



AGENDA OF THE REGULAR SESSION OF THE  
COUNCIL OF THE CITY OF WASHINGTON, IOWA  
TO BE HELD IN THE NICOLA-STOUFER ROOM.  
PUBLIC LIBRARY AT 115 W. WASHINGTON STREET  
AT 6:00 P.M., TUESDAY, MAY 7, 2019

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, May 7, 2019 to be approved as proposed or amended.

**Consent:**

1. Council Minutes April 16, 2019
2. Council Minutes April 30, 2019
3. Design Alliance, Fire Station Project, \$4,865.76
4. Design Alliance, City Hall/Police Station Project, \$18,980.34
5. RDG Planning & Design, Washington County Housing Study, \$2,500.00
6. PAWS & More Animal Shelter, Animal Services Jan-Mar. 2019 & 2018 TNR Cats, \$6,720.00
7. Bolton & Menk, Airport Taxilane for Fuel Facility, \$5,756.25
8. Garden & Associates, S. 15<sup>th</sup> Ave., Paving, Storm Sewer, Sanitary Sewer, Water Main, \$2,365.49
9. Garden & Associates, Water Tower Park Detention Basin Design, \$2,904.24
10. Coleman Construction, Pavement Patching Project FY19, \$43,895.00
11. Coleman Construction, Extra Saw Cutting, Pavement Patching Project FY19, \$480.00
12. A.S. Concrete Specialties, Sidewalk Trip Hazard Program, \$6,287.44
13. Washington County Engineer, Salt (November 2018-March 2019), \$20,020.00
14. Fox Engineering, Water Treatment Plant Improvements, \$474.50
15. Fox Engineering, City Hall Interceptor Reroute, \$15,415.00
16. Fox Engineering, SE Basin I & I Reduction, \$5,066.00
17. Kevin D. Olson, Professional Services for April, \$1,697.96
18. Hy-Vee Food Store, 528 Hwy #1 S., Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
19. Hy-Vee Fast and Fresh, 528 Hwy #1 S, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
20. Hy-Vee Wines and Spirits, 1004 W. Madison St., Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
21. BP One Trip, 1504 E. Washington Street, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**

## 22. Department Reports

### **Consent – Other:**

1. DeLong Construction, Demolition of Linda Lou’s Building, \$29,500.00

### **Claims & Financial Reports:**

Claims for May 7, 2019

### **SPECIAL PRESENTATION**

- Washington Area Soccer Program
- Nuisance Abatement Update

**PRESENTATION FROM THE PUBLIC** – Please limit comments to 3 Minutes.

### **UNFINISHED BUSINESS**

1. Discussion and Consideration of a Resolution Adopting Information Technology Disaster Recovery Plan. **(Tabled 04/16/2019)**
2. Discussion and Consideration of Third Reading of an Ordinance Rezoning a Property from R-2 to B-2 General Business (P & Z Recommendation) **(Tabled 04/16/2019)**

### **PUBLIC HEARING**

### **NEW BUSINESS**

1. Discussion and Consideration of Fire Tanker Truck Purchase.
2. Discussion and Consideration of Setting Public Hearing - FY19 Budget Amendment.
3. Discussion and Consideration of a Temporary Construction Easement – S. 15<sup>th</sup> Improvements Project.
4. Discussion and Consideration of Electrical Facilities Agreement (S. 15<sup>th</sup> Improvements Project - existing development)
5. Discussion and Consideration of a Revised Resolution Approving Notice of Hearing and Letting for 2019 Sealcoat Project
6. Discussion and Consideration of Change Order #3, Fire Station Utilities and Grading Project.
7. Discussion and Consideration of Final Pay App #6, and Project Closeout for Fire Station Utilities and Grading Project.
8. Discussion and Consideration of Linda Lou’s Asbestos Abatement Closeout.
9. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 41 “Public Health and Safety” (Smoking in Parks)
10. Discussion and Consideration of Second Reading of an Ordinance Amending Chapters 105 and 106 “Solid Waste”.

### **WORKSHOP**

### **DEPARTMENTAL REPORT**

Police Department  
City Attorney  
City Administrator

**MAYOR & COUNCILPERSONS**

Jaron Rosien, Mayor  
Brendan DeLong  
Steven Gault  
Elaine Moore  
Danielle Pettit-Majewski  
Fran Stigers  
Millie Youngquist

**ADJOURNMENT**

Illa Earnest, City Clerk

Council Minutes 04-16-2019

The Council of the City of Washington, Iowa, met in Regular Session in the Nicola-Stoufer Room, Washington Free Public Library, 115 West Washington Street on Tuesday, April 16, 2019 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Absent: none.

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, April 16, 2019 be approved as proposed. Motion carried.

**Consent:**

1. Council Minutes April 2, 2019
2. Council Minutes April 12, 2019
3. Bushong Construction, Fire Station Project, \$142,338.15
4. Kevin D. Olson, Professional Services, \$861.42
5. Design Alliance, City Hall & Police Station Project, \$9,593.84
6. Design Alliance, Fire Station Project, \$2,050.34
7. Lynch Dallas, Professional Services for Public Works Union Negotiations, \$962.00
8. Lynch Dallas, Professional Services for Police Union Negotiations, \$1,105.60
9. Lengacher's Small Engines, Rear Discharge 54" Mower for Cemetery, \$5,950.70 (**approved by Council 3/19/2019**)
10. Luke Waste Management, 15 Recycling Carts, \$1,800.00
11. Washington Chamber of Commerce, Chamber Bucks Purchased for Photo Contest Winners (Website Project), \$400.00
12. Disposal of Old Vehicles Request.
13. JP's 207, 207 W. Main Street, Class C Liquor License, Catering Privilege, Sunday Sales, (**renewal**)
14. Wal-Mart, 2485 Hwy 92, Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (carryout beer), Sunday Sales, (**renewal**)
15. Department Reports

**Consent – Other:**

- Tricon Construction, Water Treatment Plant Improvements, Pay App #17, \$9,130.32

Councilor DeLong requested item 3 be removed from the consent agenda and Councilor Stigers requested item 10 be removed from the consent agenda.

Motion by Youngquist, seconded by Stigers, to approve all consent agenda items except #3 and #10. Motion carried.

Motion by Pettit-Majewski, seconded by Youngquist, to approve consent item #3. Motion carried. DeLong abstained with conflict.

Motion by DeLong, seconded by Pettit-Majewski, to approve consent agenda item #10. Motion carried.

Motion by Stigers, seconded by Gault, to approve consent agenda – other. Motion carried. DeLong abstained with conflict.

Motion by Pettit-Majewski, seconded by Stigers, to approve payment of the claims as presented. Motion carried.

Special Presentations:

Motion by DeLong, seconded by Pettit-Majewski, to approve the request for partial street closure for an event at the Mills Seed Company, 212 N. Iowa Ave. on Saturday, June 8, 2019 from 7:00 A.m. to 5:00 P.M. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the request from Farm and Home Mutual Insurance to close the alley behind their business for an Alive After Five event on Thursday, April 25, 2019. Motion carried.

Motion by Youngquist, seconded by Moore, to approve the request from Washington Chamber of Commerce , Holiday Decorations LED Lighting Request not to exceed \$4,000. Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve Main Street Washington's Request to use Central Park and the Bandstand for the second annual Main Street Masters Putt-Putt Golf Tournament on Friday, May 3, 2019. Motion carried.

Presentations from the Public:

Richard Gilmore, Washington Business Owner, came before council with concerns about garbage service to his apartments on the Square.

Motion by Gault, seconded by Stigers to approve a Resolution Adopting Site Plan for Dollar Tree (P & Z Recommendation). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-053)**

Motion by DeLong, seconded by Gault, to approve the Resolution Adopting Site for Washington County Communications & Emergency Operations Center (P & Z Recommendation). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-054)**

Motion by DeLong, seconded by Youngquist, to approve Change Order #2 in the amount of \$8,850.00, Linda Lou's Building Asbestos Abatement. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve an Engineering Task Order with Fox Engineering for N. 4<sup>th</sup> Avenue Project and Underpass Lift Station Scoping Report). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Stigers, seconded by Moore, to approve Resolution Confirming the Appointment of James Lester as Police Chief and Adopting Employment Contract and Agreement. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-055)**

Motion by Pettit-Majewski, seconded by Youngquist, to approve Resolution Endorsing a Grant Application to ICAP for Lexipol Police Policy Process. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-056)**

Motion by DeLong, seconded Pettit-Majewski, to approve the Resolution Adopting Fire Safety Inspections Policy and Report Format. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-057)**

Motion by Youngquist, seconded by Stigers, to approve a Resolution Adopting a Memorandum of Understanding – Washington County Mini-Bus Facility Improvements. Roll call on motion: Ayes: DeLong, Gault, Moore, Stigers, Youngquist. Nays: none. Pettit-Majewski abstained with conflict. Motion carried. **(Resolution No. 2019-058)**

Motion by Moore, seconded by Youngquist, to table Discussion and Consideration of a Resolution Adopting Information Technology Disaster Recovery Plan. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve a Resolution Approving a Conveyance Agreement with Kim and Brenda Barthelman. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-059)**

Motion by Pettit-Majewski, seconded by Stigers, to approve a Resolution Awarding Construction Contract for S. 15<sup>th</sup> Avenue Improvements to DeLong Construction in the amount of \$719,238.36. Roll call on motion: Ayes: Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. DeLong abstained with conflict. Motion carried. **(Resolution No. 2019-060)**

Motion by Stigers, seconded by Youngquist, to approve the Resolution Rejecting Bids for Construction of Wellness Park Structures. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-061)**

Motion by Pettit-Majewski, seconded by Youngquist to approve Resolution Approving a 28E Agreement Regarding Funding for Countywide Communications Services. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-062)**

Motion by Moore, seconded by Pettit-Majewski, to table the Third Reading of an Ordinance Rezoning a Property from R-2 to B-2 General Business per P & Z Recommendation. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

### **Workshop**

After discussion, motion by Stigers, seconded by Pettit-Majewski, to refer the Special Event Permitting Process and Ordinance to the Planning & Zoning Committee. Motion carried.

Discussion of solid waste and recycling special requests and ordinance changes. The council will meet in a Special Session on Tuesday, April 30, 2019, at **6:30 P.M.**, in the Nicola-Stoufer Room, Washington Public Library, 115 W. Washington Street, to further consider and discussion garbage and recycling.

Discussion on “No Smoking” areas in the parks. May be further discussion in the Special Session on April 30.

Motion by Gault, seconded by Stigers, that the Regular Session held at 6:00 P.M., Tuesday, April 16, 2019, is adjourned. Motion carried.

Illa Earnest, City Clerk

Council Minutes 04-30-2019

The Council of the City of Washington, Iowa, met in Special Session in the Nicola-Stoufer Room, Washington Public Library, 115 W. Washington Street at 6:30 P.M., Tuesday, April 30, 2019. Mayor Jaron P. Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Absent: none.

Motion by Youngquist, seconded by Pettit-Majewski, that the agenda for the Special Session to be held at 6:30 P.M., Tuesday, April 30, 2019 be approved as proposed. Motion carried.

Presentations from the public:

Mike Crossett, 204 E. 2<sup>nd</sup> Street, came before council to request trash collection be suspended at the house he owns at 515 N. Iowa Avenue.

Luke Leyden, 105 S. Ave. B, came before council with concerns that the disc golfers allow their dogs to run unleashed and the ongoing problem with discs going onto his property.

Mike Griswald from Marion Avenue Baptist Church came before council to request use of Central Park and Marion Avenue from Main Street to Washington Street from 5:00 P.M. to 11:00 P.M. on May 2, 2019 for their Youth Conference.

Motion by Stigers, seconded by Moore, to approve the request from Marion Avenue Baptist Church as amended to ask that the west side of Marion Avenue be left open. Motion carried.

After discussion, motion by Stigers, seconded by Moore, to approve the temporary status form of the Disc Golf Course with the posting of additional signage requiring dogs be leashed, warning to others of golf activity, signs with the rules posted at the disc golf holes and sign reminders to "Respect Private Property". Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve the Assignment of Contracts to Farnsworth Group for the Fire Station and City Hall/Police Architect Services. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve the Resolution Approving Notice of Public Hearing and Letting for the 2019 Sealcoat Project. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-053)**

Motion by Gault, seconded by DeLong, to approve the First Reading of an Ordinance as Amended Amending Solid Waste Changes. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Discussion and Consideration of Third Reading of a Ordinance Rezoning a Property from R-2 to B-2 General Business (P & Z Recommendation) (**tabled 04-16-2019**). Remains tabled.

Motion by Gault, seconded by Stigers, that the Special Session held at 6:30 P.M., Tuesday, April 30, 2019, be adjourned. Motion carried.

Illa Earnest, City Clerk



**City of Washington**  
215 East Washington Street  
Washington, IA 52353

April 24, 2019  
Invoice No: 205791  
Project No: 217055

Attn: Brent Hinson

Re: Washington Fire Station

For professional services rendered for the period April 1, 2019 to April 30, 2019  
for the referenced project.

Description	Contract Amount	% Work To Date	Amount Billed	Previous Billed	This Inv Billed
Predesign	15,500.00	100.00%	15,500.00	15,500.00	0.00
Schematic	7,750.00	100.00%	7,750.00	7,750.00	0.00
Design Dev	31,000.00	100.00%	31,000.00	31,000.00	0.00
Const Doc	54,250.00	100.00%	54,250.00	54,250.00	0.00
Bid/Negot	7,750.00	100.00%	7,750.00	7,750.00	0.00
Const Admin	38,750.00	45.00%	17,437.50	12,787.50	4,650.00
Total Fixed Fee	155,000.00		133,687.50	129,037.50	4,650.00
<b>Total Fixed Fee</b>					<b>\$4,650.00</b>

Kristofer Orth - mileage

215.76

**Total Out-of-Pocket Expenses**

**\$215.76**

**INVOICE TOTAL**

**\$4,865.76**

Please notify our office if you have any questions concerning your invoice balance.

1.5% interest charged on unpaid balance over 30 days

14225 University  
Suite 110  
Waukee, IA 50263  
TEL 515.225.3469  
FAX 515.225.9649  
DesignAllianceInc.com





**City of Washington**  
 215 East Washington Street  
 Washington, IA 52353

April 24, 2019  
 Invoice No: 205792  
 Project No: 219001

Attn: Brent Hinson

Re: Washington City Hall & Police Station

For professional services rendered for the period April 1, 2019 to April 30, 2019  
 for the referenced project.

Description	Contract Amount	% Work To Date	Amount Billed	Previous Billed	This Inv Billed
Schematic	11,812.50	100.00%	11,812.50	11,812.50	0.00
Design Dev	23,625.00	100.00%	23,625.00	23,625.00	0.00
Const Doc	47,250.00	40.00%	18,900.00	0.00	18,900.00
Bid/Negot	5,906.25	0.00%	0.00	0.00	0.00
Const Admin	29,531.25	0.00%	0.00	0.00	0.00
Total Fixed Fee	118,125.00		54,337.50	35,437.50	18,900.00
<b>Total Fixed Fee</b>					<b>\$18,900.00</b>

Kristofer Orth - mileage	71.92
United Parcel Service	8.42
<b>Total Out-of-Pocket Expenses</b>	<b>\$80.34</b>

**INVOICE TOTAL** \$18,980.34

Please notify our office if you have any questions concerning your invoice balance.

1.5% interest charged on unpaid balance over 30 days

14225 University  
 Suite 110  
 Waukegan, IA 50263  
 TEL 515.225.3469  
 FAX 515.225.9649  
 DesignAllianceInc.com



March 31, 2019

Project No: R3002.733.00

Invoice No: 34477

Brent Hinson  
City Administrator  
City of Washington  
215 E Washington Street  
Washington, IA 52353

Project R3002.733.00 Washington County Housing Study

Professional Services through March 31, 2019

**Fee**

Billing Phase	Fee	Billed %	Earned	Prior Fee	Current Fee
Fee	25,000.00	100.00	25,000.00	22,500.00	2,500.00
Total Fee	25,000.00		25,000.00	22,500.00	2,500.00
		<b>Total Fee</b>			<b>2,500.00</b>
				<b>Total this Invoice</b>	<b>\$2,500.00</b>



**PAWS & More Animal Shelter**

1004 1/2 West Madison Street  
Washington, IA 52353

# Invoice

Date

4/25/2019

Invoice #

64

**Bill To**

City of Washington  
PO Box 516  
Washington, IA 52353

Terms

DUE UPON RE...

Description	Quantity	Rate	Amount
Animal Services-Jan-March 2019		5,250.00	5,250.00
Jan-Dec. 2018 TNR cats	21	70.00	1,470.00
<b>Total</b>			<b>\$6,720.00</b>

	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total	Returned cat
<b>Washington</b>														
Returned					1				6				6	
Relocated	1		1	1	8	1			2				15	
Private Pay													0	
<b>Brighton</b>														
Returned				1	1								2	
Relocated					3								3	
Private Pay													0	
<b>Wellman</b>														
Returned													0	
Relocated			1										1	
Private Pay													0	
<b>Riverside</b>														
Returned													0	
Relocated											1		3	
Private Pay		2											0	
<b>Kalona</b>														
Returned					3								3	
Relocated	2	1		2	1	2		2					10	
Private Pay													0	
<b>Wash Co.</b>														
Returned										1			2	
Relocated		1											2	
Private Pay													72	
<b>West Chester</b>														
Returned														
Relocated														
Private Pay														
<b>Outside of County</b>											4		4	
<b>Total</b>	9	11	14	12	29	2	2	17	20	0	3	0	123	

Returned cats: Cats returned to same location they were trapped at (billable)

Relocated cats: Cats trapped and relocated to PWS feral farm (billable)

Private Pay cats: Private citizens trapped and paid for (not billable)



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.  
1960 Premier Drive | Mankato, MN 56001-5900  
507-625-4171 | 507-625-4177 (fax)  
www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



\* 2 0 1 9 \*



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City of Washington  
Washington Airport Commission  
Kevin Erpelding, Chairman  
215 East Washington  
Washington, IA 52353

March 29, 2019  
Project No: T51.117678  
Invoice No: 0231579

**Washington/Taxilane for Fuel Facility**

Taxilane for Fuel Facility Construction Phase

**Professional Services**

	Hours	Amount	
Principal	7.00	1,330.00	
Project Engineer	11.50	1,466.25	
Project Manager	18.50	2,960.00	
Totals	37.00	5,756.25	
<b>Total Labor</b>			<b>5,756.25</b>
		<b>Total this Invoice</b>	<b>\$5,756.25</b>

301-6-6020-6793  
002-6-2080 \_\_\_\_\_ Initials JER  
EXP. Taxi way  
Vender # \_\_\_\_\_ Date Rec. 4-23-19  
Due Date \_\_\_\_\_ Inv # \_\_\_\_\_



# GARDEN & ASSOCIATES, LTD.

1701 3<sup>rd</sup> Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

## INVOICE

City of Washington  
P. O. Box 516  
215 East Washington  
Washington, IA 52353

April 23, 2019  
Invoice No: 37870

Project 5016276 Washington - 15th Ave Paving, Storm Sewer, Sanitary Sewer, Water Main.  
Client ID #20040

**Professional Services for the Period: March 15, 2019 to April 18, 2019**

### Professional Services

	Hours	Rate	Amount	
Principal Engineer	14.50	145.00	2,102.50	
Engineer #5	.50	93.00	46.50	
Technician #6	2.75	57.00	156.75	
Totals	17.75		2,305.75	
<b>Total Professional Services</b>				<b>2,305.75</b>

### Unit Billing

Mileage			59.74	
<b>Total Units</b>			<b>59.74</b>	<b>59.74</b>

**Total Project Invoice Amount \$2,365.49**

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS

OSKALOOSA, IOWA

CRESTON, IOWA



# GARDEN & ASSOCIATES, LTD.

1701 3<sup>rd</sup> Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

## INVOICE

City of Washington  
P. O. Box 516  
215 East Washington  
Washington, IA 52353

April 23, 2019  
Invoice No: 37869

Project 5018455 Washington - Detention Basin Design - Water Tower Park  
Client ID# 20040

**Professional Services for the Period: March 15, 2019 to April 18, 2019**

### Professional Services

	Hours	Rate	Amount	
Principal Engineer	2.50	145.00	362.50	
Engineer #5	7.75	93.00	720.75	
Technician #2	6.25	92.00	575.00	
Technician #3	12.25	87.00	1,065.75	
Totals	28.75		2,724.00	
<b>Total Professional Services</b>				<b>2,724.00</b>

### Unit Billing

Mileage	45.24		
GPS Survey Equipment	135.00		
<b>Total Units</b>	<b>180.24</b>		<b>180.24</b>

**Total Project Invoice Amount \$2,904.24**

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

*Development Services Department  
215 East Washington Street  
Washington, IA 52353  
319-653-6584*



# MEMO

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**To:** City Council  
**From:** Keith Henkel, Engineering Technician  
**Date:** 04/25/2019  
**Re:** Pavement Patching Project FY19

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Council,

Enclosed are the invoices and rock tickets from Coleman Construction for the Pavement Patching FY19 Project. The budget for this project was \$45,000. The city identified 6657 square feet of repair. The project completed 6640 square feet of repair and utilized 35.27 ton of road stone to stabilize the road base under the new patches. The work is complete and has been inspected for compliance. Coleman Constructions invoice is for \$43,895.00. It is my recommendation to council that this bill be paid and the project accepted and closed. The second invoice for saw cutting totaling \$480.00 was additional work that was not in the original scope. There were two locations that needed additional saw cutting and removal to obtain a quality patch. Coleman was asked to saw cut these areas as additional work and bill the city accordingly.

