

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: April 27, 2020

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: City Hall Council Chambers

www.cityofcarroll.com

NOTICE

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation makes it "impossible and impractical" to meet in one location. Due to this the Carroll City Hall will remain closed to the public for the April 27, 2020 City Council meeting. However, the meeting will be made available telephonically. The public will be able to hear and participate in the Council meeting by calling:

United States: 1 (312) 757-3129

United States (Toll Free): 1 (877) 568-4106

Then when prompted, enter the following Access Code: 636 298 469 #

Individuals may start calling in at 5:00 PM for the meeting.

Individuals may also join the meeting from your computer, tablet or smartphone by using the following link:

<https://global.gotomeeting.com/join/636298469>

While the phones will be muted through most of the meeting, the phones will be unmuted at various points to receive feedback from the community, similar to a regular City Council meeting.

The public can watch the meeting live from the City's YouTube channel by going to: <https://tinyurl.com/t64juzk> To ensure you can access the meeting when we go live we suggest that you subscribe to the City's YouTube channel. The YouTube meeting is a view only option and you will not be able to participate in the meeting via YouTube.

We thank you for your understanding of this change during the current situation.

AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Retirement of Police Officer Roy Janssen
- IV. Consent Agenda
 - A. Approval of Minutes of the April 13 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 1. New Outdoor Service Area Privilege from May 1, 2020 to September 20, 2020 - *Jalisco*
 2. Renewal of Class "C" Beer Permit with Sunday Sales – *Sparky's One Stop*
 3. Renewal of Class "E" Liquor License with Class "B" Wine Permit (Carryout Wine – includes Native Wine) and Class "C" Beer Permit (Carryout Beer) and Sunday Sales – *Walgreens #10770*
 4. Renewal of Class "E" Liquor License with Class "B" Wine Permit (Carryout Wine – includes Native Wine) and Class "C" Beer Permit (Carryout Beer) and Sunday Sales – *Hy-Vee*
 5. Renewal of Class "C" Beer Permit with Class "B" Native Wine Permit and Sunday Sales – *Reiling 71 South*
 - D. Engagement Agreement with Ahlers & Cooney, P.C. – Review of MidAmerican Energy Franchise Agreement
- V. Oral Requests and Communications from the Audience
- VI. Ordinances

None
- VII. Resolutions
 - A. FY 2021 Health Insurance Renewal
 - B. FY 2019/2020 Budget Amendment #1
 1. Public Hearing
 2. City Budget Amendment and Certification Resolution
 - C. Water Storage Tower Rehabilitation – 2019
 1. Professional Services Agreement Amendment No. 3
 - D. Water Supply Well Replacement – 2020
 1. Report of Proposal Opening
 2. Consideration of Award of Contract
 - E. Water Distribution Main Replacements – 2020
 1. Report of Proposal Opening
 2. Consideration of Award of Contract
 - F. 224 N Main St - Asbestos Removal

VIII. Reports

- A. Scott Air Pack Purchase
- B. Carroll Public Library – Certificate of Substantial Completion
- C. COVID-19 Discussion

IX. Committee Reports

X. Monthly Activity Reports

XI. Comments from the Mayor

XII. Comments from the City Council

XIII. Comments from the City Manager

XIV. Adjourn

May/June Meetings:

Board of Adjustment – May 4, 2020 – City Hall – 627 N Adams Street

Parks, Recreation and Cultural Advisory Board – May 4, 2020 – City Hall - 627 N Adams Street

City Council – May 11, 2020 – City Hall – 627 N Adams Street

Airport Commission – May 11, 2020 – Airport Terminal Building - 21177 Quail Avenue

Planning and Zoning Commission – May 13, 2020 – City Hall - 627 N Adams Street

Library Board of Trustees – May 18, 2020 – Carroll Public Library – 118 E 5th Street

City Council – Tuesday, May 26, 2020 – City Hall – 627 N Adams Street

Board of Adjustment – June 1, 2020 – City Hall – 627 N Adams Street

City Council – June 8, 2020 – City Hall – 627 N Adams Street

Airport Commission – June 8, 2020 – Airport Terminal Building - 21177 Quail Avenue

Planning and Zoning Commission – June 10, 2020 – City Hall - 627 N Adams Street

Library Board of Trustees – June 15, 2020 – Carroll Public Library – 118 E 5th Street

City Council – June 22, 2020 – City Hall – 627 N Adams Street

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The City of Carroll will make every attempt to accommodate the needs of persons with disabilities, please notify us at least three business days in advance when possible at 712-792-1000, should special accommodations be required.

COUNCIL MEETING

APRIL 13, 2020

(Please note these are draft minutes and may be amended by Council before final approval.)

In support of Iowa Governor Kim Reynolds’ proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation made it “impossible and impractical” to meet in one location. Due to this the Carroll City Hall was closed to the public for the April 13, 2020 City Council meeting. However, the meeting was held telephonically. The public was able to hear and participate in the Council meeting by calling into a publicly posted toll-free phone number.

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Misty Boes, LaVern Dirx, Jerry Fleshner, Clay Haley (arrived at 5:16 p.m.), Mike Kots and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance via telephone.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

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Council Member Clay Haley arrived at 5:16 p.m.

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It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the March 23 and 26, 2020 Council meetings, as written; b) bills and claims in the amount of \$1,430,469.09; c) purchase of three Panasonic Toughbook CF-31s in the amount of \$15,052.20 from Keltex Incorporated; d) Resolution No. 20-25, Accepting Conveyance of a Watermain Easement from St. Anthony Hospital; and e) Resolution 20-26, Covering Street Lighting Changes to install a street light in the 600 Block of Westridge Drive north of Summitt Drive. On roll call, all present voted aye. Absent: None. Motion carried.

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During the oral requests and communications from the audience, Mark Reinders, Franchise Manager with MidAmerican Energy, discussed with Council information about the franchise agreement renewal process. No Council action taken.

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Mayor Jensen read a proclamation observing April 24, 2020, as Arbor Day in Carroll, Iowa. No Council action taken.

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An ordinance amending provision pertaining to the Parks, Recreation and Cultural Advisory Board was introduced by Council Member Siemann. The amendment would allow for the Advisory Board meetings to occur in the months of January, March, May, July, September and November at a time that is mutually agreeable by a quorum of the board members.

It was moved by Siemann, seconded by Fleshner, to approve the first reading and waive the second and third readings of said ordinance. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Siemann, to approve said Ordinance No. 2006. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Kots, to approve Resolution No. 20-27, Adopting the Carroll, Crawford, Greene and Sac Counties Multi-Jurisdictional Hazard Mitigation Plan 2020. On roll call, all present voted aye. Absent: None. Motion carried.

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At 5:44 p.m. Mayor Jensen opened a public hearing on the Plans, Specifications, Form of Contract and Estimated Cost for the Water Supply Well Replacement – 2020 Project. Mayor Jensen closed said public hearing at 5:49 p.m.

It was moved by Kots, seconded by Haley, to approve Resolution No. 20-28, Adopting Plans, Specifications, Form of Contract and Estimated Cost for the Water Supply Well Replacement – 2020 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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At 5:50 p.m. Mayor Jensen opened a public hearing on the Plans, Specifications, Form of Contract and Estimated Cost for the Water Distribution Main Replacements – 2020 Project. Mayor Jensen closed said public hearing at 5:53 p.m.

It was moved by Haley, seconded by Fleshner, to approve Resolution No. 20-29, Adopting Plans, Specifications, Form of Contract and Estimated Cost for the Water Distribution Main Replacements – 2020 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Dirkx, seconded by Haley, to approve Resolution No. 20-30, Water and Sewer Utility Billing Modifications Due to COVID-19 which waives utility billing late fees for April, May, and June 2020 and also suspends credit card processing fees for utility bill payments until the city offices reopen to the public. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Dirks, to approve Resolution No. 20-31, Making Certain Fee Modifications at the Carroll Recreation Center Due to COVID-19 which waives monthly charges for April and May for members with Pre-Authorized Monthly Payments (PAMP), for members with a 30-day membership or fitness class pass as of March 16, 2020 adds 30 days once the Rec Center reopens, and for members with annual membership or fitness pass as of March 16, 2020 extends the membership for 60 days once the Rec Center reopens. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to approve Change Order No. 2 in the amount of \$5,000 and adds 24 days to the Substantial Completion date (new date June 30, 2020) and 25 days to the Full Completion date (new date July 31, 2020) for the Water Storage Tower Rehabilitation – 2019 Project. The effect of Change Order No. 2 on the Contract is as follows:

Original Contract Price	\$543,700.00
Change Order No. 1	48,200.00
Proposed Change Order No. 2	<u>5,000.00</u>
Contract Price with Change Orders	<u>\$596,900.00</u>

On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Boes, seconded by Haley, to approve setting Monday, April 27, 2020 as the date for public hearing for the FY 2019/2020 Budget Amendment #1. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to adjourn at 6:13 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

A C C O U N T S P A Y A B L E
 O P E N I T E M R E P O R T
 S U M M A R Y

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
PARTIALLY ITEMS DATES:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
UNPAID ITEMS DATES :		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001720	ACCESS SYSTEMS	PRINTERS/COPIER	6,223.00	6,223.00-	117789	4/23/20	0.00
		** TOTALS **	6,223.00	6,223.00-			0.00
01-001704	ACCO	BULKHEAD GRATES	994.53	0.00	000000	0/00/00	994.53
		** TOTALS **	994.53	0.00			994.53
01-001621	ACE HARDWARE	SUPPLIES	6.99	6.99-	117787	4/23/20	0.00
		** TOTALS **	6.99	6.99-			0.00
01-001698	ADVANCED LASER TECHNOLOGI	TONER CARTRIDGE	84.95	84.95-	117788	4/23/20	0.00
		** TOTALS **	84.95	84.95-			0.00
01-001930	ALLENDER BUTZKE ENGINEERS	SITE MONITORING FINAL REPORT	995.20	0.00	000000	0/00/00	995.20
		** TOTALS **	995.20	0.00			995.20
01-003625	AMANDA LUDWIG	SWIM LSSON REFUND	60.00	60.00-	117749	4/15/20	0.00
		** TOTALS **	60.00	60.00-			0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	19.48	19.48-	117791	4/23/20	0.00
		** TOTALS **	19.48	19.48-			0.00
01-003457	AMERICAN UNDERGROUND SUPP	DISTR. OPERATING SUPPLIES	3,301.95	0.00	000000	0/00/00	3,301.95
		** TOTALS **	3,301.95	0.00			3,301.95
01-002370	ARNOLD MOTOR SUPPLY	BRINE TANK ANTIFREEZE	21.56	0.00	000000	0/00/00	21.56
		** TOTALS **	21.56	0.00			21.56
01-000048	AVAILA BANK	SPONSORSHIP REFUND	125.00	125.00-	117742	4/15/20	0.00
		** TOTALS **	125.00	125.00-			0.00
01-003050	AXON ENTERPRISES INC.	BATTERY PACK	204.00	0.00	000000	0/00/00	204.00
		** TOTALS **	204.00	0.00			204.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	241.15	241.15-	117792	4/23/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	56.45	56.45-	117792	4/23/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	7.99	7.99-	117792	4/23/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	4.75	4.75-	117792	4/23/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	0.75	0.75-	117792	4/23/20	0.00
		** TOTALS **	311.09	311.09-			0.00
01-003515	BOMGAARS	SUPPLIES	59.96	0.00	000000	0/00/00	59.96
01-003515	BOMGAARS	SUPPLIES	3.17	0.00	000000	0/00/00	3.17
01-003515	BOMGAARS	SUPPLIES	16.22	0.00	000000	0/00/00	16.22
01-003515	BOMGAARS	SUPPLIES	11.72	0.00	000000	0/00/00	11.72

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
PARTIALLY ITEMS DATES:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
UNPAID ITEMS DATES :		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003515	BOMGAARS	WOOD SCREWS	18.78	0.00	000000	0/00/00	18.78
01-003515	BOMGAARS	SUPPLIES	55.96	0.00	000000	0/00/00	55.96
01-003515	BOMGAARS	MOTOR OIL & CLEANING SUPPLIES	327.87	0.00	000000	0/00/00	327.87
01-003515	BOMGAARS	SUPPLIES	15.75	0.00	000000	0/00/00	15.75
		** TOTALS **	509.43	0.00			509.43
01-003670	BRIGGS INC OF OMAHA	RESTROOM REPAIRS	31.52	0.00	000000	0/00/00	31.52
		** TOTALS **	31.52	0.00			31.52
01-003693	BRUNER & BRUNER	GENERAL WORK	580.50	0.00	000000	0/00/00	580.50
01-003693	BRUNER & BRUNER	POLICE/MAGISTRATE	634.50	0.00	000000	0/00/00	634.50
01-003693	BRUNER & BRUNER	PARKS AND RECREATION	108.00	0.00	000000	0/00/00	108.00
01-003693	BRUNER & BRUNER	PLANNING AND ZONING	54.00	0.00	000000	0/00/00	54.00
01-003693	BRUNER & BRUNER	PUBLIC WORKS/ENGINEER	297.00	0.00	000000	0/00/00	297.00
		** TOTALS **	1,674.00	0.00			1,674.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	183.30	183.30-	117795	4/23/20	0.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	53.45	53.45-	117752	4/15/20	0.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	162.05	0.00	000000	0/00/00	162.05
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	69.10	0.00	000000	0/00/00	69.10
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	97.75	0.00	000000	0/00/00	97.75
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	51.72	0.00	000000	0/00/00	51.72
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	7.50	0.00	000000	0/00/00	7.50
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	8.75	0.00	000000	0/00/00	8.75
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	197.75	0.00	000000	0/00/00	197.75
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	83.90	0.00	000000	0/00/00	83.90
		** TOTALS **	915.27	236.75-			678.52
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	117760	4/15/20	0.00
		** TOTALS **	350.00	350.00-			0.00
01-004132	CARROLL AVIATION INC.	CONTRACT	6,700.00	6,700.00-	117751	4/15/20	0.00
		** TOTALS **	6,700.00	6,700.00-			0.00
01-004160	CARROLL COUNTY AUDITOR	3RD QTR COMM CENTER	61,679.04	0.00	000000	0/00/00	61,679.04
		** TOTALS **	61,679.04	0.00			61,679.04
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE 103 N WHITNEY	5.00	5.00-	117773	4/22/20	0.00
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE 220 W 7TH	5.00	5.00-	117774	4/22/20	0.00
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE 715 N COURT ST	5.00	5.00-	117775	4/22/20	0.00
		** TOTALS **	15.00	15.00-			0.00
01-024005	CARROLL EYE CARE ASSOC.	SPONSORSHIP REFUND	130.00	130.00-	117758	4/15/20	0.00
		** TOTALS **	130.00	130.00-			0.00

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

		=====PAYMENT DATES=====	=====ITEM DATES=====			=====POSTING DATES=====						
PAID ITEMS DATES	:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020		4/10/2020 THRU 4/23/2020						
PARTIALLY ITEMS DATES:	:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020		4/10/2020 THRU 4/23/2020						
UNPAID ITEMS DATES	:		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020		4/10/2020 THRU 4/23/2020						
VENDOR	----	VENDOR NAME	-----	DESCRIPTION		GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE	---
01-004196		CARROLL HYDRAULICS		SUPPLIES		4.96	0.00	000000	0/00/00		4.96	
				** TOTALS **		4.96	0.00				4.96	
01-002977		CARROLL REFUSE SERVICE		MARCH GARBAGE		72.00	72.00-	117746	4/15/20		0.00	
				** TOTALS **		72.00	72.00-				0.00	
01-004237		CARROLL VETERINARY CLINIC		MAY DOG CARE CONTRACT		650.00	0.00	000000	0/00/00		650.00	
				** TOTALS **		650.00	0.00				650.00	
01-003632		CCI TECHNOLOGIES LLC		IT MAINTENANCE		340.14	340.14-	117794	4/23/20		0.00	
				** TOTALS **		340.14	340.14-				0.00	
01-002998		CENTURYLINK		BACK-UP PHONE LINE		150.37	150.37-	117767	4/22/20		0.00	
01-002998		CENTURYLINK		BACKUP PHONE LINE		60.62	60.62-	117768	4/22/20		0.00	
				** TOTALS **		210.99	210.99-				0.00	
01-002867		CINTAS FIRST AID & SAFETY		FIRST AID SUPPLIES		95.19	0.00	000000	0/00/00		95.19	
01-002867		CINTAS FIRST AID & SAFETY		SAFETY SUPPLIES		36.21	0.00	000000	0/00/00		36.21	
				** TOTALS **		131.40	0.00				131.40	
01-004835		COMMERCIAL SAVINGS BANK		APRIL ACH PROCESSING FEES		116.82	116.82-	000000	4/15/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		FEDERAL WITHHOLDINGS		12,183.69	12,183.69-	000762	4/23/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		FICA WITHHOLDING		13,045.98	13,045.98-	000762	4/23/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		MEDICARE WITHHOLDING		4,101.22	4,101.22-	000762	4/23/20		0.00	
				** TOTALS **		29,447.71	29,447.71-				0.00	
01-000366		COMPUTER & NETWORK SPEC		MOVE IT EQUIPMENT		129.00	129.00-	117785	4/23/20		0.00	
01-000366		COMPUTER & NETWORK SPEC		MOVE IT EQUIPMENT		4,331.25	4,331.25-	117785	4/23/20		0.00	
				** TOTALS **		4,460.25	4,460.25-				0.00	
01-004862		CONTINENTAL RESEARCH CORP		CHEMICALS		469.83	0.00	000000	0/00/00		469.83	
				** TOTALS **		469.83	0.00				469.83	
01-003145		CORE AND MAIN LP		METER SUPPLIES		1,963.04	0.00	000000	0/00/00		1,963.04	
01-003145		CORE AND MAIN LP		RADIO READ COMPUTER CABLE		35.00	0.00	000000	0/00/00		35.00	
				** TOTALS **		1,998.04	0.00				1,998.04	
01-001595		COUNSEL OFFICE & DOCUMENT		COPIER CONTRACT		96.01	0.00	000000	0/00/00		96.01	
				** TOTALS **		96.01	0.00				96.01	
01-005395		D & K PRODUCTS		TURF SUPPLIES		1,172.50	0.00	000000	0/00/00		1,172.50	
01-005395		D & K PRODUCTS		TURF SUPPLIES		729.32	0.00	000000	0/00/00		729.32	
				** TOTALS **		1,901.82	0.00				1,901.82	

