

MUSCATINE CITY COUNCIL

Peggy Gordon 3 rd Ward	Diana Broderson Mayor	Nadine Brockert 4 th Ward
Osmond Malcolm 2 nd Ward	2021 MEETING SCHEDULE (All meetings start at 7:00 PM Unless voted upon by Council.)	John Jindrich 5 th Ward
Dennis Froelich 1 st Ward		Kelcey Brackett At Large
DeWayne Hopkins At Large		Cinda Hilger Administrative Professional
Matt Brick City Attorney		Carol Webb City Administrator
January 7 & 21 February 4 & 18 March 4 & 18 April 1 & 15 May 6 & 20 June 3 & 17		Regular Meetings July 1 & 15 August 5 & 19 September 2 & 16 October 7 & 21 November 4 & 18 December 2 & 16

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AGENDA
THURSDAY APRIL 15, 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. [Special Council Meeting Minutes – March 31, 2021](#)
- B. [Regular Council Meeting Minutes– April 1, 2021](#)
- C. [Special Meeting Minutes- April 8, 2021](#)
- D. [In-Depth Meeting Minutes April 8, 2021](#)

*** Item 8A Petitions and Communications**

- A. [Request for Use of City Property from Vineyard Christian Fellowship on July 18, 2021](#)

*** Item 9 From the Mayor**

- A. [Earth Day Proclamation](#)
- B. [Drinking Water Proclamation](#)
- C. [National Work Zone Week Proclamation](#)

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

- A. [Muscatine County Board of Supervisors Minutes March 29, 2021](#)
- B. [Muscatine County Board of Supervisors Minutes April 5, 2021](#)

*** Bills***

- * Approval of attached Bills for Approval totaling \$6,558,908.25, which include February 2021 Receipt Summary and Journal Entries, subject to the approval of

any related agenda item(s).

6. **MINUTES – APPROVAL**

7. **PUBLIC HEARING**

A. [Approval of Annual Application for State and Federal Transit Funds](#)

Now is the time for the public to comment.

8. **PETITIONS AND COMMUNICATIONS**

9. **FROM THE MAYOR**

10. **FROM THE PLANNING AND ZONING COMMISSION**

11. **FROM THE CITY ADMINISTRATOR**

A. [Resolution Approving Annual Application for State and Federal Transit Funds – Public Hearing A \(Amy Fortenbacher, Transit Supervisor\)](#)

The City of Muscatine Transit (MuscaBus) applies annually for State and Federal Transit funds through a Consolidated Funding Application. The funds are applied to transit's operating and capital expenses

Is there a motion to adopt this resolution as submitted?

B. [Resolution Approving the Contract and Bond for Phase 5 of the West Hill Sewer Separation Project \(WHSSP\) \(Pat Lynch, City Engineer\)](#)

The City of Muscatine Public Works Department with the assistance of Stanley Consultants have completed the Plans and Specifications for Phase 5 of the WHSSP. The bids for this project were received on March 9, 2021 at 2:00 pm. Hagerty Earthworks, LLC was the apparent low responsive, responsible bidder with a bid of \$6,029,957.45 and was awarded the contract at the April 1st Council Meeting. The contract, bond and insurance have been executed by the Contractor, reviewed by the Engineer and are recommended for approval.

Is there a motion to adopt this resolution as submitted?

C. [Resolution Approving the Contract and Bond for the Grandview Avenue Reconstruction Project with Heuer Construction, Inc. for the amount of \\$7,738,191.28 \(Pat Lynch, City Engineer\)](#)

The design process for Grandview Ave. is complete and the plans were 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 on this project 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. Heuer Construction, Inc. was the apparent low responsive, responsible bidder with a bid of \$7,738,191.28 and was awarded the contract at the April 1st Council Meeting. The contract, bond and insurance have been executed by the Contractor, reviewed by the Engineer and are recommended for approval.

Is there a motion to adopt this resolution as submitted?

- D. [Resolution Adopting Igniting Vitality Through Workforce Housing as the City of Muscatine's Housing Plan \(Jodi Royal-Goodwin, Community Development Director\)](#)

The purpose of this item is to consider a resolution adopting *Igniting Vitality Through Workforce Housing* as the City of Muscatine's Housing Plan, furthering the 2021 Strategic Plan. The Plan was developed utilizing data from previous reports and current market conditions. It also identifies 3-year goals and strategies that may be utilized to address housing barriers or deficiencies, as well as a structure to manage implementation and monitor progress.

Is there a motion to adopt this resolution as submitted?

- E. [Resolution Approving Special Assessments \(Jodi Royal-Goodwin, Community Development Director\)](#)

Presented for City Council's consideration is a resolution authorizing the assessment of unpaid nuisance abatement and rental housing fees to private properties. The nuisance abatement costs total \$2,843.25, rental housing fees total \$3,014.00, the administrative fees are \$950.00, and the assessment fees are \$1,950.00. The total amount being requested for assessment at this time total \$5,857.25.

Is there a motion to adopt this resolution as submitted?

- F. [Resolution Setting a Public hearing on the Proposed Disbursement of Community Development Block Grant Funds for May 6, 2021 at 7:00 p.m. \(Jodi Royal-Goodwin, Community Development Director\)](#)

The City was awarded \$53,004 in CDBG Grant Funds to Support Infectious Disease Response from the Iowa Economic Development Authority (IEDA). Activities to support the food delivery response by Muscatine Center for Social Action, Salvation Army, and United Way and UnityPoint Health provider needs have been approved by IEDA and the City of Muscatine. Another public hearing

must be conducted prior to the disbursement of funds.

Is there a motion to adopt this resolution as submitted?