Thank You,

A handwritten signature in black ink that reads "Keith Henkel". The signature is written in a cursive style with a large, stylized "K" and "H".

Keith Henkel



Coleman Construction, Inc.  
 2667 Wayland Road  
 Washington, IA 52353

# Invoice

<b>Bill To:</b>
City of Washington*
Attn Jason
215 E. Washington St.
Washington, IA. 52353

Date	Invoice No.	P.O. Number	Terms	Project
04/23/19	10941		Due on receipt	

Item	Description	Quantity	Rate	Amount
Labor & Materials	6640 SF street patching @ \$6.50 SF		43,160.00	43,160.00
Materials	35.27 ton roadstone		510.00	510.00
Labor	Hauling @ \$75 a load		225.00	225.00
We appreciate your prompt payment.			<b>Total</b>	<b>\$43,895.00</b>

**Douds Stone LLC**

PO Box 717  
 Ottumwa, IA 52501  
 641-683-1671

Ticket No.: **78014157**

Date: 3/25/19 Time: 3:52 pm Tax: 92  
 Location: **COPPOCK - 78** IDOT #: A92014  
 Customer: CO0878 COLEMAN CONSTRUCTION INC  
 Order:  
 P.O.: *City of Wash*  
 Product: RS810 1" ROADSTONE **8.43 Ton**

	Pounds	Tons
Gross	32300	16.15
Tare	15440 *	7.72 *
Net	16860	8.43

\* P. T.

Ordered	0.00
Received	0.00
Remaining	
Today:	73.67 Loads: 5

Weighmaster: LISA FOWLER

Carrier: CO0878 COLEMAN CONSTRUCTI  
 Vehicle: 36 WHITE SINGLE AXLE

This is to certify that the material herein described meets the applicable contract specifications and requirements.

Received: *Tessa* **COPY 2 CUSTOMER** Iowa Secretary Agr Certified lbs ECCE per ton.

**Douds Stone LLC**

PO Box 717  
 Ottumwa, IA 52501  
 641-683-1671

Ticket No.: **78014804**

Date: 4/15/19 Time: 8:41 am Tax: 92  
 Location: **COPPOCK - 78** IDOT #: A92014  
 Customer: CO0878 COLEMAN CONSTRUCTION INC  
 Order:  
 P.O.:  
 Product: RS810 1" ROADSTONE **9.81 Ton**

	Pounds	Tons
Gross	35060	17.53
Tare	15440 *	7.72 *
Net	19620	9.81

\* P. T.

Ordered	0.00
Received	0.00
Remaining	
Today:	9.81 Loads: 1

Weighmaster: LISA FOWLER

Carrier: CO0878 COLEMAN CONSTRUCTI  
 Vehicle: 36 WHITE SINGLE AXLE

This is to certify that the material herein described meets the applicable contract specifications and requirements.

Received: *Tessa* **COPY 2 CUSTOMER** Iowa Secretary Agr Certified lbs ECCE per ton.

**Douds Stone LLC**

PO Box 717  
 Ottumwa, IA 52501  
 641-683-1671

Ticket No.: **78014862**

Date: 4/16/19 Time: 1:19 pm Tax: 92  
 Location: **COPPOCK - 78** IDOT #: A92014  
 Customer: CO0878 COLEMAN CONSTRUCTION INC  
 Order:  
 P.O.: **CITY**  
 Product: **RS805** 3/4" CLASS A RDSTONE (#11) **17.03 Ton**

	Pounds	Tons
Gross	58320	29.16
Tare	24260 *	12.13 *
Net	34060	17.03

\* P. T.

Ordered	0.00
Received	0.00
Remaining	
Today:	17.03 Loads: 1

Weighmaster: LISA FOWLER

Carrier: CO0878 COLEMAN CONSTRUCTI  
 Vehicle: 3 TEAL FREIGHTLINER TAI

This is to certify that the material herein described meets the applicable contract specifications and requirements.

Received: *Tessa* **COPY 2 CUSTOMER** Iowa Secretary Agr Certified lbs ECCE per ton.

Coleman Construction, Inc.  
2667 Wayland Road  
Washington, IA 52353

# Invoice

**Bill To:**

City of Washington\*  
Attn Keith  
215 E. Washington St.  
Washington, IA. 52353

Date	Invoice No.	P.O. Number	Terms	Project
04/29/19	10956	Street patching	Due on receipt	

Item	Description	Quantity	Rate	Amount
Labor & Materials	Saw 40' of concrete street patching @ \$12 a ft		480.00	480.00
We appreciate your prompt payment.			<b>Total</b>	<b>\$480.00</b>

*Development Services Department  
215 East Washington Street  
Washington, IA 52353  
319-653-6584*



# MEMO

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**To:** City Council  
**From:** Keith Henkel, Engineering Technician  
**Date:** 04/25/2019  
**Re:** Sidewalk Trip Hazard Program

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Council,

Enclosed is an invoice for work completed in April for the sidewalk trip hazard program that was awarded to A.S. Concrete. The invoice is in the amount of \$6,287.44. This is a cost share program with the property owners and the city will be billing for a reimbursement of approximately 40% of the total bill at the completion of the project. Work completed at this time was on West Main St. and North Marion Ave.

Thank You,

A handwritten signature in black ink, appearing to read "Keith Henkel".

Keith Henkel

A.S. Concrete Specialties llc  
3259 110TH ST  
BRIGHTON, IA 52540 US  
sinzey@ineedfoundationrepair.com

## Invoice

### BILL TO

city of washington iowa  
city of washington iowa  
212 East Washington Street  
Washington, iowa 52353 usa

INVOICE # 1002

DATE 05/01/2019  
DUE DATE 05/16/2019  
TERMS Net 15

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
05/01/2019	Trip Hazard 4"	remove & replace 4" sidewalk billed per sq. ft.	992	6.00	5,952.00
05/01/2019	Trip Hazard 6"	remove replace sidewalk 6" billed per sq. ft.	56	5.99	335.44

addresses on west main-308-321-409-414-502-522-530-529-601-618-  
628-634-709-714. Addresses on north Marion-602-603-614--620

BALANCE DUE

**\$6,287.44**

**Washington County Engineer's Office & Secondary Road Department**

**Engineer's Office  
210 West Main Street  
Washington, IA 52353  
(319) 653-7731**

**Maintenance Shop  
821 East 7th Street  
Washington, IA 52353  
(319) 653-7733**

**Date:** 4/12/2019

**Invoice:** 20190402

**Description:** Salt Use - November 2018 - March 2019

November 2018 Salt - 39 tons @ \$88/ton	\$ 3,432.00
January 2019 Salt - 74 tons @ \$88/ton	\$ 6,512.00
February 2019 Salt - 75.50 tons @ \$88/ton	\$ 6,644.00
March 2019 Salt - 39 tons @ \$88/ton	\$ 3,432.00

**TOTAL DUE** \$ 20,020.00

**Amount due is payable upon receipt of bill. Delinquent accounts will be charged a finance charge of 1.5% per month. Thank you for keeping your account current.**

**Please make check payable to:** WASHINGTON COUNTY TREASURER  
**And mail to:** Washington County Engineer  
210 West Main Street  
Washington, IA 52353

110-6-2010- 6421 Initials \_\_\_\_\_

EXP. \_\_\_\_\_

Vender # \_\_\_\_\_ Date Rec. 4-19-19

Due Date \_\_\_\_\_ Inv # \_\_\_\_\_

**ATTN:** City of Washington  
215 E. Washington Street  
Washington, IA 52353



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 44256  
 Date 03/30/2019

Project **342416A Washington Water Treatment  
 Plant Improvements**

Professional Services for the Period of 2/24/2019 to 3/30/2019

**Lump Sum Phases**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
<b>Preliminary Design</b>	126,460.00	100.00	126,460.00	126,460.00	0.00
<b>Final Design</b>	177,830.00	100.00	177,830.00	177,830.00	0.00
<b>Bidding</b>	16,780.00	100.00	16,780.00	16,780.00	0.00
<b>Total</b>	<b>321,070.00</b>	<b>100.00</b>	<b>321,070.00</b>	<b>321,070.00</b>	<b>0.00</b>

**Standard Hourly Rate Phases**

**Construction Administration**  
 Professional Fees

**Construction Administration Subtotal**

Billed  
 Amount

474.50

474.50

Invoice total **\$474.50**

Approved by:

*Steven J. Troyer*

Late Payment Charge: 15% per annum beginning 30 days from above date



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 44170  
 Date 03/30/2019

Project **204517B Washington City Hall  
 Interceptor Reroute**

Professional Services for the Period of 4/25/2018 to 3/30/2019

**Lump Sum Phases**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
<b>Preliminary Design</b>	19,500.00	100.00	19,500.00	19,500.00	0.00
<b>Final Design</b>	20,000.00	100.00	9,500.00	20,000.00	10,500.00
<b>Bidding</b>	6,500.00	100.00	6,500.00	6,500.00	0.00
<b>Boundary Survey</b>	3,900.00	100.00	3,900.00	3,900.00	0.00
<b>Construction Administration</b>	15,500.00	100.00	11,000.00	15,500.00	4,500.00
<b>Construction Staking</b>	3,000.00	100.00	3,000.00	3,000.00	0.00
<b>Total</b>	<b>68,400.00</b>	<b>100.00</b>	<b>53,400.00</b>	<b>68,400.00</b>	<b>15,000.00</b>

**Standard Hourly Rate Phases**

**Post Construction Phase**

Professional Fees

Billed Amount

415.00

**Post Construction Phase subtotal**

415.00

Invoice total **\$15,415.00**

Approved by:

*Steven P. Soupir*

*Late Payment Charge: 15% per annum beginning 30 days from above date*





414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 44171  
 Date 03/30/2019

Project **204517A Washington SE Basin I&I Reduction**

Professional Services for the Period of 2/24/2019 to 3/30/2019

**Lump Sum Phases**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
<b>Preliminary Design</b>	57,100.00	100.00	57,100.00	57,100.00	0.00
<b>Final Design</b>	29,500.00	100.00	29,500.00	29,500.00	0.00
<b>Bidding</b>	8,500.00	100.00	8,500.00	8,500.00	0.00
<b>Construction Administration</b>	29,800.00	25.00	2,384.00	7,450.00	5,066.00
<b>Post Construction Record Drawings</b>	5,700.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>130,600.00</b>	<b>78.52</b>	<b>97,484.00</b>	<b>102,550.00</b>	<b>5,066.00</b>

**Invoice total \$5,066.00**

Approved by: \_\_\_\_\_

*Late Payment Charge: 15% per annum beginning 30 days from above date*

**Kevin D. Olson**  
**Attorney-at-Law**  
**1400 5<sup>th</sup> Street, P.O. Box 5127**  
**Coralville, Iowa 52241**

Phone (319) 351-2277 Fax: (319) 351-2279 e-mail: kevinolsonlaw@gmail.com

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May 2, 2019

Mr. Brent Hinson, City Administrator  
City of Washington, Iowa  
215 E. Washington Street  
Washington, Iowa 52353

**INVOICE**

For legal services rendered to the City of Washington, Iowa in April, 2019

TOTAL HOURS 16.25 hours (reg)

TOTAL MILES 396 miles

Hourly Rate \$90/hour- Reg  
\$75/hour - Court

Mileage Rate \$0.56 per mile

Reimbursements (Certified Mail) \$13.70

TOTAL INVOICE FOR APRIL, 2019 \$1,697.96

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2019 through June 30, 2020

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA Hy-Vee, Inc. DBA Hy-Vee Food Store

Physical Location Address 528 S. Hwy #1, Washington, IA 52353 City Washington ZIP 52353

Mailing Address 5820 Westown Pkwy City West Des Moines State IA ZIP 50266

Business Phone Number (319) 653-5406

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State IA ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2467 Email kpalmer@hy-vee.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes  No

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store   
Has vending machine that assembles cigarettes  Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Jeff Pierce

Name (please print) \_\_\_\_\_

Signature 

Signature \_\_\_\_\_

Date 4/18/19

Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \_\_\_\_\_
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2019 through June 30, 2020

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA Hy-Vee, Inc. DBA Hy-Vee Fast and Fresh Express

Physical Location Address 528 Hwy 1 S City Washington ZIP 52353

Mailing Address 5820 Westown Pkwy City West Des Moines State IA ZIP 50266

Business Phone Number (319) 653-5406

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State IA ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2467 Email kpalmer@hy-vee.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes  No

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store

Has vending machine that assembles cigarettes  Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Jeff Pierce

Name (please print) \_\_\_\_\_

Signature 

Signature \_\_\_\_\_

Date 4/18/19

Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \_\_\_\_\_
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2019 through June 30, 2020

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA Hy-Vee, Inc. DBA Hy-Vee Wine and Spirits

Physical Location Address 1004 W Madison St., Washington, IA 52353 City Washington State IA ZIP 52353

Mailing Address 5820 Westown Pkwy City West Des Moines State IA ZIP 50266

Business Phone Number (319) 653-5406

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State IA ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2467 Email kpalmer@hy-vee.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes  No

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store

Has vending machine that assembles cigarettes  Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Jeff Pierce

Name (please print) \_\_\_\_\_

Signature 

Signature \_\_\_\_\_

Date 4/18/19

Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \_\_\_\_\_
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**Instructions on the reverse side**

For period (MM/DD/YYYY) 7 / 1 / 2019 through June 30, 2020

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA BP One Trip  
Physical Location Address 1504 E. Washington St. City Washington ZIP 52353  
Mailing Address PO Box 178 City Brighton State IA ZIP 52540  
Business Phone Number 319-653-2243

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP   
Name of sole proprietor, partnership, corporation, LLC, or LLP Cobb Oil Co., Inc.  
Mailing Address PO Box 178 City Brighton State IA ZIP 52540  
Phone Number 319-694-2200 Fax Number 319-694-2201 Email lcobb@cobbil.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine   
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes  No   
Types of Products Sold: (Check all that apply)  
Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store   
Has vending machine that assembles cigarettes  Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Laura Cobb Name (please print) \_\_\_\_\_  
Signature Laura Cobb Signature \_\_\_\_\_  
Date 4-26-19 Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE**

- Fill in the amount paid for the permit: \_\_\_\_\_
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>CASEY'S MARKETING</u>		
<b>Name of Business (DBA):</b> <u>CASEY'S GENERAL STORE #1624</u>		
<b>Address of Premises:</b> <u>1002 W MADISON ST</u>		
<b>City</b> <u>Washington</u>	<b>County:</b> <u>Washington</u>	<b>Zip:</b> <u>52353</u>
<b>Business</b> <u>(319) 863-9040</u>		
<b>Mailing</b> <u>PO BOX 3001</u>		
<b>City</b> <u>ANKENY</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50021</u>

**Contact Person**

<b>Name</b> <u>JESSICA FISHER, STORE OPERATIONS</u>
<b>Phone:</b> <u>(515) 446-6404</u> <b>Email</b> <u>JESSICA.FISHER@CASEYS.COM</u>

**Classification** Class E Liquor License (LE)

**Term:** 12 months

**Effective Date:** 06/15/2019

**Expiration Date:** 01/01/1900

**Privileges:**

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Publicly Traded Corporation</u>
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u> <b>Federal Employer ID</b> <u>XXXXXXXXXX</u>

**Ownership**

**42-0935283 CASEY'S GENERAL STORE INC.**

**First Name:** 42-0935283      **Last Name:** CASEY'S GENERAL STORE, INC.  
**City:** ANKENY      **State:** Iowa      **Zip:** 50021  
**Position:** OWNER  
**% of Ownership:** 100.00%      **U.S. Citizen:** Yes

**Michael Richardson**

**First Name:** Michael      **Last Name:** Richardson  
**City:** PLEASANT HILL      **State:** Iowa      **Zip:** 50327  
**Position:** PRESIDENT  
**% of Ownership:** 0.00%      **U.S. Citizen:** Yes

**JOHN SOUPENE**

**First Name:** JOHN      **Last Name:** SOUPENE

City: ANKENY  
Position: VICE PRESIDENT

State: Iowa

Zip: 50023

% of Ownership: 0.00%

U.S. Citizen: Yes

**JULIA JACKOWSKI**

First Name: JULIA  
City: URBANDALE  
Position: SECRETARY

Last Name: JACKOWSKI  
State: Iowa

Zip: 50322

% of Ownership: 0.00%

U.S. Citizen: Yes

**JAMES PISTILLO**

First Name: JAMES  
City: URBANDALE  
Position: TREASURER

Last Name: PISTILLO  
State: Iowa

Zip: 50323

% of Ownership: 0.00%

U.S. Citizen: Yes

**Insurance Company Information**

Insurance Company: Merchants Bonding Company

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:



## Water Treatment Plant: April 2019 Council Report

Here is a summary of major updates and activities from the Water Department April 2019.

**South Water Tower-**The south water tower is thawed out and dry. Washington Electric is mostly completed on the inside electrical and are currently working on the outside lighting. Jetco has completed inside plumbing for instrumentation and started on integration. Jetco will have to come back on site to finish up sometime in May. The contractor plans to be back mid-May to finish up the project. Before this project is complete, we will overflow the tower to get exact overflow levels. We will also have DNR and Fox do an inspection with us before completion date.

**RO 1-**On April 22<sup>nd</sup> I got an alarm for RO 1 crashing. The interstage pump had crashed, the VFD for the motor was faulted. I reset everything and ran the skid again but it ended up crashing again a couple hours later. I ended up shutting it down for the night and running on RO 2 & 3. The following day I called Dustin with Jetco and we determined the VFD is no good. This part is under warranty and Jetco will be here to replace it as soon as they get the part from the manufacturer. Jetco will most likely finish up the south tower the day they come down to install the new VFD for the interstage pump on RO 1.

**Water Treatment Plant Improvements-** The project is almost complete. This last month Tricon installed a splash plate to the flush tank. Tricon has moved its equipment and trailer. Parking stripes were painted in the east parking lot. Jetco is 99% completed with integration. All fire alarm and safety items have been completed. I'm waiting on the final report and then Tom Wide will do a final walk through. We had our final punch-list walk through April 25<sup>th</sup>. Myself, Will, Tricon, Fox, and the DNR were present. Final completion date for this project is May 31<sup>st</sup>.

**Water Plant Operations-** I submitted the March MOR. Collected routine bacteria samples, results were absent. We ran some extra testing on the wells. We have continued to flush well 7 and it is ready to put back in service. We collected a bacteria sample for Boyd's. We also collected and passed 4 bacteria samples for the new water mains at the wellness park. We had some discolored water complaints at Stewart school. That was due to city construction, turning valves, and a water main break. The water was cleared up within a few hours. Both the city and the DNR took bacteria samples that came back absent. We changed bag filters. We will continue to work on the water meter list. **Start flushing hydrants Monday, May 6<sup>th</sup>**. This will cause discolored water to arise in the system. If you have any questions contact JJ Bell or myself.

**Operators-**I attended a Consumer Confident Report(CCR) workshop in North Liberty. We plan to help Nick Pacha get the pool up and running this year. Will continues to do a good job. He plans to move to town in June or July, he is looking for a rental now. Will plans to start training at the wastewater plant in the near future. Jason Whisler continues to train at the water plant 1 day a week. Parker Turner plans to train at the water plant in the near future.

