



**Agenda
City Council Meeting
Monday, March 4, 2024 – 6:00 p.m.**

**City Council Chambers
201 East Pleasant Street
Maquoketa, IA 52060**

The Monday, March 4, 2024, Council meeting may be attended thru Zoom as allowed by Section 21.8 of Iowa Code. Anybody that would like to attend the meeting may do so thru the following means, and the meeting will rebroadcast over the local access channel:

The public will have both video and audio disabled throughout the virtual meeting unless a request to address the City Council is made during the Public Participation section of the Agenda. Speakers are kindly asked to keep participation to 3 minutes.

Web link: <https://zoom.us/j/96488987917>

Phone call: 312 626 6799

Meeting ID: 964-8898-7917

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Roll call**
- 4. Approval of the Agenda**
- 5. Public Participation**
- 6. Consent agenda**
 - a. Minutes – February 19, 2024 Regular City Council Meeting**
 - b. Bills Payable through March 4, 2024 in the amount of \$222,441.08**
 - c. Renew class "C" alcohol license filed by Jackson County Fair Association**
 - d. Alcohol license amendment for Kwik Star #894 and #212**
- 7. Old Business**

- a. **Ordinance No. 1215 - An ordinance rezoning 311 S 2nd Street, 307 S 2nd Street, and 305 S 2nd Street from R-1 Residential to R-2 Residential and amending current City zoning map of the City of Maquoketa – third reading**

City Manager Summary: This the third ordinance consideration to the current zoning of 300 S 2nd St. In short, 311 S 2nd St has new owners that have been welcomed into the community and wish to open a bed and breakfast with the beautiful structure that is 311 S 2nd St. The current zoning (R-1) is conflict with the goals of the home/business plan but R-2 zoning is very close nearby. Thus, the solution is to extend R-2 zoning to 305-311 S 2nd Street.

This action comes recommended by the Planning and Zoning Commission.

Council support is recommended.

- b. **Ordinance No. 1216 - An ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, by adding a new stop sign on South Otto Street – third reading**

City Manager Summary: This the third reading of proposed Ordinance No. 1216 and would authorize the install of a Stop Sign on South Otto St at East Locust. Several weeks ago, City Staff received a tip that an intersection in town simply does not have any yield or stop signage at South Otto Street and East Locust. This occasionally causes near-miss accidents and continuously concerns more than one neighbor. City Staff consulted the Public Safety Committee members seeking consensus on this item and also to ask if there were any other intersections in the City that were not at all protected by vehicle traffic signs. No other locations were identified therefore this is a single item ordinance alteration for a stop sign to become effective on South Otto Street at the T-intersection of East Locust St.

Council support is recommended.

8. **New Business**

- a. **Resolution pledging 10% local match support for the Iowa Energy Efficiency Conservation Block Grant Program**

City Manager Summary: This Resolution seeks to pledge 10% City support in the event the City of Maquoketa receives a valuable Energy Efficiency grant. The application is due March 18th. Results should be expected in April & May 2024.

A link to the Iowa Energy Efficiency Conservation Block Grant Program is available [here](#).

The City's energy consumption and subsequent electric payments are stubbornly high. In early 2022, City Staff worked with MMEU and their parent provider, WPPI Energy, to produce a City-wide lighting inventory and energy efficiency recommendation. This was executed and shortly thereafter, the Inflation Reduction Act (IRA) was signed into law by the Federal Government. The IRA is a significant environmental and energy efficiency package thus City Staff felt it would be best to delay any possible energy improvement proposals until IRA supported incentives cascade down to the State/City level. We are now at that point.

Since the City owns the lighting inventory and all of the steps completed to apply for this program, ECIA and the City both passionately believe the City is in a strong position to apply for this program compared to other jurisdictions. No match is required however City Staff is recommending a 10% cost match to help ensure success in our application.

For a City-wide lighting modernization, the anticipated cost is \$90,455 across all facilities. This was estimated by a local provider and is a reliable figure. Excluding the YMCA, the full payback is only 7.53 years which speaks to the level of energy savings the City would experience now and in the future. The City's financial liability in the 10% recommendation is \$9,045 if the application is successful. This would be shared among applicable Department Capital Improvement Plans relative to the investment cost in each building. Staff is excited to present this information and hopefully can deliver good news at a later time.

Council support is recommended.

9. Reports and Communications

a. Council Member Reports

b. City Manager Report

10. Adjournment

MAQUOKETA CITY COUNCIL MEETING

Monday, February 19, 2024

Mayor Messerli called the regular session of the Maquoketa City Council to order at 6:00 p.m. with seven members present.

Present: Simonson, Rickerl, Lyon, Collister, Kuhlman, Ehlinger, Bennett

The group recited the pledge of allegiance.

Motion by Collister, seconded by Bennett approving the agenda. All Ayes

Erin McCaulley presented her monthly Chamber report. She discussed It's a Wonderful Life and the Holiday Passport programs. She stated the Chamber will be bringing back the Timber City Adventure Race.

Motion by Collister, seconded by Rickerl approving the consent agenda consisting of the February 5th minutes, bills in the amount of \$863,227.67, January financial reports, appointment of Della Schroeder to the Civil Service Commission, renewal Class "E" retail alcohol license and ownership change for Casey's General Store #2578 and proclaiming April 26, 2024 as Arbor Day. Motion Carried 7-0

Motion by Collister, seconded by Lyon approving the third reading of Ordinance No. 1214, entitled, "An Ordinance adopting the "Code of Ordinances of the City of Maquoketa, Iowa". Motion Carried 7-0

Motion by Lyon, seconded by Simonson approving the second reading of Ordinance No. 1215, entitled, "An Ordinance rezoning 311 S 2nd Street, 307 S 2nd Street and 305 S 2nd Street from R-1 Residential to R-2 Residential and amending current City zoning map of the City of Maquoketa." Motion Carried 7-0

Motion by Collister, seconded by Rickerl approving the second reading of Ordinance No. 1216, entitled, "An Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, by adding a new stop sign on South Otto Street." Motion Carried 7-0

Motion by Collister, seconded by Kuhlman approving community project funding application to the Office of Congresswoman Mariannette Miller-Meeks for the City of Maquoketa and Maquoketa Fire Department. Motion Carried 7-0

Motion by Ehlinger, seconded by Bennett approving Resolution No. 2024-18, entitled, "Resolution amending employee handbook." Motion Carried 7-0

Motion by Ehlinger, seconded by Bennett approving Resolution No. 2024-19, entitled, "Resolution approving City of Maquoketa Non-Discrimination Policy, Limited English Proficiency

response policy, and Designation of the City Manager of the City of Maquoketa as the City Non-Discrimination & Civil Rights Coordinator.” Motion Carried 7-0

Motion by Lyon, seconded by Rickerl approving Resolution No. 2024-20, entitled, “Resolution approving Change Order 1 in the amount of \$798.30 for the YMCA branding contract with DCIPrint.” Motion Carried 7-0

Boldt reported CBRE had requested an amended Resolution to correct the reference to Hubbell Realty on the last resolution. Motion by Collister, seconded by Ehlinger approving Resolution No. 2024-21, entitled, “Resolution approving annual City real estate sales listing agreement with CBRE.” Motion Carried 7-0

Motion by Collister, seconded by Bennett approving Resolution No. 2024-22, entitled, “Resolution authorizing the City Clerk to make appropriate transfers of sums and record the same in the appropriate manner for FY 23/24 for the City of Maquoketa, Iowa.” Motion Carried 7-0

Kevin Graves and Kevin Podstawa of WHKS were present by Zoom to discuss the East Water Tower Painting Project. Graves reported there are multiple antennas that need to be relocated during the process and the cables across the access ladder will need relocated. The tower will be power washed and painted.

Simonson questioned how long the tower would be out of service and Graves replied 45 consecutive days once the project has started.

Bennett questioned if lead paint would pose a risk and Graves replied the tower will be power washed instead of sand blasted to avoid paint coming off.

This is a resolution to approve the plans, specifications and form of contract, authorize invitation to bid and set Monday, March 18th as the public hearing date.

Motion by Collister, seconded by Kuhlman, approving Resolution No. 2024-23, entitled, “Resolution approving plans, specifications and form of contract for the East Water Tower Painting Project, setting public hearing and authorizing invitation to bid.” Motion Carried 7-0

Motion by Collister, seconded by Lyon, approving Resolution No. 2024-24, entitled, “Resolution approving street improvement services bid to River City Paving in the amount of \$481,713.86.” Motion Carried 7-0

Motion by Collister, seconded by Bennett approving Resolution No. 2024-25, entitled, “Resolution approving crack sealing services bid to Manatts in the amount of \$79,590.” Motion Carried 7-0

Motion by Collister, seconded by Kuhlman approving Resolution No. 2024-26, entitled, "Resolution approving Seal Coating Services bid to Corrective Asphalt Materials in the amount of \$60,537.60." Motion Carried 7-0

Motion by Collister, seconded by Ehlinger approving Resolution No. 2024-27, entitled, "Resolution committing \$40,000 payable out of the American Rescue Plan Act Fund for the purchase of a police interceptor utility AWD base vehicle." Motion Carried 7-0

Motion by Lyon, seconded by Bennett authorizing Mayor Messerli to sign 2023 Certified Local Government (CLG) Annual Report on behalf of the Historical Preservation Commission. Motion Carried 7-0

Motion by Collister, seconded by Bennett approving Resolution No. 2024-28, entitled, "Resolution approving confidential settlement agreement connected to Jackson County LACV029100 & LACV029218." Motion Carried 7-0

Motion by Rickerl, seconded by Bennett adjourning at 6:45 p.m. All Ayes

Tom Messerli, Mayor

ATTEST:

Joshua Boldt, City Manager

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MAQUOKETA, IOWA FOR CERTAIN PROPERTY KNOWN AS 305 S 2ND STREET, 307 S 2ND STREET AND 311 S 2ND STREET, MAQUOKETA, IOWA AND AS LEGALLY DESCRIBED HEREIN

Be It Enacted by the City Council of the City of Maquoketa, Iowa:

SECTION 1. PURPOSE. The purpose of this ordinance is to amend the official zoning map of the City of Maquoketa, Iowa, concerning property locally described as 305 S 2nd Street, 307 S 2nd Street and 311 S 2nd Street, Maquoketa, Jackson County, Iowa to rezone property from R-1 Residential to R-2 Residential.

The following legally described property:

305 S 2nd Street – Parcel #821724436007000 - Commencing at the iron pin located on the East line of Second Street at a point 98 feet South of the South line of Maple Street in the City of Maquoketa, Jackson County, Iowa, thence running East 87 feet to an iron pin, thence North 3 feet, thence East 45 feet, thence South 83 feet to an iron pin; thence West through the center line of the garage located on said premises to the East line of Second Street; thence North 80 feet, more or less; to the place of beginning, all directions herein given being parallel with lot lines and street lines and all being part of lot 51 and 20, block 1, Shaw's addition according to Perin's survey of Shaw's addition to the City of Maquoketa, Jackson County, Iowa recorded in book G, page 341 of town lot deed records of Jackson County, Iowa, and also according to survey made by J.G. Thorne on April 7, 1943 and recorded in book of homestead plats on page 201, in the office of the Recorder of Jackson County, Iowa, subject however, to a right of way over and across the South 5 feet of said premises to be used as a driveway in common with the owners of the adjoining premises on the South; and conveying to the grantees herein, a right of way to be used as a driveway over and across the North 5 feet of the South 6 feet to said lot 20.

307 S 2nd Street – Parcel #821724436008000 - Commencing on the East line of Second Street at a point 178 feet South of the South lines of Maple Street in the City of Maquoketa, Jackson County, Iowa; thence East parallel with lot line and street lines to the center line of the double garage now erected upon lots 20 and lots 21, and continuing through said garage for a total of 132 feet, to an iron pin on the East line of lot 20. Thence South 82 feet; thence West 132 feet to the East line of Second Street; thence North 82 feet along the East line of Second Street to the place of beginning, said premises being also known and described as the South 6 feet of lot 20, all of lot 21 and the North 16 feet of lot 47, block 1 according to Perin's resurvey of Shaw's addition to the City of Maquoketa, Jackson County, Iowa, Recorded in book G, page 341 of town lot deed records of Jackson County, Iowa, and also according to survey made by J.G. Thorne on April 7, 1943 and recorded in book of homestead plats on page 201 in the office of the recorder of Jackson County, Iowa. Subject to restrictions, reservations, Easements, covenants, Oil, Gas or Mineral rights of record, if any.

311 S 2nd Street – Parcel #821724436026000 - Commencing at a point on the east line of Second Street at a point two hundred sixty (260) feet South of the South line of Maple St in the City of Maquoketa, Iowa: thence South to the Southwest corner of lot forty-six (46); thence East along the South line of lot forty-six (46) to the Southeast corner of said lot; thence North on the East line of lots forty-six (46) and forty-seven (47), one hundred (100) feet; more or less, to the South line of premises now owned by Clarence Hinke and Lulu Hinke; thence West to the place of beginning and being further described as lot forty-seven (47), EXCEPT the North sixteen (16) feet thereof, and all of lot forty-six (46) in block one (1) Perrin's Resurvey of Shaw's First Addition to the City of Maquoketa, Jackson County, Iowa.

Commencing at the Southwest corner of lot thirty-six (36) in block one (1), Shaw's First Addition to the City of Maquoketa, Jackson County, Iowa, according to Perrin's Resurvey of 1873; thence East twenty (20) feet; thence North one hundred (100) feet; thence West twenty (20) feet; thence South one hundred (100) feet to the place of beginning.

All of the above-described real estate being in block one (1) of Perrin's Resurvey of 1873 of Shaw's First Addition to the City of Maquoketa, recorded in Book "G", Page 340.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

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

PASSED AND APPROVED this _____ day of _____, 2024.

Tom Messerli, Mayor

ATTEST:

Joshua Boldt, City Manager

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published in the Maquoketa Sentinel Press as Ordinance No. _____ on the _____ day of _____, 2024.

Joshua Boldt, City Manager

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MAQUOKETA, IOWA,
BY ADDING A NEW STOP SIGN ON SOUTH OTTO STREET

BE IT ENACTED by the City Council of the City of Maquoketa, Iowa:

SECTION 1. NEW SECTION. The Code of Ordinances of the City of Maquoketa, Iowa is amended by adding the following:

65.02 STOP REQUIRED. Every driver of a vehicle shall stop in accordance with the following:

20.JJJ South Otto Street. Vehicles traveling south on South Otto shall stop at East Locust Street.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

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

PASSED AND APPROVED this _____ day of _____, 2024.

Tom Messerli, Mayor

ATTEST:

Joshua Boldt, City Manager

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2024.

Joshua Boldt, City Manager

REQUEST FOR COUNCIL ACTION

SUBJECT:

Resolution pledging 10% local match support for the Iowa Energy Efficiency Conservation Block Grant Program

Action Requested:

Should be similar to agenda language

Approval of Resolution

Submitted By:

Joshua Boldt

Summary of Background and Reasons for Request:

See agenda description.

Reports and Documents Attached:

See attached documents.

Financial:

Budgeted? Yes No N/A Funding Source:

Instructions

Complete and submit with attachments to jcarr@maquoketaia.com cc manager@maquoketaia.com Use subject line: "For MEETING DATE agenda"

Deadlines: draft submissions-noon on the Tuesday before a council meeting; final submissions-noon on the Wednesday before a council meeting. Meetings are the 1st and 3rd Monday of each month.

Processing

Finance Review	Initial:	Manager Review	Initial:
		<i>Approve</i>	<i>JB</i>
Comments		Comments	
Date Referred to Council:		Action Taken:	

RESOLUTION NO. 2024-_____

RESOLUTION PLEDGING 10% LOCAL MATCH SUPPORT FOR THE IOWA ENERGY
EFFICIENCY CONSERVATION BLOCK GRANT PROGRAM

WHEREAS, City staff is interested in applying for the Iowa Energy Efficiency Conservation Block Grant for a lighting project throughout the City; and,

WHEREAS, City staff is proposing a 10% cost match to help ensure success of the application.

NOW, THEREFORE, Be It Resolved, the City Council of the City of Maquoketa does hereby pledge 10% local match support for the Iowa Energy Efficiency Conservation Block Grant Program.

PASSED AND APPROVED this 4th day of March, 2024.

Tom Messerli, Mayor

ATTEST:

Joshua Boldt, City Manager

CERTIFICATION

I, Joshua Boldt, City Manager, do hereby certify the above is a true and correct copy of Resolution No. 2024-_____ which was passed by the Maquoketa City Council this 4th day of March, 2024.

Joshua Boldt, City Manager

MINUTES
PUBLIC WORKS COMMITTEE
Monday, February 12, 2024, 4:00 p.m.
Council Chambers

Rickerl called the meeting to order at 4:00 p.m.

Present: Dick Rickerl, Josh Collister
Others Present: Mayor Messerli, Josh Boldt, Jon Hopson, and Teresa Lindstrom

Absent: Mark Lyon

Motion by Collister, seconded by Rickerl to approve the agenda. Motion Carried 2-0

Public Participation – None

Wastewater Treatment Plant Project Changes

Boldt stated there were no changes to report on the Wastewater Treatment Plant project.

Street Improvement Services Bid

Boldt stated the low bid for the Street Improvement Project is River City Paving in the amount of \$481,713.86. There were two other bids on the project from Manatt's and Top Grade Excavating. The projects in this bid include streets from the 10-year Street Improvement Plan.

Motion by Collister, seconded by Rickerl to forward the Street Improvement Services bid from River City Paving for \$481,713.86 to Council for approval. Motion Carried 2-0

Crack Sealing Services Bid

Boldt stated the low bid for the Crack Sealing Services is from Manatt's in the amount of \$79,590. The goal is to clean and fill all of the cracks prior to sealing them. The sealing process is being listed as a separate bid. The crack filling/sealing services is to prevent water intrusion and weed growth at the curb lips.

Motion by Collister, seconded by Rickerl to forward the Crack Sealing Services bid from Manatt's for \$79,590.00 to Council for approval. Motion Carried 2-0

Seal Coating Services Bid

Boldt stated the low bid for the Seal Coating Services is from Corrective Asphalt Materials (CAM) in the amount of \$60,537.60. The bid is a single bid because the product specified is proprietary. The bidder is Corrective Asphalt Materials. Management checked references of CAM with the City of Des Moines and DeKalb County, Illinois Highway Department.

Motion by Collister, seconded by Rickerl to forward the Seal Coating Services bid from Corrective Asphalt Materials for \$60,537.60 to Council for approval. Motion Carried 2-0

Rescinding Snow Abatement Order at 107 S Main St. & 206 E. Platt St.

Boldt stated there were 26 completed snow abatements from the January storms. It was determined that two downtown abatements show lack of improvement as a result of the snow removal. The potential motion would rescind orders at these two properties.

Collister stated from the file pictures presented he can see where it was scrapped off and residue was left. They need to go back and revisit the area and clean it up.

Rickerl inquired of the dates on the two properties.

Collister stated it looks like 206 E. Platt St. is worse however, both need to be rescinded.

Boldt stated the RFP next year needs to include language of clearer before and after pictures.

Collister stated they need to have clearer photos and include some shots beyond the sidewalk in question to compare sidewalks.

Rickerl stated they need to include neighboring properties for comparison.

Motion by Collister, seconded by Rickerl to rescind the abatement on 107 S. Main Street, and on 206 E. Platt Street
Motion Carried 2-0

In Other, Collister inquired about power washing the planters. Hopson stated that would be done in the spring by Public Works Department.

Collister inquired if the pedestrian buttons on Main and Platt Streets were installed yet. Hopson replied that they have been ordered.

Collister added that there were some diabetic advertising signs added to the City signs. Hopson replied the Public Works Department will remove them.

Collister stated there were some of the street light bases on Platt Street lights that look like they got bumped.

Hopson replied the Public Works Department will look into this.

Motion by Collister seconded by Rickerl adjourning at 4:29 p.m. All ayes.

Mark Lyon, Chairperson

Attest

Teresa Lindstrom, Utility Billing Clerk