

Finance and Personnel Committee

Monday, April 18, 2016

5:40 P.M.

Conference Room, City Hall

AGENDA

Rich Prentice, Chairman
Bill Orrison, Vice-Chair
George Moriarty
Mayor Peterson, Ex-Officio

1. Call to Order
2. Discuss Administrative & Finance Positions at City Hall
3. Discuss Retirement Health Savings Account Groups (Public Works Supervisors & City Manager)
4. Discuss Amendment to City Manager's Contract
5. Discuss Employee Well-Being Plan
6. Discuss 2016 Housing Exterior Improvement Grant.

SPENCER CITY COUNCIL MEETING

COUNCIL CHAMBERS, CITY HALL

Monday, April 18, 2016

Regular Council Meeting

6:30 o'clock P.M.

1. **ROLL CALL:** Petska, Orrison, Bomgaars, Swanson, Hanson, Prentice, Moriarty
2. **Update from Chelsea Louck, Clay County Heritage Center**
3. **Update from Historic Preservation Commission on Cemetery Tour (4-30-16)**
4. **Presentation of Fiscal Year 2014/15 Audit Presentation from Winther Stave & Co.**
5. **Consent Agenda:**
 - A. Minutes of April 4, 2016

- B. Licenses: - Approve Class C Liquor License with Outdoor Service and Sunday Sales for Weasy's Lounge and Grille; and New Beer/Wine License with Sunday Sales for Napolis Italian Restaurant, both subject to final approval by the Iowa Alcoholic Beverages Division;
- C. Motion: Approve YMCA Aquatic Center Operation Agreement for 2016 Season;
- D. Motion: Approve YMCA Playground Program Services Agreement for 2016 Season;
- E. Motion: Approve Purchase of Ford F250 with Snow Plow from Don Pierson Ford for \$32,858 (included in Capital Improvement Plan);

6.Public Hearings:

A. Public Hearing on Plans and Specs for 2016 Deerfield Park Improvements Project;

1. Roll Call: Resolution Finally Approving and Confirming Plans, Specifications and Form of Contract for 2016 Deerfield Park Improvements Project;

Enclosed in your packet information is a Resolution approving the Plans, Specs, and Form of Contract for the 2016 Deerfield Park Improvements Project. The Project for the most part, calls for a Shelter House and Basketball Court to be installed in Deerfield Park. The Engineers estimated cost for the base bid for this project is \$143,461.00. Alternate "A" consists of Composite Rubber Shingle Roofing System, Benches, Water Drinking Foundation and Electrical Service. The Engineers Estimate for Alternate "A" is \$30,300.00. The total Engineer's Estimated cost for the project with the alternate is \$173,761.00. **I would recommend approval.**

2. Review Bids Received on 2016 Deerfield Park Improvements Project with Engineer;

The City received 3 bids on this project on April 12, 2016. The bidders were DeLoss Construction, Quail Construction and Beck Engineering. As of this writing, DeLoss Construction was the apparent low bidder. The Engineer will be reviewing the bids Monday night.

3. Roll Call: Resolution Awarding Contract for 2016 Deerfield Park Improvements Project (bids were received by Spencer Park Board 4-12-16);

Enclosed in your packet information is a Resolution awarding the Contract for the 2016 Deerfield Park Improvements Project to DeLoss Construction. The Park Board voted to approve DeLoss Construction for both the Base Bid and Alternate 'A' for a bid price of \$173,822.50. **I would recommend approval.**

- B. Public Hearing on proposed sale of real property at 35 West 1st Street, Spencer, Iowa;

1. Roll Call: Resolution Approving Sale of Real Property at 35 West 1st Street, Spencer, Iowa;

Enclosed in your packet information is a Resolution approving the Sale of Real Property at 35 West 1st Street West to William J. Muller and Debra D. Muller for \$4,000.00. As part of the Resolution the City has no municipal use for said property. **I would recommend approval.**

7. New Business:

- A. **Roll Call: Ordinance Amending Title 7, Chapter 3, Section 9A of the Spencer City Code Governing Traffic Movement on Certain Alleys, 1st Filing;**

Enclosed in your packet is an amended ordinance governing the traffic movement on the alley that runs between Grand Ave and 2nd Ave W, between W 1st and W 2nd Street.