Water Treatment Superintendent

Kyle Wellington

**WWTP report  
May 7, 2019  
Council meeting**

- **After hour alarm and dog call outs –**  
15<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 1016 E Main, 5:07 p.m. Parker  
18<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 1016 E Main, 5:17 p.m. Parker  
21<sup>st</sup> dog call, Safety Center reported a dog to be picked up at 805 South 4<sup>th</sup>, 4:39 p.m. Parker  
28<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 122 North 13<sup>th</sup> Ave, 11:03 a.m. Parker  
29<sup>th</sup> WWTP, West EQ pumps VFD fault, seal failure, & pumps not in auto, 2:47 a.m. Fred  
30<sup>th</sup> WWTP, East EQ high float alarm, 5:45 p.m. Fred  
30<sup>th</sup> WWTP, West EQ high float alarm, 11:34 p.m. Fred
- **Dept Head meetings** –I attended the meetings on April 23<sup>rd</sup> & 30<sup>th</sup>.
- **WWTP AC unit** – Armstrong Heating got the new compressor installed in the AC unit for the electrical room in the solids handling building on the 19<sup>th</sup>.
- **SBR #3 blower VFD** – Jeff of JETCO was here on the 19<sup>th</sup> to install the new cooling fan in the SBR blower #3 VFD. Blower #3 was put back in service after the cooling fan was installed.
- **Raw Waste Water (RWW) pump #3** – IPW installed a new seal in RWW pump#3. Jeremy from Iowa Pump Works (IPW) dropped off pump #3 on the 19<sup>th</sup>. WWTP staff got the pump installed on the 22<sup>nd</sup>. IPW service techs were here on the 23<sup>rd</sup> for start up and to laser align the pump & motor shafts.
- **Yard Waste Center (YWC)** – During the strong winds on the 25<sup>th</sup> the brush pile blew hot embers over to last year's leaf windrows causing them to catch fire and smoke. On the 26<sup>th</sup> Jason and Parker got M/C's tank truck to hose down the windrows. M/C brought their loaders out to turn the windrows to help snuff out the fires, too. Everything was put out and the smoking had ended before noon on the 26<sup>th</sup>.
- **WWTP mowing** – 2019 mowing started on the 22<sup>nd</sup>.
- **Parker** – He passed the State of Iowa grade II waste water exam on April 24, 2019. Great job, Parker! Parker has signed up for the Basic Training Water Treatment class at Kirkwood Community College in Cedar Rapids. Upon completion of the class he will cross train at the WTP. After working at the WTP for a while he will then be eligible to take the state of Iowa grade I Water Treatment exam.
- **East & West Equalization (EQ) basins** – The East EQ basin filled to the maximum level without overflowing around 7:49 p.m. on the 30<sup>th</sup> when the flow was shut off to the basin. The West EQ continued to fill and started overflowing out of the emergency overflow structure around 2:47 a.m. on May 1<sup>st</sup>. We will be required to submit a written report to the local IDNR field office outlining how many gallons overflowed, how long the overflow lasted, and when the overflow ended.
- **West EQ basin return pumps** – I received an alarm call out at 2:47 a.m. on the 29<sup>th</sup> for the west EQ pumps. The alarms were VFD faults, pumps not in auto, and pump seal failure. When I got to the WWTP I couldn't get the pumps to run or reset. We contacted JETCO since we believe it's a control issue or something electrical inside the PLC. Dustin from JETCO was here on the 1<sup>st</sup> to check it out. He found the pump seal and temp modules in the PLC were fried probably from a nearby lightning strike. Dustin was able to get the pumps to run w/o the seal protection. We're in the process of getting new modules ordered so the pumps will have seal failure protection again. In the meantime we need these pumps to pump so when the west EQ quits overflowing we can pump the west EQ basin contents back through the WWTP for treatment.
- **Bi-annual sampling** – Jason completed the bi-annual sampling at Bazooka-Farmstar and Saputo (goat milk transfer station) during the week of 22<sup>nd</sup>. We haven't received the test results back yet.

- **National Weather Service (NWS)** – Tim from the Quad Cities NWS office was at the WWTP on April 26<sup>th</sup> to service their equipment for spring.
- **Thanks** – To Jay Q of M/C for hauling/spreading rock around the WWTP and Parkside Estates lift station.
- **On-site Service Solutions (OSS)** – Andy from OSS was at the WWTP on the 1<sup>st</sup> to install the new keypads for digesters 1 & 2 dissolved oxygen meters. Andy found the keypads weren't working properly during the annual inspection and calibration of our meters.

**Fred E Doggett**  
**5/1/2019 2:54 PM**

## **Elm Grove & Woodlawn Cemeteries**

### **Council Report for April 2019**

**By Nicholas Duvall**

This month we mowed Elm Grove and Woodlawn both twice, and started trimming. I also started spraying for weeds around the buildings. We settled and seeded the winter graves and a few low areas we hauled dirt to. I had several family requests for maps of remaining cemetery plots this month, and marked out 10 foundations for new monuments. We had our three seasonal employees start in April as well. We also took down snow fence and put away all the snow equipment. I also prepped the new mower to make sure it was ready for service, and made a couple of small repairs to the other mowers. We also removed and replaced a couple of flag pole bases that were crooked for the Memorial Day flags. We reinstalled 2 add on vases in the flat sections, that had to be removed last year to accommodate burials.

We have had 8 funerals at Elm Grove this month, 24 for the year so far. In May, we plan to continue with funeral services, continue mowing and trimming, and finish getting the cemeteries ready for Memorial Day. We will also be working on cemetery records updating as time allows.

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

4-6-19/4-19-19

**STREETS:** Personnel poured 24 yards of M-4 concrete for the new pad for the gate wire loops that will be installed the following week. Personnel began operating the leaf vac around town, after half the town was covered the machine had an electrical issue (diode), will be back in the field April 24-26. Crews continued to seed areas of previous excavations and stump holes. Personnel cold patched potholes. Personnel hauled numerous loads of granite rock from the WWTP and 1 inch road stone to extend the soccer field parking lot on the south side of West 18th St. Personnel attended about half the alleys in town, adding rock where necessary. The street sweeper was out a couple days, new Global sweeper will be dropped off the week of April 22.

**WATER DISTRIBUTION:** Personnel repaired a water box located at 315 West Madison St. Personnel repaired a water leak at 1000 West 5th St, service saddle bolts had deteriorated, marks the 13th water leak of 2019.

**SEWER COLLECTION:** Personnel checked H<sub>2</sub>S in the sanitary manholes on East 7th St and relayed to FOX Eng.

**STORM SEWER COLLECTION:** Personnel repaired a sink hole in the 1100 block of East 7th St, breaking the south half of the road and replacing an 8 inch clay line (10 ft) and using ferncos to connect, south end was 10 inch clay.

**MECHANIC/SHOP:** Personnel serviced 104 (steering stabilizer, rear shocks and wash/wax), 303 (took to Mincer's-warranty), Park Dept truck, PD 96 (diagnosis electrical issue and repaired door lock), K-9 Unit (drain front differential and wash/salt eliminator/wax), 611 (front end repair), 131 (old loader-repair brake sensor), leaf vac (electrical issue-diode), 119

(check engine light and took out salt spreader), PD 696 (Durango-rotate tires) and FD #3 (check air & PS leak).

OTHER: Personnel responded to 45 One Call Locates. Personnel hauled numerous loads of rock and cold mix to the stock piles. The yard waste routes continued throughout the town.

Please note that this report does not include every task M/C personnel performed, but shall be a highlight of our work performed as a department.

## CITY OF WASHINGTON, IOWA

## CLAIMS REPORT FOR MAY 7, 2019

<b>POLICE</b>	ARMSTRONG HEATING & AIR CONDITIONING I	HVAC MAINTENANCE	189.06	
	ARNOLD MOTOR SUPPLY	PARTS	389.87	
	BDH TECHNOLOGY	SOFTWARE SUPPORT	510.00	
	CDW GOVERNMENT	SUPPLIES	89.00	
	CHARLES CAPPER AUTO CENTER INC	PARTS	307.07	
	CINTAS CORP LOC. 342	RUG SERVICE	35.79	
	HANSEN, LYLE	REIMB FOR SUBSCRIPTION	32.09	
	HY-VEE	EVIDENCE BAGS	5.97	
	IA COUNTY ATTORNEYS ASSOC	LAW ENFORCEMENT WORKSHOP	70.00	
	IOWA LAW ENFORCMT ACADEMY	TASER INSTRUCTOR CERTIFICA	50.00	
	KCTC	PHONE & INTERNET	446.87	
	KIESLER'S POLICE SUPPLY INC	GUN & ACCESSORIES	843.00	
	LEXIPOL LLC	SUBSCRIPTION	1,318.00	
	MARCO, INC.	COPIER	404.00	
	STRONGHOLD CORP	RIFLE & ACCESSORIES	2,119.98	
	SUREFIRE	BATTERIES	73.63	
	UPS	SHIPPING	50.52	
	VISA	CANINE FUND, SCHOOLING	607.60	
	WASH CO AUDITOR	MAY COMMUNICATIONS	21,400.25	
		<b>TOTAL</b>	<b>28,942.70</b>	
	<b>FIRE</b>	ACE-N-MORE	SUPPLIES	118.96
ARMSTRONG HEATING & AIR CONDITIONING I		HVAC MAINTENANCE	189.06	
FIRE SERVICE TRAINING BUREAU		CERTIFICATIONS	450.00	
KCTC		PHONE & INTERNET	188.37	
SADLER POWER TRAIN		CLUTCH PIVOT FORK	519.95	
SITLER'S SUPPLIES INC.		BATTERIES	175.20	
VISA		PHONES, MEALS & VEHICLE PA	1,713.70	
		<b>TOTAL</b>	<b>3,355.24</b>	
<b>DEVELOP SERV</b>		IAPMO - IOWA CHAPTER	TRAINING CONFERENCE	165.00
		LUKE WASTE MANAGEMENT	TRASH ABATEMENTS	105.00
	VISA	CONF, LODGING, TRAVEL EXP	1,377.28	
	WAL-MART	SUPPLIES, COMP MOUSE	15.24	
		<b>TOTAL</b>	<b>1,662.52</b>	
<b>LIBRARY</b>	ACCESS SYSTEMS	COPIER MAINTENANCE CONTRAC	96.17	
	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00	
	ALLIANT ENERGY	ALLIANT ENERGY	1,148.47	
	AMAZON	LIBRARY MATERIALS	529.39	
	CINTAS CORP LOC. 342	MATT SERVICE	62.19	
	DEMCO	OFFICE SUPPLIES	199.40	
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	164.00	
	FISHER, JASON	JANITORIAL-MAY CLEANING	1,125.00	
	GALE/CENGAGE LEARNING	LIBRARY MATERIALS/WESTERNS	150.68	
	I TECH TECHNOLOGY EXPERTS	RECYCLING OF OLD HARDWARE/CARD	279.99	
	KCII	SENIOR SALUTES-PROGRAMMING	90.96	
	KCTC	PHONE & INTERNET -2 MONTHS	1,043.90	
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	152.40	
	VISA	OFFICE SUPP, POSTAGE & PRO	23.69	
	WCDC INC	WINDOW WASHING	30.00	
		<b>TOTAL</b>	<b>5,140.24</b>	
	<b>PARKS</b>	ACE-N-MORE	PAINT & BUILDING REPAIR	222.18
ALLIANT ENERGY		ALLIANT ENERGY	856.31	
ARNOLD MOTOR SUPPLY		PARTS	13.98	
DOUDS STONE LLC		SOCCER FIELD ROCK	5,730.86	
KCTC		PHONE & INTERNET	124.78	
SITLER'S SUPPLIES INC.		R R/SHOP LIGHTS	221.00	
STOUT SEED SALES		GRASS SEEDS	655.55	
THE LOCK DR		BANKSTAND LOCKS	139.00	
VISA		RENTAL & MEALS	49.15	
WASHINGTON LUMBER		ADHESIVE/LUMBER	97.90	
WASHINGTON RENTAL		FLANGE	1.49	
		<b>TOTAL</b>	<b>8,112.20</b>	
<b>POOL</b>		KUENSTER HEATING & AIR, LLC	POOL VALVE REPAIR	300.15
		<b>TOTAL</b>	<b>300.15</b>	

<b>CEMETERY</b>	ABIGT LETTERING	ENGRAVING	150.00
	ACE-N-MORE	HARDWARE/BOLTS	233.50
	ALLIANT ENERGY	SERVICE	148.46
	ARNOLD MOTOR SUPPLY	MOWER PARTS	168.35
	ATCO INTERNATIONAL	DEGREASER/EPOXY	383.80
	COBB OIL CO, INC.	PARTS/FUEL BARREL FILTERS	38.14
	GRAINGER	PPE/EAR MUFFS	227.40
	GREINER DISCOUNT TIRES	TIRE REPAIR	32.40
	KCTC	PHONE & INTERNET	155.62
	LENGACHERS SMALL ENGINE SALES AND SERV	MOWER PARTS	142.56
	MORNING SUN FARM	MOWER PARTS	767.71
	VISA	PRINTER INK AND SUPPLIES	164.97
		<b>TOTAL</b>	<b>2,612.91</b>
	<b>FINAN ADMIN</b>	ALL AMERICAN PEST CONTROL	PEST CONTOL
ALLIANT ENERGY		SERVICE	1,386.15
ARCHER APPLIANCE		VACUUM BAGS	24.95
ARMSTRONG HEATING & AIR CONDITIONING I		HVAC MAINTENANCE	189.08
BAKER PAPER & SUPPLY		COPY PAPER	110.07
CINTAS CORP LOC. 342		RUG & TOWEL SERVICE	230.03
DE LAGE LANDEN FINANCIAL SERVICES INC		COPIER MAINTENANCE AGREEME	154.98
GOOGLE LLC		MONTHLY SERVICE	474.25
ICMA MEMBERSHIP RENEWALS		MEMBERSHIP RENEWAL	872.00
IMPRESSIONS COMPUTERS, INC		COMPUTER MAINTENANCE	225.00
J & S ELECTRONIC BUSINESS SYSTEMS, INC		COPIES	899.08
KCTC		PHONE & INTERNET	733.40
MARIE ELECTRIC INC.		XMAS LIGHTS	211.93
PURCHASE POWER		POSTAGE METER	2,116.00
QUILL		RIBBONS & INK	109.46
ROSIEN, JARON		MILEAGE AND MEAL REIMB	164.30
ROTARY CLUB OF WASHINGTON		DUES AND MEALS	209.30
THE WASHINGTONIAN		YEAR BOOK FEE	85.00
VISA		SHIPPING, CONF, LABELS	158.15
WAL-MART		SUPPLIES, COMP MOUSE	28.82
WASH CHAMBER OF COMMERCE		THUR NITE LIVE, SUMMER CLA	1,500.00
	<b>TOTAL</b>	<b>9,925.95</b>	
<b>AIRPORT</b>	CLOUDBURST 9	INTERNET	72.09
	ROE, MIKE	CONFERENCE & MEAL REIMB	752.48
	TITAN AVIATION FUELS	FUEL	25,088.91
		<b>TOTAL</b>	<b>25,913.48</b>
<b>ROAD USE</b>	ACE-N-MORE	SUPPLIES	46.15
	ARNOLD MOTOR SUPPLY	PARTS	401.21
	BARRON MOTOR SUPPLY	PARTS	22.95
	DOUDS STONE LLC	ROADSTONE	493.74
	MARTIN EQUIPMENT OF IA-IL	SENSOR	132.22
	MIKE'S PARTS & SERVICE	SERVICE	1,486.05
	MOORE'S BP AMOCO INC	FUEL	76.52
	NORRIS ASPHALT & PAVING	COLD MIX	1,318.50
	SADLER POWER TRAIN	SOLENOID/TEST/COOLANT	365.55
	TIFCO INDUSTRIES	PARTS	324.26
		<b>TOTAL</b>	<b>4,667.15</b>
	<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY
		<b>TOTAL</b>	<b>346.63</b>
<b>CAP EQUIP</b>	VISA	ALARM/REMOTE ENTRY 2019 EXPLORERE	350.00
		<b>TOTAL</b>	<b>350.00</b>
<b>CAP PROJECTS</b>	JOHNSON, CHESTER & KIMBERLY	EASEMENT	150.00
	LINCOLN WINWATER WORKS CO	WELLNESS PARK- HYDRANTS	3,801.28
	SCHIMBERG CO.	PIPE AND SUPPLIES-WELLNESS	1,569.53
	WASHINGTON LUMBER	WASHINGTON LUMBER	117.96
		<b>TOTAL</b>	<b>5,638.77</b>
<b>SIDEWALK REPAIR/REPLACE</b>	COLBY, JESSICA	SIDEWALK REPLACEMENT PROGR	552.00
	TURNER, BENJAMIN & BERTHA	SIDEWALK REIMB	144.00



		<b>TOTAL</b>	<b>696.00</b>
<b>TREE COMMITTEE</b>	CUSTOM IMPRESSIONS INC MCCONNELL, MARDE WMPF GROUP LLC	ENGRAVING REIMBURSEMENT FOR MEETING TREE COMMITTEE THANK YOU <b>TOTAL</b>	40.00 27.54 533.65 <b>601.19</b>
<b>K9 FUND</b>	VISA	WALL MOUNT DOG DOOR <b>TOTAL</b>	225.58 <b>225.58</b>
<b>LIBRARY GIFT</b>	AMAZON BLANK PARK ZOO ENVISIONWARE INC GLASPIE, BRANDI VISA	LIBRARY MATERIALS SUMMER READING/PROGRAMMING SOFTWARE-TECHNOLOGY SRVS DESIGN-WINDOW ART-PROGRAMM OFFICE SUPP, POSTAGE & PRO <b>TOTAL</b>	150.24 137.15 4,169.50 200.00 120.70 <b>4,777.59</b>
<b>WATER PLANT</b>	ALLIANT ENERGY ACE-N-MORE ALLIANT ENERGY CARROLL, SUSAN JENNINGS, ELAINE KCTC POSTMASTER STREFF, ROSE VISA WAL-MART WONDERWARE -GS SYSTEMS	ALLIANT ENERGY SUPPLIES SERVICE MILEAGE REIMBURSEMENT MILEAGE REIMB PHONE & INTERNET BULK MAILING WATER BILLS STREFF, ROSE DNR FEES & WORKSHOP SUPPLIES, COMP MOUSE SOFTWARE MAINT <b>TOTAL</b>	6,777.55 12.99 159.54 15.66 16.82 155.62 785.40 4.98 70.00 94.58 300.00 <b>8,393.14</b>
<b>WATER DISTRIBUTION</b>	ACE-N-MORE ALLIANT ENERGY EVANS WELDING LLC IOWA ONE CALL KIMBALL MIDWEST RIVER PRODUCTS SADLER POWER TRAIN	KEYS FOR NEW GATES/TOOLS/PAINT ALLIANT ENERGY WELDED SS ROD SERVICE WELD RODS ROADSTONE PARTS <b>TOTAL</b>	180.60 166.95 21.25 85.90 513.36 1,139.65 128.12 <b>2,235.83</b>
<b>WATER CAP PROJECTS</b>	MOSE LEVY CO INC	GAIT SENSOR- WTP PROJECT <b>TOTAL</b>	911.37 <b>911.37</b>
<b>SEWER PLANT</b>	ARMSTRONG HEATING & AIR CONDITIONING I IOWA PUMP WORKS INC JETCO O'REILLY AUTOMOTIVE INC T & K ROOFING AND SHEET METAL CO. TESTAMERICA LABORATORIES INC USA BLUEBOOK VAN METER INDUSTRIAL INC VISA	AC UNITS SERVICE RWW#3 REPAIR & INSTALLATIO REPAIRS OIL GRIT PUMP WWTP BLDG ROOF INSP & REPA TESTING FEES TESTING SUPPLIES CONTRACTOR FOR UV PANEL SUPPLIES & CONFERENCE <b>TOTAL</b>	2,611.48 1,995.95 1,917.80 41.69 2,850.00 1,423.80 608.50 128.08 260.18 <b>11,837.48</b>
<b>SEWER COLLECTION</b>	ACE-N-MORE ARNOLD MOTOR SUPPLY PIP PRINTING WELLINGTON, EARL	PAINTING FRAIME 301 PARTS GRAPH PAPER GRIPPER WRENCHES <b>TOTAL</b>	22.50 55.84 310.37 183.50 <b>572.21</b>
<b>SANITATION</b>	LUKE WASTE MANAGEMENT WASH CO HUMANE SOCIETY WEMIGA WASTE INC.	REFUSE AND RECYCLING/BULKY APRIL HUMANE SOCIETY COLLE APRIL RECYCLING SERVICE <b>TOTAL</b>	29,113.25 374.00 3,500.00 <b>32,987.25</b>
		<b>TOTAL</b>	<b>160,205.58</b>

**CITY OF WASHINGTON, IA  
VISA Card Charges**

**CLAIMS REPORT 5/7/2019**

**LIBRARY/LIBRARY GIFT**

LIBRARY MATERIALS  
POSTAGE FEE  
AERATOR/SCREWS  
OFFICE SUPPLIES/PROGRAMMING

104.74  
9.95  
5.79  
23.91

**FIN ADMIN**

USPS  
GRADUATE IOWA CITY  
AMAZON  
NATL STDINT CLEARINGHOUSE

POSTAGE-UNION CONTRACTS  
BRENT LODGING  
LABELS  
DEGREE VERIFY

7.85  
107.92  
17.43  
24.95

**144.39**

**158.15**

**POLICE**

UPTOWN AUTOWASH  
DEFENDER DYNAMICS  
JIMMY JOHNS  
DOMINOS  
FUZZY'S TACO SHOP  
KUM & GO  
PEPPERJAX  
HARDEES  
QT  
FIVE19  
SCI DES MOINES  
TASOS  
BLAZE PIZZA  
KUM & GO