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
PARTIALLY ITEMS DATES:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
UNPAID ITEMS DATES :		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-000194	D. J. GONGOL & ASSOC. INC	RUPP SEAL ASSEMBLY	225.61	0.00	000000	0/00/00	225.61
		** TOTALS **	225.61	0.00			225.61
01-002648	D/R ELECTRIC INC.	MUSEUM SERVICE CHANGE	3,460.27	0.00	000000	0/00/00	3,460.27
01-002648	D/R ELECTRIC INC.	MUSEUM ELECTRICAL WORK	442.44	0.00	000000	0/00/00	442.44
		** TOTALS **	3,902.71	0.00			3,902.71
01-005615	DEMCO EDUCATIONAL CORP.	OPERATING SUPPLIES	167.49	167.49-	117797	4/23/20	0.00
		** TOTALS **	167.49	167.49-			0.00
01-001965	DIANE TRACY	MARCH OUTREACH PROGRAMS	38.99	38.99-	117790	4/23/20	0.00
		** TOTALS **	38.99	38.99-			0.00
01-012590	ECHO ELECTRIC SUPPLY	SCHOOL LIGHT - MAIN STREET	189.12	0.00	000000	0/00/00	189.12
01-012590	ECHO ELECTRIC SUPPLY	GOLF AWNING LIGHTS	106.64	0.00	000000	0/00/00	106.64
01-012590	ECHO ELECTRIC SUPPLY	PARKS LIGHTING	120.00	0.00	000000	0/00/00	120.00
		** TOTALS **	415.76	0.00			415.76
01-006810	ECOWATER SYSTEMS	COOLER RENT/WATER	161.62	161.62-	117753	4/15/20	0.00
		** TOTALS **	161.62	161.62-			0.00
01-004185	EMPLOYMENT RESOURCES	LIBRARY CLEANING	269.70	269.70-	117796	4/23/20	0.00
		** TOTALS **	269.70	269.70-			0.00
01-008050	FASTENAL COMPANY	SAFETY TAPE	54.94	0.00	000000	0/00/00	54.94
01-008050	FASTENAL COMPANY	REPAIR PARTS	11.56	0.00	000000	0/00/00	11.56
		** TOTALS **	66.50	0.00			66.50
01-006860	FELD FIRE EQUIPMENT CO.	NAMETAG SATTERWHITE BUNKER	70.00	0.00	000000	0/00/00	70.00
		** TOTALS **	70.00	0.00			70.00
01-000633	FILTER CARE	FILTER CLEANING	367.97	0.00	000000	0/00/00	367.97
		** TOTALS **	367.97	0.00			367.97
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	12,431.11	12,431.11-	000763	4/23/20	0.00
		** TOTALS **	12,431.11	12,431.11-			0.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	379.80	0.00	000000	0/00/00	379.80
		** TOTALS **	379.80	0.00			379.80
01-003534	FUSEBOX MARKETING	WEBSITE MAINTENANCE	539.00	0.00	000000	0/00/00	539.00
		** TOTALS **	539.00	0.00			539.00

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PARTIALLY ITEMS DATES:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
UNPAID ITEMS DATES :		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-009500	GEHLING WELDING & REPAIR	BUSHING FOR PLOW #29	109.89	0.00	000000	0/00/00	109.89
		** TOTALS **	109.89	0.00			109.89
01-002567	GEHLPRO WELDING	SPRAYER REPAIRS	35.02	0.00	000000	0/00/00	35.02
		** TOTALS **	35.02	0.00			35.02
01-009535	GENERAL RENTAL	CHAINSAW BLADES	42.00	0.00	000000	0/00/00	42.00
		** TOTALS **	42.00	0.00			42.00
01-010150	GRAINGER PARTS	THERMAL IMAGER CHARGER	128.90	0.00	000000	0/00/00	128.90
		** TOTALS **	128.90	0.00			128.90
01-011831	HY-VEE INC.	CLEANING SUPPLIES	4.00	4.00-	117776	4/22/20	0.00
01-011831	HY-VEE INC.	CYBER SECURITY TRAINING	45.96	45.96-	117776	4/22/20	0.00
01-011831	HY-VEE INC.	CLEANING SUPPLIES	17.08	17.08-	117776	4/22/20	0.00
		** TOTALS **	67.04	67.04-			0.00
01-012615	IDALS	2 FUEL METER TAGS	9.00	9.00-	117755	4/15/20	0.00
		** TOTALS **	9.00	9.00-			0.00
01-012666	IOWA ONE CALL	MARCH LOCATES	90.00	0.00	000000	0/00/00	90.00
		** TOTALS **	90.00	0.00			90.00
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES	3.14	0.00	000000	0/00/00	3.14
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES	41.87	0.00	000000	0/00/00	41.87
		** TOTALS **	45.01	0.00			45.01
01-012706	IPERS	IPERS CONTRIBUTIONS	17,096.66	17,096.66-	000764	4/23/20	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	36.30	36.30-	000764	4/23/20	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	35.71	35.71-	000764	4/23/20	0.00
		** TOTALS **	17,168.67	17,168.67-			0.00
01-003631	JAKE BRUGGEMAN	STEEL TOED SHOES	200.00	200.00-	117793	4/23/20	0.00
		** TOTALS **	200.00	200.00-			0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	870.00	0.00	000000	0/00/00	870.00
		** TOTALS **	870.00	0.00			870.00
01-013917	JEO CONSULTING GROUP INC.	STREAMBED STABILIZATION	1,342.50	0.00	000000	0/00/00	1,342.50
01-013917	JEO CONSULTING GROUP INC.	2020 DISTR. MAIN REPLACEMENTS	5,246.49	0.00	000000	0/00/00	5,246.49
01-013917	JEO CONSULTING GROUP INC.	2020 WELL REPLACEMENT	7,053.61	0.00	000000	0/00/00	7,053.61
		** TOTALS **	13,642.60	0.00			13,642.60
01-003243	JET'S OUTDOOR POWER AND S SHOP	SUPPLIES	468.80	0.00	000000	0/00/00	468.80

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	468.80	0.00			468.80
01-003626	JOEL RUNNING	REFUND GOLF ACH MEMBERSHIP	127.26	127.26-	117750	4/15/20	0.00
		** TOTALS **	127.26	127.26-			0.00
01-025020	JOHN DEERE FINANCIAL	OIL AND FILTERS	254.77	254.77-	117759	4/15/20	0.00
01-025020	JOHN DEERE FINANCIAL	#34 SUPPLIES	71.42	71.42-	117759	4/15/20	0.00
		** TOTALS **	326.19	326.19-			0.00
01-000994	KABEL BUSINESS SERVICES	MARCH HRA CHECKS	1,106.22	1,106.22-	000000	4/15/20	0.00
		** TOTALS **	1,106.22	1,106.22-			0.00
01-003628	KATHY SCHILTZ	SHELTERHOUSE REFUND	40.00	40.00-	117770	4/22/20	0.00
		** TOTALS **	40.00	40.00-			0.00
01-014815	KEYSTONE LABORATORIES	MONTHLY BAC-T/FLUORIDE	137.50	0.00	000000	0/00/00	137.50
		** TOTALS **	137.50	0.00			137.50
01-002698	LANDSCAPERS PARADISE	SUPPLIES	52.31	0.00	000000	0/00/00	52.31
01-002698	LANDSCAPERS PARADISE	GRASS SEED	271.00	0.00	000000	0/00/00	271.00
		** TOTALS **	323.31	0.00			323.31
01-017123	MANGOLD ENVIRONMENTAL	WATER SAMPLES	62.00	0.00	000000	0/00/00	62.00
		** TOTALS **	62.00	0.00			62.00
01-017125	MANNING MONITOR	SUBSCRIPTION RENEWAL	40.00	40.00-	117798	4/23/20	0.00
		** TOTALS **	40.00	40.00-			0.00
01-017133	MASTERCARD	SUPPLIES/REGISTRATION	276.95	276.95-	117757	4/15/20	0.00
01-017133	MASTERCARD	DVDS	29.53	29.53-	117777	4/22/20	0.00
		** TOTALS **	306.48	306.48-			0.00
01-002993	MC CLURE ENGINEERING CO.	ENGINEERING 3/21 PROJECT	13,284.90	13,284.90-	117747	4/15/20	0.00
		** TOTALS **	13,284.90	13,284.90-			0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	38,902.97	38,902.97-	117756	4/15/20	0.00
		** TOTALS **	38,902.97	38,902.97-			0.00
01-001922	MIDWEST AUTOMATIC FIRE SP	FIRE PROTECTING SYSTEM TEST	205.00	0.00	000000	0/00/00	205.00
		** TOTALS **	205.00	0.00			205.00
01-017585	MIDWEST WHOLESALE	SAUNA REPAIRS	22.40	0.00	000000	0/00/00	22.40
		** TOTALS **	22.40	0.00			22.40

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001567	MIKE MERTES	STEEL TOED BOOTS	200.00	200.00-	117786	4/23/20	0.00
		** TOTALS **	200.00	200.00-			0.00
01-002651	MOTOR INN OF CARROLL LLC	SPONSORSHIP REFUND	125.00	125.00-	117745	4/15/20	0.00
		** TOTALS **	125.00	125.00-			0.00
01-018110	MUNICIPAL SUPPLY INC.	METER SUPPLIES	2,341.35	0.00	000000	0/00/00	2,341.35
		** TOTALS **	2,341.35	0.00			2,341.35
01-018408	NAPA AUTO PARTS	GEAR WRENCH	40.99	0.00	000000	0/00/00	40.99
		** TOTALS **	40.99	0.00			40.99
01-003263	NETBANX	MARCH EFT PROCESSING FEES	105.32	105.32-	000000	4/13/20	0.00
		** TOTALS **	105.32	105.32-			0.00
01-020208	O'HALLORAN INTERNATIONAL	SUPPLIES	51.72	0.00	000000	0/00/00	51.72
01-020208	O'HALLORAN INTERNATIONAL	#28 SUPPLIES	242.94	0.00	000000	0/00/00	242.94
		** TOTALS **	294.66	0.00			294.66
01-020203	OFFICE STOP	OFFICE SUPPLIES	389.34	0.00	000000	0/00/00	389.34
		** TOTALS **	389.34	0.00			389.34
01-020326	OPTIONS INK	OFFICE SUPPLIES	115.08	0.00	000000	0/00/00	115.08
		** TOTALS **	115.08	0.00			115.08
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIRS #14	25.44	0.00	000000	0/00/00	25.44
		** TOTALS **	25.44	0.00			25.44
01-001540	PETTY CASH	GOLF COURSE CASH DRAWER	400.00	400.00-	117784	4/22/20	0.00
		** TOTALS **	400.00	400.00-			0.00
01-003148	PFM FINANCIAL ADVISORS LL	ISSUANCE COSTS	15,116.00	0.00	000000	0/00/00	15,116.00
		** TOTALS **	15,116.00	0.00			15,116.00
01-003630	PLAYTIME LLC	10 WATER PADS	7,766.00	7,766.00-	117772	4/22/20	0.00
		** TOTALS **	7,766.00	7,766.00-			0.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL - REC CENTER	60.00	0.00	000000	0/00/00	60.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL FARNER GOV'T BLDG	49.00	0.00	000000	0/00/00	49.00
		** TOTALS **	109.00	0.00			109.00
01-009870	RACCOON VALLEY ELECTRIC C	MARCH ELECTRIC SERVICE	1,511.61	1,511.61-	117754	4/15/20	0.00
01-009870	RACCOON VALLEY ELECTRIC C	AM - MARCH ELECTRIC SERVICE	336.10	336.10-	117754	4/15/20	0.00
		** TOTALS **	1,847.71	1,847.71-			0.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003629	REX KNUDSEN	SHELTERHOUSE REFUND	80.00	80.00-	117771	4/22/20	0.00
		** TOTALS **	80.00	80.00-			0.00
01-024915	SARGENT DRILLING	WELL #16 REHAB	22,388.90	0.00	000000	0/00/00	22,388.90
		** TOTALS **	22,388.90	0.00			22,388.90
01-000218	SCOTT HAAKENSON	STEEL TOED SHOES	200.00	200.00-	117743	4/15/20	0.00
		** TOTALS **	200.00	200.00-			0.00
01-025250	SHERWIN WILLIAMS CO.	PAINT SUPPLIES	4.48	0.00	000000	0/00/00	4.48
01-025250	SHERWIN WILLIAMS CO.	PAINT	42.84	0.00	000000	0/00/00	42.84
01-025250	SHERWIN WILLIAMS CO.	PAINTING SUPPLIES	18.44	0.00	000000	0/00/00	18.44
01-025250	SHERWIN WILLIAMS CO.	POOL WALL PAINT	344.43	0.00	000000	0/00/00	344.43
01-025250	SHERWIN WILLIAMS CO.	PAINT	85.68	0.00	000000	0/00/00	85.68
01-025250	SHERWIN WILLIAMS CO.	PAINTING SUPPLIES	4.87	0.00	000000	0/00/00	4.87
		** TOTALS **	500.74	0.00			500.74
01-000155	SHIVE HATTERY INC	YSC LIGHTING #6	2,654.10	0.00	000000	0/00/00	2,654.10
01-000155	SHIVE HATTERY INC	TRAILS SEGMENT III - 2	3,313.50	0.00	000000	0/00/00	3,313.50
		** TOTALS **	5,967.60	0.00			5,967.60
01-025335	SNYDER TREE SERVICE	TREES REMOVED - PARKS	4,150.00	0.00	000000	0/00/00	4,150.00
		** TOTALS **	4,150.00	0.00			4,150.00
01-025880	STONE PRINTING CO.	LAMINATING	1.00	1.00-	117799	4/23/20	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	29.64	0.00	000000	0/00/00	29.64
01-025880	STONE PRINTING CO.	SUPPLIES	87.20	87.20-	117799	4/23/20	0.00
01-025880	STONE PRINTING CO.	FILE FOLDERS	51.96	0.00	000000	0/00/00	51.96
01-025880	STONE PRINTING CO.	SUPPLIES	809.83	809.83-	117799	4/23/20	0.00
01-025880	STONE PRINTING CO.	TONER CARTRIDGE	87.99	0.00	000000	0/00/00	87.99
01-025880	STONE PRINTING CO.	TONER CARTRIDGES	115.98	0.00	000000	0/00/00	115.98
01-025880	STONE PRINTING CO.	SUPPLIES	16.82	16.82-	117799	4/23/20	0.00
01-025880	STONE PRINTING CO.	SUPPLIES	19.96	19.96-	117799	4/23/20	0.00
01-025880	STONE PRINTING CO.	HANGING FILE FOLDERS	51.99	0.00	000000	0/00/00	51.99
		** TOTALS **	1,272.37	934.81-			337.56
01-001998	TEAMSIDELINE.COM	TEAM SIDELINE SUPPORT	898.00	0.00	000000	0/00/00	898.00
		** TOTALS **	898.00	0.00			898.00
01-027060	TREASURER OF IOWA	SALES TAX	8,366.00	8,366.00-	000000	4/17/20	0.00
01-027060	TREASURER OF IOWA	4/1-4/15-2020 SALES TAX	319.00	319.00-	000000	4/20/20	0.00
		** TOTALS **	8,685.00	8,685.00-			0.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-027079	TRIPLE A SEEDS INC.	GRASS SEED AROUND RUNWAYS	1,286.25	1,286.25-	117761	4/15/20	0.00
01-027079	TRIPLE A SEEDS INC.	GRASS SEED	117.50	0.00	000000	0/00/00	117.50
01-027079	TRIPLE A SEEDS INC.	TUFF TURF	1,200.00	0.00	000000	0/00/00	1,200.00
		** TOTALS **	2,603.75	1,286.25-			1,317.50
01-027085	TROPHIES PLUS INC.	JANSSEN RETIREMENT PLAQUE	24.95	0.00	000000	0/00/00	24.95
		** TOTALS **	24.95	0.00			24.95
01-002437	UNIFIED CONTRACTING SERVI	FUEL DELIVERY SYSTEM REPAIRS	377.60	377.60-	117744	4/15/20	0.00
01-002437	UNIFIED CONTRACTING SERVI	FUEL DELIVERY SYSTEM REPAIRS	106.59	106.59-	117744	4/15/20	0.00
		** TOTALS **	484.19	484.19-			0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 4/4/2020	29.09	29.09-	117762	4/15/20	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 4/11/2020	49.69	49.69-	117778	4/22/20	0.00
		** TOTALS **	78.78	78.78-			0.00
01-002449	UNITYPOINT CLINIC-OCCUPAT	PRE-EMPLOYMENT PHYSICALS	252.00	0.00	000000	0/00/00	252.00
		** TOTALS **	252.00	0.00			252.00
01-028814	VAN METER COMPANY, THE	LIGHTING SUPPLIES	361.82	0.00	000000	0/00/00	361.82
01-028814	VAN METER COMPANY, THE	LIGHTING SUPPLIES	60.00	0.00	000000	0/00/00	60.00
01-028814	VAN METER COMPANY, THE	REPAIR PARTS	26.79	0.00	000000	0/00/00	26.79
01-028814	VAN METER COMPANY, THE	REPAIR PARTS	5.36	0.00	000000	0/00/00	5.36
		** TOTALS **	453.97	0.00			453.97
01-030120	WAL-MART STORE #01-1787	TV MOUNT	24.96	0.00	000000	0/00/00	24.96
01-030120	WAL-MART STORE #01-1787	CLEANING SUPPLIES	16.72	0.00	000000	0/00/00	16.72
01-030120	WAL-MART STORE #01-1787	SUPPLIES	31.78	0.00	000000	0/00/00	31.78
01-030120	WAL-MART STORE #01-1787	SUPPLIES	84.82	0.00	000000	0/00/00	84.82
01-030120	WAL-MART STORE #01-1787	SUPPLIES	3.94	0.00	000000	0/00/00	3.94
01-030120	WAL-MART STORE #01-1787	SUPPLIES	32.57	0.00	000000	0/00/00	32.57
01-030120	WAL-MART STORE #01-1787	SUPPLIES	8.00	0.00	000000	0/00/00	8.00
01-030120	WAL-MART STORE #01-1787	SUPPLIES	82.61	0.00	000000	0/00/00	82.61
01-030120	WAL-MART STORE #01-1787	SUPPLIES	45.76	0.00	000000	0/00/00	45.76
01-030120	WAL-MART STORE #01-1787	SUPPLIES	21.67	0.00	000000	0/00/00	21.67
01-030120	WAL-MART STORE #01-1787	SUPPLIES	19.38	0.00	000000	0/00/00	19.38
		** TOTALS **	372.21	0.00			372.21
01-003377	WELLMARK BLUE CROSS/BLUE	MAY HEALTH INS. PREMIUMS	39,918.35	39,918.35-	117769	4/22/20	0.00
		** TOTALS **	39,918.35	39,918.35-			0.00
01-003624	WITROCK COLLISION CENTER	SPOINSORSHIP REFUND	125.00	125.00-	117748	4/15/20	0.00
		** TOTALS **	125.00	125.00-			0.00

