

OTTUMWA CITY COUNCIL MINUTES **Item No. B.-1.**

REGULAR MEETING NO. 29
Council Chambers, City Hall

October 15, 2019
5:30 O'Clock P.M.

The meeting convened at 5:30 P.M.

Present were Council Member Stevens, Streeby, Roe and Mayor Pro Tem Dalbey. Council Member Berg was absent.

Roe moved, seconded by Stevens to approve the following consent agenda items and tabling Item B-7, Res. No. 233-2019, approving the contract, bond and cert. of insurance for the 2020 Roofing Improv. Rebid Project: Mins. from Reg. Mtg No. 27 on Oct. 1, 2019 and Special Mtg. No. 28 on Oct. 8, 2019 as presented; Approve the appointment of Brad Serterh to the position of Engineering Design Tech. I effective Oct. 21, 2019; Res. No. 223-2019, setting Nov. 5, 2019 as the date of a public hearing on the disposition of city owned property located at 216 N. Marion to John and Noma Woudenberg; Res. No. 226-2019, setting Nov. 22, 2019 as the time and place for receipt of Proposals and Development Agts. for the renovation of 203 E. Main/116 S. Market and setting Dec. 3, 2019 as a public hearing on the intent to dispose of real property located at 203 E. Main/116 S. Market; Res. No. 229-2019, authorizing the purchase of six (6) sets of turnout gear for \$11,957.25 from Sandry Fire Supply for the Fire Dept.; Res. No. 230-2019, authorizing the purchase of thirty-two (32) winter parkas for \$7,542.40 from Galls Inc. for the Fire Dept.; Res. No. 234-2019, approving the contract, bond and cert. of ins. for the Beach Ph. 4, Shade Structures Installation Project; Res. No. 237-2019, approve the purchase of a 2019 Dodge Ram 1500 Crew Cab in the amount of \$24,306 from Stew Hanson Dodge for the Sewer Dept.; Res. No. 238-2019, approve the purchase of a ProTech Snow pusher in the amount of \$4,360.50 from Martin Equip. for the PW Dept. All ayes.

Roe moved, seconded by Streeby to approve the agenda as presented. All ayes.

Interim City Admin. Lazio reported on the rental FBO Agt. with Archangel. With the runway being shutdown (starting April 2019) for reconstruction, they show a loss for 2019. Interim City Admin. Lazio recommends that Council forgives Archangel's yearly rent (\$9,400) due to this setback and would like to look at year-end figures to review and/or amend the contract going forward. City Attorney Keith will prepare documents for the next council mtg. for approval.

Andy Wartenberg, CVB Dir. presented update on initiatives including updated marketing material, conferences that are coming to Ottumwa, signature dish restaurant Instagram campaign, event support, marketing partnerships, travel/event economic impact model results, travel writers/bloggers family trip Oct. 21-23, 2019, gaming initiatives, regional marketing the Iowa Harvest and History Getaway Oct. 1-3, 2020 and a 8% increase in hotel/motel tax distribution from the previous yr.

Tim Richmond, Iowa Emergency Mgmt. Wapello County Coordinator presented Hazard Mitigation Planning. Wapello County's plan was adopted by each jurisdiction in 2015 and is set to expire in 2020. Wapello County Emergency Mgmt. has contracted with Area 15 RPC to review and update the plan to submit for approval to FEMA in 2020. To make the updating process simpler, Area 15 RPC and Wapello County EMA have developed an annual survey to be completed by municipalities. This yearly update will allow for data to be gathered before loss of information from turnover or staff and/or elected officials. It will also eliminate the need for additional mtgs. during the process. Asking for all council members, admin., dept. heads (city) to complete the survey and return to either RPC or Mr. Richmond by Oct.31, 2019.

Larry Seals, PW Dir. presented on Streets, selection and cost. Items of note: coordinate street improvements in an efficient manner by looking at future municipal and utility work to try and defer certain areas if we know it will be under construction sometime in the future; review all funding options to determine funding levels for each street classification and identify grant funding that can be applied for; as with most municipalities, our infrastructure needs far exceed our revenue sources; even when a plan is in place, the timeline can change based upon outside sources.

Mayor Pro Tem Dalbey inquired if there was anyone from the audience who wished to address an item on the agenda. There were none.

Streeby moved, seconded by Roe to approve the Agt. between the City of Ottumwa and Allendar Butzke Engineers, Inc. for Geotechnical Engineering Services in connection with CSO, Ph. VIII, Div. 1, Blake's Branch sewer separation project, and authorize the mayor pro tem to sign. PW Dir. Seals reported total estimate for scope of services is \$7,600. All ayes.

Roe moved, seconded by Streeby to authorize the Ottumwa Police Dept. to increase their fleet by accepting the transfer of three (3) forfeited vehicles from the SE IA Inter-Agency Drug Task Force. Police Chief McAndrew reported these three vehicles will be used in daily operations by the OPD investigations unit. The only cost to the City will be for licensing, insurance and maintenance. All ayes.

Presentation on WPCF Change of Operations and Effect on Capacity. PW Dir. Seals introduced Phillip Burgmeier, Asst. City Engineer and Brian Bakke, PE, HDR. Review the operational cost differences between operating the Ottumwa WPCF in ammonia nitrification process and the designed BOD removal process and compare plant capacity and process efficiency. It was determined during the Head Works analysis which is required by IDNR that when the existing plant was operated in the ammonia nitrification mode this process reduced the plant loading capacity from the designed permitted load of 11,613 pounds of BOD based on approved IDNR mix-liquor strengths to 7,400 pounds. To continue in this operational mode and regain the original designed loading would have required the construction of additional tankage costing between 3 and 3.5 Million Dollars. It was determined that by operating in the original BOD treatment mode that we could regain our design capacity, reduce our operating expenses, extend our useful equipment life and if in the future a need arises for additional load demand the plant could be rerated with limited capital investment. Cost savings \$20,000 per year for sludge hauling and \$44,000 per year for electrical cost have been identified.