10.00  
61.37  
9.05  
18.87  
10.58  
45.01  
13.74  
7.82  
5.60  
14.66  
322.56  
21.38  
11.66  
55.30

**PARKS/POOL**

ARBYS  
UHAUL

17.10  
32.05

**49.15**

**49.15**

**DEVELOP SERV**

INTL CODE COUNCIL  
TRAVEL GUARD GROUP  
CONSTRUCTION EXAM CENTER  
UNITED  
EXPEDIA  
IOWA LEAGUE OF CITIES

209.00  
16.68  
750.00  
256.60  
70.00  
75.00

**AIRPORT**

**607.60**

**CAPITAL EQUIPMENT**

AUTO TOYZ  
ALARM WITH REMOTE STATE AND KEYLESS ENTRY - NEW EXPLORER

350.00

**FIRE**

APPLEBEES  
MCGRATH POWERSPORTS

DURAFON DEMO-NEW PHONE SYSTEM  
MEAL FOR TOM/JOE TO PICK UP ATV  
ATV ELECTRICAL COMPONENTS

1,457.00  
39.56  
217.14

**-**

**1,377.28**

**SEWER PLANT**

AMERICAN WATER WORKS ASSO  
WALMART

220.00  
40.18

**CEMETERY**

STAPLES

164.97

**1,713.70**

**K9 FUND**

PET SUPPLIES  
WALL MOUNT PET DOOR

225.58

**WATER PLANT**

IA DNR FEES  
IAMU

20.00  
50.00

**164.97**

**225.58**

**70.00**

**5,121.00**

Grand Total

DeLong Construction, Inc.  
1320 North 8th Avenue  
PO Box 488  
Washington, IA 52353  
(319) 653-3334

Invoice: WAS148-1

Sold to  
City of Washington  
215 E. Washington  
Washington, IA 52353

Ship to  
Linda Lou's Demo  
123 East 2nd Street  
Letting Date: 12/14/18  
Wage Rates NOT in Effect  
Washington, IA 52353

<u>Account</u>	<u>P.O. Num</u>	<u>Ship Via</u>	<u>Ship Date</u>	<u>Terms</u>	<u>Invoice Date</u>	<u>Page</u>
CITYWASH				Net 30	4/24/19	1

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Extended Price</u>
	1	Demolition of Linda Lou's, per contract.	29,500.00	29,500.00

Subtotal 29,500.00

Total \$29,500.00

JOB #	April 2019 ADDRESS	Ward	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
1	1321 N. Marion Ave	1	city	scrap metal pile on corner of lot	1-Apr	1-Apr	letter	19-Apr	*	owner will have removed by May 1st	JJP	Closed
2	1122 E. 3rd St.	2	citizen	junk/trash/property Maintenance	28-Mar	1-Apr	letter	19-Apr	*	bank responded- progress h/b made	JJP	Closed
3	908 N. 6th Ave	2	citizen	yard waste/dead trees/junk	22-Mar	1-Apr	letter		*	progress is being made-will observe	JJP	Closed
4	915 W. Madison St.	4	city	junk at curb		1-Apr	hanger				JJP	Closed
5	715 N. Iowa Ave	1	city	trash at curb		2-Apr	hanger	48 hr		abated 4-5	JJP	Closed
6	602 N. Iowa Ave	1	city	trash storage		2-Apr	hanger			Kevin sent letter 4-12	JJP	Abated
7	444 E. 3rd St.	2	citizen/council	Dumpsters all full/trash blowing all over	28-Mar	3-Apr	phone call			occupant responded and is working on cleaning up	JJP	open
8	314 N. Ave C	1	citizen	junk/trash	3-Apr	3-Apr	hanger				JJP	Closed
9	314 W. Monroe St.	4	city	junk piled up behind garage		3-Apr	letter		*	letter to resident and owner	JJP	Closed
10	825 S. Iowa Ave	4	city	tv/junk at curb		3-Apr	hanger				JJP	Closed
11	819 S. Iowa Ave	4	city	cabinet at curb		3-Apr	hanger				JJP	Closed
12	1109 E. 3rd St.	2	citizen	camper parked in yard. Misc violations	3-Apr	4-Apr	letter	22-Apr	*		JJP	Closed
13	1021 W. Madison St.	4	citizen	dumpster mess/parking lot of business	4-Apr	4-Apr	email		*	contacted owner- was appalled/will address issue	JJP	Closed
14	400 S. Marion Ave	4	city	trash storage		5-Apr	hanger				JJP	Closed
15	914 E. 3rd St.	2	city	dumpster full/regular trash		5-Apr	phone call			contacted vender/will remove when ground dries	JJP	Closed
16	515 W. 5th St.	1	city	multiple property maintenance issues		5-Mar	cert. letter	5-Apr	*	contacted Kevin to start legal proceedings	JJP	Closed
17	702 E. Jefferson St.	3	citizen	motorist cutting alley tight at property line	5-Apr					found nothing to require further action	JJP	Closed
18	1114 E. Washington St.	2	city	trash/ non-comforming unpermitted fence		8-Apr	letter	15-Apr	*		JJP	Closed
19	421 S. Ave C	4	city	parking in yard/multiple vehicles- repeat offender		8-Apr	cert.letter	22-Apr	*	cert letter served/car gone. Will tow future violations w/out warning	JJP	Closed
20	940 S. 4th Ave	3	citizen	yard waste accumulating in yard	8-Apr	10-Apr	letter		*	owner called in/will address issues	JJP	Closed
21	317 E. Madison St.	3	citizen	spring cleanup items at curb	10-Apr	10-Apr	hanger				JJP	Closed
22	803 N. Ave B	1	city	spring cleanup items at curb		10-Apr	hanger				JJP	Closed
23	806 S. 2nd Ave	4	city	spring cleanup items at curb		10-Apr	hanger				JJP	Closed
24	701 S. Ave B	4	city	trash at curb		10-Apr	hanger	48 hr		hanger @ 12:00	JJP	Closed
25	1100 block E. 2nd St. Alley	2	citizen	junk and trash up and down alley	9-Apr	11-Apr	letter			letter to 1109 & 1115 E. 3rd St.	JJP	Closed
26	1115 E. 3rd St.	2	city	junk pile near alley		11-Apr	letter	25-Apr	*	step 2 sent 5-1	JJP	open
27	838 S. Ave C	4	Council	trailer parked in street all hours of day and night	12-Apr	12-Apr	phone call			reported to Safety Center	JJP	Closed
28	730 S. 3rd Ave	3	city	spring cleanup items at curb		12-Apr	hanger				JJP	Closed
29	1056 W. Monroe St.	1	city	junk/property maintenance		12-Apr	letter	25-Apr	*		JJP	open
30	321 E. 2nd St.	1	Council	junk vehicles in driveway		12-Apr	letter	25-Apr	*		JJP	Closed
31	604 S. 9th Ave	3	citizen	junk vehicle in driveway	12-Apr	15-Apr	letter	5-May	*	letter sent 4-24	JJP	open
32	1121 E. Main St.	2	citizen	trash pile on trailer near alley	16-Apr	16-Apr	hanger		*		JJP	Closed
33	313 E. 2nd St.	1	city	tv at curb		16-Apr	phone call	48 hr		called realtor/people have moved out-will address	JJP	Closed
34	319 E. 2nd St.	1	city	trash at curb		16-Apr	hanger	48 hr			JJP	Closed
35	508 N. 2nd Ave	1	city	spring cleanup items at curb		16-Apr	hanger				JJP	Closed
36	215 W. Jefferson St.	1	citizen	157 property maintenance issues		17-Apr	letter	30-Apr	*	owner called 4-30/ will address issues	JJP	open
37	805 E. Harrison St.	3	citizen	bush blocking intersection	17-Apr	18-Apr	letter	1-May	*	spoke w/owner-calling mowing service to remove bush	JJP	Closed
38	616 W. Madison St.	1	city	parking in back yard again		18-Apr	letter			vehicle h/b removed	JJP	Closed
39	215 E. Washington St.	1	city	dumpster full		18-Apr	phone call			vender will be by same day to empty	JJP	Closed
40	406 W. Madison St.	4	city	junk cars/ junk		18-Apr	cert. letter			send cert. letter to occupant w/cc to manager	JJP	open
41	321 W. Madison St.	4	city	enclosed car port/unfinished wood surface on exterior		18-Apr	phone call			property manager will address/ occupant moved out	JJP	Closed
42	602 E. Washington St.	2	citizen	junk/ household items in driveway		24-Apr	letter			progress is being made-will observe	JJP	open
43	803 N. Marion Ave.	1	citizen	car parked in yard		29-Apr	letter				JJP	open
44	320 W. 5th St.	1	city	truck in front yard	22-Apr	25-Apr	hanger	7 day	*	letter sent 5-2	JJP	open

JOB #	May 2019 ADDRESS	Ward	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
1	621 W. 2nd St	1	city	trash pile at curb	1-May	1-May	hanger	48 hr		hanger @ 11:00	JJP	Closed
2	615 W. 2nd St	1	city	trash at curb	1-May	1-May	hanger	48 hr		hanger @ 11:15	JJP	Closed
3	725 W. 2nd St	1	city	furniture/tv/tires at curb	1-May	1-May	hanger				JJP	open
4	727 W. 3rd St	1	city	tv at curb	1-May	1-May	hanger				JJP	open
5	623 N. Ave C	1	city	couch at curb	1-May	1-May	hanger				JJP	open
6	719 N. Ave B	1	city	trash at curb	1-May	1-May	hanger	48 hr		hanger @ 12:00	JJP	open
7	616 N. Ave B	1	city	couch at curb	1-May	1-May	hanger				JJP	open
8	709 N. Marion Ave	1	city	chair at curb	1-May	1-May	hanger				JJP	open
9	1200 block N. Marion Ave	1	city	construction debris in street	1-May	1-May	hanger			cleared debris from street	JJP	Abated
10	1011 N. Iowa Ave	1	city	trash/junk at curb	1-May	1-May	hanger				JJP	open
11	720 N. Iowa Ave	1	city	trash/furniture at curb	1-May	1-May	hanger	48 hr		trash hanger @ 12:30	JJP	open
12	1025 N. 2nd Ave	1	city	chair at curb	1-May	1-May	hanger				JJP	open
13	614 N. Marion Ave	1	city	junk pile at curb	1-May	1-May	phone call			called vender/junk not properly piled up	JJP	open
14	420 W. Main St	1	city	chair at curb w/sticker	1-May	1-May	phone call			called vender	JJP	open
15	406 W. 2nd St	1	city	items for S.C. at curb in boxes	1-May	1-May	phone call			called vender	JJP	open
16	320 W. 5th St	1	city	parking in yard	2-May	2-May	letter		*		JJP	open
17	415 W. Jefferson St.	4	city	piano at curb	2-May	2-May	hanger			owner said had called Luke's to remove	JJP	Closed
18	319 S. Ave C	4	city	tires/microwave at curb	2-May	2-May	hanger				JJP	open
19	815 W. Madison St	4	city	couch at curb	2-May	2-May	hanger				JJP	open
20	819 W. madison St	4	city	dresser at curb	2-May	2-May	hanger				JJP	open
21	814 W. Monroe St	4	city	furniture at curb	2-May	2-May	hanger				JJP	open
22	1033 W. Monroe St	4	city	chair at curb	2-May	2-May	hanger				JJP	open
23	421 S. Ave C	4	city	trash at curb	2-May	2-May	hanger	48 hr		hanger at 11:30	JJP	open
24	509 S. Ave B	4	city	trash pile at curb	2-May	2-May	hanger	48 hr		hanger at 11:30	JJP	open
25	513 S. Ave B	4	city	trash at curb	2-May	2-May	text				JJP	open
26	534 S. Ave B	4	city	mattress at curb	2-May	2-May	hanger			all other items have stickers	JJP	open
27	508 S. Marion Ave	4	city	tires at curb	2-May	2-May	hanger				JJP	open
28	526 S. Marion Ave	4	city	junk at curb	2-May	2-May	hanger				JJP	open
29	411 S. 2nd Ave	4	city	multiple tvs at curb	2-May	2-May	hanger				JJP	Closed
30	927 S. 2nd Ave	4	city	junk at curb	2-May	2-May	hanger			hanger at 1:00	JJP	open
31	958 S. Iowa Ave	4	city	trash at curb	2-May	2-May	hanger	48 hr			JJP	open
32	308 W. Monroe St	4	city	trash at curb	2-May	2-May	hanger	48 hr			JJP	open
33	314 W. Monroe St	4	city	trash at curb	2-May	2-May	hanger	48 hr		couch had sticker	JJP	open
34	726 S. Marion Ave	4	city	trash at curb	2-May	2-May	email				JJP	Closed
35	300 Block W. Monroe St	4	city	cardboard not picked up scrap metal in street	2-May	2-May				cleared scrap from street	JJP	Abated

**ORDINANCE NO.**

**AN ORDINANCE AMENDING THE WASHINGTON ZONING ORDINANCE  
BY CHANGING THE BOUNDARIES OF ZONING DISTRICTS.**

**BE IT ENACTED** by the City Council of the City of Washington, Washington County, Iowa:

SECTION 1. Purpose: The purpose of this ordinance is to change the zoning of property from R-2 One and Two Family Residence District to B-2 General Business District, as recommended by action of the City of Washington's Planning & Zoning Commission on March 12, 2019.

SECTION 2. Amendment: That the Zoning Districts and Zoning Map of the City of Washington, Iowa, be and the same are hereby amended to provide that the following real-estate as now laid out and established in the City of Washington, Washington County, Iowa and more particularly described as follows, to-wit:

Auditor's Parcel D as shown in Plat Book 10, page 429, being a part of the Auditor's Plat of North West Washington, EXCEPTING THEREFROM Lot 1 of Auditor's Parcel D as shown in Plat Book 11, Page 389, EXCEPTING THEREFROM Lots 1 and 2 of Parcel K, as shown in Plat Book 23, Page 97: and Lot B as shown in Plat Book 8, Page 87, in Block Four (4) in M.M. Young's Addition to Washington; EXCEPTING THEREFROM Auditor's Parcel L, as shown in Plat Book 21, Page 365, a part of Lot B of Lot C in Block 4 in M.M. Young's Addition to the City of Washington; in Washington County, Iowa.

Be and the same is hereby re-classified as B-2 General Business District and that said real estate be subject to all provisions and regulations as affecting B-2 General Business District real estate within the City of Washington, Iowa.

SECTION 3. Repealer: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this 7th day of May, 2019.

---

Jaron P. Rosien, Mayor

Attest:

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Illa Earnest, City Clerk

Approved on First Reading: March 19, 2019  
Approved on Second Reading: April 2, 2019  
Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

May 3, 2019

Mayor, City Council,

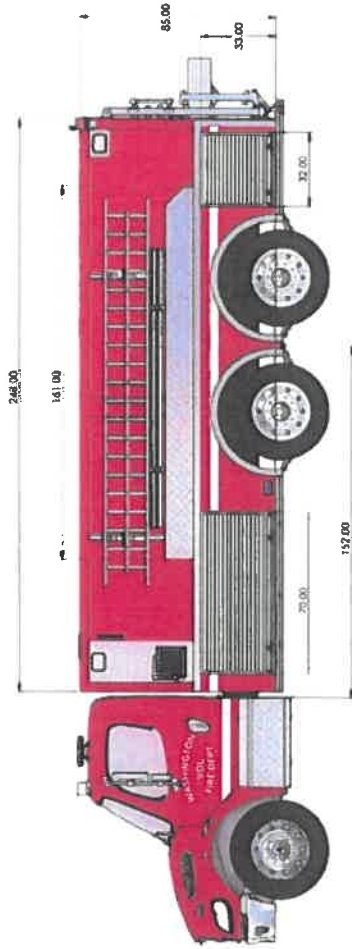
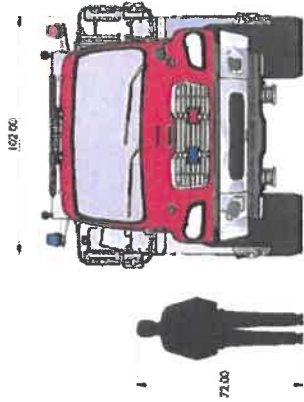
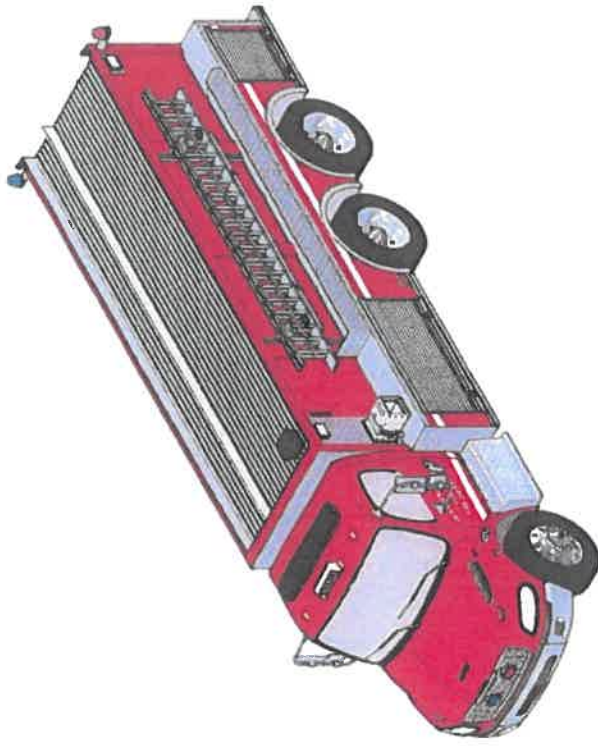
I'm requesting that Heiman Fire Equipment bid be approved for the building of a Fire Service 3000 gal tanker truck. Heiman built our last truck and we have been fully satisfied with quality and value. They also had the lowest bid for from two other quality manufactures for same specifications and requirements. Bid from Toyne Inc. was \$269,666. Bid from Alexis Fire was \$341,277. Bid from Heiman Fire was \$254,648.

Thank You,

A handwritten signature in black ink, appearing to read 'Tom Wide', with a long horizontal flourish extending to the right.

Tom Wide Fire Chief





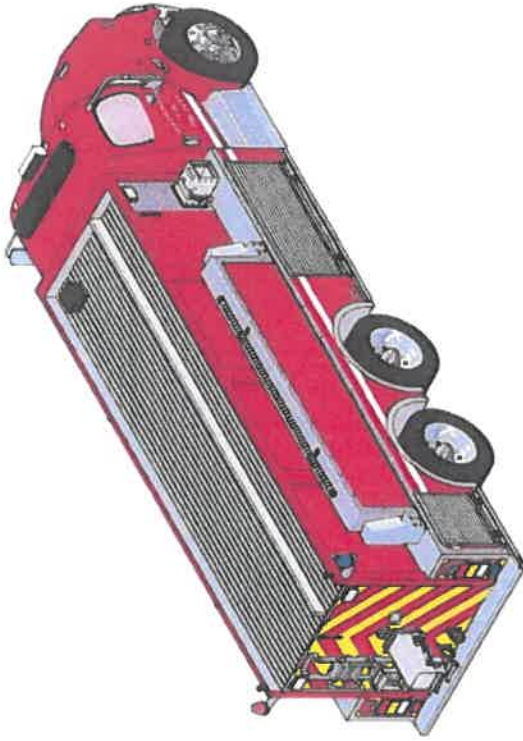
**WASHINGTON, IOWA FIRE DEPARTMENT**

**SALES DRAWING**

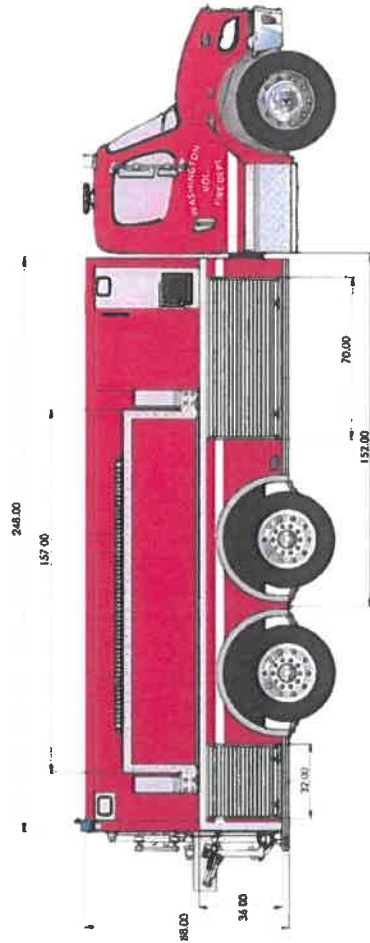
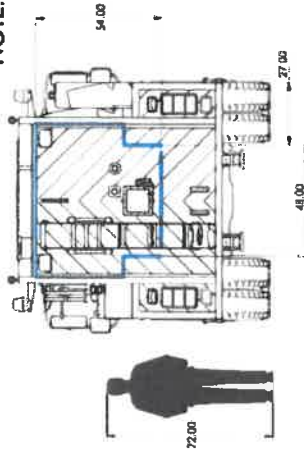
DRAWN BY:MM    CHECKED BY: RN    PROPRIETARY AND CONFIDENTIAL    DO NOT SCALE DRAWING    SCALE:1:20    SHEET 1 OF 2

DIMENSIONS SHOW ARE APPROXIMATE AND SUBJECT TO CHANGE AS MAY BE FOUND NECESSARY DURING CONSTRUCTION. MINOR DETAILS MAY NOT BE SHOWN TO RETAIN CLARITY WITHIN THE DRAWING. THE DRAWING IS FOR REFERENCE PURPOSES ONLY. SPECIFICATIONS SHALL BE THE FINAL AUTHORITY OF WHAT IS SUPPLIED ON THE APPARATUS.





