

REGULAR MEETING NO. 20  
Council Chambers, City Hall

June 16, 2020  
5:30 O'Clock P.M.

The meeting convened at 5:30 P.M.

In order to protect the health and safety of our citizens and staff and mitigate the spread of COVID-19, we are following the Proclamation of a State Public Health Disaster Emergency issued at 12:00 P.M. on Tues, March 17, 2020, which has been extended through June 25, 2020. Effective 8:00 a.m. on June 12, 2020, and continuing until 11:59 p.m. on June 25, 2020: mass gatherings or events of more than 10 ppl in attendance may be held but only if the gathering complies with all other relevant provisions in the Proclamation with the following reqs: social distancing: the gathering organizer must ensure at least six feet of physical distance between each group or individual attending alone and implement reasonable measures under the circumstances of each gathering to ensure social distancing of gathering participants, increased hygiene practices, and other public health measures to reduce the risk of transmission of COVID-19 consistent with guidance issued by the IDPH.

Present were Council Member Berg, Dalbey, Roe, Stevens, Meyers and Mayor Lazio.

Meyers moved, seconded by Roe to approve the following consent agenda items Mins from Special Mtg No. 17 on May 29, 2020, Regular Mtg No. 18 on June 2, 2020 and Special Mtg No. 19 on June 9, 2020 as presented; Acknowledgement of May financial rpt. and pymt. of bills as submitted by the Finance Dept.; Recommend re-appointment of William Hansen to the Cemetery Bd. of Trustees, term to expire 7/1/2027 and Chuck Manson to the OWW Bd. of Trustees, term to expire 7/22/2026; Approve the appointment of Tyler Phillips to Equipment Operator – Sewer Maint. Dept. effective June 29, 2020; Approve the appointment of Tina Jaegers to Accountant in the Finance Dept. effective on or about July 6, 2020; Approve the purchase of a Batwing Flex Finishing Grooming Mower from Sinclair Implement for \$15,100 for WPCF; FY 20-21; Res. No. 135-2020, setting July 7, 2020 as the date of a public hearing on the disposition of City owned property located at 529 Appanoose; Res. No. 143-2020, approving the contract, bonds and cert. of insurance for the 2020 Asphalt Street Repair Prgm; Res. No. 144-2020, approving the contract, bonds and cert. of insurance for the 2020 Chip Seal Prgm; Res. No. 145-2020, approving the contract, bonds and cert. of insurance for the 2020 Sanitary Utility Access Prgm; Res. No. 146-2020, approving the contract, bonds and cert. of insurance for the 2020 Sidewalk Drop and Detectible Warning Installation Prgm; Res. No. 147-2020, approving the contract, bonds and cert. of insurance for the 2020 Street Crack & Seal Prgm; Res. No. 150-2020, approving the Wapello County/City of Ottumwa Law Enforcement Center Maint. Budget for FY ending June 30, 2021; Res. No. 151-2020, accepting the work as final and complete and approving the final pay request for the Bldg. #34 Reroofing Project at the Ottumwa Regional Airport; Res. No. 152-2020, providing for the financial support of the Area 15 RPC for FY20-21; Cigarette Permit Applications for: Dollar General #7179 (721 N. Quincy Ave.), Dollar General #2898 (921 E. Main), Hy-Vee, Inc. DBA Hy-Vee #2 C-Store (2547 N. Court), Hy-Vee, Inc. DBA Hy-Vee #2 (2453 N. Court), Hy-Vee, Inc. DBA Hy-Vee Drugstore (1140 N. Jefferson), Hy-Vee, Inc. DBA Hy-Vee #1 (1025 N. Quincy), Hy-Vee, Inc. DBA Hy-Vee #1 Gas (1027 N. Quincy), Walmart Inc. DBA Walmart #1285 (1940 Venture Dr.), Smokin' Joe's Tobacco & Liquor Outlet #5 (1115 Albia Rd.), Fine Liquor & Tobacco (821 B Albia Rd.), Iowa Liquor & Tobacco (1021 E. Main), Ottumwa Grocery LLC (129 E. Second); Beer and/or liquor applications for: Yesway Store #10012, 2508 N. Court; Yesway Store #10013, 534 Church; Yesway Store #10014, 502 W. Second; Yesway Store #10030, 1317 E. Mary St.; Jade Palace, 1404 Sherwood; Happy Joe's Pizza, 315 Church; Mike's Pizza & Steakhouse, 2517 Northgate; all applications pending final inspections. Council Member Berg abstained from voting due to being employed by Area 15 RPC. Ayes: Dalbey, Roe, Stevens, Meyers. Abstain: Berg. Motion carried.

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

City Admin. Rath presented update on procedures and facility access during COVID-19; revenue reimbursement legislative action. The Beach is scheduled to re-open tomorrow operating within state regs and City Hall will re-open to the public on June 22. Requesting council approval to seek and apply for any/all federal revenue reimbursement opportunities as they become available. All in agreement to proceed for funding sources.