This was the time, place and date set for a public hearing on the proposed revocation of an Easement and the demo of a storage unit adjacent to city-owned property located at 203 E. Main / 116 S. Market in Ottumwa, IA. City Attorney Keith reported that the previous owners required the easement in order to construct a small metal shed that is no longer needed and the current owners are requesting the easement be released and revoked so they can utilize this area for parking for their tenants. No objections were received. Roe moved, seconded by Streeby to close the public hearing. All ayes.

Streeby moved, seconded by Stevens that Res. No. 225-2019, approving the revocation of an easement for a storage unit adjacent to city-owned property located at 203 E. Main / 116 S. Market in Ottumwa, IA, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on the plans, specifications, form of contract and est. cost for the WPCF-Gatewell Conversion Proj. Asst. City Engineer Burgmeier reported this proj. consists of converting gatewell structures at the ends of Market and Jefferson Streets into manholes. Bids are due Oct. 30, 2019 at 2:00 P.M. Construction on this project is expected to commence when the river falls to a workable level and shall be substantially complete within 20 working days. Engineer's opinion

of cost is \$34,000. No objections were received. Streeby moved, seconded by Roe to close the public hearing. All ayes.

Roe moved, seconded by Streeby that Res. No. 235-2019, approving the plans, specifications, form of contract, and est. cost for the WPCF – Gatewell Conversion Project, be passed and adopted. All ayes.

Roe moved, seconded by Stevens that Res. No. 227-2019, authorizing Mayor Pro Tem Matt Dalbey to sign an agt. with Moulder & Associates/Midwest Municipal Consulting, a search firm, to assist in the recruitment and hiring of a City Admin., be passed and adopted. City Attorney Keith reported that requests for proposals were solicited from seven executive search firms and we received three written proposals. This process could take a minimum of three to six months. Moulder & Associates/Midwest Municipal Consulting's proposed fees of \$14,500 comes with a 12 month guarantee. Bill Moulder and Elizabeth Hanson reported that they plan on starting work this week to gather information from the City to help guide them in the selection process. All ayes.

Streeby moved, seconded by Roe that Res. No. 228-2019, accepting CO No. 1 for the Airport Runway 13/31 Runway Reconstruction Project providing for the Instrument Landing System at the Ottumwa Reg. Airport, be passed and adopted. City Attorney Keith reported the FAA recently provided details of the new PAPIs (Precision Approach Path Indicator) and MALSR (Medium Intensity Approach Lighting System) that need to be included as part of this project. The cost for this portion is \$423,265 of which the FAA pays 90%, leaving the City responsible for 10% or \$42,326. The Airport Adv. Brd. reviewed and approved this CO at their mtg. on 10/8/19. All ayes.

Roe moved, seconded by Streeby that Res. No. 231-2019, approving CO No. 1 and accepting the Apron Improvement Project at the Ottumwa Reg. Airport as complete and authorizing final pymt. to the contractor, be passed and adopted. City Attorney Keith reported CO No. 1 increases the contract by \$7,708.75 making the final project cost \$286,150, of which the City is responsible for 15%. All ayes.

Streeby moved, seconded by Roe that Res. No. 232-2019, accepting the work as final and complete for the Beach Reno. – Ph. 3 Project – 2018, Contract A and approving the final payment to RG Construction in the amount of \$10,773.45, be passed and adopted. Parks & Rec Dir. Rathje reported Contract A involved concrete repairs consisting of replacement of concrete decking and sidewalk around the Wave Pool including concrete demo and horizontal concrete placement. All ayes.

Roe moved, seconded by Streeby to pass the first consideration of Ord. No. 3168-2019, amending Ch. 25, entitled Public Offenses, of the Municipal Code of Ord. for the City of Ottumwa, IA, and redefining Disorderly Conduct as a City offense. City Attorney Keith reported this proposed amended city ordinance redefines the definition of Disorderly Conduct that meets Constitutional requirements. All ayes.

Streeby moved, seconded by Stevens to waive the second and third considerations, pass and adopt Ord. No. 3168-2019. All ayes.

Mayor Pro Tem Dalbey inquired if anyone from the audience wished to address an item not on the agenda. There were none.

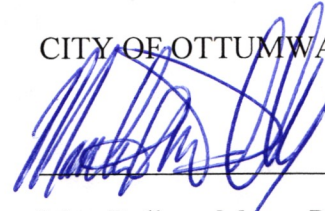
Interim City Admin. Lazio wanted to remind Council that we will hold a special mtg. on Nov. 14 starting at 5:30 P.M. for our Comp. Plan; Waiting for letter from federal railway system for the completed quiet zones; Forum this Thurs. (10/17) in council chambers for the four candidates running for City Council;

Forum on 10/24 at Evans for candidates running for School Brd.; Recognize Kristi McDowell as she fills in as Interim Finance Dir.

There being no further business, Roe moved, seconded by Streeby that the meeting adjourn. All ayes.

Adjournment was at 6:55 P.M.

CITY OF OTTUMWA, IOWA



Matt Dalbey, Mayor Pro Tem

ATTEST:



Christina Reinhard, City Clerk