NOTE: WATER TANK  
OUTLINED IN  
LIGHT BLUE



WASHINGTON, IOWA FIRE DEPARTMENT

SALES DRAWING

DRAWN BY:MM

CHECKED BY: RN

PROPRIETARY AND CONFIDENTIAL

DO NOT SCALE DRAWING

SCALE:1:20

SHEET 2 OF 2

DIMENSIONS SHOW ARE APPROXIMATE AND SUBJECT TO CHANGE AS MAY BE FOUND NECESSARY DURING CONSTRUCTION. MINOR DETAILS MAY NOT BE SHOWN TO RETAIN CLARITY WITHIN THE DRAWING. THE DRAWING IS FOR REFERENCE PURPOSES ONLY. SPECIFICATIONS SHALL BE THE FINAL AUTHORITY OF WHAT IS SUPPLIED ON THE APPARATUS.





For: Washington Fire Department

Date: 5-2-2019

Address: 215 E Washington St

City: Washington

State: IA

Zip 52353

We hereby agree to sell and you agree to purchase, Heiman Waterking III tanker apparatus with a 3000 gallon tank and Waterous portable pump, to be installed on a 2019 model Freightliner chassis. Upon your acceptance of this proposal and the proper execution by Washington Fire Department and an authorized employee of Heiman Fire Inc., the following apparatus and equipment will be sold:

Heiman's Waterking III Body per Specification \$156,236.00

2019 Model Freightliner Chassis per Specification \$96,042.00

Note: Our chassis are only available with the acceptance of the Waterking body

**TOTAL: ..... \$252,278.00**

*6 SEBA Bottle compartments 2370.00*

Payment Terms: Full Chassis payment due upon receipt of chassis, Remainder due upon delivery of completed apparatus at our Sioux Falls, S.D. facility.

*254,648.00*

\* This proposal expires 30 days from the above date \*

Delivery to be 180 to 240 days from delivery of chassis to Heiman's Sioux Falls, S.D. facility

Respectfully submitted,

Heiman Fire Inc. 25814 Rudolph Ave Sioux Falls, S.D. 57107

General Manger: Jon Larsen

Date 5-2-19

Salesmen: Steve Imhoff

We agree to accept this proposal and enter into contract with signature below.

Name: \_\_\_\_\_ Title \_\_\_\_\_

Washington Fire Department

Date: \_\_\_\_\_

**NOTICE OF PUBLIC HEARING  
AMENDMENT OF FY2018-2019 CITY BUDGET**

Form 653.C1

The City Council of Washington in WASHINGTON County, Iowa  
will meet at Washington Free Public Library, 115 W Washington Street  
at 6:00 pm on 5/21/2019  
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019  
(year)  
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.  
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	3,677,676		3,677,676
Less: Uncollected Property Taxes-Levy Year	2	0		0
<b>Net Current Property Taxes</b>	3	3,677,676	0	3,677,676
Delinquent Property Taxes	4	0		0
TIF Revenues	5	364,438		364,438
Other City Taxes	6	910,116	36,000	946,116
Licenses & Permits	7	112,375		112,375
Use of Money and Property	8	154,788		154,788
Intergovernmental	9	2,395,364		2,395,364
Charges for Services	10	5,165,822	24,000	5,189,822
Special Assessments	11	120,000		120,000
Miscellaneous	12	460,800	18,920	479,720
Other Financing Sources	13	2,387,390	67,487	2,454,877
Transfers In	14	6,733,827	9,000	6,742,827
<b>Total Revenues and Other Sources</b>	15	22,482,596	155,407	22,638,003
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	1,987,724	1,318	1,989,042
Public Works	17	1,260,916		1,260,916
Health and Social Services	18	0		0
Culture and Recreation	19	933,100	20,315	953,415
Community and Economic Development	20	92,137		92,137
General Government	21	1,161,222	14,000	1,175,222
Debt Service	22	1,408,752		1,408,752
Capital Projects	23	6,051,035	1,186,949	7,237,984
Total Government Activities Expenditures	24	12,894,886	1,222,582	14,117,468
Business Type / Enterprises	25	7,881,861	60,000	7,941,861
<b>Total Gov Activities &amp; Business Expenditures</b>	26	20,776,747	1,282,582	22,059,329
Transfers Out	27	6,733,827	36,000	6,769,827
<b>Total Expenditures/Transfers Out</b>	28	27,510,574	1,318,582	28,829,156
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year</b>	29	-5,027,978	-1,163,175	-6,191,153
Beginning Fund Balance July 1	30	10,080,148		10,080,148
<b>Ending Fund Balance June 30</b>	31	5,052,170	-1,163,175	3,888,995

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Capital projects, utilities, Local Options Sales tax, Housing Study, Grant Matches, Garbage Sticker refunds, Sales Tax Reclassifications

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Kelsey Brown

City Clerk/ Finance Officer Name

<u>Previously Approved Projects/Purchases</u> <u>Capital Projects</u>	<u>Offsetting RV</u>	<u>RV Source</u>	<u>Other Notes</u>
300 - Capital Equipment	1,500.00	Reimbursement	-Upgraded Lightbar on new explorer
301- Municipal Building	78,592.15	Sale of Property/Alliant Rebate	-Carry over project from FY18
308- Industrial Development			-Property Tax expense
312 - Tree Removal			-Hazardous and Ash Tree Removal
<u>Previously Approved Projects/Purchases</u> <u>Other expenses</u>	<u>Offsetting RV</u>	<u>RV Source</u>	<u>Other Notes</u>
001 - General Fund (Police)	1,315.90	Foundation Reimbursement	-Lexipol (policy manual)
001 - General Fund (Library)	2,000.00		-Fall Carpet Cleaning
001 - General Fund (Park)	9,000.00	LOST	-Utilities
001- General Fund (Admin)	36,000.00	Cap Proj Transfer	-Minibus payments for LOST
121 - LOST	5,000.00		-Transfers to GF (9,000) , Municipal Building (27,000)for additional LOST Rev
145 - Housing Rehab	17,000.00	Riverboat Grant	-Housing study
570- Library Gift Fund	24,000.00	Sales Tax Revenue	-Technology upgrade match, Envisionware
610 - Sewer Fund	36,000.00		-Sales Tax
670 - Sanitation			-Garbage Sticker Refunds
<b>Total</b>	<b>\$155,408.05</b>		

<u>Transfers (Included Above)</u>	<u>In Amount</u>	<u>Purpose</u>
From LOST	9,000.00	LOST
Out Amount	27,000.00	LOST
To GF		
Municipal Building		

36,000.00

Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator



215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax

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## **Memorandum**

May 3, 2019

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

A handwritten signature in blue ink, appearing to be "Brent Hinson", is written over the printed name and title.

RE: Park Technician Job Description

In the FY20 budget process, the Council approved creating a new maintenance worker position in the Parks Department. It is now time to get moving forward on the hiring process for this position, and I have prepared the attached job description with Nick Pacha's input for your discussion and consideration.

We are anticipating the following schedule, pending your approval:

- May 8- May 17: Post job announcement for internal applicants.
- By May 24: City Administrator and Park Superintendent interview any internal applicants.
- By May 29: Approved job offer.
- July 1: Start date in new position.

If no internal applicants emerge, or an internal applicant is not selected, then we anticipate taking the following steps:

- By May 28: Begin external advertising.
- June 18: Applications due.
- July 1-3: Interviews.
- July 2-5: Background checks.
- By July 9: Offer of hire, pre-employment physical & drug screen.
- July 23: Start date (tentative).

We plan to hire the position at an Operator 1 level like the Public Works contract positions. In the future, we expect to develop Operator 2, 3 & 4 job descriptions for this position.

Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator



215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax

**TITLE:** Park Technician/ Operator 1  
**DEPARTMENT:** Parks  
**REPORTS TO:** Park Superintendent  
**FLSA:** Non-Exempt

**POSITION SUMMARY:**

Under supervision of the Park Superintendent, the Technician Operator 1 is a non-exempt position which performs manual and semi-skilled labor. Performs work related to the maintenance and operations of the City's parks and aquatic center, including playgrounds and sports fields. Work includes operation of medium to heavy duty or agricultural equipment in construction, disposal and repair work. Work may also include operation of medium duty trucks as a regular part of assigned duties. An employee of this class may occasionally operate other equipment on a training, relief or temporary basis. Work involves the safe and efficient performance of manual tasks of more than ordinary difficulty requiring skills or special knowledge acquired through schooling and/or past experience.

The Technician Operator 1 work is performed under supervision and is reviewed through inspection of work while in progress and upon completion. Performs all other duties as assigned.

**ESSENTIAL FUNCTIONS AND DUTIES:**

Maintains parks, municipal aquatic center, sport fields, rights-of-way, other City properties, and parking areas including debris removal and sport field preparation. Participates in maintenance work such as pruning trees and brush, mowing, snow plowing, ice control, and chemical application. Operates a variety of equipment including trucks, tractors, graders, landscape equipment, end loaders, compressors, jackhammers, posthole diggers, saws, sprayers, and hand tools. Various electrical and plumbing test equipment. Performs manual labor as required including digging, painting, picking up litter, carpentry, facility cleaning, and repair. Maintains, fabricates, repairs, and replaces park amenities. Loads and unloads heavy objects and materials used in departmental activities. Loads and hauls rock, dirt, and other materials. Performs routine maintenance and minor repairs on vehicles and equipment and makes necessary adjustments to ensure proper working order. Assists in departmental building maintenance to keep buildings and grounds clean and neat. Cleans tools and equipment after use and stores in appropriate locations. Provides human resources and support in City emergencies. Occasionally attends approved department-related seminars and workshops to improve technical knowledge and abilities and evaluate new techniques. Attends safety-training seminars. May be required to assist as directed with activities of other City departments. Performs routine maintenance and new installations of plumbing, electrical, and irrigation components and systems. Follows

OSHA procedures to ensure safety policies and procedures are enforced for the protection of the crews, co-workers and public. Interacts with Park Board under the guidance of Park Superintendent and attends board meetings as needed/requested.

Must have physical ability to traverse variable terrain conditions not accessible by vehicle. Must have ability to bend, stoop, lift and carry 75 pounds, and must be in general good physical health. Must have ability to hear speech and other sounds effectively for the taking of statements and directions. Must possess sufficient mental functions and capabilities to make rational decisions to handle operational needs and business decisions of the position. Must have ability to establish and maintain effective working relationships with supervisor, co-workers and the general public. Must have ability to work for extended periods of time outdoors, occasionally under adverse weather conditions. Must be able to understand and follow instructions and written diagrams, and have mastery of the spoken and written English language. Must be able to speak, write and understand English to effectively communicate with fellow employees, contractors and the general public by telephone, electronically, in written format and face-to-face. Must have ability to perform basic mathematical calculations.

Position performs other assigned duties as deemed necessary or as required.

**TYPICAL DUTIES:**

As above. Participates in the daily activities of the City of Washington's operations.

**KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Must have positive and professional demeanor when conducting City business. Self-starter that can work with limited supervision. Must be meticulous in the maintenance of vehicles, equipment, and property and careful & complete in record-keeping. Must develop thorough knowledge and understanding of safety rules and regulations and City policies. Must work within and enforce these rules, regulations and policies.

Ability to effectively express ideas verbally and in writing; to prepare written reports which are informative, accurate, and comprehensive as needed. Ability to establish and maintain positive working relationships with Supervisor, City employees and the general public. Ability to deal with all of the aforementioned tactfully and courteously. Able to solve problems and make quality decisions, when necessary in consultation with supervisors.

**WORKING CONDITIONS:**

Mixture of inside work and outside manual work performed under variable conditions, including occasional adverse weather. Position normally works a daytime weekday schedule, but may be required to work limited evening, weekend, or overnight hours from time to time depending on departmental needs. Regular lifting, climbing, stooping, reaching, and handling activities. Outside work involves standing, walking, moderate lifting, operation of trucks and other equipment and other moderately demanding physical activities. Requires ability to converse, using verbal and listening skills, with citizen customers, vendors, staff and Council. Requires eye/hand coordination, manual/finger dexterity and motor coordination. Requires clerical, forms, numerical, and verbal perception. Moderately high physical strength requirements involving the moving, lifting, pushing, carrying and pulling of objects weighing up to 75 pounds.

**REQUIREMENTS:**

High school diploma or GED required, with minimal experience in manual labor and in operation of light or medium weight trucks; or any equivalent combination of experience and training in a related



area. Knowledge of traffic regulations, practices followed in the care and safe operation of all equipment, precautions necessary to work safety with and around mechanized equipment. Ability to communicate clearly, and keep accurate records. Ability to understand and carry out oral instructions as well as basic written instructions. Good public appearance and positive attitude. Must obtain Certified Pool Operators License, Iowa Commercial Driver's License and Certified Pesticide Applicator License within 6 months of employment, and maintain throughout employment. Must be insurable by the city's insurance company, able to pass a thorough background check, and a pre-employment drug screen and physical.

**DISCLAIMER:**

All duties and requirements in this job description have been determined by the employer to be essential job functions consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They do not, however, reflect the only duties required. Employees in this job class will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose or intent of the position.

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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## **Memorandum**

May 3, 2019

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson   
City Administrator

Re: South 15<sup>th</sup> Improvements Project Items

To allow for construction to proceed through the Nacos property, Kevin and Nacos' attorney have negotiated the attached agreement.

As a separate item, we are asking the Council to approve an electric facilities agreement with Alliant Energy for the existing portion of South 15<sup>th</sup> to allow for the utilities to be buried along that stretch. This was a requested item by the adjacent property owners when we had the assessment meeting. With the narrow right-of-way along this section of South 15<sup>th</sup>, burying the electric will provide an especially nice visual improvement. Alliant really worked hard in coming up with the best scenario for this, and has reduced the cost from the approximately \$29,000 I had previously mentioned to you, to an amount of just \$6,865.78. The primary reason for the reduction is that they figured out that one property that has 3-phase power doesn't actually need it, and thus we don't have to dig on the highway to bring buried 3-phase to the site.

Prepared by:

Kevin D. Olson  
Washington City Attorney

1400 5<sup>th</sup> Street, P.O. Box 5640  
Coralville, Iowa

(319) 351-2277  
facsimile (319) 351-2279

Return to: City of Washington, Iowa      215 E. Washington Street, Washington, Iowa 52353

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### TEMPORARY CONSTRUCTION EASEMENT

THIS AGREEMENT, made and entered into by and between the **City of Washington, Iowa**, a municipal corporation, 215 E. Washington Street, Washington, Iowa 52353, hereinafter referred to as “GRANTEE,” and **David G. Nacos and Lisa M. Nacos**, husband and wife, hereinafter collectively referred to as “GRANTOR.”

FOR THE PARTIES’ JOINT AND MUTUAL CONSIDERATION IT IS HEREBY AGREED AS FOLLOWS:

1. THAT UNDERSIGNED GRANTOR states that the GRANTOR is the lawful owner of certain real estate generally described in Exhibit “A” attached to this easement and by this reference made a part hereof, said ownership is not subject to any other third-party possessory or proprietary interests (e.g., tenant, easement-holder, contract-purchaser, etc.).
2. That the GRANTOR hereby covenants that the GRANTOR is lawfully seized and possessed of the real estate described above, and that the GRANTOR has a good and lawful right to grant the temporary easement described herein.
3. That the GRANTOR hereby grants and conveys to the GRANTEE a temporary construction easement over the area described in Exhibit “A” attached hereto (“Easement Area”), to facilitate the construction, reconstruction, access and maintenance of the S. 15<sup>th</sup> Avenue Improvements Project (the “Project”).
4. The term of this temporary construction easement will be for a period of time required by GRANTEE to complete the construction and acceptance of the Project by the Washington City Council, but no later than October 31, 2019.
5. GRANTEE shall repair any damage to the Easement Area caused by it during the construction and development of the Project.
6. The GRANTEE or its contractor will be responsible for placing and maintaining construction fence along the boundary of the Easement Area to ensure that the Contractor stays within the Easement Area.

7. GRANTEE shall not materially change the configuration of the Easement Area without GRANTOR'S prior written consent. Following Completion of the Project, the GRANTEE shall restore and replace the Easement Area to the approximate state that the Easement Area was prior to construction of the Project.
8. GRANTOR reserves the right to use Easement Area for purposes which will not interfere with GRANTEE'S full enjoyment of the rights hereby granted, provided that the GRANTOR shall not erect or construct any building, fence, retaining walls, or other structure, plant any trees, drill or operate any well, or construct any reservoir or other obstruction which will in any way interfere with GRANTEE'S construction of the Project.
9. That the GRANTEE shall indemnify GRANTOR against (i) any loss, damage or injury to GRANTOR or the Easement Area, and (ii) any loss, damage, injury, claim or other liability to any third party which may occur as a result of the GRANTEE'S, or its representatives', agents', or contractors' or their employees' exercise of the easement rights granted hereunder by the GRANTOR, except for loss which may be occasioned by a diminution in business or personal use. This indemnification shall also include the payment by GRANTEE of any attorney fees, court costs and out-of-pocket expenses incurred by GRANTOR relating to any loss, damage, injury, claim or other liability described herein. This indemnification shall survive the termination of this Temporary Construction Easement.
10. That the GRANTOR acknowledges that possession of the Easement Area is the essence of this Agreement and the GRANTOR does hereby grant the GRANTEE immediate possession of said Easement Area.
11. That the GRANTOR states and warrants that there is no known well, solid waste disposal site, hazardous substances, or underground storage tanks on the Easement Area.
12. That provisions hereof shall inure to the benefit of and bind the heirs, successors, personal representatives and assigns of the respective parties hereto, and all covenants shall apply to and run with the land. Not limiting the generality of the foregoing, the indemnification set forth in Paragraph 9 above shall run to the benefit of SAK Development, Inc., an Iowa corporation, to whom GRANTOR anticipates conveying title to the easement area during the pendency of this Temporary Construction Easement.
13. That this written Temporary Construction Easement Agreement shall be fully binding upon the parties hereto. No waiver, change, modification or amendment of this Agreement shall be binding upon the GRANTOR or the GRANTEE unless in writing and signed by both parties. The waiver by either party of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision or of any other provision or condition in this Agreement.
14. That this written Temporary Construction Easement Agreement is intended to set forth all of the commitments, responsibilities and obligations as between the GRANTOR and the GRANTEE in connection with the easement rights granted herein. Accordingly, the terms of this Agreement supersede and replace all prior oral negotiations and written documentation provided to facilitate negotiation of the easement rights granted herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

GRANTOR:

GRANTEE:  
**City of Washington, Iowa**

By: \_\_\_\_\_  
David G. Nacos

By: \_\_\_\_\_  
Jaron P. Rosien, Mayor

By: \_\_\_\_\_  
Lisa M. Nacos

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk

**STATE OF IOWA, COUNTY OF WASHINGTON, ss:**

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk of the City of Washington, Iowa.