Andy Wartenburg, CVB Dir. provided an update on how COVID-19 has affected CVB. Iowa hotel occupancy and revenue losses are around 27%, which is just below the national ave. of 29%. In April, we started a three phase marketing prgm: Ph. 1 Hometown Heroes; Ph. 2 We miss you; see you soon; and Ph. 3 Welcome back to Ottumwa. Joint marketing partnering with Oskaloosa and Pella for roadtrip 2020 along Route 163 in SE IA, Oct. 1-3, 2020.

City Admin. Rath also provided update on OTA Transition to 10-15 that will occur on July 1, 2020. Trying to make this a seamless transition for the public.

We will host our Comprehensive Plan Open House at Bridge View Center on Thurs., June 25, 2020 from 4-8 P.M. Staff on hand to answer questions. People can also access the draft version of the Comprehensive Plan online at [ourottumwa.com](http://ourottumwa.com).

Mayor Lazio inquired if there was anyone from the audience that wished to address an item on the agenda. There were none.

Roe moved, seconded by Dalbey to reject bids received on the 2020 Catch Basin Replacement Prgm. City Engineer Dohlman reported the one bid received came in significantly higher than the engineer's opinion of cost \$48,280. All ayes.

This was the time, place and date set for a public hearing on the status of funded activities for the Main Street Green Infrastructure CDBG Project in the City of Ottumwa, IA. A public hearing was held on June 16, 2020, at 5:30 PM at City Hall in Ottumwa, IA, for the purpose of updating the public on the status of the Ottumwa Main Street Green Infrastructure Project funded, in part, by the Community Development Block Grant (CDBG) program. Bradley J. Grefe, the grant administrator from Area 15 Regional Planning Commission, reported that in July 2018, the Iowa Economic Development Authority (IEDA) awarded CDBG funds to the City of Ottumwa for the purpose of improving street and utility infrastructure downtown. The City qualified for CDBG Community Facilities (CF) program funds based on the HUD National Objective of benefit to low-to-moderate income (LMI) households. According to Census figures provided by IEDA at the time of application, Ottumwa's LMI was approximately 52%.

The original scope of work for the project was to completely rehabilitate the streets, sidewalks, and utility infrastructure in the 100-, 200-, and 300-Blocks of East Main Street as well as adjoining portions of Green and Market Streets. This has not changed. The project will incorporate stormwater best management practices, enhance ADA accessibility throughout the project area, and provide for much better visibility at night with improved lighting.

The City applied for two \$800,000 Community Development Block Grants (CDBGs) for this project and were awarded one. The City was to match the CDBG award through a combination of funds from the City, Ottumwa Water Works, and the Legacy Foundation. The City later applied for and was awarded a

\$55,000 urban water quality initiative grant from the Iowa Department of Agriculture and Land Stewardship (IDALS).

One bid was received for the project. The City engineering dept., Ottumwa Water Works, and the project designers reviewed the bid and determined that the response was reasonable, and awarded the contract for construction to Portzen Construction (Dubuque, IA). The original bid was \$5,096,359.30. Construction began in July 2019 and is expected to be complete in the Fall of 2020. To date, there have been 5 total construction change orders approved for a sum of \$58,084.03.

Through May 1, Portzen had billed approximately 45% of its contract and Area 15 RPC had billed 94% of its contract. Other fees (including engineering oversight) had been paid by the City outside the CDBG scope.

The CDBG contract end date is July 31, 2021.

Bradley presented a few comparison photos to show progress. Open for comments, concerns, and questions. No questions were received.

Approximately 15 people were in attendance and the meeting was broadcast online and on the local government television channel. No objections were received. Roe moved, seconded by Stevens to close the public hearing. All ayes.

This was the time, place and date set for a public hearing approving the plans, specifications, form of contract and est. cost for the rebid of WPCF-Final Clarifier Sand Blasting Primer and Painting Project. City Engineer Dohlman reported this project was previously bid with two being received on April 29, 2020. Both were substantially higher than the engineer's opinion of cost. City Council rejected the bids at the mtg. held June 2, 2020. Bids are now due July 1, 2020 with construction expected to commence on or about Aug. 1, 2020 and substantially complete by Sept. 30, 2020. No objections were received. Meyers moved, seconded by Dalbey to close the public hearing. All ayes.

Dalbey moved, seconded by Roe that Res. No. 131-2020, approving the plans, specifications, form of contract and est. cost for the rebid of WPCF-Final Clarifier Sand Blasting Primer and Painting Project, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on the Proposed Amendment to the FY20 City Budget. Finance Dir. Mulder reported this amendment will not increase the property tax levy. No objections were received. Dalbey moved, seconded by Berg to close the public hearing. All ayes.