G. [Resolution for an Amendment to the Seasonal Pay Plan \(Stephanie Romagnoli, HR Manager\)](#)

The purpose of this resolution is to amend the current pay plan for seasonal workers. This amendment will increase the hourly rate for substitute refuse collection from \$10.00/hour to \$13.00/hour and to add the position of compost site attendant at a pay rate of \$9.50/hour.

Is there a motion to adopt this resolution as submitted?

H. [Request to Approve Agreement Between the City of Muscatine and the Greater Muscatine Chamber of Commerce and Industry \(GMCCI\) to Provide Economic Development Services. \(Carol Webb, City Administrator\)](#)

The purpose of this item is to recommend approval of an Economic Development Services Agreement between the City of Muscatine and the Greater Muscatine Chamber of Commerce and Industry (GMCCI). This agreement assigns to GMCCI the responsibility of performing certain activities to attract new businesses, support existing businesses and to foster economic development within the City of Muscatine. In exchange for these services, the City will allocate to GMCCI \$43,000 for fiscal year 2021/2022.

Is there a motion to approve this request as submitted?

I. [Request to Amend the Contract to Assist with Construction Services for Grandview Avenue Reconstruction Project \(Pat Lynch, City Engineer\)](#)

The Grandview Avenue Reconstruction Project includes funding from the Iowa DOT and their processes must be followed for Construction Project Management and Inspection. Due to additional staffing changes and current workload, the City requested an amended proposal from Bolton & Menk, Inc to assist with Construction Phase Services. The contract amendment will be on an hourly basis with a “not to exceed” total of \$463,289.00. This contract will be for the duration of the entire project and includes Construction Observation, Construction Administration, assistance with APPIA and DocExpress, and the Iowa DOT Audit at the end of the project.

Is there a motion to approve this Request as submitted?

J. [Request to Approve Setting the Dates for the Transfer Station Free Electronic and Tire Drop Off Weeks for City of Muscatine Residents \(David Popp, Solid Waste\)](#)

[Manager\)](#)

The Public Works, Solid Waste Division, is entertaining the annual free electronics and tire drop off weeks for City of Muscatine residents. The recommended weeks for this are the week of July 12th to the 17th for electronics and July 19th to the 24th for tires. As last year, this would be for up to three electronics per household and up to four tires per household.

Is there a motion to approve this request as submitted?

- K. [Request to Approve the Issuance of a Purchase Order to Continental Fire Sprinkler Company in the Amount of \\$71,700.00 for Replacing the Transfer Station Fire Sprinkler Piping. \(David Popp, Solid Waste Manager\)](#)

Staff requests the approval of a purchase order in the amount of \$71,700.00 to Continental Fire Sprinkler Company of Davenport for the replacement of all of the fire sprinkler system main lines and the installation of a nitrogen generation system at the City of Muscatine Transfer Station. Bids were due April 8, 2021 and of the four bids received, Continental was the lowest responsible bidder.

Is there a motion to approve this request as submitted?

- L. [Declaration of Self Contained Breathing Apparatus \(SCBA\) as Surplus Property \(Jerry Ewers, Fire Chief\)](#)

Presented for City Council's consideration is a request to declare thirty two (32) old SCBA's and bottles as surplus property and to donate nine (9) SCBA's and eighteen (18) bottles to Letts Volunteer Fire Department.

Is there a motion to approve this request as submitted?

- M. [Request to Enter Into Professional Services Agreement with Martin & Whitacre Surveyors & Engineers, Inc for the Design and Preparation of Construction Documents of the 67th Avenue West Sidewalk Improvements for the amount of \\$43,398.75 \(Pat Lynch, City Engineer\)](#)

The City of Muscatine's Bike & Pedestrian Master Plan has identified targeted areas where new sidewalks are necessary to provide safe passage of pedestrians especially in areas near schools. One of these targeted areas is 67th Avenue West. This targeted area is an identified goal in the City's Comprehensive Plan and is listed in the Sidewalk Program portion of the Capital Improvement Plan.

Is there a motion to adopt this resolution as submitted?

- N. [Request to authorize the issuance of a purchase order for digester cleaning services at the WRRF \(Jon Koch, WRRF Director\)](#)

Water and Resource Recovery Facility (WRRF) staff have received two bids for cleaning three digesters to enable proceeding with the Digester Rehabilitation Project. Midwest Injection, Inc. had the lowest bid at \$55,687.50. This cost was anticipated and will be funded from the approved Digester Rehabilitation Project.

Is there a motion to approve this request as submitted?

- O. [Request to Approve the Issuance of a Purchase Order for Roughing Filter Panel Covers \(Jon Koch, WRRF Director\)](#)

This purchase is for grating panel covers to be placed over the top layer of the roughing filter to extend the life of the media. Three quotes were received for this purchase with the low quote of \$18,639.00 coming from Brentwood Industries.

Is there a motion to approve this request as submitted?

- P. [Request for Tax Increment Financing Assistance for a 40-unit Apartment Complex that will Serve Low and Moderate Income Individuals \(Andrew Fangman, Assistant Community Development Director\)](#)

Chris Ales, Project Manager for BJF Muscatine Family, LLC will be making a presentation on a request for tax increment financing assistance for the Northport Apartments.

Is there a motion to approve this request as submitted?

- Q. [Request for Authorization to submit application for Airport State Funding to the Iowa Department of Transportation](#)

This is a request to apply for a grant through the Iowa Department of Transportation to widen the taxiway along the northern side of the hangars. The total estimated project cost is \$151,700, with \$22,755 required as match. City policy requires Council approval of grants that require match prior to submittal.

Is there a motion to approve this request as submitted?

12. COMMUNICATION – RECEIVE AND FILE

13. APPROVAL OF BILLS

It is recommended bills totaling 6,558,908.25, which include receipt summaries and journal entries for February 2021, 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

16. ADJOURNMENT