworth, name plate	11.23
GovOffice, website	550.00	Test America, lab	899.54
Grundy Co. Sheriff, contract	6,540.50	U.S. Bank, copier lease	215.05
Grundy Co Treasurer, assessment	2,009.14	Veenstra & Kimm, engineering	1,691.68
HW Wilson, books	252.50	Verizon Wireless, phones	125.29
HDC Business Forms, checks	164.37	Wilkerson Hardware, supplies	15.99
Heart of Iowa, phone/internet	484.34	Payroll, 11/15/19 to 12/12/19	13,780.79
Home Rental, equipment rent	65.00		
IMWCA, Workers Comp	533.00	Totals Claims	\$ 127,565.30
Ingram Library, books/supplies	1,834.85		

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Forrest Aldrich from Veenstra & Kimm, Inc. (V&K) came and discussed the Wastewater UV Lighting project. Aldrich explained how the estimates in January 2019 were calculated using trends from prior bidding when waiting until fall for January/February bid. There were several questions that Council addressed to him including Schnathorst stating there is a lack of confidence based upon their recommendations which the City followed. Murty wanted to know why cost savings were just now being shown after the complaints from the November meeting. Aldrich explained that they are designing now with having just one valve versus a backup and that they are half way done with the design.

Aldrich explained the bid process. Murty asked if we could put a bid cap on the bid threshold. The City can set a threshold and if bids come in higher they can reject all bids if they choose. Murty then asked if we could cap the engineering fees to \$60,000 where they are estimated at \$68,500. He stated that he knew Olivia Patten, engineer, didn't have authority to approve the cap last month; but since Aldrich was going to become the President of the Company next month Murty knew he had the authority. Aldrich agreed to cap their engineering fees to \$60,000 as it stood tonight. Aldrich explained the bid time of the project with Schnathorst asking if we would need a DNR extension how did that work.

Aldrich explained that they would be going to the Iowa Finance Authority (IFA) for a State Revolving Fund loan (SRF). It may postpone the January bid date and they will work with us. Dinsmore asked about protection against price increases. Aldrich explained the City would have a two year maintenance bond, performance & payment bond and a five year retainage with the contractor. V & K would do their best to avoid change orders but if they run into something when digging it could create a change. They would have their environmental staff come and check the land prior to the bid going out. Schnathorst made a final comment that after the November meeting he was ready to cancel the contract with V & K. After Aldrich explained more to the council, he would recommend proceeding with the contract. Miller made a motion to approve V & K to proceed forward in Conrad's behalf. Motion was seconded by Brown. Motion approved 5-0.

Chad Hupfield, Fire Chief, went over the fire department request. He explained that they were asking for \$30 less than last year's budget if you remove the purchase of the tanker truck and the insurance on the building & equipment. They have gone on 40 calls so far this year.

Amy Drummer spoke in behalf of the library board. They are asking for a four percent increase. They have changed how the interlibrary loan program works which will save on postage costs. They are requesting more money for speakers from the postage increase. They increased their Alliant Energy costs by 10%.

Krista Grant talked that they needed to increase their operating supplies due to a change in their contract with Unity Point for drugs. They also needed to increase their vehicle operating costs due to the aging of their ambulance. The ambulance is on their capital equipment plan to be replaced in five years. Their budget increase asking was \$1,927. They have gone on 169 calls so far this year.

The elected officials were sworn in. Jeff Martin was sworn in as Mayor with his term expiring December 31, 2021. Todd Schnathorst, Peg Brown and Lindsay Kuhl were sworn in for City Council with their terms expiring December 31, 2023.

Nick Kitzman explained he would like the Southside Water Main project to be completed to

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the Oakwood parking lot and hooked up to the fire hydrant. They could then pressure test the line and it would be a good stopping point for the winter. Luke Wilson, CGA said he would talk to Lee Gallentine, engineer for the project, on Monday to see about the status of the project. Kitzman said he would also get a dollar amount from KB Underground to see what it would cost to backfill the water line on Dusenberg for the winter. No further action was needed.

Wilson explained the sidewalk options for Lillian Avenue for the Katherine Farmer addition. The Council discussed various options for sidewalks with Schnathorst liking the idea of widening the street and having a line painted for the sidewalk being on the street. Sidewalks were discussed being installed on the South side of Lillian with Wilson explaining that since there were existing sidewalks that at least eight ADA ramps would be willing. On the north side of Lillian there may not be room to widen the street by the ball fields. Wilson will go out and survey the area and come back to Council with a recommendation. Kitzman would still like a gravel path to the water tower. Wilson explained there will be water in the dry detention basins during construction. He also explained that sump pump taps will be installed during construction so property owners could hook into the storm sewer. The bike trail was discussed coming to the west of the elementary school and will connect to Lillian Avenue. They will need about a 30 to 40 foot easement from the school during construction. Plans and specifications will be brought to the Council in January so bids can be sent out with bid approval at the February meeting.

The housing covenants were discussed for the new development. Council would like to add multifamily units would not need a basement, sidewalks will only be required on the road on Lillian Avenue, garages will be required to have a minimum square footage (possibly 24x24), offset street parking is not allowed for vehicles larger than one ton, single family houses will be required to be a minimum 1,400 square feet and 1,100 per unit for multifamily. They would like more clarification for "permitted necessary structures" and if this means sheds. These are changes to the covenants proposed from the Conrad Development Corporation.

Schnathorst made a motion to approving The Grundy Register as the official newspaper with Miller seconding the motion. Motion approved 5-0.

Brown made a motion to retain Todd Geer as the City Attorney and approving the retainer fee of \$1,500. Murty seconded the motion. Motion approved 5-0.

Brown made a motion to approve resolution to approve contract with Iowa Codification for the codification of the City's ordinance. Dinsmore seconded the motion. Resolution approved 5-0.

Schnathorst made a motion to approve the resolution with JoAnn Klein for the burn site for calendar year 2020 in the amount of \$500. Murthy seconded the motion. Resolution approved 5-0.

Brown made a motion to approve and Miller seconded the motion to approve the resolution to approve the Housing Needs Assessment Study. Resolution approved 5-0.

Schnathorst made a motion and was seconded by Murty to adjourn the meeting. The meeting was adjourned at 8:17 pm.

Jeff Martin, Mayor

Lori Stansberry, Administrator/Clerk