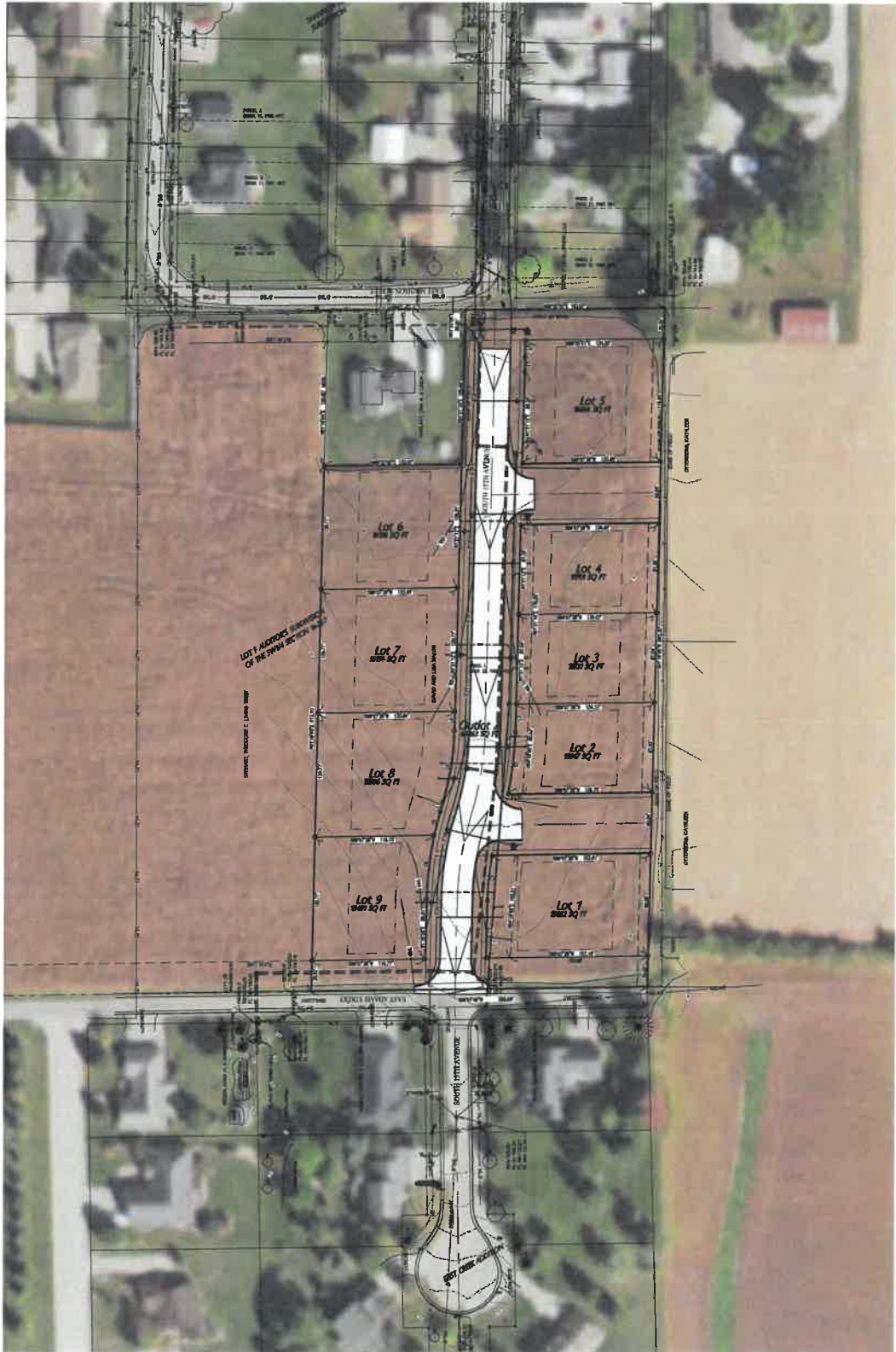
\_\_\_\_\_  
A Notary Public in and for the State of Iowa

**STATE OF IOWA, COUNTY OF WASHINGTON, ss:**

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by David G. Nacos and Lisa M. Nacos, husband and wife.

\_\_\_\_\_  
A Notary Public in and for the State of Iowa

# Nacos Easement



**Interstate Power & Light Company (Applicable to the Iowa Service Area)  
ESTIMATE**

Customer Name: City of Washington

Date: 4/26/2019

Mailing Address:

Phone #

Project Address: South 15th Ave  
Washington IA

NUB Account ID  
NUB SA ID  
Other WR # 4173367  
Contract #

The charges contemplated herein are based upon Contribution In Aid of Construction - Time and Material installation of new facilities.

Charge Description	QTY	Installed Cost
Overhead install cost on South 15th Ave Washington	-1	(\$34,224.84)
Underground install cost on South 15th Ave Washington	1	\$39,993.63

Total Installed Cost =	\$5,768.79
Marginal Estimated Future Revenue Allowance =	\$0.00
Total Installed Cost Without Tax Adder =	\$5,768.79

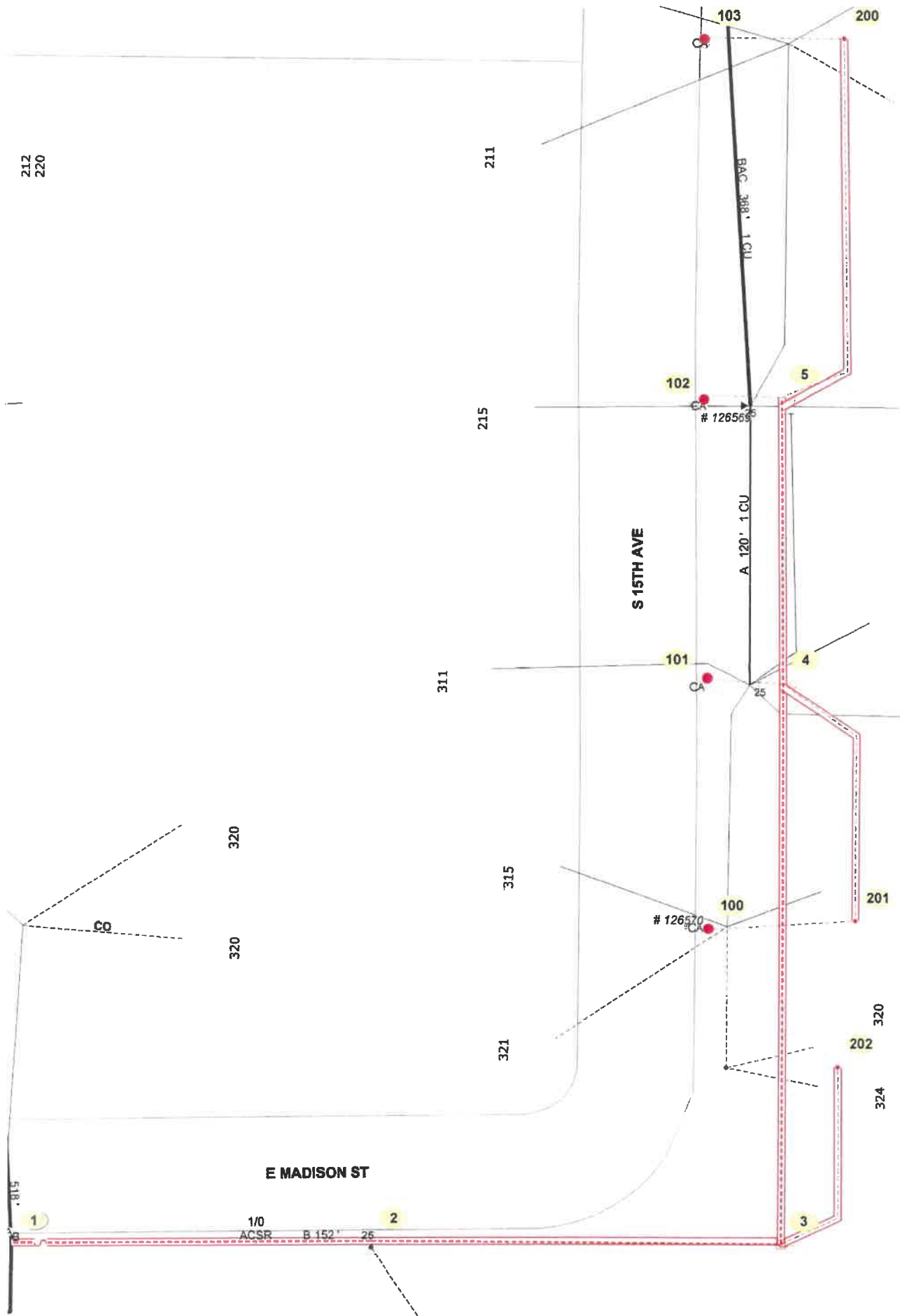
Iowa Contribution Tax Adder =	19.016%
Tax Adder Amount =	\$1,096.99

**Total Non-Refundable Contribution In Aid of Construction Required = \$6,865.78**

COMMENTS:

Cost difference to convert the overhead primary electric to underground single phase on South 15th Ave Washington road move project. This estimate is based off of open cut trench install of primary and secondary service wires. Poles will be installed to serve existing overhead customers along with street lights.

**Pricing valid for 30 calendar days. ( until 05/26/2019 )**



212  
220

211

215

311

320

320

315

321

200

S 15TH AVE

103

102

101

100

201

320

324

E MADISON ST

815

1

1/0  
ACSR

B 152'

25

2

3

BAC 388' 1 CU

A 120' 1 CU

# 126565

# 126570

CA

5

4

3

CO



**RESOLUTION NO.**

**A RESOLUTION TO PROVIDE FOR A NOTICE OF HEARING AND LETTING  
ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND  
ESTIMATE OF COST FOR THE 2019 SEALCOAT PROJECT, AND TAKING  
OF BIDS THEREFOR.**

WHEREAS, the City Council has heretofore authorized certain improvements that are in the best interests of the City, to be completed in accordance with the plans, specifications and form of contract prepared by the City, and such proposed plans, specifications, form of contract and estimate of cost being on file with the City Clerk; and

WHEREAS, detailed plans and specifications, notice of hearing and notice to bidders, form of contract and estimate of cost have been prepared and filed by the City; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and to advertise for sealed bids.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

Section 1. The detailed plans and specifications, notice of hearing, notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are subject to the hearing.

Section 2. The Project is necessary and desirable for the City, and it is in the best interests of the City to proceed toward the construction of the Project.

Section 3. The amount of the bid security to accompany each bid is hereby fixed at 10%.

Section 4. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction of the Project on the 16<sup>th</sup> day of May, 2019 at 9:00 AM at City Hall, 215 E. Washington Street, Washington, Iowa. The 21<sup>st</sup> day of May, 2019 at 6:00 PM at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and the 21<sup>st</sup> day of May, 2019 at 6:00 PM at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa as the time and place of considering bids received by the City in connection therewith.

Section 5. The City Council hereby authorizes the City Clerk to provide notice of the aforementioned hearing and taking of bids in accordance with Chapter 26 of the Code of Iowa by posting a notice to bidders not less than thirteen (13) and not more than forty-five (45) days before the date for filing bids in a relevant contractor plan room service

with statewide circulation, in a relevant construction lead generating service with statewide circulation, and on the Iowa League of Cities website. The said notice is in the form substantially as attached to this Resolution.

Section 6. All provisions set out in the following form of notice are hereby recognized and prescribed by this Council and all Resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

PASSED AND APPROVED this 7<sup>h</sup> day of May, 2019.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk

## **PUBLIC NOTICE**

### **NOTICE SETTING TIME AND PLACE OF PUBLIC HEARING ON THE 2019 SEAL COAT PROJECT**

Public Notice is hereby given that the City Council of the City of Washington, Iowa will hold a public hearing to hear comments on the specifications, form of contract, and cost estimate for the proposed 2019 Seal Coat Project. The project will be located on various streets throughout the town. Said hearing will be held in the City Council Chambers, Washington, Iowa, on May 21, 2019 at 6:00 p.m. All interested persons are invited to attend and will be given an opportunity to be heard relative to this matter.

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Illa Earnest, City Clerk

## 2019 Sealcoat Project - List of Streets

SECTION #	NAME	LOCATION
1	17TH ST	MARION: IOWA
2	17TH ST	IOWA: 2ND AVE
3	17TH ST	2ND AVE: 3RD AVE
4	17TH ST	3RD AVE: 4TH AVE
5	17TH ST	4TH AVE: 5TH AVE
6	17TH ST	5TH AVE : 6TH AVE
22	14TH ST	MARION: IOWA
23	14TH ST	IOWA: 2ND AVE
26	14TH ST	4TH AVE: 5TH AVE
27	14TH ST	DEAD END : 7TH AVE
28	14TH ST	7TH AVE : 8TH AVE
38	12TH ST	IOWA: 2ND AVE
39	12TH ST	2ND AVE: 3RD AVE
43	11TH ST	MARION: IOWA
59	10TH ST	MARION: IOWA
60	10TH ST	IOWA: 2ND AVE
68	9TH ST	5TH AVE : 6TH AVE
69	9TH ST	6TH AVE : 7TH AVE
70	9TH ST	7TH AVE : 8TH AVE
107	6TH ST	B AVE : MARION
151	5TH ST	4TH AVE: 5TH AVE
186	2ND ST	H AVE : +300LF
187	2ND ST	+300LF : F AVE
208	MAIN ST	CITY LIMITS : +300LF
339	ADAMS ST	F AVE : E AVE
340	ADAMS ST	E AVE : D AVE
350	ADAMS ST	12TH AVE : 14TH AVE
415	PARKING LOT	CEMETARY OFFICE AREA
415A	PARKING LOT	CEMETARY OFFICE AREA
505	AVE F	MADISON : MONROE
506	AVE F	MONROE : ADAMS
508	AVE E	JEFFERSON : MADISON
523	AVE D	5TH ST : +300LF
524	AVE D	+300LF : 3RD ST
525	AVE D	3RD ST : 2ND ST
532	AVE D	VAN BUREN : +300LF
533	AVE D	+300LF : TYLER
538	AVE C	7TH ST : 6TH ST
540	AVE C	5TH ST : +300LF
541	AVE C	+300LF : 3RD ST
553	AVE B	DEAD END : 8TH ST
555	AVE B	7TH ST : 6TH ST
556	AVE B	6TH ST : 5TH ST
675	3RD AVE	7TH ST : 6TH ST
676	3RD AVE	6TH ST : 5TH ST
677	3RD AVE	3RDH ST : 2ND ST
735	5TH AVE	6TH ST : 5TH ST
749	6TH AVE	6TH ST : Dead End
765	7TH AVE	15TH ST : 14TH ST
770	7TH AVE	+300LF : 10TH ST
771	7TH AVE	10TH ST : 9TH ST
781	7TH AVE	JEFFERSON : MADISON
782	7TH AVE	MADISON : +300LF
783	7TH AVE	+300LF : ADAMS
795	8TH AVE	MADISON : +300LF
796	8TH AVE	+300LF : ADAMS
804	9TH AVE	MAIN : WASHINGTON
831	11TH AVE	MADISON : +300LF
832	11TH AVE	+300LF : ADAMS
864	14TH AVE	2ND ST : MAIN ST
877	15TH AVE	ADAMS : N.CULDESAC
884	SHOP	SOUTH SIDE
885	SHOP	WEST SIDE
886	STREET SHED	WEST SIDE
889	ALLEY	B AVE/C AVE:500 BLOCK
890	ALLEY	B AVE/C AVE:600 BLOCK
894	ALLEY	MADISON/W.MONROE:300 BLOCK

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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## **Memorandum**

May 3, 2019

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator 

Re: Fire Station Utilities & Grading Change Order #3, Final Pay App #6, and Project Closeout

As discussed back in December and approved by the Council, we are bringing a final change order to Council deducting \$4,733.50 from the contract for actual damages. The contractor has signed off on this change order.

We are also ready to close out the project as per the engineer's statement of completion. I have thus prepared a closeout resolution incorporating the deduct from Change Order #3.



May 2, 2019

Brent Hinson  
City of Washington  
215 East Washington St.  
Washington, IA 52353

**RE: Fire Station Utilities and Grading, Phase I**  
**FOX PN: 2045-17B.440**

Dear Mr. Hinson:

G&R Miller (Contractor) has satisfactorily completed the work in general compliance with the terms, conditions, and stipulations said Contract for the Washington Fire Station Utilities and Grading, Phase 1 project dated June 12, 2018. Attached please find the Engineer's Statement of Final Completion, Application for Payment #6 which includes payment for final retainage, and a copy of the surety bond rider which extends the maintenance bond on the 36" trunk sewer from 4 years to 5 years from the date of substantial completion.

The original Construction Contract Price was \$433,767.55. Change Orders 1, 2, and 3 have decreased the contract amount by a total of \$12,414.23. The total amount due to the Contractor for the fulfillment of said Contract is **\$421,353.32**.

If you find the documents to be acceptable, please sign three copies of each of the enclosed documents. Please keep one copy for City records and distribute the others to G&R Miller and FOX Engineering.

It has been a pleasure working on this project. FOX Engineering appreciates the work and our continued partnership with the City of Washington.

Sincerely,  
FOX Engineering Associates, Inc.

John G. Washington  
Project Engineer

**Enclosures:** *Engineer's Statement of Final Completion*  
*Pay Application No. 6*  
*Surety Bond Extension*

**CC:** *Rick Miller, G&R Miller*

Date of Issuance: May 2, 2019	Effective Date: May 2, 2019
Owner: City of Washington	Owner's Contract No.:
Contractor: Miller Welding and Tiling, Inc.	Contractor's Project No.:
Engineer: FOX Engineering	Engineer's Project No.: 2045-17B
Project: Fire Station Utilities and Grading Phase I	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

**Description:**

- a. Adjustment to Contract Price: \$4,733.50 DEDUCT

Attachments: None

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones (if applicable)]</i>
Original Contract Price: \$ <u>433,767.55</u>	Original Contract Times: Substantial Completion: <u>September 7, 2018</u> Ready for Final Payment: <u>October 12, 2018</u> <small>days or dates</small>
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : \$ <u>7,680.73</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>2</u> : Substantial Completion: <u>9 days</u> Ready for Final Payment: <u>0 days</u> <small>days</small>
Contract Price prior to this Change Order: \$ <u>433,767.55</u>	Contract Times prior to this Change Order: Substantial Completion: <u>September 20, 2018</u> Ready for Final Payment: <u>October 12, 2018</u> <small>days or dates</small>
[Increase] [Decrease] of this Change Order: \$ <u>4,733.50</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>0 days</u> Ready for Final Payment: <u>0 days</u> <small>days or dates</small>
Contract Price incorporating this Change Order: \$ <u>421,353.32</u>	Contract Times incorporating this Change Order: Substantial Completion: <u>September 20, 2018</u> Ready for Final Payment: <u>October 12, 2018</u> <small>days or dates</small>

<p><b>RECOMMENDED:</b></p> <p>By: <u>[Signature]</u> Engineer (if required)</p> <p>Title: <u>Engineer</u></p> <p>Date: <u>5/2/19</u></p>	<p><b>ACCEPTED:</b></p> <p>By: <u>[Signature]</u> Owner (Authorized Signature)</p> <p>Title: <u>OWNER</u></p> <p>Date: <u>5/2/19</u></p>
--	--

# Engineer's Statement of Completion

Project: <b>Fire Station Utilities and Grading, Phase 1</b>	Date of Contract: <b>June 12, 2018</b>
Owner: <b>City of Washington, Iowa</b>	Owner's Contract No.:
Engineer: <b>FOX Engineering</b>	Engineer's Project No.: <b>2045-17B.440</b>
Contractor: <b>Miller Welding &amp; Tiling, Inc. dba G&amp;R Miller Construction</b>	

I hereby state that the construction of the Fire Station Utilities and Grading, Phase 1 project dated June 12, 2018 has been satisfactorily completed in general compliance with the terms, conditions, and stipulations of said Contract. The work was completed on April 26, 2019. The Contract Final Completion date was October 12, 2018.

I further state that the total amount due to the Contractor for the fulfillment of said Contract is \$421,353.32. The derivation of this total amount is tabulated below. Total amount paid to the Contractor to date is \$400,048.98. \$21,304.34 remains to be paid as indicated in Pay Application No. 6.

Original Contract	\$ 433,767.55
Change Order No. 1	\$ 0.00
Change Order No. 2	\$ -7,680.73
Change Order No. 3	<u>\$ -4,733.50</u>
Final Contract	\$ 421,353.32

At least ninety-five percent (95%) of the total amount due to the Contractor should be paid after the acceptance of the construction by resolution of the City Council. The remaining five percent (5%) shall then be paid no sooner than thirty (30) days following formal acceptance of the construction by the City Council provided that no unpaid claims exist in connection with this Contract. The Contractor will receive interest on any unpaid balance at the maximum legal rate from and after thirty (30) days following acceptance of the project by the City Council.

**Signed:**

FOX Engineering Associates

By: 

Iowa Registration No.: 18872

Date: 5/2/19

FOX PN: 2045-17B.440

**Accepted by:**

Owner: \_\_\_\_\_

Resolution: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

**Distribution:**

- Engineer
- Contractor
- Owner
- IDNR



RESOLUTION NO. \_\_\_\_\_

RESOLUTION ACCEPTING THE FIRE STATION UTILITIES & GRADING PROJECT AS COMPLETED.