Roe moved, seconded by Dalbey that Res. No. 139-2020, amending the annual budget for the FY ending June 30, 2020, be passed and adopted. All ayes.

Roe moved, seconded by Berg that Res. No. 140-2020, authorizing the solicitation of bids for Non-commercial trash, recyclables, bulky items and yard waste collection within the City of Ottumwa, IA beginning July 4, 2021, be passed and adopted. Dir. of Hlth. Insp. & Planning Flanagan reported current contract expires July 3, 2021. A group of City staff and council members reviewed contract docs and using comments received from the last recycling survey, made a number of changes for the new contract. Some of the changes: require contractors to provide an annual city wide clean up event; require contractors to implement a process so that phone calls during regular business hours are answered by a person, not an answering machine; change collection start times from 4 A.M. to no earlier than 6 A.M. except in cases of heat index of 105 degrees or above, when start times may begin at 5 A.M.; yard waste will be collected year round; require contractors to maintain a written or electronic log of customer

contacts and provide them to the City monthly; require collection containers to be returned to their original place and position after collection; the City may issue civil notices or citations for actions such as throwing containers, stealing recyclables, leaving trash and recycling scattered after collection; require no cost replacement of recycling carts and trash carts; the City will survey customers every 2 yrs. as to their satisfaction with the collection prgm, results of the surveys will be in part used to determine whether a 5 yr. extension will be awarded. Est. bidding and contract schedule as follows: Council approves contract and RFP docs (June 16, 2020), Bid packets distributed to companies on bidders list and uploaded to the City's website, notice to bidders sent to Ottumwa Courier (June 17, 2020), Pre-proposal conference with interested bidders (July 9, 2020), Bids due to City Clerk (Aug. 25, 2020), Interview with Contractors (Sept. 2, 2020), Council to award contract (Sept. 15, 2020). All council members agree to have a public mtg. on July 9, 2020 with interested bidders. Vote taken: Ayes: Berg, Dalbey, Roe, Stevens. Nays: Meyers. Motion passed.

Meyers moved, seconded by Roe that Res. No. 141-2020, approving an advance of funds from the Road Use Tax Fund to the Sidewalk Program Fund 307, be passed and adopted. Finance Dir. Mulder reported we currently have approx. \$80,000 of required annual expenses in our Sidewalk Program Fund. These expenses are allowable using RUT funds with Council's approval. The funds will be repaid using CIP funds in FY21. All ayes.

Roe moved, seconded by Dalbey that Res. No. 142-2020, declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with specified Projects, be passed and adopted. Finance Dir. Mulder reported this resolution goes along with No. 141-2020. All ayes.

Dalbey moved, seconded by Roe that Res. No. 148-2020, approving Change Order No. 1 and accepting the work as final and complete for the 2019 Sidewalk Drop and Detectible Warning Installation Prgm, be passed and adopted. City Engineer Dohlman reported change order no. 1 decreases the contract by \$3,098.27. New contract sum \$128,576.73. All ayes.

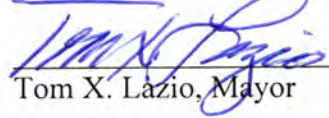
Dalbey moved, seconded by Meyers that Res. No. 149-2020, authorizing the transfer of assets from City of Ottumwa to Ten-Fifteen Reg Transit Agency effective July 1, 2020, be passed and adopted. City Admin. Rath reported a transfer of vehicles and \$407,000 from the Transit Fund to Ten-Fifteen Regional Transit Agency for the continuity and operation of the fixed route bus service with the City of Ottumwa. IDOT informed the City of the req to complete a Rolling Stock Status Rpt which includes vehicle info. This report is used in the transfer of vehicle assets when federal dollars were used in the original purchase of the asset. All ayes.

Roe moved, seconded by Berg that Ord No. 3174-2020, amending Ch 31, Section 14 of the Municipal Code of the City of Ottumwa, IA entitled "Fees and Charges, Costs" relative to sewer fees and charges by repealing Section 31-14 in its entirety and enacting a new Section 31-14 in lieu thereof, be passed and adopted. New rates will become effective July 1, 2020. All ayes.

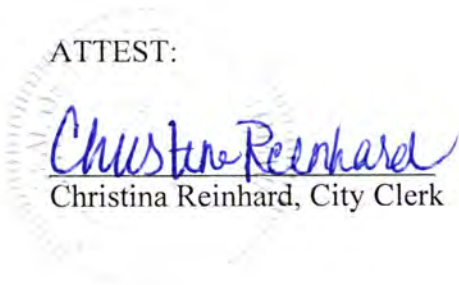

Mayor Lazio inquired if anyone from the audience wished to address an item not on the agenda. There were none.

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

Adjournment was at 6:48 P.M.

  
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Tom X. Lazio, Mayor

ATTEST:

  
  
Christina Reinhard, City Clerk