- B. **Motion: Approve Renewal of Group Health Insurance Renewal for July 1, 2016 with IGHCP;**

Enclosed in your packet information is the premium summary for the City's group health insurance renewal. The renewal calls for an approximate 6.1% increase in premium. The City's policy calls for the employee to split the cost with the city for any increase in premium pertaining to the family portion. In today's world, where you see a lot of double digit increases for health insurance, a 6.1% increase tends to better than most. **I would recommend approval.**

- C. **Roll Call: Resolution Approving Final Plat for Speidel First Addition;**

Enclosed in your packet information is a Resolution approving the final plat for the Speidel First Addition. The plat is an approximate 4.5 acre tract of land that is located on the south side of US Highway 18 east of the land Asher Motors owns. P&Z met on this item and voted to recommend approval. **I would recommend approval.**

- D. **Motion: Motion Approving Preliminary Plat for Foresight AG First Addition;**

Enclosed in your packet information is the preliminary plat for Foresight AG First Addition. The development is on land located just north of Schoeneman Building Center. The plat includes street and utility easements for the future extension of 24th Street. P&Z met on this item and voted to recommend approval. **I would recommend approval.**

E. 2016 Seal Coat Project (Quotation Project)

1. Roll Call: Resolution Awarding Contract;

Enclosed in your packet information is a Resolution awarding the 2016 Seal Coat Project to Blacktop Services, who is based out of Humboldt, Iowa, for a bid price of \$103,016.10. The Engineers estimate for this project was \$100,424.50. The City received 3 quotes for this project. **I would recommend approval of awarding the project to Blacktop Service.**

2. Roll Call: Resolution Approving Contract and Bond;

Enclosed in your packet information is a Resolution approving the Contract and Bond with Blacktop Service. **I would recommend approval.**

F. Roll Call: Resolution providing for prepayment of General Obligation Landfill Facility Improvement Bonds, Series 2008A;

Enclosed in your packet is a resolution providing for the early redemption of outstanding Landfill bonds. As discussed, the Landfill is in financial position to pay off outstanding debt early. Currently, the plan is to redeem outstanding bonds in the current fiscal year, as well as the next two years. These proceedings will prepay approximately \$345,000.00 worth of debt that was scheduled to be paid off over two more years. **I would recommend approval.**

G. Motion: Approve Pederson Park Ball Fields Use and Maintenance Agreement with Spencer Little League Association;

Enclosed in your packet information is a Use and Maintenance Agreement with the Spencer Little League Association. The agreement for the most part sets out each entities responsibilities as it pertains to the maintenance and upkeep of fields 1, 3, 4, 5, West, North, South, Kindergarten and Scott Schuck during the league season. The league for the most part will take care of the infields listed above. The Park Board is recommending approval. The eventual goal is to have the league take care of the outfields. **I would recommend approval.**

H. Roll Call: An Ordinance of the Spencer City Code to Permit Commercial Signs at Pederson Park Athletic Fields, 1st Filing;

Enclosed in your packet information is an amended ordinance that would allow for advertising signs on the fences in Pederson Park. These types of advertising signs are common place in youth fields. **I would recommend approval.**

I. Motion: Approve Paint Assistance Program;

As you are aware, the City has various rules and laws pertaining to the safety and upkeep of properties in the city. One of those laws pertains to inadequate paint protection on residential properties. The Planning Department is finishing up its inspections for this item and will be sending out approximately 108 letters notifying property owns of said deficiencies. Staff is proposing a similar process as we did with the sidewalks by offering an incentive to the property owners to take corrective action. The Paint Assistance Program would allow individuals that have received a notification letter to be reimbursed for up to 4 gallons of paint for a price not to exceed \$25.00 per gallon of paint. The grants will come out of the Spencer Cares Account. This item will be discussed at the Finance and Personnel Committee Meeting at 5:30 on Monday night. Subject to the comments at that meeting **I would recommend approval.**

8. Engineer's Report:

9. City Manager's Report:

10. Mayor's Report: -Announcement of intention to appoint Michaela Salier-Matthiesen to the Civil Service Commission, term expires 04-01-2020;

-Appointment to Electrical Board (Jerry Bond, term expires 6/30/17)

-Northwest Iowa League Meeting 4-28-16 at Storm Lake

11. Council/Comm. Reports: Progress & Development Committee, May 2, 2016, 5:45 P.M. (Discuss Riverfront District)

12. City Clerk's Report

- Bills and Claims
- Funds Transfers

13. Other Business/Opportunity to Address the Council

14. Adjourn