WHEREAS, the City Council of the City of Washington did award a construction contract to Miller Welding & Tiling, Inc. dba G&R Miller Construction. in the amount of \$433,767.55 for the “Fire Station Utilities & Grading Project” (the “Project”); and

WHEREAS, the Project has now been completed in accordance with the plans and specifications; and

WHEREAS, it is necessary for the City Council to formally accept the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

Section 1. That Final Pay Application #6 is hereby approved in the amount of \$21,304.34.

Section 2. That the construction of the Project is hereby accepted as completed, with a final contract price of \$421,353.32.

Section 3. That retainage for the completion of the Project will be paid 30 days after the date of this Resolution if no claims are filed against the retainage without further action from this Council.

Passed and approved this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk

# Contractor's Application for Payment No. 6

Unit Price Contract

Project: Fire Station Utilities and Grading, Phase I From (Contractor): G & R Miller Construction Application Date: 5/2/2019  
 To (Owner): City of Washington Owner's Project No.: 2045-17B Period From: 11/26/2018  
 Via (Engineer): FOX Engineering Engineer's Proj. No.: 2045-17B Period To: 4/26/2019

Approved Change Order Summary:		
No.	Date Approved	Deductions
1	10/16/2018	zero
2	11/26/2018	-\$7,680.73
3	5/7/2019	-\$4,733.50
TOTALS		-\$12,414.23
NET CHANGE BY CHANGE ORDERS		-\$12,414.23

1. ORIGINAL CONTRACT PRICE..... \$ 433,767.55  
 2. Net change by Change Orders..... \$ -12,414.23  
 3. Current Contract Price (Line 1 + 2)..... \$ 421,353.32  
 4. TOTAL COMPLETED AND STORED TO DATE  
 (Column F on Progress Estimate)..... \$ 421,353.32  
 5. RETAINAGE:  
 a. X \$421,353.32 Work Completed..... \$  
 b. X Stored Material..... \$  
 c. Less Total Retainage Released Early..... \$  
 d. Total Retainage (Line 5a + Line 5b - Line 5c)..... \$  
 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 421,353.32  
 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 400,048.98  
 8. AMOUNT DUE THIS APPLICATION..... \$ 21,304.34  
 9. BALANCE TO FINISH, PLUS RETAINAGE  
 (Column G on Progress Estimate + Line 5 above)..... \$

**Contractor's Certification**  
 The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By R. Miller Date: 5/2/2019

Payment of: \$ 21,304.34 (Line 8 or other - attach explanation of the other amount)  
 is recommended by: [Signature] (Engineer) 5/2/19 (Date)  
 Payment of: \$ (Line 8 or other - attach explanation of the other amount)  
 is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Endorsed by the Construction Specifications Institute.

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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## **Memorandum**

May 3, 2019

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

A handwritten signature in blue ink, appearing to be "B. Hinson", is written over the name "Brent Hinson" in the "From:" field.

Re: Linda Lou's Asbestos Abatement Project Closeout

EnviroNET has completed the asbestos abatement project, and has provided an invoice in the amount of \$75,850, which reflects the two change orders already approved by the Council. I have provided their project summary in the meeting packets, but if you would like to review the full report, I have uploaded it at:

<https://www.dropbox.com/s/1q41d68nmws7y41/FINAL X.pdf?dl=0>.



**ENVIRONET INC.**  
1225 East River Drive, Suite # 130  
Davenport, IA 52803-5752  
(563) 323-2262  
environet@environetmidwest.com  
<http://www.environetmidwest.com>

## Invoice

**BILL TO**

Brent Hinson  
215 E. Washington St.  
Washington, IA 52353

**INVOICE #** 180299\_ACM

**DATE** 04/22/2019

**DUE DATE** 05/07/2019

**TERMS** Net 15

**SALES REP**

JDW 180097.1

**P.O. NUMBER**

Contract & Addendums

**ACTIVITY**

**AMOUNT**

**Charges**

**Professional Services**

49,500.00

EnviroNET provided Professional Environmental Oversight for hazard abatement services at the compromised structure located at 123 East 2nd Street, Washington, IA on behalf of the City of Washington. Work was completed to remove asbestos and prepare a closure report with details demonstrating work was conducted in accordance with industry standards for safety and environmental protection for both Federal and State requirements. The initial contract was lump sum for \$49,500.

**Professional Services**

17,500.00

Additional services were conducted under Addendum #1 as required. Fee for Addendum #1 was \$17,500.

**Professional Services**

8,850.00

Additional services were conducted under Addendum #2 as required. Fee for Addendum #2 was \$8,850.

Thank you for choosing EnviroNET! We appreciate your business.

**BALANCE DUE**

**\$75,850.00**



**EnviroNET, Inc.**  
**Professional Environmental Services**  
**1225 E. River Drive, Suite 130**  
**Davenport, IA 52803**

**WOSB / DBE Certified**  
**Phone: 563-323-2262**  
**www.environetmidwest.com**

May 2, 2019

Brent Hinson, City Administrator  
215 E. Washington St.  
Washington, Iowa 52353

**SUBJECT: LETTER REPORT**  
**ASBESTOS CLOSURE SUMMARY REPORT**  
**FORMER LINDA LOU'S DINER / DAYCARE**  
**107-125 EAST 2<sup>ND</sup> STREET, WASHINGTON, IA 52353**  
**WASHINGTON COUNTY**  
**ENVIRONET PROJECT #180097.1**

Dear Mr. Hinson:

This closure summary report presents results of EnviroNET, Inc.'s (EnviroNET) recent abatement consulting & contractor oversight services conducted for The City of Washington. Services were conducted at 107-125 East 2<sup>nd</sup> Street, in Washington between February 15 and April 10, 2019. EnviroNET provided oversight for contractor activities and regulatory compliance during abatement of asbestos hazards including five windows with asbestos-containing caulk, approximately 4,500 square feet (SF) of popcorn ceiling texture, 800 SF of floor tile and mastic, 36 SF of linoleum, and 4,800 SF of roofing materials.

Two addenda were proposed and approved based on multiple layers of subfloor materials between floor decking materials, and roofing material not previously tested due to structural conditions that limited access. Addenda covered 884 SF of linoleum and cementitious flooring compound; 575 SF of floor tile and mastic; and 1,450 SF of roofing material.

Abatement activities and material disposal operations were conducted by IITI with reference to EnviroNET's Asbestos Survey (EnviroNET Project No. 180097) dated August 28, 2018. EnviroNET collaborated with IITI to streamline communication, maximize efficiency and work safety from project start to finish.

### **BUILDING DESCRIPTION**

The property was observed to consist of two structures. One was the original one-story building with the address of 115-117 E. 2nd Street. It was constructed in 1917 of concrete block and wood frame covered in stucco, and later metal siding. The roof was observed to be pitched and structurally deficient. A partial basement under the original section was observed to consist of approximately 640 square feet. The building addition, adjacent and east of the 1917 structure, had an address of 121-123 E. 2nd Street. It was constructed between 1945 and 1953 (references vary) of concrete block and wood frame and some siding but no basement. The roof for the addition was observed to be pitched and leaking. According to the County Assessor's office, the structures collectively occupied a footprint of 8,580 square feet.

### **REGULATORY OVERVIEW**

In Iowa, asbestos activities are regulated by the Iowa Department of Natural Resources (IDNR) and the Division of Labor (DOL), Iowa Workforce Development. IDNR regulates asbestos fiber emissions under Iowa Administrative Code (IAC) 567-23 and asbestos-containing waste disposal under IAC 567-109. DOL regulates occupational exposure to asbestos under IAC 875-10 and asbestos removal and encapsulation activities under IAC 875-155.

IAC 567-23.1(3) adopts United States Environmental Protection Agency's (EPA) asbestos National Emission Standard for Hazardous Air Pollutants (NESHAP) regulation (40 Code of Federal Regulations (CFR) Part 61, Subpart M) by reference. Subpart M regulates asbestos fiber emissions and asbestos waste disposal practices.

Regulated ACM (RACM) must be removed before renovation or demolition activities that will disturb the materials. RACM includes:

- Friable ACM;
- Category I nonfriable ACM that has become friable or will be subjected to drilling, sanding, grinding, cutting, or abrading; and
- Category II nonfriable ACM that could be crumbled, pulverized, or reduced to powder during renovation or demolition activities.

The owner or operator must provide the IDNR and DOL with written notification of planned removal activities at least 10 working days prior to the commencement of asbestos abatement/removal activities. Removal of RACM must be conducted by an Iowa-permitted asbestos abatement contractor.

IAC 875-155, Asbestos Removal and Encapsulation, requires that any asbestos-related activity conducted in a public building be conducted by personnel licensed by the DOL. Inspections for ACM must be conducted by DOL-licensed inspectors. Asbestos abatement must be conducted by DOL-permitted asbestos abatement contractors.

IAC 875-10 adopts the Occupational Safety and Health Administration (OSHA) Asbestos standard for construction (29 CFR 1926.1101) by reference. The OSHA standard requires that employee exposure to airborne asbestos fibers be maintained below 0.1 asbestos fiber per cubic centimeter of air (<0.1 f/cc) as an 8-hour time-weighted average (TWA) and that excursion (30-minute sampling period) concentration be maintained below 1.0 f/cc. The OSHA standard classifies construction and maintenance activities that could disturb ACM, and specifies work practices and precautions that employers must follow when engaging in each class of regulated work.

### **PROJECT OBJECTIVES**

The purpose of EnviroNET's asbestos oversight was to provide support in conjunction with the asbestos abatement activities and to review contractor submittals to confirm that the activities were completed in accordance with federal, state, and local regulations. EnviroNET was onsite intermittently to observe and test the air quality during the RACM removal. The asbestos abatement activities included the removal and disposal of approximately 4,500 square feet (SF) of popcorn ceiling texture, 800 SF of floor tile and mastic, 36 SF of linoleum, 4,800 SF of roofing materials. An additional 884 SF of linoleum and cementitious flooring compound, 575 SF of floor tile and mastic, and 1,450 SF of roofing material were discovered and abated in accordance with regulatory requirements. Additional EnviroNET bulk sampling results and inspector credentials are included as Attachment 4.

Waste shipment records provided by IITI demonstrate that asbestos waste was transported to and disposed at Southeast Iowa Multi-County Solid Waste Agency (SEMCO) Landfill, located at 29997 Highway 78 West in Richland, Keokuk County, Iowa. The Landfill has the appropriate permits to accept and dispose of ACM waste.

### **ASBESTOS PROCEDURES**

Notice to begin abatement activities was provided to IDNR on October 24, 2018. Project delays based principally on weather but also on scheduling conflicts as described by the abatement contractor pushed the start date to February 2019. Fourteen additional notifications were submitted to IDNR prior to and during abatement activities. The additional notices were necessary because of completion dates due to weather and additional required abatement. Notices to abate are included as Attachment 1.

EnviroNET's representative, an Iowa-licensed asbestos inspector made site observations, attended safety meetings, performed air and bulk ACM sampling and/or performed additional inspections on the following dates: February 25, 27, and 28; March 1 and 12; and April 1, 3, and 10, 2019. Significant tasks listed in chronological order include attendance at the kickoff meeting, performance of clearance/quality assurance sampling, additional bulk sampling for newly discovered suspect materials, more air sampling, and final inspection.

For each area to be abated, IITI constructed critical barriers and three separate containment barriers in general accordance with accepted practice. The first containment was set up in the "Rainbow" room (the southeast room of the daycare portion of the structure). A second containment was constructed in the restaurant portion of the facility (in the central and west portions of the structure). The third containment was set up to remove materials discovered in the "Blue" room (the northeast room of the structure). The containment barriers were designed and constructed to prevent asbestos fiber migration to areas outside of the containment. Barriers were sealed at lap joints and gaps with duct tape. Outside penetrations were sealed with sheeting or tape. Worker decontamination units were constructed in association with each containment barrier.

Following construction of the containment barrier, negative pressure filtration machines equipped with high efficiency particulate air (HEPA) filters were placed within the containment. The intake portion of the unit was located inside each enclosure and the filtered air discharge was directed outside each containment. Observations and testing demonstrated negative air environments were maintained within the containments. Entrances into the abatement area were identified with appropriate asbestos hazard warning posters and barrier tape.

20 cubic yards (CY) of RACM were delivered to SEMCO landfill on March 5, 2019. 60 CY of RACM (two roll-off dumpsters) were delivered to SEMCO landfill on April 4, 2019. 30 CY of RACM were delivered to the landfill on April 11, 2019. Refer to the waste manifests as Attachment 6.

Contractor daily field logs were reviewed by EnviroNET consistent with other oversight operations. Electronic copies of daily logs are available on request. Photographs of site conditions, containments, HEPA filtration equipment and ACM are attached as Attachment 2.



### **SAMPLING ACTIVITIES AND RESULTS**

EnviroNET collected clearance and/or quality assurance samples on February 28; March 1 and 12; and April 1, and one quality assurance sample on April 1. EnviroNET submitted the samples to Aspec Environmental Testing, Inc. in Bettendorf, Iowa, for analysis by phase contrast microscopy (PCM) using National Institute for Occupational Safety and Health (NIOSH) Method 7400, Asbestos and Other Fibers by PCM. The first clearance sample was overloaded. IITI cleaned the area within the containment again and the second round of sampling in the area passed at or below their respective standards of 1.0 fibers per cubic centimeter (f/cc) for the 30-minute excursion samples, 0.1 f/cc for the 8-hour TWA samples, and 0.01 f/cc for the clearance samples. Sample results are included as Attachment 3

Personal air sampling was conducted by IITI consistent with OSHA standard 1926.1101 App A. According to documentation submitted by IITI, excursion and personal samples were collected on February 25-28; March 5-7, 12-15, 25, 27, and 29; and April 2-5, and 8-9, 2019. All analytical results were below permissible 8-hour TWA and 30-minute excursion limits. Based on the documentation received from IITI, the results of the samples submitted passed their respective standards of 1.0 f/cc for the 30-minute excursion samples and 0.1 f/cc for the 8-hour TWA samples. Personnel clearance laboratory reports are provided as Attachment 5.

As indicated previously, abatement of floor materials identified additional layers of material which required additional limited bulk sampling. Additional bulk samples were collected from roofing materials when safe access was arranged. Laboratory analytical results and the reports of the bulk samples are provided as Attachment 4. IITI bulk sample and personnel reports are included as Attachment 5.

### **CONCLUSIONS**

The analysis and conclusions in this report are based upon EnviroNET's limited observations and testing during asbestos removal activities, its familiarity with the project site, and information provided to EnviroNET by IITI. The professional services provided and judgments rendered on this project are consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. EnviroNET does not warrant the work of regulatory agencies, laboratories, or other third parties supplying information that may have been used in the preparation of this report. No warranty, express or implied, is made.

Based on EnviroNET's limited observations and the information supplied by IITI, abatement process at the site were performed in accordance with applicable federal, state, and local

regulations. EnviroNET prepared daily logs detailing progression of the project. The logs are on file at EnviroNET and can be provided upon request.

We appreciate this opportunity to provide environmental consultation and oversight services for The City of Washington. Should you have any questions related to this project, please call us at (563) 323-2262.

Sincerely,

ENVIRONET, INC.



Molly Arp Newell, PG, CHMM  
President  
Iowa ACM Inspector License #19-1838



ENVIRONET, INC.



J. David Wildharber  
Asbestos Building Inspector  
Iowa ACM Inspector License #18-1269

Attachments:

Notification of Demolition Forms  
Photographs of Site Activities  
Quality Assurance Table and Lab Results  
Bulk Sampling Table, Laboratory Reports, and Inspector Credentials  
OSHA Personnel Monitoring Lab Reports, Worker Qualifications,  
and Iowa DNR Asbestos Contractor Permit  
Asbestos Waste Manifests

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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## **Memorandum**

May 3, 2019

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator 

Re: Ordinance Extending Smoking Ban for Parks

As was discussed and generally agreed upon at the workshop portion of the April 16 meeting, attached is a proposed ordinance amendment. The ordinance change itself is largely a non-event. Basically, the Council is just allowing itself the authority to adopt additional smoke-free areas in parks by resolution. My intent, if you approve of this course of action, is to work on a resolution with the proposed smoke-free zones appropriately diagrammed (using the 30' radius concept around areas like playgrounds). This resolution would be ready for your discussion & consideration no later than the meeting where the 3<sup>rd</sup> reading of this ordinance would be done.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF  
THE CITY OF WASHINGTON, IOWA, BY AMENDING  
CHAPTER 41, PUBLIC HEALTH AND SAFETY**

**BE IT ORDAINED** by the City Council that the Code of Ordinances of the City of Washington, Iowa be amended as follows:

SECTION 1. **Add Paragraph.** A new paragraph "B" is added to 41.13, "Smoke Free Places", as follows:

"B. Additional park areas as established by resolution of the Council."

SECTION 2. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. **Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

\_\_\_\_\_  
Illa Earnest, City Clerk

Approved on First Reading: \_\_\_\_\_

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

**ORDINANCE NO. 1039**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF  
THE CITY OF WASHINGTON, IOWA, BY AMENDING  
CHAPTER 41, PUBLIC HEALTH AND SAFETY**

**BE IT ORDAINED** by the City Council that the Code of Ordinances of the City of Washington, Iowa be amended as follows:

**SECTION 1. Add Section.** A new Section 41.13 is adopted as follows:

**41.13 SMOKE FREE PLACES.** It is illegal to smoke in a smoke free place, and violation of this section shall be a simple misdemeanor punishable by a fine of fifty dollars (\$50.00). Pursuant to Iowa Code 142D.5, the City declares the following areas to be smoke free places:

A. Central Park.

**SECTION 2. Add Section.** A new Section 41.14 is adopted as follows:

**41.14 ELECTRONIC CIGARETTES.** It is illegal to use an electronic cigarette in any smoke free place listed in Section 41.13 of this Code of Ordinances or in any place where Chapter 142D of the Iowa Code prohibits smoking a tobacco product. Violation of this section shall be a simple misdemeanor punishable by a fine of fifty dollars (\$50.00). Electronic cigarette means vapor product as defined in Section 453A.1 of the Iowa Code.

**SECTION 3. Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 4. Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this 6th day of October, 2015.

Sandra Johnson  
Sandra Johnson, Mayor

Attest:

Illa Earnest  
Illa Earnest, City Clerk

Approved on First Reading: September 1, 2015  
Approved on Second Reading: September 15, 2015  
Approved on Third & Final Reading: October 6, 2015

I certify that the foregoing was published as Ordinance No. 1039 on the 9th day of October, 2015.

Illa Earnest  
City Clerk

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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**Memorandum**

May 3, 2019

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson   
City Administrator

Re: 2<sup>nd</sup> Reading on Solid Waste Control and Collection of Solid Waste Code Chapters

Attached is the updated ordinance, as approved with 1<sup>st</sup> Reading.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTERS 105 AND 106  
OF THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA**

**BE IT ORDAINED** by the City Council that Chapters 105 and 106 of the Code of Ordinances of the City of Washington, Iowa be amended as follows:

SECTION 1. **Delete Chapter.** Chapter 105, “Solid Waste Control”, is hereby repealed.

SECTION 2. **Add Chapter.** A new Chapter 105 is adopted as follows:

**“CHAPTER 105  
SOLID WASTE CONTROL**

**105.01 PURPOSE.** The purpose of the chapters in this Code of Ordinances pertaining to Solid Waste Control and Collection is to provide for the sanitary storage, collection, and disposal of solid waste and, thereby, to protect the citizens of the City from such hazards to their health, safety and welfare as may result from the uncontrolled disposal of solid waste.

**105.02 DEFINITIONS.** For use in these chapters the following terms are defined:

1. “Active rehabilitation” for purposes of Chapter 105 and 106 means that reasonable efforts are currently being made to rehabilitate a property for sale or lease, and that all proper permits have been obtained and maintained.
2. “Collection bag” means a plastic, watertight bag, securely tied or sealed and not exceeding 35 gallons in size and 40 pounds in weight when full.
3. “Collector” means any person authorized to gather solid waste from public and private places.
4. “Container” means a dumpster, portable storage unit, roll-on/roll-off box, compactor, refuse bin, heavy-duty waterproof plastic bag, garbage can, molded polyethylene barrel, roll cart, or other receptacle used to store commercial or residential waste.
5. “Discard” means to place, cause to be placed, throw, deposit, or drop.  
*(Code of Iowa, Sec. 455B.361[1])*
6. “Dumpster” means a large container designed to receive, transport, and dump solid waste.
7. “Dwelling unit” means any room or group of rooms located within a structure and forming a single habitable unit with facilities that are used or are intended to be used for living, sleeping, cooking, and eating.
8. “Garbage” means all solid and semisolid, putrescible animal and vegetable waste resulting from the handling, preparing, cooking, storing, serving and consuming of food or of material intended for use as food, and all offal, excluding useful industrial by-products, and includes all such substances from all public and private establishments and from all residences.