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VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-030355	WITTROCK MOTOR CO.	MARCH CAR RENTAL	349.00	349.00-	117763	4/15/20	0.00
		** TOTALS **	349.00	349.00-			0.00
01-003291	WORLDPAY INTEGRATED PAYME	CC PROCESSING FEES	452.71	452.71-	000000	4/13/20	0.00
		** TOTALS **	452.71	452.71-			0.00
01-000386	ZIMCO SUPPLY CO	BALL WASHERS	1,759.50	0.00	000000	0/00/00	1,759.50
01-000386	ZIMCO SUPPLY CO	SUPPLIES	99.00	0.00	000000	0/00/00	99.00
01-000386	ZIMCO SUPPLY CO	WEED CONTROL SOCCER FIELDS	332.00	0.00	000000	0/00/00	332.00
01-000386	ZIMCO SUPPLY CO	INFIELD SUPPLIES	876.20	0.00	000000	0/00/00	876.20
01-000386	ZIMCO SUPPLY CO	WEED CONTROL/INFIELD MIX	945.00	0.00	000000	0/00/00	945.00
01-000386	ZIMCO SUPPLY CO	CRABGRASS PREVENTER	2,712.00	0.00	000000	0/00/00	2,712.00
		** TOTALS **	6,723.70	0.00			6,723.70
	* Payroll Expense		148,704.05				

A C C O U N T S P A Y A B L E
 O P E N I T E M R E P O R T
 S U M M A R Y

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
PARTIALLY ITEMS DATES:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
UNPAID ITEMS DATES :		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	345,183.16	345,183.16CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	159,310.58	0.00	159,310.58
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	504,493.74	345,183.16CR	159,310.58

U N P A I D R E C A P

UNPAID INVOICE TOTALS	159,310.58
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	0.00
** UNPAID TOTALS **	159,310.58

A C C O U N T S P A Y A B L E
 O P E N I T E M R E P O R T
 S U M M A R Y

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
PARTIALLY ITEMS DATES:	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020
UNPAID ITEMS DATES :		4/10/2020 THRU 4/23/2020	4/10/2020 THRU 4/23/2020

FUND TOTALS

001	GENERAL FUND	189,402.39
010	HOTEL/MOTEL TAX	500.44
110	ROAD USE TAX FUND	7,100.37
168	LIBRARY TRUST FUND	4,460.25
301	C.P. - EQUIPMENT PURCHASE	3,993.00
303	C.P. - AIRPORT	13,284.90
304	C.P. STREETS	11,123.00
311	C.P.-PARKS & RECREATION	7,167.60
600	WATER UTILITY FUND	48,757.89
602	WATER UTILITY CAP. IMP.	12,300.10
610	SEWER UTILITY FUND	14,768.68
620	STORM WATER UTILITY	564.00
621	STORM WATER CAP. IMP.	1,342.50
850	MEDICAL INSURANCE FUND	41,024.57
	* PAYROLL EXPENSE	148,704.05
GRAND TOTAL		504,493.74

City of Carroll

Brad Burke, Chief of Police

Police Department

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-3536

FAX: (712) 792-8088

TO: Mike Pogge-Weaver, City Manager *MPW*

FROM: Brad Burke, Chief of Police *BB*

DATE: April 23, 2020

RE: New and Renewal of License

The following establishment has applied for a new license:

Jalisco
425 Hwy 30 West
Outdoor Service Area -- Privilege from May 1, 2020 to September 20, 2020

The following establishments have applied for renewal of license;

Sparky's One Stop
402 East 6th Street
Class "C" Beer Permit with Sunday Sales

Walgreen's #10770
105 East 6th Street
Class "E" Liquor License with Class "B" Wine Permit (Carryout Wine – includes Native Wine) and Class "C" Beer Permit (Carryout Beer) and Sunday Sales

Hy-Vee
905 Hwy 30 West
Class "E" Liquor License with Class "B" Wine Permit (Carryout Wine – includes Native Wine) and Class "C" Beer Permit (Carryout Beer) and Sunday Sales

Reiling's
112 Hwy 71 North
Class "C" Beer Permit with Class "B" Native Wine Permit and Sunday Sales

RECOMMENDATION: Council consideration and approval of these applications.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members
FROM: Mike Pogge-Weaver, City Manager 
DATE: April 22, 2020
SUBJECT: Engagement Agreement with Ahlers & Cooney, P.C.
Review of MidAmerican Energy Franchise Agreement

City staff has completed an initial review of the Franchise Agreement proposed by MidAmerican Energy. Since this is a long-term agreement with MidAmerican Energy, staff would like to have it reviewed by Ahlers & Cooney, P.C. who have worked on and completed a number of MidAmerican Energy Franchise Agreements for cities in Iowa. The intent of the review is for Ahlers & Cooney to note any areas of concern and suggest changes they would make in the best interest of the City. The proposal calls for the work to be completed at a rate of \$240 per hour. Once Ahlers & Cooney's review is completed it is staff's intention for the City to work directly with MidAmerican to negotiate the final Franchise Agreement.

RECOMMENDATION: Consider a resolution approving an engagement agreement with Ahlers & Cooney, P.C. to review the MidAmerican Energy Franchise Agreement on behalf of the City of Carroll.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN ENGAGEMENT AGREEMENT WITH
AHLERS & COONEY, P.C. TO COMPLETE A REVIEW ON THE PROPOSED
MIDAMERICAN FRANCHISE AGREEMENT**

WHEREAS, the City of Carroll desires the services Ahlers & Cooney, P.C. to complete a review on the proposed MidAmerican Energy Franchise Agreement; and

WHEREAS, Ahlers & Cooney, P.C. requires an engagement agreement before providing this type of service.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll that the engagement agreement with Ahlers & Cooney, P.C. to review the MidAmerican Energy Franchise Agreement on behalf of the City of Carroll is approved and the Mayor is authorized to sign said engagement agreement on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 27th day of April, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



Ahlers & Cooney, P.C.
Attorneys at Law
100 Court Avenue, Suite 600
Des Moines, Iowa 50309-2231
Phone: 515-243-7611
Fax: 515-243-2149
www.ahlerslaw.com
Kristine Stone
515.246.0314
kstone@ahlerslaw.com

April 21, 2020

VIA EMAIL mpoggeweaver@cityofcarroll.com

Mike Pogge-Weaver
City Manager
City of Carroll
627 N. Adams St.
Carroll, IA 51401

RE: Engagement Agreement – MidAmerican Energy Franchise Agreement

Dear Mike:

The purpose of this engagement letter is to confirm the terms of our Firm’s engagement and to explain our billing practices. Upon the City’s acceptance, this letter will serve as a memorandum of the terms of the engagement of this Firm to serve as counsel for the City of Carroll in the above referenced matter. The legal services to be provided include advising the City and preparing the necessary agreements and proceedings to approve a franchise agreement with MidAmerican Energy.

We are pleased to undertake this representation. The fees charged by the Firm for this representation will be based on the current hourly rate of the person performing the service at the time services are performed. The Firm's billing rates are reviewed, and sometimes revised, annually in January. I will be primarily responsible for this matter. My current rate is \$240 per hour. Out-of-pocket expenses including, but not limited to, photocopying expenses, would be in addition to the hourly charges and will also be billed separately on our statements. We will forward itemized statements of services rendered on a monthly basis to your attention. If payment is not rendered in a timely fashion, the Firm reserves the right to immediately terminate its representation.

Please indicate your approval and acceptance of the above referenced terms and conditions of our engagement by signing, dating, and returning a copy of this letter to me. Should you have any questions or concerns about our proposed terms and conditions, please do not hesitate to contact me.

APPROVAL

Please carefully review the terms and conditions of this Agreement. If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by the

April 21, 2020
Page 2

City of Carroll, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City of Carroll and we look forward to working with you.

Sincerely,

AHLERS & COONEY, P.C.

By *Kristine Stone*

Kristine Stone

Accepted and approved on behalf of the City Council*

By: _____
Title: Mayor

Dated: _____

*Authorized by Resolution \ Motion _____ approved on _____, 2020.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*

FROM: Laura A. Schaefer, Finance Director/City Clerk *las*

DATE: April 23, 2020

SUBJECT: FY 2021 Health Insurance Renewal

The City's health insurance coverage, Wellmark Blue Access HMO, has a renewal date of July 1, 2020. The City works with a health insurance consultant from West Des Moines, Benefit Source, Inc. (BSI). Debbie Dean, BSI representative, is scheduled to present information to the Council via telephone at the Council meeting to discuss this matter further.

Since it is generally less expensive to pay a portion of the claim expense than to pay an insurance company to insure all of the claim exposure, the city began purchasing a higher deductible plan and initiated a health insurance internal service fund to help pay for the buy down/risk of medical expenses that may occur in any year. Over the years, the city has changed plan designs that slowly increased the deductible to where we are today: \$5,000 deductible per single plan (\$10,000 family) with a \$7,150 single out-of-pocket maximum (\$14,300 family). When the FY 2021 budget was prepared, it was re-estimated that this reserve fund balance would be approximately \$915,950 on June 30, 2020. Now it is anticipated that this reserve fund balance will be approximately \$951,000 (based upon activity through April 30, 2020). The June 30, 2020 balance will be largely determined by the amount of partial self-funding claims that are paid during the remainder of the fiscal year.

If the City chooses to stay with the current \$5,000 deductible health insurance plan, Wellmark is quoting an increase to the health insurance premiums of 2.02% but BSI is recommending a slight change to our plan design for FY 2021. The recommendation is to increase the deductible from \$5,000 to \$7,000 per single plan (\$14,000 family) with a \$7,900 single out-of-pocket maximum (\$15,800 family). This change would basically keep the health insurance premiums the same as the prior year with a slight increase in additional exposure which would allow the City to keep the COBRA rate about the same.

The approved FY 2021 budget was prepared to continue the health insurance internal service fund assuming an increase of 3.25% to the COBRA rate and an increase of 15% for the health insurance premiums. With the proposed plan design change that maintains the health insurance premiums about the same as last year, City staff would recommend no change to the COBRA rate for the Blue Access plan.

The unknown each year is the dollar amount of claims that will be reimbursed. If the claims continue to be similar to past years, the fund will remain strong.

RECOMMENDATION: Council review and approval of the attached resolution entering into a contract with Wellmark for health insurance benefits with a deductible of \$7,000 single/\$14,000 family and out-of-pocket maximum to \$7,900 single/\$15,800 family.

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONTRACT WITH WELLMARK FOR GROUP HEALTH INSURANCE COVERAGE AND SETTING COBRA RATES FOR FY 2021

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be reduced to writing and approved by the City Council by resolution; and

WHEREAS, it is determined that the approval of a contract with Wellmark effective July 1, 2020 to June 30, 2021 for group health insurance coverage is in the best interest of the City of Carroll, Iowa; and

NOW, THEREFORE, BE IT RESOLVED that a contract with Wellmark for group health insurance coverage, be authorized and approved, and that the Group Administrator is authorized to execute the contract on behalf of the City of Carroll and set the Blue Access Plan COBRA rates at \$499.28/month for a single health insurance plan and \$1,097.71/month for a family health insurance plan and the Alliance Select COBRA rates at \$576.13/month for a single health insurance plan and \$1,387.83/month for a family health insurance plan.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 27th day of April, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSP-W*
FROM: Laura A. Schaefer, Finance Director/City Clerk *las*
DATE: April 21, 2020
SUBJECT: FY 2019/2020 Budget Amendment #1
1. Public Hearing
2. City Budget Amendment and Certification Resolution

As required by the Iowa Code 384.18, the Notice of Public Hearing was published in the Carroll Times Herald on Friday, April 17, 2020.

Attached please find a summary of all items to be amended and a resolution approving the amendment.

RECOMMENDATION: After public hearing, Council consideration and approval of FY 2019/2020 Budget Amendment #1.

BUDGET AMENDMENT #1 FY 19/20

GENERAL FUND AMENDMENTS

Airport - Air Methods improvements	(44,200)
Airport - Air Methods contribution	11,500
Airport - Air Methods rent	6,750
Emerald Ash Borer	(143,775)
Parks utility tractor	(13,350)
Rec Center HVAC Upgrades	(50,000)
Courthouse Access Study	(2,625)
Central Bus District Sidewalk Repairs	(11,500)
Property taxes	(16,500)
Rec Center Bldg Planning	(21,600)
224 N Main Cleanup	(50,000)
Transfer to CP-Housing	(5,000)
Transfer to CP-Airport	(48,086)
Transfer from UR Downtown	50,000
Transfer from Employee Benefit	16,504
Transfer from Water Utility Fund-Ins	572

7/1/2019 General Fund Balance	\$ 3,834,858
Estimated Revenues	7,789,109
Estimated Expenses	8,674,955
6/30/2020 Projected Balance	\$ 2,949,012

Note: The above budget amendment includes expenses for items of projects that were started in FY 2020 or earlier and have been or are expected to be completed in current FY 2020. These items were all accounted for in the FY 2020 re-estimated amounts when the FY 2021 budget was prepared.

EMPLOYEE BENEFIT SR FUND

Transfer to General Fund	(16,504)
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LOCAL OPTION SALES TAX FUND

Rec Center Building Improvements	(60,000)
Southside Shelterhouse Improvements	(10,000)
Small Business Relief Program	(100,000)

DOWNTOWN UR FUND

Revitalization	(120,000)
Transfer to General Fund	(50,000)
Transfer to Water Utility Fund	(109,000)

ASHWOOD UR FUND

Transfer to Debt Service Fund	(2,714)
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DEBT SERVICE FUND

2020A Debt Payment	(2,887)
Transfer from Ashwood UR Plan	2,714

C.P. AIRPORT

Transfer from General Fund	48,086
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C.P. - HOUSING

Transfer from General Fund	5,000
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WATER UTILITY FUND

Transfer from Downtown UR - Debt pmt	109,000
Transfer to Water Utility Cap Imp Fund	(145,000)
Transfer to General Fund	(572)

WATER UTILITY CAP IMP FUND

Watermain Replace - 2020 Project	(86,500)
Tower Improvements Project	(114,245)
Well Construction	(50,800)
Transfer from Water Utility Fund	145,000

SEWER UTILITY FUND

Sewer Cleaner	(351,000)
Rate Review/Copper Analysis	(27,600)
Transfer to Sewer Utility Cap. Imp. Fund	(293,970)

SEWER UTILITY CAP. IMP.

WWTP Disinfection Improvements	(269,600)
Transfer from Sewer Utility Fund	293,970

STORM WATER CAP. IMP. FUND

Streambed Stabilization Project	(10,000)
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14-116

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2020 - AMENDMENT #1

To the Auditor of CARROLL County, Iowa:

The City Council of Carroll in said County/Counties met on 4/27/2020, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. 20-

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2020
(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of Carroll

Section 1. Following notice published 4/17/2020

and the public hearing held, 4/27/2020 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1 6,022,902	0	6,022,902
Less: Uncollected Property Taxes-Levy Year	2 0	0	0
Net Current Property Taxes	3 6,022,902	0	6,022,902
Delinquent Property Taxes	4 0	0	0
TIF Revenues	5 993,156	0	993,156
Other City Taxes	6 1,979,376	0	1,979,376
Licenses & Permits	7 88,400	0	88,400
Use of Money and Property	8 223,805	6,750	230,555
Intergovernmental	9 1,779,834	0	1,779,834
Charges for Services	10 5,590,845	0	5,590,845
Special Assessments	11 0	0	0
Miscellaneous	12 1,360,525	11,500	1,372,025
Other Financing Sources	13 1,484,000	0	1,484,000
Transfers In	14 7,791,777	670,846	8,462,623
Total Revenues and Other Sources	15 27,314,620	689,096	28,003,716
Expenditures & Other Financing Uses			
Public Safety	16 2,450,189	0	2,450,189
Public Works	17 2,274,222	44,200	2,318,422
Health and Social Services	18 121,895	0	121,895
Culture and Recreation	19 3,428,698	277,125	3,705,823
Community and Economic Development	20 198,400	134,125	332,525
General Government	21 1,160,081	188,100	1,348,181
Debt Service	22 1,329,477	2,887	1,332,364
Capital Projects	23 7,647,496	0	7,647,496
Total Government Activities Expenditures	24 18,610,458	646,437	19,256,895
Business Type / Enterprises	25 5,255,009	909,745	6,164,754
Total Gov Activities & Business Expenditures	26 23,865,467	1,556,182	25,421,649
Transfers Out	27 7,791,777	670,846	8,462,623
Total Expenditures/Transfers Out	28 31,657,244	2,227,028	33,884,272
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29 -4,342,624	-1,537,932	-5,880,556
Beginning Fund Balance July 1	30 19,223,560	4,389,269	23,612,829
Ending Fund Balance June 30	31 14,880,936	2,851,337	17,732,273

Passed this 27 day of April, 2020
(Day) (Month/Year)

Signature

City Clerk/Finance Officer

Signature

Mayor

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*

FROM: Randall M. Krauel, Director of Public Works *RMK*

DATE: April 22, 2020

SUBJECT: Water Storage Tower Rehabilitation - 2019
• Professional Services Agreement Amendment No. 3

In conjunction with Change Order No. 2 to the Water Storage Tower Rehabilitation project, a proposed Amendment No. 3 to the Professional Services Agreement with JEO Consulting Group, Inc. has been prepared and attached. The Amendment includes the additional professional services required to administer and review the project through the July 31 completion date established in Change Order No. 2.

The services and fees are detailed in the Amendment and summarized as follows:

Project Management	\$600.00 Lump Sum
Construction Administration	\$2,400.00 Lump Sum
Resident Project Representation	\$4,000.00 Hourly NTE
NACE Coating Inspections	<u>\$52,300.00</u> Hourly NTE
Total	\$59,300.00 Estimated

The effect of proposed Amendment No.3 on the Agreement is as follows:

Original Agreement (02-11-19)	\$29,400.00
Amendment No. 1 (08-12-19)	\$89,500.00
Amendment No. 2 (10-14-19)	\$ 4,800.00
Proposed Amendment No. 3	<u>\$59,300.00</u>
Total	\$183,000.00

With the proposed Amendment No. 3, the total project cost is estimated as follows:

Professional Services

Original Contract	\$29,400.00
Amendments No. 1-3	<u>\$153,600.00</u>
Subtotal	\$183,000.00

Water Storage Tower Rehabilitation – 2019
Professional Services Agreement Amendment No. 3
April 22, 2020
Page 2

Construction Contract

Original Contract	\$543,700.00
Change Orders No. 1-2	<u>\$53,200.00</u>

Subtotal	<u>\$596,900.00</u>
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Total	\$779,900.00
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Funding for the project is currently estimated as follows:

Water Utility Fund

F.Y. 18-19	\$60,000.00
F.Y. 19-20 Re-estimate	<u>\$665,600.00</u>

Subtotal	\$725,600.00
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U.S. Cellular Reimbursement

Railing Modification – Design	\$4,800.00
Railing Modification – Construction	<u>\$48,200.00</u>

Subtotal	\$53,000.00
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JEO Consulting Group, Inc.	<u>\$5,000.00</u>
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Total	\$783,600.00
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RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution approving Amendment No. 3 to the Professional Services Agreement with JEO Consulting Group, Inc. for the Water Storage Tower Rehabilitation – 2019 project.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION APPROVING AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH JEO CONSULTING GROUP, INC. FOR THE WATER STORAGE TOWER REHABILITATION – 2019 PROJECT.

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be approved by the City Council; and,

WHEREAS, an Amendment No. 3 to the Professional Services Agreement for the continuation of construction services related to the Water Storage Tower Rehabilitation – 2019 project has been prepared with JEO Consulting Group, Inc.; and,

WHEREAS, the City Council has determined that Amendment No. 3 to the Professional Services Agreement is in the best interests of the City and residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that Amendment No. 3 to the Professional Services Agreement with JEO Consulting Group, Inc. for the Water Storage Tower Rehabilitation – 2019 project is approved and the Mayor is authorized to execute the Amendment on behalf of the City.

Passed and approved by the Carroll City Council this 27th day of April, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 3**

The Effective Date of this Amendment is: _____.

ARTICLE 1 – BACKGROUND DATA

Effective Date of Owner-Engineer Agreement: February 11, 2019
Owner: City of Carroll, Iowa
Project: Water Storage Tower Rehabilitation – 2019
JEO Project #: 190111.00

ARTICLE 2 – NATURE OF AMENDMENT

- Additional Services to be performed by Engineer
- Modifications to services of Engineer
- Modifications of payment to Engineer

ARTICLE 3 – DESCRIPTION OF MODIFICATIONS

Perform engineering services related to the construction administration and on-site inspection services. Refer to the attached Exhibit A for detailed scope of services.

ARTICLE 4 – AGREEMENT SUMMARY

Original agreement amount:	\$	29,400
Net change for prior amendments:	\$	94,300
<u>This amendment amount:</u>	<u>\$</u>	<u>59,300</u>
Total Adjusted Agreement amount:	\$	183,000

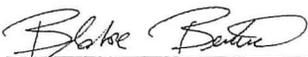
The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit B.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: City of Carroll, Iowa

ENGINEER: JEO Consulting Group, Inc.

By: _____
Print
name: Dr. Eric Jensen

By: 
Print
name: Blake Birkel, PE

Title: Mayor

Title: Project Manager

Date Signed: _____

Date Signed: 4/8/2020

PROJECT DESCRIPTION:

The water storage tank rehabilitation project was not able to be completed last Fall and is expected to resume construction this Spring. The purpose of this amendment is to extend the construction administration and onsite inspection of the contractor's work on the project (including the services of a NACE Certified coatings inspector). The Contractor's proposed schedule to finish the project indicates approximately 10 more weeks of construction beginning in late April 2020.

BASIC SCOPE OF SERVICES**PROJECT MANAGEMENT:**

- A. Provide project management oversight over all facets and phases of the project. Project management shall include the following services:
 - a. Coordination of design disciplines including facilitating communication and transfer of documents between disciplines to minimize errors in the plans and specifications as well as ensure a timely project design.
 - b. Provide timely and coordinated communication to and from the Owner for requests for information, providing progress updates, scheduling meetings, and receiving and providing feedback.
 - c. Provide oversight, monitor staff, and ensure proper staffing levels are maintained to ensure scope of services and schedule are met.
 - d. Review billed hours by design team and prepare invoice statements for Owner.

CONSTRUCTION ADMINISTRATION:

- C. Provide interpretation of Plans and Specifications, as necessary.
- D. Review and process Contractor's monthly payment applications and change orders (if necessary) and provide to Owner for review and approval.
- E. Schedule and conduct progress meetings with Owner and Contractor onsite. *It is assumed that there will be a total of two (2) additional progress meetings.*

RESIDENT PROJECT REPRESENTATION (RPR):

- A. The Resident Project Representation (RPR) will be provided on a part-time basis during the construction phase of the project. The RPR inspector will assist the Engineer with the following tasks:
 - a. Review the progress schedules, approved shop-drawing submittals and Contractor's schedule of values.
 - b. Conduct on-site observations of the Contractor's work and report their progress to the Engineer.
 - c. Communicate with the Engineer regarding suggestions and recommendations made by the Contractor.
 - d. Consult with the Engineer regarding scheduling inspections, tests, and system start-ups, and accompany visiting inspectors and technicians during said events.
 - e. Maintain reports of inspections, progress and other pertinent construction data and questions during the construction phase.
 - f. Review payment applications from the Contractor for compliance with the established procedures.

NACE COATING INSPECTIONS:

- A. A certified NACE coating inspector will be provided on a full-time basis during the surface preparation and coating applications for both interior and exterior of the water storage tower. The NACE Coating inspector will assist the Engineer/RPR with the following tasks:
- a. Review and provide comment on the Contractor's shop drawing submittals related to containment rigging and coatings materials.
 - b. Attend in-person and participate in monthly progress meetings.
 - c. Monitor and approval of the structural repairs and modifications to the tank for conformance with specifications.
 - d. Inspection of abrasive blasting media and equipment in conformance with the specifications and to prevent contamination of surfaces during surface preparation work.
 - e. Monitor the paint removal and disposal processes for conformance with the specifications and applicable environmental regulations.
 - f. Approve surface preparation samples.
 - g. Monitor the Contractor's mixing and application of coatings for conformance with the specifications and manufacturer's recommendations.
 - h. Submit daily and weekly inspection reports.
 - i. Coordinate and review TLCP testing for conformance with specifications and environmental regulations.

ADDITIONAL MEETINGS INCLUDED WITHIN SCOPE OF SERVICES:

- A. Construction Administration/RPR/NACE Coatings Inspections:
 1. Monthly Progress Meeting (2 additional meetings)

ADDITIONAL SERVICES, NOT INCLUDED:

- A. SWPPP Inspections and Reporting
 B. Preparation of as-built drawings.
 C. Meetings not outlined in the scope of services.

ESTIMATED TIME FRAME:

- A. Project Management – through July 2020
 B. Construction Administration Phase – through July 2020
 C. RPR Phase – through July 2020
 D. NACE Coating Inspections – estimated 10 more weeks of construction (60 hr/week)

ESTIMATED FEE BREAKDOWN:

A.	Project Management:	\$ 600 (lump sum)
B.	Construction Administration:	\$ 2,400 (lump sum)
C.	Resident Project Representation (RPR):	\$ 4,000 (hourly not-to-exceed)
D.	<u>NACE Coating Inspections:</u>	<u>\$ 52,300 (hourly not-to-exceed)</u>
	Total Fee:	\$ 59,300 (estimated)

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *WSP-w*

FROM: Randall M. Krauel, Director of Public Works *RMK*

DATE: April 22, 2020

SUBJECT: Water Supply Well Replacement - 2020

- Report of Proposal Opening
- Consideration of Award of Contract

On April 21, Proposals for the construction of the Water Supply Well Replacement project were received, opened and tabulated. One Proposal was received as follows:

Sargent Drilling \$568,790.00

A detailed Summary of Proposals Received is attached.

Sargent Drilling submitted a responsive Proposal and appears to be a responsible bidder. The Sargent Drilling Proposal exceeds the engineer's opinion of construction cost by \$62,210.00.

Based on the Proposal, the current project cost estimate is as follows:

Design	\$125,800.00
Construction	\$568,790.00
Total	\$694,590.00

Proposed funding for the project is as follows:

Water Utility Fund, F.Y. 19-20	\$ 75,000.00
Water Utility Fund, F.Y. 20-21	\$650,000.00
Total	\$725,000.00

The project schedule is anticipated as follows:

Bid/Contract Award Consideration	April 27, 2020
Construction Substantial Completion	180 days
Construction Final Completion	210 days

RECOMMENDATION: Mayor and City Council consideration of the Resolution awarding the contract for the Water Supply Well Replacement – 2020 project to Sargent Drilling at their bid price of \$568,790.00.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR THE WATER SUPPLY WELL REPLACEMENT – 2020 PROJECT.

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be approved by the City Council; and,

WHEREAS, the following proposal for the construction of public improvements described in general as the Water Distribution Main Replacements – 2020 and further described in the plans and specifications heretofore adopted by this Council is the lowest responsive, responsible proposal for said work as follows:

Contractor:	Sargent Drilling
Amount of Bid:	\$568,790.00
Portion of Project:	All Construction Work;

and,

WHEREAS, the City Council has determined that award of the construction contract is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the contract with Sargent Drilling for the construction of the Water Supply Well Replacement – 2020 project, is authorized and accepted, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City.

Passed and approved by the Carroll City Council this 27th day of April, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

CITY OF CARROLL

SUMMARY OF PROPOSALS RECEIVED

Project: **WATER SUPPLY WELL REPLACEMENT - 2020**

Date: **April 21, 2020**

Location: **City Hall**

Sheet No. 1 of 1

ITEM NO.	REFERENCE NUMBER	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE		Charles Sargent Irrigation, Inc. d/b/a Sargent Drilling 2016 Industrial Park Rd. Carroll, IA 51401		PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT						
1	5010-108-A-1	Watermain, Trenched, PVC (DR14), 8-inch	58.00	LF	\$75.00	\$4,350.00	\$164.00	\$9,512.00						
2	5010-108-C-1	Fitting, Plug, MJ, 8-inch	1.00	EA	\$500.00	\$500.00	\$1,014.00	\$1,014.00						
3	5010-108-C-1	Fitting, 22.5° MJ Bend, 8-inch	2.00	EA	\$400.00	\$800.00	\$1,512.00	\$3,024.00						
4	5010-108-C-1	Fitting, Plug, MJ, 16-inch	2.00	EA	\$650.00	\$1,300.00	\$3,214.00	\$6,428.00						
5	5010-108-C-1	Fitting, Sleeve, MJ, 16-inch	2.00	EA	\$450.00	\$900.00	\$2,766.00	\$5,532.00						
6	5010-108-C-1	Fitting, Tee, MJ, 16-inch	1.00	EA	\$1,200.00	\$1,200.00	\$3,010.00	\$3,010.00						
7	5010-108-D-0	Water Service Stub, Polyethylene (Class 200), 1-inch	151.00	LF	\$25.00	\$3,775.00	\$9.00	\$1,359.00						
8	5020-108-A-0	Valve, Gate Valve, 8-inch	1.00	EA	\$1,600.00	\$1,600.00	\$1,852.00	\$1,852.00						
9	2010-108-E	Excavation (Fill), Class 10	260.00	CY	\$30.00	\$7,800.00	\$86.00	\$22,360.00						
10	2010-108-G	Subgrade Preparation	1,300.00	SY	\$10.00	\$13,000.00	\$6.50	\$8,450.00						
11	33 21 00-108-A	36" Drilled Hole	87.00	VF	\$90.00	\$7,830.00	\$209.00	\$18,183.00						
12	33 21 00-108-A	24" Steel Conductor Casing	87.00	VF	\$125.00	\$10,875.00	\$155.00	\$13,485.00						
13	33 21 00-108-A	Grout 36" Drill Hole	1.00	EA	\$10,000.00	\$10,000.00	\$15,616.00	\$15,616.00						
14	33 21 00-108-A	24" Drilled Hole	193.00	VF	\$120.00	\$23,160.00	\$66.00	\$12,738.00						
15	33 21 00-108-A	14" Stainless Steel Screen	77.00	VF	\$190.00	\$14,630.00	\$244.00	\$18,788.00						
16	33 21 00-108-A	14" Steel Casing	116.00	VF	\$60.00	\$6,960.00	\$81.00	\$9,396.00						
17	33 21 00-108-A	Gravel Pack	1.00	LS	\$2,500.00	\$2,500.00	\$4,118.00	\$4,118.00						
18	33 21 00-108-A	Grout 24" Drill Hole, Develop, & Disinfect Well	1.00	EA	\$12,000.00	\$12,000.00	\$18,145.00	\$18,145.00						
19	33 21 00-108-A	Step Drawdown & Rate Test	1.00	EA	\$6,000.00	\$6,000.00	\$8,748.00	\$8,748.00						
20	33 21 00-108-A	Plumbness & Alignment Test	1.00	EA	\$2,500.00	\$2,500.00	\$1,250.00	\$1,250.00						
21	33 21 00-108-A	Water Chemical Analysis	1.00	EA	\$4,000.00	\$4,000.00	\$4,416.00	\$4,416.00						
22	43 21 50	Vertical Turbine Pump, Motor, & Column Pipe	1.00	EA	\$35,000.00	\$35,000.00	\$53,444.00	\$53,444.00						
23	01 10 00	Vertical Turbine Pump Discharge Piping & Valves	1.00	EA	\$25,000.00	\$25,000.00	\$19,107.00	\$19,107.00						
24	01 10 00	Well Building, Complete	1.00	LS	\$95,000.00	\$95,000.00	\$104,189.00	\$104,189.00						
25	26 00 00	Site Electrical	1.00	LS	\$65,000.00	\$65,000.00	\$64,335.00	\$64,335.00						
26	33 09 10	Telemetry & Controls	1.00	LS	\$40,000.00	\$40,000.00	\$46,812.00	\$46,812.00						
27	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	2.00	AC	\$1,500.00	\$3,000.00	\$4,500.00	\$9,000.00						
28	9040-108-E	Temporary RECP, Type 2D	1,300.00	SY	\$3.17	\$4,121.00	\$1.89	\$2,457.00						
29	9060-108-F-0	Temporary Fence, Zinc-Coated Fabric, 72-inches	300.00	LF	\$8.00	\$2,400.00	\$18.50	\$5,550.00						
30	9040-108-N-1	Silt Fence	600.00	LF	\$2.00	\$1,200.00	\$5.00	\$3,000.00						
31	9040-108-O-1	Stabilized Construction Entrance	25.00	TON	\$25.00	\$625.00	\$156.00	\$3,900.00						
32	1090-105-D	Mobilization	1.00	LS	\$50,000.00	\$50,000.00	\$56,845.00	\$56,845.00						
33	10,010-108-A	Demolition Work	1.00	LS	\$7,500.00	\$7,500.00	\$7,850.00	\$7,850.00						
34	10,010-108-B	Abandon Well	1.00	EA	\$2,500.00	\$2,500.00	\$4,877.00	\$4,877.00						
		Construction Subtotal - Base Bid				\$467,026.00								
		Contingency				\$39,554.00								
		Total Opinion of Construction Cost				\$506,580.00		\$568,790.00		\$0.00		\$0.00		
		AMOUNT OF PROPOSAL GUARANTEE				5% Minimum		5%		5%		5%		
		SURETY					Merchants Bonding Company (Mutual)							
		COMMENTS												

I hereby certify that the above is a true and correct summary of proposals received.

Project Manager _____

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*

FROM: Randall M. Krauel, Director of Public Works *RMK*

DATE: April 22, 2020

SUBJECT: Water Distribution Main Replacements - 2020

- Report of Proposal Opening
- Consideration of Award of Contract

On April 21, Proposals for the construction of the Water Distribution Main Replacements project were received, opened and tabulated. One Proposal was received as follows:

King Construction \$797,071.00

A detailed Summary of Proposals Received is attached.

King Construction submitted a responsive Proposal and appears to be a responsible bidder. The King Construction Proposal exceeds the engineer's opinion of construction cost by \$57,651.00.

Based on the Proposal, the current project cost estimate is as follows:

Design	\$136,500.00
Construction	<u>\$797,071.00</u>
Total	\$933,571.00

Proposed funding for the project is as follows:

Water Utility Fund, F.Y. 19-20 Re-estimate	\$ 136,500.00
Water Utility Fund, F.Y. 20-21	<u>\$1,000,000.00</u>
Total	\$1,136,500.00

The project schedule is anticipated as follows:

Bid/Contract Award Consideration	April 27, 2020
Construction Substantial Completion	180 days
Construction Final Completion	210 days

RECOMMENDATION: Mayor and City Council consideration of the Resolution awarding the contract for the Water Distribution Main Replacements – 2020 project to King Construction at their bid price of \$797,071.00.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR THE WATER DISTRIBUTION MAIN REPLACEMENTS – 2020 PROJECT.

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be approved by the City Council; and,

WHEREAS, the following proposal for the construction of public improvements described in general as the Water Distribution Main Replacements – 2020 and further described in the plans and specifications heretofore adopted by this Council is the lowest responsive, responsible proposal for said work as follows:

Contractor:	King Construction
Amount of Bid:	\$797,071.00
Portion of Project:	All Construction Work;

and,

WHEREAS, the City Council has determined that award of the construction contract is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the contract with King Construction for the construction of the Water Distribution Main Replacements – 2020 project, is authorized and accepted, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City.

Passed and approved by the Carroll City Council this 27th day of April, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

CITY OF CARROLL

SUMMARY OF PROPOSALS RECEIVED

Project: **WATER DISTRIBUTION MAIN REPLACEMENTS - 2020**
 Date: **April 21, 2020**
 Location: **City Hall**

Sheet No. 1 of 2

ITEM NO.	REFERENCE NUMBER	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE		King Contracting d/b/a King Construction P.O. Box 369 Wall Lake, IA 51466		PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT						
1	5010-108-A-1	Watermain, Trenched, PVC (DR14), 6-inch	95.00	LF	\$50.00	\$4,750.00	\$97.00	\$9,215.00						
2	5010-108-A-1	Watermain, Trenched, PVC (DR14), 8-inch	2,838.00	LF	\$60.00	\$170,280.00	\$90.00	\$255,420.00						
3	5010-108-A-2	Watermain, Trenchless, PVC (DR14), 8-inch	246.00	LF	\$100.00	\$24,600.00	\$96.00	\$23,616.00						
4	5010-108-A-2	Watermain, Trenchless, PVC (DR14), 6-inch	333.00	LF	\$80.00	\$26,640.00	\$90.00	\$29,970.00						
5	5010-108-C-1	Fitting, 90° Bend, 8-inch	2.00	EA	\$800.00	\$1,600.00	\$950.00	\$1,900.00						
6	5010-108-C-1	Fitting, 45° Bend, 8-inch	10.00	EA	\$800.00	\$8,000.00	\$950.00	\$9,500.00						
7	5010-108-C-1	Fitting, 22.5° Bend, 8-inch	5.00	EA	\$600.00	\$3,000.00	\$950.00	\$4,750.00						
8	5010-108-C-1	Fitting, 11.25° Bend, 8-inch	2.00	EA	\$600.00	\$1,200.00	\$950.00	\$1,900.00						
9	5010-108-C-1	Fitting, Cap, 2-inch	3.00	EA	\$100.00	\$300.00	\$500.00	\$1,500.00						
10	5010-108-C-1	Fitting, Cap, 4-inch	2.00	EA	\$200.00	\$400.00	\$600.00	\$1,200.00						
11	5010-108-C-1	Fitting, Cap, 6-inch	1.00	EA	\$500.00	\$500.00	\$600.00	\$600.00						
12	5010-108-C-1	Fitting, Plug, 6-inch	2.00	EA	\$500.00	\$1,000.00	\$600.00	\$1,200.00						
13	5010-108-C-1	Fitting, Tee, 8-inch x 8-inch x 8-inch	2.00	EA	\$1,000.00	\$2,000.00	\$1,400.00	\$2,800.00						
14	5010-108-C-1	Fitting, Tee, 6-inch x 6-inch x 6-inch	2.00	EA	\$1,000.00	\$2,000.00	\$1,300.00	\$2,600.00						
15	5010-108-C-1	Fitting, Tee, 10-inch x 8-inch x 10-inch	1.00	EA	\$1,000.00	\$1,000.00	\$1,600.00	\$1,600.00						
16	5010-108-C-1	Fitting, Tee, 10-inch x 10-inch x 10-inch	1.00	EA	\$1,200.00	\$1,200.00	\$1,650.00	\$1,650.00						
17	5010-108-C-1	Fitting, Tapping Tee, 12-inch x 8-inch x 12-inch	1.00	EA	\$1,200.00	\$1,200.00	\$4,400.00	\$4,400.00						
18	5010-108-C-1	Fitting, Reducer, MJ x PE, 8-inch x 6-inch	5.00	EA	\$350.00	\$1,750.00	\$900.00	\$4,500.00						
19	5010-108-C-1	Fitting, Reducer, MJ x PE, 10-inch x 8-inch	1.00	EA	\$550.00	\$550.00	\$1,000.00	\$1,000.00						
20	5010-108-C-1	Fitting, Sleeve, 4-inch	5.00	EA	\$500.00	\$2,500.00	\$900.00	\$4,500.00						
21	5010-108-C-1	Fitting, Sleeve, 6-inch	9.00	EA	\$600.00	\$5,400.00	\$1,000.00	\$9,000.00						
22	5010-108-C-1	Fitting, Sleeve, 8-inch	5.00	EA	\$700.00	\$3,500.00	\$1,100.00	\$5,500.00						
23	5010-108-C-1	Fitting, Sleeve, 10-inch	2.00	EA	\$800.00	\$1,600.00	\$1,500.00	\$3,000.00						
24	5010-108-C-1	Fitting, Foster Adapter, 8-inch	4.00	EA	\$200.00	\$800.00	\$2,600.00	\$10,400.00						
25	5020-108-A-0	Valve, Gate Valve, 8-inch	10.00	EA	\$2,000.00	\$20,000.00	\$2,700.00	\$27,000.00						
26	5020-108-C-0	Fire Hydrant Assembly, 6-inch	6.00	EA	\$5,500.00	\$33,000.00	\$7,200.00	\$43,200.00						
27	5010-108-D-0	Water Service Smb, Copper Type K, 3/4-inch	1,575.00	LF	\$100.00	\$157,500.00	\$68.50	\$107,887.50						
28	5020-108-K	Valve Box Removal	44.00	EA	\$400.00	\$17,600.00	\$600.00	\$26,400.00						
29	7030-108-A-0	Removal of Sidewalk	171.00	SY	\$10.00	\$1,710.00	\$18.00	\$3,078.00						
30	7030-108-A-0	Removal of Driveway	754.00	SY	\$10.00	\$7,540.00	\$18.00	\$13,572.00						
31	7040-108-H-0	Removal of Street Pavement	260.00	SY	\$14.00	\$3,640.00	\$19.00	\$4,940.00						
32	4020-108-D	Removal of Storm Sewer	20.00	LF	\$100.00	\$2,000.00	\$60.00	\$1,200.00						
33	7030-108-E-0	Sidewalk, PCC, 6-inch	195.00	SY	\$85.00	\$16,575.00	\$93.00	\$18,135.00						
34	7030-108-G-0	Detectable Warnings	26.00	SF	\$35.00	\$910.00	\$6.00	\$156.00						
35	7030-108-H-1	Driveway, Paved, PCC, 6-inch	608.00	SY	\$98.00	\$59,584.00	\$70.00	\$42,560.00						
36	7030-108-H-2	Driveway, Granular	155.00	TONS	\$38.00	\$5,890.00	\$35.00	\$5,425.00						
37	7010-108-A-0	Street, Paved, PCC, 7-inch	222.00	SY	\$65.00	\$14,430.00	\$88.00	\$19,536.00						
Total						\$606,149.00	\$704,810.50	\$0.00	\$0.00					
AMOUNT OF PROPOSAL GUARANTEE						5% Minimum	5%	5%	5%					
SURETY							Merchants Bonding Company (Mutual)							
COMMENTS														
I hereby certify that the above is a true and correct summary of proposals received.														
Project Manager														

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager 

DATE: April 22, 2020

SUBJECT: 224 N Main St – Asbestos Removal

On January 30, 2020, bids for asbestos removal for property at 224 N Main St were received, opened and tabulated. Five bids were received. The bids are as follows:

ECCO Midwest	\$57,777.00
Site Services	\$66,450.00
Environmental Property Solutions	\$66,800.00
REW Services Corporation	\$90,728.00
Mid-Iowa Environmental Corp	\$205,300.00

A detailed summary of the bids received is attached.

The lowest responsive, responsible bid is from ECCO Midwest.

RECOMMENDATION: Mayor and City Council consideration of a resolution awarding a contract to ECCO Midwest for the removal of asbestos at property located at 224 N Main St in the amount of \$57,777.00.

attachments (2)

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF CONTRACT FOR ABATEMENT OF ASBESTOS AT
224 N MAIN ST

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA:

Section 1. That the following bid for abatement of asbestos at 224 N Main St is hereby accepted, the same being the lowest responsible bid for said work:

Contractor:	ECCO Midwest
Amount of Bid:	\$57,777.00
Portion of Project:	All

Section 2. That the Mayor and City Clerk are hereby authorized and directed to execute the contract awarded above for said public improvements.

Section 3. That said contract, bond and insurance coverage for said public improvements are hereby approved.

Passed and approved by the Carroll City Council this 27th day of April, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

FORM OF AGREEMENT BETWEEN CONTRACTOR AND OWNER

This AGREEMENT made the 30th day of January in the year Two Thousand and Twenty BY AND BETWEEN Ecco Midwest hereinafter called the contractor, and the City of Carroll, hereinafter called the owner.

WITNESSETH, that the contractor and the owner for the considerations hereinafter named agree as follows:

Article 1. Scope of Work - The contractor shall furnish all labor and materials required to perform, in a workman-like manner, all of the work shown on the drawings and/or described in the specifications titled:

SPECIFICATION FOR ASBESTOS REMOVAL

COMMERCIAL PROPERTY

224 NORTH MAIN STREET

CARROLL, IOWA 51401

TAR, SIDING, CAULK, LINOLEUM,
SUB-FLOOR, PIPE INSULATION, PIPE FITTING INSULATION,
FURNACE CEMENT, WATER HEATER WRAP, & DEBRIS

prepared by Impact7G, Inc. of Slater, Iowa, acting as and, in these contract documents entitled, Asbestos Consultant, and the contractor shall do everything required by this agreement, and the contract documents for the completion of the contract.

The undersigned contractor will take all steps necessary, within the scope of the services performed for the client, to defend, indemnify, and hold the client harmless from any fines, penalties, or causes of action to which the client is subjected by reason of the contractors noncompliance with existing regulations and patents.

Article 2. Commencement and Completion of Work - The work to be performed under this agreement shall begin within 30 days after the date of the signed contract and shall be completed within 60 days after the date of the signed contract.

Article 3. The Contract Sum - The owner shall pay the contractor for the performance of the contract, subject to additions and deductions provided therein, in current funds the NET CONTRACT SUM indicated below:

NET CONTRACT SUM \$57,777.00 (Fifty-Seven Thousand Seven Hundred and Seventy-Seven Dollars)

The NET CONTRACT SUM is based on the acceptance of the BASE BID as outlined in the scope of work section of the SPECIFICATION FOR ASBESTOS REMOVAL for 224 North Main Street, Carroll, IA.

FORM OF AGREEMENT BETWEEN CONTRACTOR AND OWNER (CONTINUED)

Article 4. Final Acceptance and Payment - Final payment of the contract will be made thirty (30) calendar days after fulfillment of all requirements of the contract documents and acceptance by the City of Carroll, provided no claims have been filed against payments due the contractor.

Article 5. The Contract Documents - This instrument, together with the document enumerated below, form the contract, and they are as fully a part of the contract as if hereto attached:

1. Advertisement for Bids
2. Addendum number(s) 1
3. Bid Form
4. Notice of Award
5. Contract Performance and Payment Bond
6. Specification for Asbestos Removal

Article 6. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. If arbitration is required, the losing side agrees to pay the attorney fees and costs, as related to the dispute, incurred by the winning side.

Article 7. The contractor hereby certifies that all asbestos abatement personnel to be used on this project are employees of the contractor. The contractor further agrees that no subcontractors will be used for the asbestos abatement portion of this project.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in two (2) original counterparts as of the day and year first above written.

Countersigned:

(Title)

SEAL (if any)

ECCO Midwest, Inc.

Contractor

967 33rd Avenue SW

Cedar Rapids, Iowa 52404

By: Jeff Dahl



Project Manager

(Title)

By: _____

(Title)



CARROLL VOLUNTEER FIRE DEPT.

801 N. BELLA VISTA DR.
CARROLL, IOWA 51401

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*

FROM: Greg Schreck, Fire Chief *GS*

DATE: April 21, 2020

SUBJECT: Scott Air Pack Purchase

With the arrival of the new fire truck expected in mid-May, I have determined the need to add two Scott X3 Pro 2018 Breathing Air Packs as part of the truck's unattached equipment. The cost of the two air packs will exceed \$10,000.00. As a result, and as required by policy #0501 of the City of Carroll Purchasing Policy, I solicited price quotes for the packs from three suppliers. The suppliers contacted were Feld Fire of Carroll, IA, Clarey's Safety Equipment of Rochester, MN and MES of Fremont, NE

I received notice from Clarey's Safety Equipment that Carroll is outside of their Scott Authorized Sales Area and they were not able to provide a price quote. I did not receive any response from MES after three attempts. Feld Fire of Carroll submitted a quote of \$5,220.00 per pack for a total cost of \$10,440.00. Funding source for the two packs will be from debt proceeds from the Fire Truck Replacement Project and will remain within budget.

RECOMMENDATION: Mayor and Council consideration and approval of the purchase of two Scott X3 Pro 2018 Breathing Air Packs from Feld Fire for the total price of \$10,440.00.

GLS

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MSP-w*

DATE: April 22, 2020

SUBJECT: Carroll Public Library
Certificate of Substantial Completion

The contractor, Badding Construction, has substantially completed the Carroll Public Library project. The work was completed on March 9, 2020.

Pursuant to Iowa Code Section 573.28, Badding Construction is requesting early release of retained funds. There is labor and materials yet to be provided on the project. Payment for labor and materials yet to be provided will be withheld from release pursuant to Section 573.28. The total amount of retainage to be withheld from early release is \$44,894.39 along with \$2,880.00 for labor and materials that is yet to be completed.

A site punch list of items to be completed or corrected will be prepared. The Certificate includes that the site punch list will be completed by September 5, 2020.

RECOMMENDATION: Mayor and City Council consideration and acceptance of the Certificate of Substantial Completion and approval of payment to Badding Construction in the amount of \$147,058.05 for the Carroll Public Library project.



DRAFT

AIA® Document G704™ - 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Carroll Public Library
118 5th Street
Carroll, Iowa 51401

CONTRACT INFORMATION:
Contract For: General Construction
Date: January 12, 2018

CERTIFICATE INFORMATION:
Certificate Number: 001
Date: April 23, 2020

OWNER: *(name and address)*
City of Carroll
627 North Adams
Carroll, Iowa 51401

ARCHITECT: *(name and address)*
OPN Architects, Inc.
100 Court Avenue
Suite 100
Des Moines, Iowa 50309

CONTRACTOR: *(name and address)*
Badding Construction
814 W 9th Street
Carroll, Iowa 51401

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Entire Project

OPN Architects, Inc.
ARCHITECT *(Firm Name)*

SIGNATURE

Joe Feldmann
PRINTED NAME AND TITLE

March 9, 2020
DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

N/A

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Punch List items are per OPN Architects, Inc. and Alvine Engineering. Outstanding Items List on March 16, 2020. Permanent Certificate of Occupancy was issued on March 9, 2020.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within N/A () days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$17,844.79

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

March 9, 2020

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Badding Construction
CONTRACTOR *(Firm Name)*

SIGNATURE

Tony Badding
PRINTED NAME AND TITLE

DATE

City of Carroll
OWNER *(Firm Name)*

SIGNATURE

Dr. Eric Jensen
PRINTED NAME AND TITLE

DATE

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User Notes:

(3B9ADA2B)

REQUEST FOR PAYMENT

From: Badding Construction Company
814 W. 9th Street
Carroll, IA 51401

To: City of Carroll
112 East Fifth Street
Carroll, IA 51401

Invoice: 60299007002262
Draw: 18056-019
Invoice date: 4/22/2020
Period ending date: 4/22/2020

Contract For:

Request for payment:

Original contract amount	\$4,539,436.00	
Approved changes	\$375,485.00	
Revised contract amount		\$4,914,921.00
Contract completed to date		\$4,912,041.00
Add-ons to date	\$0.00	
Taxes to date	\$0.00	
Less retainage	\$44,894.39	
Total completed less retainage		\$4,867,146.61
Less previous requests	\$4,720,088.56	
Current request for payment		\$147,058.05
Current billing		\$0.00
Current additional charges	\$0.00	
Current tax	\$0.00	
Less current retainage	-\$147,058.05	
Current amount due		\$147,058.05
Remaining contract to bill	\$47,774.39	

Project: 18-056
Carroll City Hall/Library

Contract date:

Architect:

Scope:

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner	394,366.00	-18,881.00
Total approved this Month		
TOTALS	394,366.00	-18,881.00
NET CHANGES by Change Order	375,485.00	

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the City of Carroll relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: Badding Construction Company

State Of Iowa

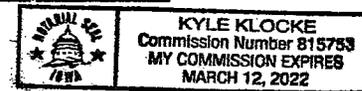
County Of Carroll

By: [Signature]

Subscribed and sworn to before me this 22 day of April, 2020

Date: 04-22-20

Notary Public [Signature]
My commission expires: 3/12/22



REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 2 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-001	CITY HALL								
00-002	General Conditions	101,210.00	101,210.00			101,210.00	100.00		
00-003	Demolition	81,270.00	81,270.00			81,270.00	100.00		
00-004	Structural Steel	32,110.00	32,110.00			32,110.00	100.00		
00-005	Metal Fabrication	2,430.00	2,430.00			2,430.00	100.00		
00-006	Rough Carpentry	10,330.00	10,330.00			10,330.00	100.00		
00-007	Finish Carpentry	57,200.00	57,200.00			57,200.00	100.00		
00-008	Elastomeric Roofing	6,880.00	6,880.00			6,880.00	100.00		
00-009	Joint Sealants	1,980.00	1,980.00			1,980.00	100.00		
00-010	Doors & Hardware	54,240.00	54,240.00			54,240.00	100.00		
00-011	Aluminum Storefront	6,480.00	6,480.00			6,480.00	100.00		
00-012	Aluminum Curtain Wall	19,680.00	19,680.00			19,680.00	100.00		
00-013	Glazing	21,460.00	21,460.00			21,460.00	100.00		
00-014	Metal Stud Framing	52,380.00	52,380.00			52,380.00	100.00		
00-015	Gypsum Board	35,720.00	35,720.00			35,720.00	100.00		
00-016	Tiling	34,800.00	34,800.00			34,800.00	100.00		
00-017	Acoustical Ceilings	27,510.00	27,510.00			27,510.00	100.00		
00-018	Resilient Flooring	11,900.00	11,900.00			11,900.00	100.00		
00-019	Tile Carpeting	22,070.00	22,070.00			22,070.00	100.00		
00-020	Exterior Painting	1,430.00	1,430.00			1,430.00	100.00		
00-021	Interior Painting	16,720.00	16,720.00			16,720.00	100.00		
00-022	Toilet Partitions	3,400.00	3,400.00			3,400.00	100.00		
00-023	Toilet Accessories	3,640.00	3,640.00			3,640.00	100.00		
00-024	Fire Protection Specialties	940.00	940.00			940.00	100.00		
00-025	Roller Shades	2,960.00	2,960.00			2,960.00	100.00		
00-026	Floor Mats	1,920.00	1,920.00			1,920.00	100.00		
00-027	Plumbing Insulation	15,670.00	15,670.00			15,670.00	100.00		
00-028	Domestic Water	28,030.00	28,030.00			28,030.00	100.00		
00-029	Waste & Vent	17,270.00	17,270.00			17,270.00	100.00		
00-030	Inside Storm Sewer	24,320.00	24,320.00			24,320.00	100.00		
00-031	Fixtures	19,520.00	19,520.00			19,520.00	100.00		
00-032	Demolition	24,340.00	24,340.00			24,340.00	100.00		
00-033	Test & Balance	4,610.00	4,610.00			4,610.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 3 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-034	Controls	19,120.00	19,120.00			19,120.00	100.00		
00-035	Gas Line	6,100.00	6,100.00			6,100.00	100.00		
00-036	Condensate Piping	4,200.00	4,200.00			4,200.00	100.00		
00-037	Refrigerant Lines	13,090.00	13,090.00			13,090.00	100.00		
00-038	Ductwork	34,030.00	34,030.00			34,030.00	100.00		
00-039	Diffusers & Registers	4,950.00	4,950.00			4,950.00	100.00		
00-040	HVAC Equipment	149,620.00	149,620.00			149,620.00	100.00		
00-041	Chimney Breaching	1,320.00	1,320.00			1,320.00	100.00		
00-042	Conduit & Fittings	48,530.00	48,530.00			48,530.00	100.00		
00-043	Panel & Gear	7,830.00	7,830.00			7,830.00	100.00		
00-044	Wire & Cable	18,060.00	18,060.00			18,060.00	100.00		
00-045	Fixtures	39,920.00	39,920.00			39,920.00	100.00		
00-046	Devices & Trim	20,320.00	20,320.00			20,320.00	100.00		
00-047	Fire Alarm	7,770.00	7,770.00			7,770.00	100.00		
00-048	Voice & Data	39,210.00	39,210.00			39,210.00	100.00		
00-049	Demo	10,400.00	10,400.00			10,400.00	100.00		
00-050	Plants	11,960.00	11,960.00			11,960.00	100.00		
00-051									
00-052									
00-053									
00-054									
00-055	LIBRARY								
00-056	General Conditions	172,830.00	172,830.00			172,830.00	100.00		4,320.75
00-057	Demolition	204,110.00	204,110.00			204,110.00	100.00		
00-058	Concrete Reinforcing	7,750.00	7,750.00			7,750.00	100.00		
00-059	Cast-in-Place Concrete	95,160.00	95,160.00			95,160.00	100.00		
00-060	Masonry	36,100.00	36,100.00			36,100.00	100.00		
00-061	Structural Steel	288,500.00	288,500.00			288,500.00	100.00		
00-062	Steel Joists & Decking	10,690.00	10,690.00			10,690.00	100.00		
00-063	Metal Fabrication	7,130.00	7,130.00			7,130.00	100.00		
00-064	Metal Stairs	1,780.00	1,780.00			1,780.00	100.00		
00-065	Rails	1,780.00	1,780.00			1,780.00	100.00		
00-066	Decorative Glass Rails	23,990.00	23,990.00			23,990.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 4 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-067	Decorative Formed Metal	7,260.00	7,260.00			7,260.00	100.00		
00-068	Rough Carpentry	33,550.00	33,550.00			33,550.00	100.00		
00-069	Finish Carpentry	72,670.00	72,670.00			72,670.00	100.00		
00-070	Fluid Applied Waterproofing	780.00	780.00			780.00	100.00		
00-071	Thermal Insulation	30,580.00	30,580.00			30,580.00	100.00		
00-072	Foamed-in-Place Insulation	16,120.00	16,120.00			16,120.00	100.00		
00-073	Weather Barrier	6,210.00	6,210.00			6,210.00	100.00		
00-074	Metal Wall Panels	53,220.00	53,220.00			53,220.00	100.00		
00-075	Elastomeric Roofing	39,030.00	39,030.00			39,030.00	100.00		
00-076	Sheet Metal Flashing & Trim	13,010.00	13,010.00			13,010.00	100.00		
00-077	Firestopping	1,690.00	1,690.00			1,690.00	100.00		
00-078	Joint Sealants	25,380.00	25,380.00			25,380.00	100.00		
00-079	Doors & Hardware	57,740.00	57,740.00			57,740.00	100.00		
00-080	Aluminum Storefront	26,460.00	26,460.00			26,460.00	100.00		1,323.00
00-081	Aluminum Curtain Wall	65,470.00	65,470.00			65,470.00	100.00		3,273.53
00-082	Glazing	79,290.00	79,290.00			79,290.00	100.00		3,964.52
00-083	Metal Stud Framing	115,360.00	115,360.00			115,360.00	100.00		
00-084	Gypsum Board	68,290.00	68,290.00			68,290.00	100.00		
00-085	Tiling	25,870.00	25,870.00			25,870.00	100.00		
00-086	Acoustical Ceilings	64,350.00	64,350.00			64,350.00	100.00		
00-087	Linear Acoustic Baffles	33,980.00	33,980.00			33,980.00	100.00		
00-088	Linear Wood Plank Ceilings	37,640.00	37,640.00			37,640.00	100.00		
00-089	Wood Flooring	17,200.00	17,200.00			17,200.00	100.00		
00-090	Resilient Flooring	22,080.00	22,080.00			22,080.00	100.00		
00-091	Terrazzo Flooring	42,160.00	42,160.00			42,160.00	100.00		2,108.00
00-092	Tile Carpeting	60,260.00	60,260.00			60,260.00	100.00		
00-093	Wall Coverings	3,890.00	3,890.00			3,890.00	100.00		
00-094	Exterior Painting	580.00						580.00	
00-095	Interior Painting	34,240.00	34,240.00			34,240.00	100.00		
00-096	Toilet Partitions	3,930.00	3,930.00			3,930.00	100.00		
00-097	Wall and Corner Guards	2,030.00	2,030.00			2,030.00	100.00		
00-098	Toilet Accessories	4,910.00	4,910.00			4,910.00	100.00		
00-099	Fire Protection Specialties	1,080.00	1,080.00			1,080.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 5 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-100	Book Depositories	8,510.00	8,510.00			8,510.00	100.00		
00-101	Roller Shades	4,830.00	4,830.00			4,830.00	100.00		
00-102	Floor Mats	960.00	960.00			960.00	100.00		
00-103	Passenger Elevator	69,880.00	69,880.00			69,880.00	100.00		
00-104	Fire Suppression	66,550.00	66,550.00			66,550.00	100.00		
00-105	Plumbing Insulation	26,260.00	26,260.00			26,260.00	100.00		
00-106	Concrete Removal & Replacer	17,030.00	17,030.00			17,030.00	100.00		
00-107	Domestic Water	31,390.00	31,390.00			31,390.00	100.00		
00-108	Inside Sanitary Sewer	31,540.00	31,540.00			31,540.00	100.00		
00-109	Waste & Vent	15,150.00	15,150.00			15,150.00	100.00		
00-110	Inside Storm Sewer	58,590.00	58,590.00			58,590.00	100.00		
00-111	Fixtures	27,730.00	27,730.00			27,730.00	100.00		
00-112	Demolition	40,490.00	40,490.00			40,490.00	100.00		1,012.25
00-113	Test & Balance	7,210.00	7,210.00			7,210.00	100.00		360.50
00-114	Controls	34,450.00	34,450.00			34,450.00	100.00		1,722.51
00-115	Gas Line	14,380.00	14,380.00			14,380.00	100.00		
00-116	Condensate Piping	9,240.00	9,240.00			9,240.00	100.00		
00-117	Refrigerant Lines	18,620.00	18,620.00			18,620.00	100.00		
00-118	Ductwork	67,930.00	67,930.00			67,930.00	100.00		
00-119	Diffusers & Registers	9,630.00	9,630.00			9,630.00	100.00		
00-120	HVAC Equipment	226,630.00	226,630.00			226,630.00	100.00		6,800.00
00-121	Conduit & Fittings	107,950.00	107,950.00			107,950.00	100.00		5,397.53
00-122	Panel & Gear	17,650.00	17,650.00			17,650.00	100.00		882.51
00-123	Wire & Cable	39,590.00	39,590.00			39,590.00	100.00		1,979.53
00-124	Fixtures	167,600.00	167,600.00			167,600.00	100.00		8,380.00
00-125	Devices & Trim	35,840.00	35,840.00			35,840.00	100.00		1,792.00
00-126	Fire Alarm	7,340.00	7,340.00			7,340.00	100.00		
00-127	Voice & Data	63,110.00	63,110.00			63,110.00	100.00		1,577.76
00-128	Temporary	1,590.00	1,590.00			1,590.00	100.00		
00-129	Demo	14,300.00	14,300.00			14,300.00	100.00		
00-130	Site Clearing	6,450.00	6,450.00			6,450.00	100.00		
00-131	Earthwork	6,990.00	6,990.00			6,990.00	100.00		
00-132	Micro Piles	101,060.00	101,060.00			101,060.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 6 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-133	FRP Reinforcing	46,920.00	46,920.00			46,920.00	100.00		
00-134	Concrete Paving	23,430.00	23,430.00			23,430.00	100.00		
00-135	Plants	2,300.00						2,300.00	
00-136	Change Order #01								
00-137	CR#05 - ITC#2 CH	22,095.00	22,095.00			22,095.00	100.00		
00-138	CR#11 -ITC#3 CH	6,992.00	6,992.00			6,992.00	100.00		
00-139	Change Order #02								
00-140	CR#03 (Column Modifications)	2,264.00	2,264.00			2,264.00	100.00		
00-141	CR#09 (Existing Mech Shafts)	2,132.00	2,132.00			2,132.00	100.00		
00-142	CR#14 (MidAmerican Energy)	6,887.00	6,887.00			6,887.00	100.00		
00-143	CR#15 (Wood Door Finish)	1,437.00	1,437.00			1,437.00	100.00		
00-144	CR#16 (Water Lines)	19,932.00	19,932.00			19,932.00	100.00		
00-145	CR#17 (Structural Braces)	2,993.00	2,993.00			2,993.00	100.00		
00-146	CR#18 (Surge Protection)	2,706.00	2,706.00			2,706.00	100.00		
00-147	CR#19 (Chamber Ceiling)	2,568.00	2,568.00			2,568.00	100.00		
00-148	CR#20 (Night Deposit)	830.00	830.00			830.00	100.00		
00-149	CR#21 (Door & Hardware)	5,025.00	5,025.00			5,025.00	100.00		
00-150	CR#22 (Helical Anchors)	7,995.00	7,995.00			7,995.00	100.00		
00-151	CR#27 (Pad Footing)	1,742.00	1,742.00			1,742.00	100.00		
00-152	CR#02 Vestibule 103 RFI6	1,819.00	1,819.00			1,819.00	100.00		
00-153	CR#23 Vault Slab and Floor Fi	4,384.00	4,384.00			4,384.00	100.00		
00-154	CR#24 Mothers Room & Fami	32,054.00	32,054.00			32,054.00	100.00		
00-155	CR#31 Networking, Sump Pur	19,383.00	19,383.00			19,383.00	100.00		
00-156	CR#33.0 Credit for Tax Charge	-130.00	-130.00			-130.00	100.00		
00-157	CR#33.1 Credit for Tax Charge	-579.00	-579.00			-579.00	100.00		
00-158	CR#35 Electrical Modifications	1,960.00	1,960.00			1,960.00	100.00		
00-159	CR#36 Framing Modications	407.00	407.00			407.00	100.00		
00-160	CR#40.0 Keyway Change PL	580.00	580.00			580.00	100.00		
00-161	CR#40.1 Keyway Change CH	737.00	737.00			737.00	100.00		
00-162	CR#43 Sign Demo, Relocate f	4,463.00	4,463.00			4,463.00	100.00		
00-163	CR#47 Water Main Modificatic	21,528.00	21,528.00			21,528.00	100.00		
00-164	Change Order #4								
00-165	CR #12 Flagpole and Electric	5,900.00	5,900.00			5,900.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 7 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-166	CR#28 Control Panel, Mortise	-643.00	-643.00			-643.00	100.00		
00-167	CR#37 Audio/Visual	6,951.00	6,951.00			6,951.00	100.00		
00-168	CR#38 AV, Council Desk, Bre:	7,762.00	7,762.00			7,762.00	100.00		
00-169	CR#39 Coutertop and Ceiling	-170.00	-170.00			-170.00	100.00		
00-170	CR#42 Basement Ductwork R	9,261.00	9,261.00			9,261.00	100.00		
00-171	CR#45 Millwork, Smoke Detec	6,381.00	6,381.00			6,381.00	100.00		
00-172	CR#46 Circulation Pump ITC#	-108.00	-108.00			-108.00	100.00		
00-173	CR#49 Flagpole Light CH	1,515.00	1,515.00			1,515.00	100.00		
00-174	CR#50 Flagpole Light PL	1,514.00	1,514.00			1,514.00	100.00		
00-175	Change Order #5								
00-176	CR#48 Card Access at 118B	2,539.00	2,539.00			2,539.00	100.00		
00-177	CR#51 Masonry Pier at CW3	1,549.00	1,549.00			1,549.00	100.00		
00-178	CR#52 Solid Surface Sills	1,629.00	1,629.00			1,629.00	100.00		
00-179	CR#54 Spazzer Bars at Librar	3,844.00	3,844.00			3,844.00	100.00		
00-180	CR#55 Add Back Mortise	910.00	910.00			910.00	100.00		
00-181	CR#58 Basement Ductwork C	-907.00	-907.00			-907.00	100.00		
00-182	CR#59 Council Chamber Ceili	665.00	665.00			665.00	100.00		
00-183	CR#61 Storm Drain ITC#14	7,051.00	7,051.00			7,051.00	100.00		
00-184	CR#62 Hardware Set #15 ITC	520.00	520.00			520.00	100.00		
00-185	Change Order #6								
00-186	CR#13 Overexcavation & Exis	29,189.00	29,189.00			29,189.00	100.00		
00-187	CR#30 Floor Leveling at Exsiti	695.00	695.00			695.00	100.00		
00-188	CR#53 Transfer Switch Feed	2,995.00	2,995.00			2,995.00	100.00		
00-189	CR#56 Roof West of E.7 Line	11,359.00	11,359.00			11,359.00	100.00		
00-190	CR#60 West Aluminum Doors	14,000.00	14,000.00			14,000.00	100.00		
00-191	CR#64 Storm Drain & Duct	2,341.00	2,341.00			2,341.00	100.00		
00-192	CR#67 Lighting for ITC#07	1,526.00	1,526.00			1,526.00	100.00		
00-193	CR#69 Demo West CSB Sign	1,162.00	1,162.00			1,162.00	100.00		
00-194	Change Order #7								
00-195	CR#34 West Wall of City Hall	40,262.00	40,262.00			40,262.00	100.00		
00-196	CR#57 East Stairs from Landi	19,738.00	19,738.00			19,738.00	100.00		
00-197	CR#66 Council Chamber Desl	1,622.00	1,622.00			1,622.00	100.00		
00-198	Correction to Item #145	-60.00	-60.00			-60.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 18-056 / Carroll City Hall/Library

Invoice: 60299007002262

Draw: 18056-019

Period Ending Date: 4/22/2020 Detail Page 8 of 8 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
00-199	Change Order #8								
00-200	CR#34 East Wall Final	5,726.00	5,726.00			5,726.00	100.00		
00-201	CR#68 Floor Fill at Vault	392.00	392.00			392.00	100.00		
00-202	CR#70 Replace Sink S-1	155.00	155.00			155.00	100.00		
00-203	Flooring at 133 & 134	583.00	583.00			583.00	100.00		
00-204	Ceiling Mounted Microphone	371.00	371.00			371.00	100.00		
00-205	Carpet at Stairs	334.00	334.00			334.00	100.00		
00-206	TAB at Media 131	482.00	482.00			482.00	100.00		
00-207	Change Order #9								
00-208	CR#71 Transfer Duct at Storage	141.00	141.00			141.00	100.00		
00-209	CR#77 Framing & Drywall to E	3,148.00	3,148.00			3,148.00	100.00		
00-210	CR#79 Cabinet Locks at Make	471.00	471.00			471.00	100.00		
00-211	CR#83 Ceramic Tile at Police	4,275.00	4,275.00			4,275.00	100.00		
00-212	CR#86 Replace Sink	98.00	98.00			98.00	100.00		
00-213	CR#87 Card Access at 104A C	-448.00	-448.00			-448.00	100.00		
00-214	CR#88 Atrium Lights	6,561.00	6,561.00			6,561.00	100.00		
00-215	Change Order #10								
00-216	CR#81 Interior Finishes ITC#2	455.00	455.00			455.00	100.00		
00-217	CR#82 Sheet Metal @ Window	9,000.00	9,000.00			9,000.00	100.00		
00-218	CR#84 Pressure Plate	562.00	562.00			562.00	100.00		
00-219	CR#90 Social Stair Bulkhead	1,118.00	1,118.00			1,118.00	100.00		
00-220	CR#91 Card Access	2,888.00	2,888.00			2,888.00	100.00		
00-221	Credit for Window Film	-1,250.00	-1,250.00			-1,250.00	100.00		
00-222	CR#93 Drywall Patch @ Cable	563.00	563.00			563.00	100.00		
Totals		4,914,921.00	4,912,041.00			4,912,041.00	99.94	2,880.00	44,894.39

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager *MPW*

DATE: April 22, 2020

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **April 20, 2020**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **April 13, 2020**
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **April 14, 2020**
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Carroll Public Library

April 20, 2020

The Carroll Board of Trustees met via tele-conference. Trustees present: Lisa Auen, Brenda Hogue, Thomas Parrish, Summer Parrott, Paul Reicks, Dale Schmidt, Carol Shields, Ralph von Qualen, and Director Rachel Van Erdewyk. Absent: Kyle Ulveling. Also present was City Manager Mike Pogge-Weaver.

Reicks called the meeting to order at 5:16. It was moved by Shields and seconded by Auen to approve the agenda. All voted aye. Absent: Ulveling. It was moved by Schmidt and seconded by von Qualen to approve the minutes of the March meeting. All voted aye. Absent: Ulveling. It was moved by Parrott and seconded by von Qualen to approve the corrected March 2020 invoices. All voted aye. Absent: Ulveling. It was moved by Schmidt and seconded by von Qualen to approve the current bills. All voted aye. Absent: Ulveling.

Director's Report: Children's programming started out with regular Story Time, Diane's Read-Aloud, Romp and Read, and outreach. Dr. Whoot visited Kuemper Preschool. Adult programming started out with Crafty Library Ladies and Book Club. Library closed to the public for the move on March 7th and due to COVID-19, has not reopened. Children's librarian, Diane Tracy, along with Adult librarian, Donna Evans, have implemented a Facebook Live read-aloud Monday through Friday. These have garnered 4,878 hits. She also implemented Carroll Critter Hunt on Facebook, and has had 334 hits with that. The library then implemented Curbside Pickup on Tuesdays and Thursdays, and have had 57 book pickups by patrons in March. Online checkouts have greatly increased due to the quarantine. Total program attendance was 5,756. Monthly door count was 1,023. Total resources utilized was 15,928.

Board Education: None.

Old Business: COVID-19 update: The library has been making headbands for masks on the 3-D printer for Carroll County Emergency. The book return has been opened and a process is in place to sanitize returned items. Summer Reading Program plans are looking at being adapted due to COVID-19.

New Business: None.

It was moved by Schmidt and seconded by Auen to adjourn. All voted aye. Absent: Ulveling. Meeting adjourned at 5:39. Next regular meeting will be May 18, 2020.

Paul Reicks—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday April 13, 2020, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were Mr. Pete Crawford, engineer, Don Mensen, airport manager and Carol Schoeppner, recording secretary. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES

The minutes of the previous meeting were reviewed by the Commission. A motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

3/21 RE-HAB PROJECT

Mr. Crawford explained the revised FAA construction plan requested by the FAA. Mr. Crawford was hopeful that the FAA would quickly approve the revised plans so the project would be ready for a bid letting at the next meeting. Funding was also discussed. A motion by Comm. Siemann and seconded by Comm. Wittrock was made to approve the resolution setting the bid date and public hearing date of May 12, 2020, at 3:00 P.M. at the Arthur Neu Airport. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

TOPICS DISCUSSED:

The ground is ready for cement at the Air Methods parking lot.

The ground work and completion of the airport sign will be done as weather permitting.

Don reported the pilot lounge computer needs to be replaced and by October the fuel delivery system will be able to accept chip cards.

April 13, 2020

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Aircraft maintenance personnel will need to show insurance to conduct business at the airport.

BILLS

The following bills were presented to the Carroll Airport Commission for approval:

Carroll Aviation	contract	\$	6,700.00
Wittrock Motor	March car rental		349.00
Unified Contracting	fuel system repairs		484.19
IA Dept of Agr	2 fuel tags		9.00
Raccoon Valley Elec	March electric service		1,511.61
Triple A Seeds	seed/around runways		1,286.25
Raccoon Valley Elec	(AM) March electric		336.10
Carroll Cleaning	cleaning supplies		53.45
Carroll Refuse	March garbage		72.00
Ecowater	cooler rent/water		161.62
McClure Engineering	3/21 Rehab project		13,284.90
Carol Schoeppner	secretary contract		350.00

A motion by Comm. Wittrock and seconded by Comm. Vincent was made to approve the bills as presented to the Carroll Airport Commission. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Vincent was made to adjour at 6:34 P.M..

The next regular meeting of the Carroll Airport Commission will be Monday , May 11, 2020, at the Arthur Neu Airport.

Chairman/Vice-Chairman

ATTEST:

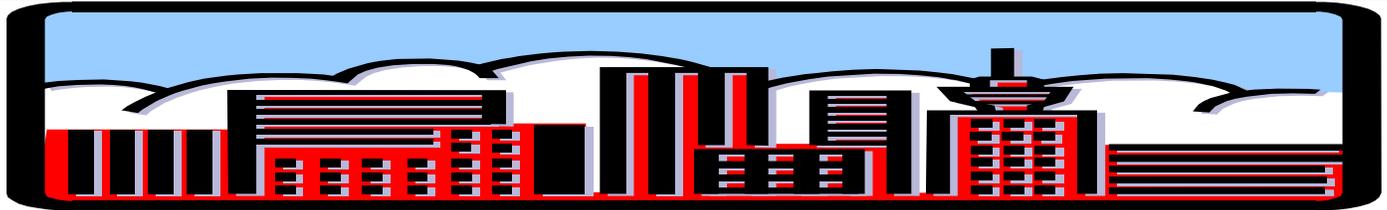
CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
EXECUTIVE BOARD MEETING-UNOFFICIAL MINUTES

April 14, 2020

1. The meeting was called to order at 7:04 a.m. by Chairman Jeff Anthofer at the Carroll County Recycling Center. Others in attendance were Dr. Eric Jensen, City of Carroll; Rich Ruggles, County Supervisor; Harvey Dales, City of Manning; Dan Snyder, Mayor of Breda; and Mary Wittry, Director.
2. Wittry requested to remove the 21.5 closed session – to evaluate the professional competency of an appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputations and that individual requests a closed session and replace with evaluation results. Dales moved and Ruggles second to approve the amended agenda. Motion carried, all voting aye.
3. Dales moved and Snyder seconded to approve the minutes of the March 17, 2020 meeting. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable-see attached, Wittry went over the following bills: Beckstrom Repair, \$2,092.69-scraper repairs; Bruening Oil, \$645 – tires for van; Electronic Engineering, \$718.45-radio/cases; Kolbeck Inc. \$2955.75 – wood grinding; Liberty Tire, \$3278.66 – tire disposal; Murphy Tractor, \$558.38 – scraper parts. Jensen moved and Dales seconded to approve the bills as presented. Motion carried, all voting aye.
5. Wittry presented the financial report—see attached. Ruggles moved and Snyder seconded to accept the financial report as presented. Motion carried, all voting aye.
6. Wittry reviewed the measures that are being taken for safety of all employees and customers. The office remains closed but the landfill and recycling center are open for business.
7. Snyder moved and Jensen seconded to approve rock bids for the landfill road. Motion carried, all voting aye.
8. Wittry updated the Board about the Environmental Management System (EMS) and upcoming audits. More information regarding projects will be available at the May meeting.
9. Wittry reported that the new litter fence on the south side of the disposal area collapsed over the weekend. JB Holland has been notified and the fence will be re-installed with no cost to the Commission. Litter is a concern as the North Central Correctional Facility is not providing the inmate crew until further notice. Staff are working overtime hours to pick litter around the site. No additional information on leachate treatment was provided.
10. Market prices for #8 news is \$50 per ton and cardboard is at \$135 per ton. Staff have been processing on both the sorting lines.
11. A customer complaint was discussed with no action taken.
12. Board discussed the results of Director's evaluation completed by staff. No action taken.
13. Discussion regarding a credit card reader by the microphone was discussed. The next board meeting is Tuesday, May 12, 2020.
14. Dales moved and Ruggles seconded, to adjourn the meeting at 8:05 a.m. Motion carried, all voting aye.

Respectfully submitted:

Mary Wittry



City Manager's Monthly Activity Report Mike Pogge-Weaver, City Manager

March 2020

City of *Carroll*

This is a report of the various departments and divisions of the City of Carroll.

Finance Department

As reported by Laura Schaefer, City Clerk/Finance Director

Routine Activities for the month:

- Dealt with water issues/collections
- Posted notice of public hearing/conduct public hearing for proposed max levy
- Held public hearing for FY 21 Budget. Filed with state and county auditor
- Finished paperwork for 2020A debt issuance
- Learned more about COVID 19 and new laws/regulations
- Cross trained in utility billing process/payroll
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Wellness Coalition Meeting – March 19 (Cancelled)
 - Cyber Security Training – March 11

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Continue to work on draft financial policies
- Continue cross training in utility billing process/payroll
- Attend MFPRSI Board Meeting – April 9 (phone conference call)
- Continue to learn about COVID 19 and new laws/regulations
- Continue to promote wellness program with employees
 - Wellness Coalition Meeting – April 16 (Zoom meeting)

Accomplishments of particular note:

- 363 utility bills and statements were emailed in March 2020.

Fire Department

As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to eight calls for service and held three training sessions in March.

Training in March included annual fire hose testing of the Department's 1-1/2" fire hose. Department members also participated in a four-hour Traffic Incident Management Class. This class, presented by the Iowa State Patrol, gave instruction on safely performing vehicle crash scene activities for emergency responders. Members of the Carroll Police Department and deputies with the Carroll County Sheriff's Department also participated in the training session.

Run Report for March:

Alarm Date	Alarm Location	Incident Type
03/04/2020	109 E 7 th St	Alarm malfunction
03/13/2020	120 N Court St	House fire
03/13/2020	120 N Court St	Minor re-kindle from previous call
03/13/2020	18233 170 th St	Grass fire
03/18/2020	125 W 5 th St	Manhole explosion
03/25/2020	20595 Delta Ave	Vehicle accident
03/30/2020	22882 230 th St	Grass fire
03/30/2020	20627 Jade Ave	Grass fire

Police Department

As reported by Brad Burke, Police Chief

Routine Activities for the month:

Officer Justin Ferrin attended narcotics interdiction training at Midwest Counterdrug Training Center (MCTC) on Camp Dodge in Johnston from the 3rd to the 5th. The training focused on locating narcotics transportation on roadways.

Officers Jeff Nichols and Matt Kennebeck attended Traffic Scene Management training along with the Carroll Fire Department on the 9th. This training was presented to prepare for traffic management at any type of situation ranging from motor vehicle accidents to fire scenes.

Officer Steven Pudenz presented defensive tactics training to high school students at Carroll High on the 11th.

City Hall presented Cyber Security Training through Iowa Communities Assurance Pool (ICAP) on the 11th. Staff from the police department attended to learn how to protect our information technology infrastructure along with personal information of both the employees and those that are held within our network.

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	March 2020	March 2019	March 2018
Forcible Rape			1
Forcible Fondling			2
Aggravated Assault		1	
Simple Assault		2	
Intimidation			
Domestic Abuse		1	5
Burglary/B&E	1	2	1
Shoplifting	5	3	6
Theft from Vehicle		1	5
Theft Vehicle Part			
Theft from Building	3	6	3
Theft from Vending			
Other Larceny			
Motor Vehicle Theft		1	
Arson		1	
Counterfeit/Forgery	1	5	3
Credit/ATM Fraud	2	4	
Identify Theft			2
Wire Fraud			
Bad Checks			
Vandalism: Business		1	
Vandalism: Residence	2	1	4
Vandalism: Vehicle	1	1	3
Vandalism: Other	5		1
Vandalism: School			
Weapon Law Violation			
Drug/Narc Violations	3	5	1
Drug Equipment Viol			
Drive Under Influence	2	2	3
OWI 2 nd			1
OWI 3 rd	1		
Liquor Law Violation	1	1	1
Under 21 BAC .02			
Drunkenness		4	5
Disorderly Conduct	1	1	
Harassment		1	1
All Other Offenses	3	4	2
False Information		1	
Kidnapping/Abduction	1		
Trespassing			2
Cruelty to Animal			1
Found Property	2	1	2

Attempted Suicide	1		
Animal Bite	1	1	
Warrant Outside	1	1	5
Restraining Order	1	2	1
10-50F Traffic Accident			
10-50 PI Personal Injury	1		
10-50 PI MV Pedestrian			
10-50 PI Car & Bike			
10-50 PD Prop.	6	14	4
10-50 PD: Hit and Run	2	2	2
10-50 PD: City Vehicle			
10-50 PD Under 1000			
10-50 PD Under 1500	1	2	1
Assist Other Agency			
Moving Violations			
Op After Revocation	3	1	3
Operate After Suspen	4	13	6
Miscellaneous Public	2	6	1
Total	57	92	78

March 1 – 31, 2020

Citations	
Animal	0
Dark Windows	1
License Violation	11
Other	2
Parking Violation	2
Registration	9
Seatbelt	1
Tobacco	0
Traffic	34
Warning Notices	145
Loud Stereo	0
TOTAL	205

Salvage Vehicle Inspections: 13

Building Department

As reported by Perry Johnson, Building Official

Permits - By Class - By Type - March 2020

Class	Permit Type	Date Issued	Valuation	Permit #	Fee
<i>Agricultural</i>					
	Building	NONE	\$0.00		\$0.00
Agricultural Building Valuation Total:			\$0.00	Agricultural Building Fee Total: \$0.00	
Agricultural Valuation Total:			\$0.00	Agricultural Fee Total: \$0.00	
<i>Commercial</i>					
	Building	3/18/2020	\$398,000.00	200062	\$1,190.00
Commercial Building Valuation Total:			\$398,000.00	Commercial Building Fee Total: \$1,190.00	
	Electrical	3/4/2020		200052	\$36.20
		3/9/2020		200055	\$35.88
Commercial Electrical Fee Total:					\$72.08
	Mechanical	3/23/2020		200068	\$78.53
Commercial Mechanical Fee Total:					\$78.53
	Plumbing	3/11/2020		200061	\$30.50
		3/23/2020		200069	\$65.00
Commercial Plumbing Fee Total:					\$95.50
	Right of Way	NONE			\$0.00
Commercial Right of Way Fee Total:					\$0.00
	Sign	3/9/2020		200057	\$5.00
		3/18/2020		200063	\$5.00
Commercial Sign Fee Total:					\$10.00
Commercial Valuation Total:			\$398,000.00	Commercial Fee Total: \$1,446.11	

Residential					
Building					
	3/18/2020	\$20,000.00		200064	\$140.75
	3/18/2020	\$50,000.00		200065	\$285.50
Residential Building Valuation Total:		\$70,000.00	Residential Building Fee Total:		\$426.25
Electrical					
	3/3/2020			200050	\$35.88
	3/4/2020			200051	\$56.08
	3/4/2020			200053	\$60.54
	3/5/2020			200054	\$49.76
	3/9/2020			200056	\$35.88
	3/18/2020			200067	\$35.88
			Residential Electrical Fee Total:		\$274.02
Mechanical					
	3/9/2020			200059	\$42.26
			Residential Mechanical Fee Total:		\$42.26
Plumbing					
	3/9/2020			200058	\$41.00
	3/9/2020			200060	\$37.50
			Residential Plumbing Fee Total:		\$78.50
Right of Way					
	3/18/2020			200066	\$25.00
			Residential Right of Way Fee Total:		\$25.00
Sign					
	NONE				\$0.00
			Residential Sign Fee Total:		\$0.00
Residential Valuation Total:		\$70,000.00	Residential Fee Total:		\$846.03
Valuation Grand Total:		\$468,000.00	Fee Grand Total:		\$2,292.14

Permits - YTD - through March 2020

Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$0.00		\$0.00
	Agricultural Valuation Total:	\$0.00	Agricultural Fee Total:	\$0.00
<i>Commercial</i>				
	Building	\$693,164.00		\$2,725.29
	Electrical			\$1,295.21
	Mechanical			\$160.67
	Plumbing			\$210.00
	Right of Way			\$0.00
	Sign			\$15.00
	Commercial Valuation Total:	\$693,164.00	Commercial Fee Total:	\$4,406.17
<i>Residential</i>				
	Building	\$310,000.00		\$1,398.75
	Electrical			\$736.34
	Mechanical			\$195.28
	Plumbing			\$418.50
	Right of Way			\$125.00
	Sign			\$0.00
	Residential Valuation Total:	\$310,000.00	Residential Fee Total:	\$2,873.87
Valuation Grand Total:		\$1,003,164.00	Fee Grand Total:	\$7,280.04

Public Works

As reported by Randy Krauel, Public Works Director/City Engineer

Routine Activities for the month:

Division: Streets; Dale Pottebaum, Street Superintendent

- Maintained signs and signals.
- Maintained gravel roads.
- Maintained snow equipment.
- Swept Streets.
- Graded alleys.
- Patched potholes.
- Placed 8.5 cu. yds. of concrete.
- Division Safety Meeting: Construction Work Zone, March 19, 2020.

Division: Water; Terry Kluver, Water Superintendent

- Water production:
 - Monthly Total: 30.985 million gallons
 - Daily Average: 1.000 million gallons
 - Daily Maximum: 1.185 million gallons
- Completed 103 Iowa One Call locate requests.
- Meter Department
 - 23 service orders.
 - 1 delinquents.
 - 0 reread.
 - 0 stuck meters.
- Division Safety Meeting: Devin Pudenz and Garold Sorensen attended the Work Zone Safety Workshop in Ames on March 9, 2020. On March 10, 2020, the attendees presented the workshop principals and the importance of using proper methods for safe and efficient temporary traffic control devices at worksites.
- Conveyed critical reminders about over-exertion and heart attacks during shoveling snow during and after winter storms; February 27, 2020.

Division: Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:
 - Monthly Total: 51.373 million gallons
 - Daily Average: 1.657 million gallons
 - Daily Maximum: 2.935 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: COVID-19 Safety Guidelines”, March 25, 2020.

Special Activities/Accomplishments of particular note:

Division: Streets; Dale Pottebaum, Street Superintendent

- Phil Bock and Dale Pottebaum attended Work Zone Safety Workshop in Ames on March 9, 2020.
- Assisted Library with move.
- Snow removal and ice control for March 20th event.
- Removed snow from CBD.
- Repaired Clark Street storm sewer.
- Cleaned box culverts.
- Assisted Police Department with traffic control for lunch program.
- Removed abandoned storm sewer inlet on 4th Street.
- Removed trees around bridges.

Division: Water; Terry Kluver, Water Superintendent

- Placed Well #16 on line following installation of rebuilt pump bowl and new column pipe.
- Seeded five (5) excavation sites from watermain breaks this past Winter.
- Completed inventory of 4,385 service lines under the Proposed Revisions to the Lead and Copper Rule to reflect the materials present in the entire service line from the main to the building inlet.
- Worked with JEO on 2020 Water Distribution Main and Water Supply Well Replacement design plans.

Division: Sean Kleespies, Wastewater Superintendent

- Routine Plant maintenance.
- Sanitary sewer maintenance.
- Rebuilt Grit pump.
- Testing for the new disinfection system.
- Spring cleaning.
- Replaced Pump #1 starter at Hwy. 71 Lift Station.
- Disinfection system training.

Activities planned for next month and other comments:

Division: Streets; Dale Pottebaum, Street Superintendent

- Street repairs and ROW permits.
- Maintain signs and signals.
- Snow removal and ice control, as needed.
- Maintain snow equipment.
- Paint traffic control markings.

Division: Water; Terry Kluver, Water Superintendent

- Operate Water Division with reduced staff due to Isolation of Essential Service Personnel.
- Compile analytical results for the 2020 Consumer Confidence Report.
- Chemically treat Well #17 and #18.
- Operate Water Tower on bypass for Water Storage Tower Rehabilitation.

Division: Sean Kleespies, Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Repair Sampler pump mechanical seal.
- Sanitary sewer maintenance.
- Sludge lagoon hauling by E & F Pumping.

CAPITAL PROJECT STATUS SUMMARY – 04-21-2020

PROJECT				ANTICIPATED		CONTRACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Sidewalk Transition Plan	2018	FY18		\$57,414	2018	FEH Design	\$5,680.00		\$5,680.00		09-14-18	
						Badding Constr. Co.	\$65,765.00		\$43,402.76		10-14-18	
Streambed Stabilization		FY17	FY14	\$385,000	2018	JEO Consulting Group, Inc.	\$39,850.00	02-25-19	\$41,405.00		08-01-19	
						Healy Excavating	\$320,116.00	10-28-19	\$144,906.63		05-31-20	
Street Resurfacing 2013	2015 On-going		FY16			JEO Consulting Group, Inc.	\$60,800.00+	09-24-12	\$143,848.36		11-15-13	Plus Hourly Construction Service
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37	95%	11-15-13	
Street Maintenance Building	2017 On-going	FY16	FY14	\$4,977,500	2019	FEH	\$22,500.00	01-25-16	\$22,500.00		05-01-16	Space Needs/ Prelim. Design Design
						FEH DESIGN	\$349,050.00	12-10-18	\$211,993.50		Fall, 2019	
Well and Transmission Main	2014	FY16	FY16			JEO Consulting Group, Inc.	\$383,312.50	07-28-14	\$335,899.36			
Transmission Main – Group A	2014	FY16	FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95	95%		Contract Completion 11-30-15
Watermain Replacement		FY16	FY16	\$500,000	2019	JEO Consulting Group, Inc.	\$19,800.00	02-11-19	\$19,511.25		2019	
						King Construction	\$321,746.00	06-24-19	\$300,631.40	93%	09-30-19	
Leachate Forcemain & Gravity Sewer						King Construction	\$661,257.50 Total \$370,434.53 City	07-18-16	CCSWMC \$325,605.01		08-31-16	CCSWMC Contract

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Wastewater Treatment Plant Disinfection Improvements	2017	FY18	FY18	\$1,000,000	2020	Veenstra & Kimm, Inc.	\$73,500		\$74,596.25			
						Woodruff Const., LLC	\$996,923.40	03-25-19	\$905,722.78	96%	03-01-20	
Water Storage Tower		FY20	FY19	\$575,000	2019	JEO Consulting Group, Inc.	\$29,400.00	02-11-19	\$107,272.75		07-01-19	Design
						Utility Service Co., Inc.	\$596,900.00	06-04-19	\$263,767.50	45%	06-30-20	Substantial
								07-31-20			Final	
Watermain Improvement 2020		FY20	FY20	\$500,000	2020	JEO Consulting Group	\$136,500.00	10-14-19	\$110,300.00			
Water Well 2020		FY20	FY20	\$725,000	2020	JEO Consulting Group	\$125,800.00	10-14-19	\$45,355.00			
Street Resurfacing 2019	On-going	FY19	FY19	\$700,000	2019	JEO Consulting Group, Inc.	\$88,100.00 + Hourly	10-08-18	\$86,610.00		2019	Design Const. Service
						Ten Point Construction Co., Inc.	\$928,994.54		\$1,055,300.28	95%		
Downtown Streetscape Phase 10	On-going	FY19	FY19	\$1,300,000	2019	Confluence	\$103,475.00	10-22-18	\$90,966.68		04-19	
Downtown Streetscape Phase 11	On-going	FY20		\$1,700,000	2020	Confluence	\$118,775.00	03-19	\$24,083.95		03-20	
Street Resurfacing 2020	On-going	FY20	FY20	\$1,575,000	2020	JEO Consulting Group	\$210,650.00	0-23-19	\$131,990.00			

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Parks: Tom Weber, Parks Superintendent

- Removed two trees north of shop
- Put up tennis nets
- Put away ice rink
- Bladed parking lots
- Painted tennis benches at Graham Park
- Mulched leaves
- Blow out tennis courts of leaves and debris
- Hauled away old poles at little league complex
- Marked out soccer fields
- Inspected all playground equipment
- Dumped garbage at parks daily
- Removed snow blower and put on mower decks
- Put fence top on at Merchants Park
- Put out and put away bleachers at soccer fields

Golf: Scott Haakenson, Golf Superintendent

- Cleaned, sanded, and painted white tee markers
- Prepared, primed, painted 32 trash cans
- Drag brushed greens once
- Brush mowed greens twice
- Mowed greens once
- Mowed tees once
- Mowed fairways once
- Mowed collars once
- Hung mowers on gang mower and adjusted
- Serviced tee mower, hung heads on and adjusted
- Prepared flag poles
- Course cleanup

Cemetery: Jake Bruggeman, Cemetery Sexton

- Performed the duties of eight funerals.
 - one being a cremation
 - two being on Saturdays
- Dug eight graves.
- Turned in all paperwork and money from funerals and plot sales.
- Sold a total of five grave spaces throughout the month and assisted with others seeking plot information.
- Blew leaves out from behind stone wall.
- Mulched leaves that fell throughout the winter.

- Backfilled graves that had settled.
- Went through small engine equipment (trimmers, chainsaws, tiller, etc.)
- Picked up several truckloads of sticks.
- Picked up trash that had blown off of grave monuments.
- Cleaned out drains plugged from leaves and other debris.
- Cleaned up both trucks and golf cart.
- Emptied trash cans as needed.

Recreation Center/Aquatic Center: Joel Cortum, Recreation Center Director

- Completed daily financial reports.
- Communication of building closures and program updates.
- Performed general maintenance on exercise equipment and replaced broken parts.

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Changed light bulbs on city property
- Back washed filters for pools and spa at Rec Center
- General housekeeping
- Time sheets for staff
- Ordered supplies
- Vacuum Pool
- Night cleaning crew at Rec Center
- Power scrub gym and pool at Rec Center
- Bills

Special Activities/Accomplishments of particular note:

Parks: Tom Weber, Parks Superintendent

- Helped remove items from temporary library
- Changed out light fixtures to LED at Southside and Rolling Hills parks
- Put two loads of red ball on ball fields

Golf: Scott Haakenson, Golf Superintendent

- Had retention areas burned
- Became a class A superintendent with the GCSAA

Cemetery: Jake Bruggeman, Cemetery Sexton

- Fertilized the grounds.

Recreation Center/Aquatic Center: Joel Cortum, Recreation Center Director

- Installed soccer nets at Maple Park.
- Waxed Activities Room floor.
- Drained pool and soda blasted the pool deck.
- Deep cleaned weight room; wiped down every piece of equipment, moved equipment and mopped floors, cleaned mirrors and ceiling fans.
- Deep cleaned fitness room; scrubbed floors, cleaned mirrors, wiped down spin bikes.
- Deep cleaned locker rooms; used virucide cleaner, scrubbed floors and shower walls, washed shower curtains.
- Generated content for Facebook to keep families active while at home.

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Fixed bathrooms at city buildings
- Worked on vacuums at City Hall and Rec Center
- Fixed exercise equipment
- Sinks and drains at Rec Center and City Hall
- Downtown lights
- Working on specs, bids, quotes
- Locker locks at Rec Center
- Budget items
- Theater rentals
- Floor drains at Rec Center
- Finishing budget items
- Next year's budget items
- Night cleaning 24/7 operations.
- A/C and heating repairs at city buildings
- Finishing budget items
- Electrical update at Museum
- Baseball lights
- Soda Blast pool decks at Rec
- Front/back light poles at Rec
- Rec closing activities
- Pool draining at Rec Center
- Refinish sauna at Rec Center
- Replacement of PD water heater
- Hang and wire TVs at PD and Library
- Finished and mounted lights at Golf Course
- New ball rack Rec Gym

Activities planned for next month and other comments:

Parks: Tom Weber, Parks Superintendent

- Mow
- Garbage routes
- Plant flowers in parks and Central Business District
- Seed areas from Ash tree removal
- Seed areas at little league from lighting project
- Pour trail sections back that were removed from little league lighting project

Golf: Scott Haakenson, Golf Superintendent

- Open golf course
- Fill irrigation system
- Spread preemergent

Cemetery: Jake Bruggeman, Cemetery Sexton

- Continue to pick up sticks.
- Clean out flower beds.
- Begin mowing and trimming.
- Level and seed new graves and around new headstones.

Recreation Center/Aquatic Center: Joel Cortum, Recreation Center Director

- Power wash the pool area
- Update broken pool radio
- Finish rebuilding and staining sauna
- Paint the pool area walls
- Grout hot tub
- Continue to monitor the ongoing COVID-19 situation and communicate updates to members.

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Roof drain pipe replacement at Rec

Safety Topic:

- Cyber security
- Covid-19
- Trips and falls



**CITY OF CARROLL
MONTHLY ACTIVITY REPORT**



Department/Division Carroll Public Library

Month March Year 2020

Person preparing report Rachel Van Erdewyk

Routine activities for the month/statistics:

Program Attendance:

Tech Help Fridays	3
Children's Library Programs	91
Children's Programs Outreach	323
Diane's Read Aloud	37
Crafty Library Ladies	23
Book Clubs	10
Read Aloud—Facebook Live	4,878
Carroll Critter Hunt—Facebook Stats	334
Curbside Pickup	57

Monthly Statistics:

Total Print Circulation	2,280
BRIDGES Circulation	1,104
Consumer Reports	126
Public Computer Use	112
Wi-Fi Use	114
Website Visits	3,220
Gale Databases	120
Global Road Warrior	0
Learning Express	82
Freegal	876
Transparent Language	2
Chilton Auto Manual	0
eMagazine Circulation	65
Daily Times Herald Archives Views	7,747
Lynda.com	17
RBDigital eAudiobooks	10
Brainfuse	53

Total Program Attendance	5,756
Monthly Door Count	1,023

Total Resources Utilized **15,928**

Special activities/accomplishments:

- 1) **Children's Programs:** Children's programming began this month with the regular monthly schedule of Rookie Readers, Diane's Read-Aloud, Romp and Read at the Carroll Rec Center, and outreach events with book visits to the Breda daycare, and various daycares. Children's programming also included Dr. Whoot doing a program for Kuemper Preschool. Due to COVID-19 not allowing the library to open to the public, Miss Diane began a daily Facebook live video of reading stories to children.

- 2) **Carroll Critter Hunt:** During this time of COVID-19 the library created a fun activity for family and children to be on the lookout for Miss Diane's critters in the library windows. Once they spot the critter, they can tell us who they saw in the window through the library's social media platforms.

- 3) **Adult & Teen Programs:** Adult programs continued this month with the regular monthly schedule of Tech Help Fridays, the Crafty Library Ladies, and Book Clubs. One of the Book Clubs was hosted on a conference call due to not being able to open the library to the public because of COVID-19.
- 4) Due to COVID-19 the library began offering curbside pickup to patrons on Tuesdays and Thursdays from 2:00-6:00 p.m. For more information checkout: <https://www.cityofcarroll.com/covid19>

Library Statistics from March 2019 - March 2020

