

REGULAR MEETING NO. 23
Council Chambers, City Hall

July 21, 2020
5:30 O'Clock P.M.

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

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

Meyers moved, seconded by Roe to approve the following consent agenda items Mins. from Special Mtg. No. 21 on June 30, 2020, Regular Mtg. No. 22 on July 7, 2020 and Trash & Recycling Collection Pre-Proposal Mtg. on July 9, 2020 as presented; Approve the promotion of Thomas Millikin to DATACOM Supvr. in the Police Dept. effective Aug. 1, 2020; Approve the promotion of First Class Firefighter Derek Fye to the position of Master Firefighter effective July 23, 2020; Approve the bid from Greiner Implement for \$14,000 for a new mower for the Parks Dept.; Approve a one-yr lease agt. with A&A Wood Products, LLC for the rental of a city-owned lot adjacent to Bldg. No. 81, located at 14150 Terminal Ave., at the Ottumwa Regional Airport; Approve the purchase of three (3) 2021 Ford Utility Police Interceptor vehicles from Stivers Ford of Waukee, IA in the amount of \$105,000 and the purchase and installation of the police equip. necessary for basic police functions in the amount of \$39,300; Approve MOU between the City of Ottumwa and Wapello County for the 2020 JAG Grant; Authorize reimbursement of expenses in the amount of \$25,000 incurred by the City as qualified urban renewal expenditures eligible for reimbursement from the West Gate TIF as per Iowa Code §403.19, in support for the Main St. Program; Authorize reimbursement of expenses in the amount of \$39,138 incurred by the City as qualified urban renewal expenditures eligible for reimbursement from the West Gate TIF as per Iowa Code §403.19, in support for the Dwtwn. Maintenance Program; Beer and/or liquor applications for: Courtside Bar & Grill, 2511 N. Court; Smokin' Joe's Tobacco and Liquor Outlet #5, 1115 Albia Rd.; all applications pending final inspections. All ayes.

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

City Admin. Rath discussed Personnel Policy addition for rehiring/reinstating of former employees. We do have language within our local rules and regs for Civil Service on this topic that are seniority based for rehiring/reinstating a former employee. "Appointments are first made from preferred lists (re-employment from layoff lists) if any exist for the position classifications concerned. Appointments from these lists must be made in the order of greater seniority. Names remain on a preferred list for three years from the date of layoff." Language also includes total years of service to the City if someone were to resign and return to City employment.

RFP for Attorney Services will be presented to Council for approval at the Aug. 4, 2020 mtg.

City Admin. Rath also presented an Introduction to Priority Based Budgeting (PBB). Item F-4 looks at contracting with Resource X to institute PBB with the City. Currently, the City of Ottumwa has one of the highest municipal tax rates in the state. In FY2020, Ottumwa's municipal tax rate (w/o Ag) was \$22.46 while the ave. for cities in IA was \$12.04. The City is maxed out on the General Fund levy.

Reduced revenues related to COVID-19 and increasing costs compounds the structural deficit. Alternative revenue options have faced political opposition in the past. Instead of using our current budget view that is line item yr. over yr. spending; PBB allows you to determine results, clarify result definitions, identify programs and services, value programs based on results and allocate resources based on priorities.

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

Meyers moved, seconded by Berg to approve the evaluation criteria and point system for the City's noncommercial refuse, recyclables, bulky items and yard waste collection Request for Proposals. Dir. of Hlth. Insp. & Planning Flanagan reported this form was given to contractors attending the pre-bid mtg. and anyone submitting questions in advance of the mtg. The form will be available for view online. Proposals for the collection service are due Aug. 25, 2020. All ayes.

Roe moved, seconded by Berg to accept bid and award contract for asbestos removal and demolition at 811 W. Second to Dan Laursen, of Ottumwa, IA, for the sum of \$13,890. Dir. of Hlth. Insp. & Planning Flanagan reported three bids for asbestos removal and four bids for demo were received. All ayes.

Dalbey moved, seconded by Roe to approve the business associate agt. between the City of Ottumwa and Mark J. Becker & Associates, LLC to authorize Becker to serve on behalf of and as the plan sponsor for the City of Ottumwa Health and Welfare Benefit Plan(s). City Admin. Rath stated Becker & Associates will work with staff to identify what works with their health insurance and what other options they may want that they are not currently receiving; they will go out and market our proposal to try and get better pricing for us; currently, we are told what the plan price is and our premiums without any room for negotiation and this will allow Becker & Associates to take control of health insurance costs and provide reviews and advice on any compliance regulations. All ayes.

Roe moved, seconded by Meyers to authorize City Admin. to contract with Resource X for the implementation of the Priority Based Budgeting (PBB) tool and ongoing support. City Admin. Rath stated the PBB process begins by identifying the totality of the programs (services) provided by the City. Each of these services is costed out by identifying the personnel and non-personnel costs associated with providing each program. Adopting the PBB process provides the staff and elected officials with an improved way to approach budgetary decisions. The process helps identify programs that need more resources; programs the need to be provided as-is; programs that can be suspended; programs flexible for level of service adjustments; internal program partnership and consolidation opportunities; programs ideal for external program partnership; programs with revenue generation opportunities. The cost for implementing the PBB program is \$11,500- \$15,000. Timeframe could be as little as 2 months to implement and get staff started on the process and hopeful to have everything in place before the end of the year. All ayes.

Meyers moved, seconded by Berg that Res. No. 159-2020, recommendation to transfer \$21,118.59 to the BVC for delinquent payables due to lost revenue related to COVID-19 for the outstanding payables listing from 5/29/2020-6/30/2020, be passed and adopted. Finance Dir. Mulder reported the invoices totaled \$26,814.92; however BVC, Inc. has offered to help with some of the capital invoices, reducing the amount to \$21,118.59. Vote taken: Ayes: Stevens, Meyers, Berg. Nays: Dalbey, Roe. Motion passed.

Roe moved, seconded by Dalbey that Res. No. 160-2020, approving and authorizing Amendment to Loan and Disbursement Agt. by and between the City of Ottumwa and the Iowa Finance Authority, and authorizing and providing for the reissuance of the Sewer Revenue Capital Loan Note, Series 2010 (Rate

Reset), be passed and adopted. Finance Dir. Mulder reported the Sewer Facilities SRF loan became eligible for a reduction in the interest rate. The original loan was 3% interest rate and the new rate will be 1.75%. This will create a cost savings to the Sewer Fund of \$714,362.50 and principal pymts. will be unchanged. The lower rate will be effective Dec.1, 2020. All ayes.

Berg moved, seconded by Stevens that Res. No. 161-2020, authorizing the transfer of \$22,548.69 from the Wildwood Hwy 34 URA Fund to General Fund for partial repayment of monies advanced, be passed and adopted. All ayes.

Meyers moved, seconded by Roe that Res. No. 162-2020, fixing an amount for abating a nuisance against certain lots in the City of Ottumwa, IA, for a total amount of \$1,444, be passed and adopted. Dir. of Hlth. Insp. & Planning Flanagan reported the following four properties included in this abatement: 221 Clem; 822 N. Court; 1934 E. Main; 250 S. Ward. All ayes.

Roe moved, seconded by Dalbey that Res. No. 163-2020, adopting the City of Ottumwa Policy to be in full compliance with Title VI of the Civil Rights Act of 1964, related statues and regulations concerning discrimination and to designate a Title VI Coordinator, and rescinding Res. No. 124-2020 passed on 6/2/2020 which listed former City Attorney/HR Manager as the Title VI Coordinator, be passed and adopted. This new Policy designated City Admin. Rath as the Title VI Coordinator for the City of Ottumwa. All ayes.

Berg moved, seconded by Stevens that Res. No. 164-2020, approving Addendum No. 1 to the Noncommercial trash, recyclables, bulky items and yard waste Request for Proposal and Contract within the City of Ottumwa, IA beginning July 4, 2021, be passed and adopted. Dir. of Hlth. Insp. & Planning Flanagan reported three changes to the RFP and Contract language: all customers, upon request, will receive one replacement recycling container at no cost during the life of the contract; contractors may begin collections at 5:00 A.M. from Memorial Day – Labor Day; and allowing contractors to submit an alternative proposal in addition to submitting response to the RFP as written. All ayes.

Roe moved, seconded by Dalbey that Res. No. 165-2020, award the contract for the WPCF Rebid Final Clarifier Select Repainting Project to Willco, Inc. of Omaha, Nebraska, in the amount of \$49,100 for the base bid, be passed and adopted. PW Dir. Seals reported three bids were received. Engineer's opinion of cost \$50,000. All ayes.

Dalbey moved, seconded by Roe that Res. No. 166-2020, approving Change Order No. 6, in the amount of \$62,995.96 for the Main Street (Dwntwn Streetscape) Reconstruction Project, be passed and adopted. PW Dir. Seals reported this change order addresses costs associated with add'l sewer separation. New contract sum is \$5,208,439.29. All ayes.

Roe moved, seconded by Meyers that Res. No. 167-2020, approving the renewal of a funding agt. between the City of Ottumwa and the Greater Ottumwa Convention and Visitors Bureau, Inc. (CVB), be passed and adopted. City Admin. Rath reported the agt. signed Sept. 4, 2018 was a two-yr. agt. ending on June 30, 2020; with an option to auto renew. The City desires that 35% of the hotel/motel tax continue to be allocated to the CVB for another two yrs. Agt. term will be July 1, 2020 through June 30, 2022. All ayes.

Dalbey moved, seconded by Berg that Res. No. 169-2020, approving an electric and telecommunications line easement to Interstate Power & Light Company for the property located at Lot 57 in Highland Park, be passed and adopted. PW Dir. Seals reported Interstate Power will erect a pole at easement location Parcel #007413500070000. All ayes.

Meyers moved, seconded by Dalbey that Res. No. 170-2020, approving Change Order No. 1 in the amount of \$13,001.05 for the Milner St. Reconstruction Project, be passed and adopted. PW Dir. Seals reported the following items are included in this change order: pig water main, replace sewer pipe with water main material, remove structure and change start date. New contract sum \$2,505,053.77. All ayes.

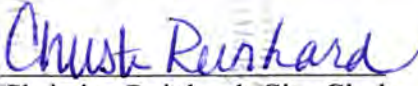
Mayor Lazio inquired if anyone from the audience wished to address an item not on the agenda. There were none.

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

Adjournment was at 6:30 P.M.

CITY OF OTTUMWA, IOWA

ATTEST:


Christina Reinhard, City Clerk


Tom X. Lazio, Mayor