*(IAC, 567-100.2)*

9. “Landscape waste” means any vegetable or plant waste except garbage. The term includes trees, tree trimmings, branches, stumps, brush, weeds, leaves, grass, shrubbery, and yard trimmings.

*(IAC, 567-20.2[455B])*

10. “Litter” means any garbage, rubbish, trash, refuse, waste materials, or debris not exceeding 10 pounds in weight or 15 cubic feet in volume. Litter includes but is not limited to empty beverage containers, cigarette butts, food waste packaging, other food or candy wrappers, handbills, empty cartons, or boxes.

*(Code of Iowa, Sec. 455B.361[2])*

11. “Owner” means, in addition to the record titleholder, any person residing in, renting, leasing, occupying, operating or transacting business in any premises, and as between such parties the duties, responsibilities, liabilities and obligations hereinafter imposed shall be joint and several.

12. “Portable storage unit” means a container designed or used for the storage of personal property on a temporary basis, not to exceed 30 days, which is set on the ground and is without wheels.

13. “Refuse” means putrescible and non-putrescible waste, including but not limited to garbage, rubbish, ashes, incinerator residues, street cleanings, market and industrial solid waste and sewage treatment waste in dry or semisolid form.

*(IAC, 567-100.2)*

14. “Residential premises” means a single-family dwelling and any multiple-family dwelling up to and including four separate dwelling units. Owners of multi-family dwellings greater than four but not more than six units may apply administratively to be treated as residential premises for purposes of the City’s collection contract. Owners or renters of upper-story downtown residential or permitted ground floor conversions with a City utility account may likewise apply administratively to be treated as residential premises for purposes of garbage collection.

15. “Residential waste” means any refuse generated on the premises as a result of residential activities. The term includes landscape waste grown on the premises or deposited thereon by the elements, but excludes garbage, tires, trade wastes and any locally recyclable goods or plastics.

*(IAC, 567-20.2[455B])*

16. “Rubbish” means non-putrescible solid waste consisting of combustible and non-combustible waste, such as ashes, paper, cardboard, tin cans, yard clippings, wood, glass, bedding, crockery, or litter of any kind.

*(IAC, 567-100.2)*

17. “Sanitary disposal” means a method of treating solid waste so that it does not produce a hazard to the public health or safety or create a nuisance.

*(IAC, 567-100.2)*

18. “Sanitary disposal project” means all facilities and appurtenances (including all real and personal property connected with such facilities) that are acquired, purchased, constructed, reconstructed, equipped, improved, extended, maintained, or operated to facilitate the final disposition of solid waste without creating a significant hazard to the



public health or safety, and which are approved by the Director of the State Department of Natural Resources.

*(Code of Iowa, Sec. 455B.301)*

19. "Solid waste" means garbage, refuse, rubbish, and other similar discarded solid or semisolid materials, including but not limited to such materials resulting from industrial, commercial, agricultural, and domestic activities. Solid waste may include vehicles, as defined by Section 321.1 of the *Code of Iowa*. Solid waste does not include any of the following:

*(Code of Iowa, Sec. 455B.301)*

- A. Hazardous waste regulated under the Federal Resource Conservation and Recovery Act, 42 U.S.C. § 6921-6934.
- B. Hazardous waste as defined in Section 455B.411 of the *Code of Iowa*, except to the extent that rules allowing for the disposal of specific wastes have been adopted by the State Environmental Protection Commission.
- C. Source, special nuclear, or by-product material as defined in the Atomic Energy Act of 1954, as amended to January 1, 1979.
- D. Petroleum contaminated soil that has been remediated to acceptable State or federal standards.
- E. Steel slag which is a product resulting from the steel manufacturing process and is managed as an item of value in a controlled manner and not as a discarded material.

**105.03 SANITARY DISPOSAL REQUIRED.** It is the duty of each owner to provide for the sanitary disposal of all refuse accumulating on the owner's premises before it becomes a nuisance. Any such accumulation remaining on any premises for a period of more than 30 days shall be deemed a nuisance and the City may proceed to abate such nuisances in accordance with the provisions of Chapter 50 or by initiating proper action in district court.

*(Code of Iowa, Ch. 657)*

**105.04 HEALTH AND FIRE HAZARD.** It is unlawful for any person to permit to accumulate on any premises, improved or vacant, or on any public place, such quantities of solid waste that constitute a health, sanitation or fire hazard.

**105.05 OPEN BURNING RESTRICTED.** No person shall allow, cause or permit open burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack, except that open burning is permitted in the following circumstances:

*(IAC, 567-23.2[455B] and 567-100.2)*

1. Disaster Rubbish. The open burning of rubbish, including landscape waste, for the duration of the community disaster period in cases where an officially declared emergency condition exists, provided that the burning of any structures or demolished structures is conducted in accordance with 40 CFR Section 61.145.

*(IAC, 567-23.2[3a])*

2. Trees and Tree Trimmings. The open burning of trees and tree trimmings at a City-operated burning site, provided such burning is conducted in compliance with the rules established by the State Department of Natural Resources.

*(IAC, 567-23.2[3b])*

3. Flare Stacks. The open burning or flaring of waste gases, provided such open burning or flaring is conducted in compliance with applicable rules of the State Department of Natural Resources.

*(IAC, 567-23.2[3c])*

4. Landscape Waste. The disposal by open burning of landscape waste originating on the premises. However, the burning of landscape waste produced in clearing, grubbing and construction operations shall be limited to areas located at least one-fourth mile from any building inhabited by other than the landowner or tenant conducting the open burning. Rubber tires shall not be used to ignite landscape waste.

*(IAC, 567-23.2[3d])*

5. Recreational Fires. Open fires for cooking, heating, recreation, and ceremonies, provided they comply with the limits for emission of visible air contaminants established by the State Department of Natural Resources. Rubber tires shall not be burned in a recreational fire.

*(IAC, 567-23.2[3e])*

6. Variance. Any person wishing to conduct open burning of materials not permitted herein may make application for a variance to the Director of the State Department of Natural Resources.

*(IAC, 567-23.2[2])*

**105.06 SEPARATION OF YARD WASTE REQUIRED.** All yard waste shall be separated by the owner or occupant from all other solid waste accumulated on the premises and shall be composted or burned on the premises or placed in acceptable containers and set out for collection. As used in this section, “yard waste” means any debris such as grass clippings, leaves, garden waste, brush, and trees. Yard waste does not include tree stumps.

**105.07 LITTERING PROHIBITED.** No person shall discard any litter onto or in any water or land, except that nothing in this section shall be construed to affect the authorized collection and discarding of such litter in or on areas or receptacles provided for such purpose. When litter is discarded from a motor vehicle, the driver of the motor vehicle shall be responsible for the act in any case where doubt exists as to which occupant of the motor vehicle actually discarded the litter.

*(Code of Iowa, Sec. 455B.363)*

**105.08 TOXIC AND HAZARDOUS WASTE.** No person shall deposit in a solid waste container or otherwise offer for collection any toxic or hazardous waste. Such materials shall be transported and disposed of as prescribed by the Director of the State Department of Natural Resources. As used in this section, “toxic and hazardous waste” means waste materials, including (but not limited to) poisons, pesticides, herbicides, acids, caustics, pathological waste, flammable or explosive materials, and similar harmful waste that requires special handling and

that must be disposed of in such a manner as to conserve the environment and protect the public health and safety.

*(IAC, 567-100.2)*

*(IAC, 567-102.13[2] and 400-27.14[2])*

**105.09 WASTE STORAGE CONTAINERS.** Every person owning, managing, operating, leasing, or renting any premises, dwelling unit or any place where refuse accumulates shall provide and at all times maintain in good order and repair portable containers for refuse in accordance with the following:

1. Container Specifications. Waste storage containers shall comply with the following specifications:

A. Residential. Residential waste containers shall be of not less than 35 gallons or more than 65 gallons in capacity except under the provisions of Chapter 106.09(3) for multi-family dwellings with the express authorization of the City Administrator. Recycling containers shall be not less than 65 gallons or more than 95 gallons in capacity. All containers shall be maintained to be leakproof and waterproof by the property owner or tenant. Residents may also set out for pickup single use collection bags affixed with an appropriate tag and placed on the top of the waste container.

B. Commercial. Every person owning, managing, operating, leasing or renting any commercial premise where an excessive amount of refuse accumulates and where its storage in portable containers as required above is impractical, shall maintain metal bulk storage containers approved by the City.

2. Storage of Containers. Residential dumpsters or portable storage units shall be stored upon the residential premises only. Commercial dumpsters or portable storage units shall be stored upon private property, unless the container owner has been granted written permission from the City to use public property for such purposes. The storage site shall be well drained; fully accessible to collection equipment, public health personnel and fire inspection personnel. All owners of residential and commercial premises shall be responsible for proper storage of all yard and solid waste to prevent materials from leaving the premises except at collection. When a commercial dumpster or portable storage unit is permitted on the public right-of-way adjacent to a private property, it shall be marked with a minimum of two pieces of reflective tape at least two inches in width and 18 inches in length to be located at the top corners of the front and rear of the container.

3. Location of Containers for Collection. Containers for the storage of solid waste awaiting collection shall be placed at the curb or alley line by the owner or occupant of the premises served. Containers shall be promptly removed from the curb line following collection.

4. Nonconforming Containers. Solid waste placed in containers that are not in compliance with the provisions of this section will not be collected.

5. Identification of Dumpsters. Dumpsters shall bear the name and phone number of the owner of the container. This identification shall be permanently affixed to two sides of the dumpster with letters no less than two inches in height, in a contrasting color to that of the dumpster.

**105.10 PROHIBITED PRACTICES.** It is unlawful for any person to:

1. Unlawful Use of Containers. Deposit refuse in any solid waste containers not owned by such person without the written consent of the owner of such containers.
2. Interfere with Collectors. Interfere in any manner with solid waste collection equipment or with solid waste collectors in the lawful performance of their duties as such, whether such equipment or collectors be those of the City, or those of any other authorized waste collection service.
3. Incinerators. Burn rubbish or garbage except in incinerators designed for high temperature operation, in which solid, semisolid, liquid, or gaseous combustible refuse is ignited and burned efficiently, and from which the solid residues contain little or no combustible material, as acceptable to the Environmental Protection Commission.
4. Scavenging. Take or collect any solid waste that has been placed out for collection on any premises, unless such person is an authorized solid waste collector.

**105.11 SANITARY DISPOSAL PROJECT DESIGNATED.** The Southeast Multi-County Solid Waste Agency is hereby designated as the official "Public Sanitary Disposal Project" for the disposal of solid waste produced or originating within the City."

SECTION 3. **Delete Chapter.** Chapter 106, "Collection of Solid Waste", is hereby repealed.

SECTION 4. **Add Chapter.** A new Chapter 106 is adopted as follows:

**"CHAPTER 106  
COLLECTION OF SOLID WASTE**

**106.01 COLLECTION SERVICE.** The City shall provide by contract for the collection of solid waste, except bulky rubbish as provided in Section 106.05, from residential premises only. The owners or operators of commercial, industrial, or institutional premises shall provide for the collection of solid waste produced upon such premises.

**106.02 COLLECTION VEHICLES.** Vehicles or containers used for the collection and transportation of garbage and similar putrescible waste or solid waste containing such materials shall be leak-proof, durable and of easily cleanable construction. They shall be cleaned to prevent nuisances, pollution, or insect breeding and shall be maintained in good repair.

*(IAC, 567-104.9[455B])*

**106.03 LOADING.** Vehicles or containers used for the collection and transportation of any solid waste shall be loaded and moved in such a manner that the contents will not fall, leak, or spill therefrom, and shall be covered to prevent blowing or loss of material. Where spillage does occur, the material shall be picked up immediately by the collector or transporter and returned to the vehicle or container and the area properly cleaned.

**106.04 FREQUENCY OF COLLECTION.** All solid waste shall be collected from residential premises at least once each week (or every other week, if requested by the customer and specified in the contract) and from commercial, industrial, and institutional premises as frequently as may be necessary, but not less than once each week.

**106.05 BULKY RUBBISH.** Bulky rubbish that is too large or heavy to be collected in the normal manner of other solid waste may be collected by the collector upon request in accordance with procedures established by the Council.

**106.06 RIGHT OF ENTRY.** Solid waste collectors are hereby authorized to enter upon private property for the purpose of collecting solid waste, as required by this chapter; however, solid waste collectors shall not enter dwelling units or other residential buildings.

**106.07 COLLECTOR'S LICENSE.** No person shall engage in the business of collecting, transporting, processing or disposing of solid waste other than waste produced by that person within the City without first obtaining from the City an annual license in accordance with the following:

1. Application. Application for a solid waste collector's license shall be made to the Clerk and provide the following:

- A. Name and Address. The full name and address of the applicant, and if a corporation, the names and addresses of the officers thereof.
- B. Equipment. A complete and accurate listing of the number and type of collection and transportation equipment to be used.
- C. Collection Program. A complete description of the frequency, routes and method of collection and transportation to be used.
- D. Disposal. A statement as to the precise location and method of disposal or processing facilities to be used.

2. Insurance. No collector's license shall be issued until and unless the applicant, , in addition to all other requirements set forth, shall file and maintain with the City evidence of satisfactory insurance in the minimum amounts as follows:

A. Workers' Compensation and Employer's Liability Insurance. Workers' compensation and employer's liability insurance as prescribed by Iowa law or the minimum limits shown below:

- (1) Iowa Benefits..... Statutory
- (2) Employers Liability
  - (i) Bodily Injury by Accident ..... \$500,000 each accident
  - (ii) Bodily Injury by Disease ..... \$500,000 each accident
  - (iii) Bodily Injury by Disease ..... \$500,000 policy limit

B. Commercial General Liability Insurance. Commercial general liability insurance combined single limits shown below covering bodily injury, property damage, and personal injury:

- |     |   |             |                 |
|-----|---|-------------|-----------------|
| (1) | General<br>\$2,000,000                              | Aggregate   | Limit           |
| (2) | Products-Completed<br>\$2,000,000                   | Operations  | Aggregate Limit |
| (3) | Personal and<br>\$1,000,000                         | Advertising | Injury Limit    |
| (4) | Each<br>\$1,000,000                                 | Occurrence  | Limit           |
| (5) | Fire Damage<br>\$100,000                            | Limit       | (any one fire)  |
| (6) | Medical Damage Limit (any one person) ..... \$5,000 |             |                 |

C. Automobile Liability Insurance. Automobile liability insurance coverage with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

D. Umbrella and Excess Liability Insurance. Umbrella and excess liability insurance limits of not less than \$2,000,000 each occurrence and \$2,000,000 aggregate are required.

E. Additional Features Required.

- (1) All insurance must include the following features:
  - a. Endorsed to waive all rights of subrogation against the City.
  - b. Endorsed to provide 30 days' notice prior to cancellation.
- (2) Commercial general liability insurance must include the following additional features:
  - a. Include the City as an additional insured on a primary and noncontributory basis.
  - b. Include the City as an additional insured for products and completed operations for three years (construction projects).
  - c. Advertising injury.
  - d. Operations by independent contractors.
  - e. Contractual liability coverage.
- (3) Automobile liability insurance must include the following additional features:
  - a. Include the City as an additional insured on a primary and noncontributory basis.
  - b. Include contractual liability.

- c. Include coverage for all owned, non-owned, hired, and leased vehicles (or any vehicle used in connection with the operations covered under the license).

The insurance company and hauler must expressly agree and state that the purchase of the policy by the hauler will not waive any of the defenses of governmental immunity available to the City under Section 670.4 of the *Code of Iowa*. The insurance company and hauler must further agree that the policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Section 670.4 of the *Code of Iowa*.

3. License Fee. A license fee in the amount of \$10.00 shall accompany the application. In the event the requested license is not granted, the fee paid shall be refunded to the applicant.

4. License Issued. If the Council upon investigation finds the application to be in order and determines that the applicant will collect, transport, process or dispose of solid waste without hazard to the public health or damage to the environment and in conformity with law and ordinance, the requested license shall be issued to be effective for a period of one year from the date approved.

5. License Renewal. An annual license may be renewed simply upon payment of the required fee, provided the applicant agrees to continue to operate in substantially the same manner as provided in the original application and provided the applicant furnishes the Clerk with a current listing of vehicles, equipment and facilities in use.

6. License Not Transferable. No license authorized by this chapter may be transferred to another person.

7. Owner May Transport. Nothing herein is to be construed so as to prevent the owner from transporting solid waste accumulating upon premises owned, occupied or used by such owner, provided such refuse is disposed of properly in an approved sanitary disposal project.

8. Grading or Excavation Excepted. No license or permit is required for the removal, hauling, or disposal of earth and rock material from grading or excavation activities; however, all such materials shall be conveyed in tight vehicles, trucks or receptacles so constructed and maintained that none of the material being transported spills upon any public right-of-way.

**106.08 RECYCLING PROGRAM.** The City shall provide for the collection of recyclable material in accordance with the provisions of the contract between the City and the collector.

**106.09 COLLECTION FEES.** The collection and disposal of solid waste as provided by this chapter are declared to be beneficial to the property served or eligible to be served and there shall be levied and collected fees for the same, in accordance with the following:

*(Goreham vs. Des Moines, 1970, 179 NW 2nd, 449)*

1. Fees.

A. The fee for solid waste collection and disposal service, used or available, including curbside recycling, for each residential unit is as shown in the following table:

Beginning July 1, 2019, the following rates shall be effective:

SERVICE TYPE	GARBAGE COLLECTION SERVICE FEES - RESIDENTIAL				
	July 1, 2019 to June 30, 2020	July 1, 2020 to June 30, 2021	July 1, 2021 to June 30, 2022	July 1, 2022 to June 30, 2023	July 1, 2023 to June 30, 2024
65-gallon garbage container plus either recycling option	\$18.75 per month	\$19.69 per month	\$20.67 per month	\$21.71 per month	\$22.79 per month
35-gallon garbage container plus either recycling option	\$15.50 per month	\$16.28 per month	\$17.09 per month	\$17.94 per month	\$18.84 per month
35-gallon garbage container with pickup every other week plus either recycling option	\$12.25 per month	\$12.86 per month	\$13.51 per month	\$14.18 per month	\$14.89 per month
Cost of additional (65-gallon) garbage container	\$13.25 per month	\$14.19 per month	\$15.17 per month	\$16.21 per month	\$17.29 per month
Cost of additional recycling container	\$5.50 per month	\$5.50 per month	\$5.50 per month	\$5.50 per month	\$5.50 per month

B. The recycling fee for downtown upper-story or permitted ground-level conversion residences shall be \$5.50 per month per dwelling unit for the availability of downtown recycling, unless they have made application to be treated as residential premises, in which case the fee schedule in 106.09(1A) shall apply.

C. The fee for stickers for additional bags is three dollars (\$3.00) each. Additional bags must be placed on top of the closed lid of the waste container.

2. Payment of Bills. All fees are due and payable under the same terms and conditions provided for payment of a combined service account as contained in Section 92.04 of this Code of Ordinances. Solid waste collection service may be discontinued in accordance with the provisions contained in Section 92.05 if the combined service



account becomes delinquent, and the provisions contained in Section 92.08 relating to lien notices shall also apply in the event of a delinquent account.

3. Flexibility on Containers. For efficiency and ease of collection, owners of multi-family dwellings may be provided fewer and/or larger containers upon the administrative approval of the City Administrator, but in any event, the per-unit schedule of fees shall apply.

4. If a residential premise has been vacant for over six months and is in a state of active rehabilitation for later sale or lease, the property owner may apply to the City Administrator for suspension of collection fees.

5. If the water service for a residential premise is shut off at the curb by the request of the owner, collection fees shall not apply.

**106.10 LIEN FOR NONPAYMENT.** Except as provided for in Section 92.07 of this Code of Ordinances, the owner of the premises served, and any lessee or tenant thereof are jointly and severally liable for fees for solid waste collection and disposal. Fees remaining unpaid and delinquent shall constitute a lien upon the property or premises served and shall be certified by the Clerk to the County Treasurer for collection in the same manner as property taxes.

*(Code of Iowa, Sec. 384.84)"*

SECTION 5. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6 **Severability.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 7. **Effective Date.** This Ordinance shall be in effect July 1, 2019 after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

\_\_\_\_\_  
Illa Earnest, City Clerk

Approved on First Reading: \_\_\_\_\_  
Approved on Second Reading: \_\_\_\_\_  
Approved on Third & Final Reading: \_\_\_\_\_

*As Approved on 1<sup>st</sup> Reading 4/30/19*

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day  
of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk