

TENTATIVE AGENDA

**PLEDGE OF ALLEGIANCE
MAYOR HANS TROUSIL PRESIDING
CALL TO ORDER - ROLL CALL
PERFECTING & APPROVAL OF AGENDA**

CONSENT AGENDA

1. Approve Minutes from Regular City Council Meeting on March 5, 2008
2. Approve Payment to Southeast Iowa Regional Planning Commission for EPA Grant Administration - \$5,000
3. Approve Liquor License Renewal for Southeastern Community College Foundation
4. Approve Finance Officer Sattler's Attendance at Iowa Municipal Finance Officers Association Meeting
5. Approve Officer Waterman Attendance at Defensive Tactics Instructor Training
6. Approve Payment to Burlington Public Library for FY07/08 - \$27,686
7. Approve Harmon Dochterman's Re-appointment on Board of Adjustment
8. Approve Payment to City of Burlington for County Wide Communications - \$3,224.22
9. Approve Payment to DMC Regional Waste Commission for Waste Management Fees - \$2,120.80
10. Approve Payment to Municipal Supply for Water Main Materials - \$3,747.90
11. Approve Payment to QC Analytical Services for Lab Testing - \$1,552.00
12. Approve Clerk's Financial Report for February 2008
13. Approve Claims as Presented in the Amount of \$83,092.94

CITIZEN'S INQUIRIES:

PUBLIC HEARING: To Consider the Plans, Specifications, Form of Contract for Division I of the Water Distribution System Improvement Project

1. Consider a Resolution Approving the Plans, Specifications, Form of Contract for Division I of the Water Distribution System Improvement Project

COMMITTEE REPORTS:

**STREETS
PUBLIC SAFETY
FINANCE
SANITATION
UTILITIES**

NEW BUSINESS:

1. Consider Payment to French-Reneker-Associates for Engineering Service - \$6,000
2. Consider Payment to Hometown Plumbing and Heating for Swimming Pool Construction - \$79,135.00
3. Consider Payment to First Construction Group, Inc. for Swimming Pool Construction - \$109,608.15
4. Consider Purchasing a Gazebo for the Swimming Pool
5. Consider Mutual Aid Agreement with Wapello Fire & Rescue
6. Consider Authorizing Mayor Trousil to sign a Letter of Support for Mid America Port Commission
7. Consider Participation in Funding for Water Study with Grow Greater Burlington, City of Burlington, Burlington Water Works and Des Moines County
8. Consider Participation in the Small Town Sign Replacement Program
9. Discuss Building Inspector Position
10. Discuss Attendance at Washington DC Summit

OLD BUSINESS:

1. Discuss Funding Request from Babe Ruth League

**CITIZEN'S INQUIRIES:
MAYOR'S INQUIRIES:
ADJOURN**

Regular Council Meeting March 19, 2008 – 6:00 p.m. The West Burlington City Council met in regular session at 122 Broadway Street with Mayor Trousil presiding. Council members Marc Pilger, Rod Crowner, Rick Raleigh, Tom Law and Therese Lees were present. City Administrator Dan Gifford, Public Works Director Randy Fry, Finance Officer Leslie Sattler and Police Chief Alex Oblein were also present.

Mayor Trousil asked Council to move Old Business item "Discuss Funding Request from Babe Ruth League" up on the agenda to accommodate representative that were present at the meeting. Lees made a motion, second by Pilger, to approve the Agenda. Roll call vote: Raleigh, Law, Lees, Pilger and Crowner voted aye. Motion carried.

Lees made a motion, second by Pilger, to approve the Consent Agenda as follows. Roll call vote: Law, Lees, Pilger, Crowner and Raleigh voted aye. Motion carried.

1. Minutes from Regular City Council Meeting on March 5, 2008
2. Payment to Southeast Iowa Regional Planning Commission for EPA Grant Administration - \$5,000
3. Liquor License Renewal for Southeastern Community College Foundation
4. Finance Officer Sattler's Attendance at Iowa Municipal Finance Officers Association Meeting
5. Officer Waterman Attendance at Defensive Tactics Instructor Training
6. Payment to Burlington Public Library for FY07/08 - \$27,686
7. Harmon Dochterman's Re-appointment on Board of Adjustment with Term Ending 12/31/2012
8. Payment to City of Burlington for County Wide Communications - \$3,224.22
9. Payment to DMC Regional Waste Commission for Waste Management Fees - \$2,120.80
10. Payment to Municipal Supply for Water Main Materials - \$3,747.90
11. Payment to QC Analytical Services for Lab Testing - \$1,552.00
12. Clerk's Financial Report for February 2008
13. Claims as Presented in the Amount of \$83,092.94

CITIZEN'S INQUIRIES:

PUBLIC HEARING: To Consider the Plans, Specifications, Form of Contract for Division I of the Water Distribution System Improvement Project – Mayor Trousil opened the public hearing at 6:03 p.m. to hear comments concerning Division I of the Water Distribution System Improvement Project. Division I of the project includes the extension of approximately 18,500 lineal feet of water main down Hwy 406 Road, west on Mt. Pleasant Street and connecting to Burlington water mains inside the Iowa Army Ammunition Plant. The project calls for approximately 13,000 feet of 12" water main and 5,500 feet of 16" water main with the engineers construction cost estimated at \$1,281,681.50. An alternative option of running 18,000 feet of 12" water main and 500 feet of 16" water main with an estimated construction cost of \$1,199,079.50 is also included in the bid documents.

No verbal or written comments were received concerning the project and the public hearing was closed at 6:06 p.m.

Consider a Resolution Approving the Plans, Specifications, Form of Contract for Division I of the Water Distribution System Improvement Project – Crowner asked City Administrator and Public Works Director if they had reviewed the plans. Both found the plans to be in order and felt comfortable with the project. Lees made a motion, second by Pilger, to approve the plans, specification and form of contract for Division I of the Water Distribution System Improvement Project. Roll call vote. Law, Lees, Pilger, Crowner and Raleigh voted aye. Motion carried.

COMMITTEE REPORTS:

STREETS – Public Works Director Fry reported that Spring Clean-up will be held on May 12th for the entire town.

PUBLIC SAFETY – Chief Oblein reported that he has been working with a citizen group to view and propose amendments to the City's Animal Protection and Control Ordinance. The Police Department has also been working on an Alcohol Enforcement Grant.

FINANCE – Nothing to report.

SANITATION – Nothing to report.

UTILITIES – Nothing to report.

OLD BUSINESS:

Discuss Funding Request from Babe Ruth League – Scott Peck, President of the Des Moines County Babe Ruth League addressed the Council with a request to help fund the installation of lights at the Southeastern Community College Baseball field. SCC has agreed to allow the Des Moines County Babe Ruth League to use their facility for practice and games and has agreed to take over future maintenance of the lights if the League can fund the initial purchase and installation. Mr. Peck estimated the cost of the lights to be approximately \$183,500 plus \$68,000 for a transformer. The City of Burlington has agreed to contribute \$105,000 toward the project and SCC has agreed to pay \$38,000, which is the difference between regular lights and college style lighting. The League plans to ask other entities and foundations to help fund the additional \$55,800. Council discussed donations between \$5,000 and \$10,000 spread over a three year period. City Administrator Gifford suggested using Hotel/Motel Tax revenue if Council chooses to participate. Lees made a motion, to make a one time donation of \$5,000. Motion died for lack of a second. Crowner stated that he was reluctant to commit half of the Hotel/Motel revenue in one year. Raleigh made a motion, second by Crowner, to \$3,333.33 every year for two years and \$3,333.34 since the third year. Roll call vote. Crowner, Raleigh, Law and Pilger voted aye. Lees voted nay. Motion carried.

NEW BUSINESS:

Consider Payment to French-Reneker-Associates for Engineering Service - \$6,000 – Crowner made a motion, second by Raleigh, to approve a payment of \$6,000 to French-Reneker-Associates for engineering services related to the development of the Safe-Routes-To-School Plan. Roll call vote. Lees, Pilger, Crowner, Raleigh and Law voted aye. Motion carried.

Consider Payment to Hometown Plumbing and Heating for Swimming Pool Construction - \$79,135.00 – Raleigh made a motion, second by Crowner, to approve a payment of \$79,135 to Hometown Plumbing and Heating for swimming pool construction. Roll call vote. Pilger, Crowner, Raleigh, Law and Lees voted aye. Motion carried.

Consider Payment to First Construction Group, Inc. for Swimming Pool Construction - \$109,608.15 – Pilger made a motion, second by Raleigh, to approve a payment of \$109,608.15 to First Construction Group, Inc. for swimming pool construction. Roll call vote. Crowner, Raleigh, Law, Lees and Pilger voted aye. Motion carried.

Consider Purchasing a Gazebo for the Swimming Pool – Council discussed the idea of purchasing a gazebo for the swimming pool and allowing patrons to rent it for birthday parties during normal pool hours. Mayor Trousil and Public Works Director Fry suggested that the slab be poured during the construction rather than waiting until the grading, seeding and fence was installed. City Administrator Gifford informed Council that asking the contractors to pour the slab or trying to pour the slab during the construction may affect the City's contract with Burbach Aquatics and First Construction. Council directed City Administrator Gifford to contact Burbach Aquatics to see how the contract would be affected.

Consider Mutual Aid Agreement with Wapello Fire & Rescue – Lees made a motion, second by Pilger, to approve a Mutual Aid Agreement with Wapello Fire & Rescue. Roll call vote. Raleigh, Law, Lees, Pilger and Crowner voted aye. Motion carried.

Consider Authorizing Mayor Trousil to sign a Letter of Support for Mid America Port Commission – Mayor Trousil asked Council to approve a letter in support of the Mid-America Port Commission's efforts to secure funding from the Iowa Legislature in order to pursue establishing a modern intermodal port and attached public terminal area in the tri-state region. The Commission has discussed locating a port in the Keokuk/Quincy area. Lees made a motion, second by Crowner, to authorize Mayor Trousil to sign the letter of support. Roll call vote. Law, Lees, Pilger, Crowner and Raleigh voted aye. Motion carried.

Consider Participation in Funding for Water Needs Assessment with Grow Greater Burlington, City of Burlington, Burlington Water Works and Des Moines County – Mayor Trousil presented a request from Grow Greater Burlington (the economic development department of the Chamber of Commerce) requesting the City's participation in a Water Needs Assessment in order to create a plan to provide adequate water capacity for commercial and industrial users. The study will help create a plan to provide adequate water supplies for future development that will most likely occur on borders of Burlington, West Burlington and Des Moines County. Grow Greater Burlington has entered into preliminary discussions with Snyder & Associates of Cedar Rapids to conduct a water needs assessment at a cost of \$15,000. Grow Greater Burlington has committed \$5,000 and is asking Des Moines County, Burlington Municipal Waterworks, City of Burlington and City of West Burlington to invest \$2,500 each to fund the remainder. Lees made a motion, second by Crowner, to participate with Grow Greater Burlington by contributing \$2,500 toward the cost of a Water Needs Assessment. Roll call vote. Law, Lees, Pilger, Crowner and Raleigh voted aye. Motion carried.

Consider Participation in the Small Town Sign Replacement Program – Crowner made a motion, second by Pilger, to approve a resolution allowing the City to participate in the Iowa Department of Transportations' Small Town Sign Replacement Program. This program will provide up to \$5,000 for the replacement of Stop, Stop Ahead, Yield, Two-Direction large arrow and Do Not Enter signs which have been identified as deficient by city staff. Following approval of this resolution staff will complete a sign list and application to submit to the Iowa Department of Transportation. Roll call vote. Lees, Pilger, Crowner, Raleigh and Law voted aye. Motion carried.

Discuss Building Inspector Position – City Administrator Gifford asked Council to reconsider their decision of hiring a part-time Building Inspector and consider hiring a full time inspector. City Administrator Gifford feels that with the growth the city has experienced and Council's desire to possibly include rental housing inspections the Council should consider hiring a full-time Building Inspector who is certified or could become certified within a couple of year. The state is beginning to look at cities without licensed inspectors and has started doing inspections of manufactured and modular homes themselves, which means they collect revenue from the inspections. City Administrator Gifford suggested the possibility of combing the Building Inspector position with the proposed maintenance position suggested during the budget process. Lees and Crowner were in favor of hiring a fulltime person. Council directed Administrator Gifford to come back with a proposed salary for a fulltime position for consideration at the next meeting.

Discuss Attendance at Washington DC Southeast Iowa Summit - Mayor Trousil invited Council to attend the Washington DC Summit April 30th – May 2nd. City Administrator Gifford will be attending and needs to make necessary travel arrangements. No Council members expressed interest in attending this year.

CITIZEN'S INQUIRIES: None

MAYOR'S INQUIRIES: None

ADJOURN : There being no further business, the meeting adjourned at 7:32 p.m. upon motion by Lees, second by Pilger. Voice vote: All ayes. Motion carried.

Approved

Kelly D. Fry, City Clerk

Hans K. Trousil, Mayor

City of West Burlington	Claims List	03/19/2008
ACS GOVERNMENT SYSTEMS INC	SOFTWARE SUPPORT	735.00
AIRGAS NORTH CENTRAL	MAINTENANCE FEE	12.20
ALEXIS FIRE EQUIP. CO. INC	REPAIR T-2 LADDER REPAIR	335.31
	GAS & ELECTRICITY SEWER PLANT	14757.70
ALLIANT ENERGY	FLAT STEEL	35.52
BALZER INC.	FRY-TRAVEL FRY	1321.14
BANCARD CENTER		
BURLINGTON HYDRAULIC SERVI	JOYSTICK W/SWITCH #6 PLOW	357.80
BURLINGTON MUNICIPAL WATER	GE WATER	19688.74
BURLINGTON/WEST BURLINGTON	ANNUAL DINNER - 2008	600.00
C & J JANITORIAL SRV	FIRE STATION CLEANING	135.00
CENTRE STATE INTN'L INC.	REPAIR - DUMP TRUCK	137.22
CITY OF BURLINGTON	ANIMAL SHELTER HOUSING	3275.89
CLEAR FALLS BOTTLED WATER	COOLER RENT & BOTTLED WATER	62.25
CRAY GODDARD MILLER & TAYL	LEGAL SERVICES	805.53
CURE SOLUTIONS LLC	UPN SETUP-COUNCIL LAPTOPS	105.00
DENNYS AUTO SERVICE	TURN TWO ROTORS	25.75
DES MOINES CO. ATTORNEY	MONTHLY FEE FOR PROSECUTION	333.33
DES MOINES CO. NEWS	PUBLICATIONS	501.88
DES MOINES CO. REGIONAL	WASTE MANAGEMENT	2120.80
EASTERN IOWA LIGHT & POWER	ELECTRICITY/BEAVERDALE	49.10
ELECTRONIC APPLICATIONS CO	TOGGLE SWITCH - UNIT 2	78.00
FARM KING OF BURLINGTON	SUPPLIES	325.03
FASTENAL COMPANY, THE	ICE MELT	153.98
FRENCH-RENEKER-ASSOCIATES	SAFE ROUTES TO SCHOOL	6000.00
GLOBAL TOUCH TELECOM	TELEPHONE SERVICES	30.44
GRAINGER	AIR COMPRESSOR PUMP	364.55
GREAT RIVER BUSINESS HEALT	PHYSICALS	624.00
GREAT RIVER MEDICAL CENTER	EMS SUPPLIES	60.30
GREENWOOD CLEANING SYSTEMS	PAPER TOWELS	242.57
GROUP SERVICES INC.	MED INS REIMBURSEMENT	70.40
HACH COMPANY	CHEMICALS	251.31
HOLTKAMP'S TRAILER REPAIR	TRUCK REPAIR	107.79
INCODE-CMS INC	CHECK REISSUE #37338	1050.00

IOWA ILLINOIS OFFICE PRODU	COPY PAPER	253.60
IOWA LAW ENFORCEMENT ACADE	BATON INS - WATERMAN	120.00
IOWA TELECOM COMMUNICATION	TELEPHONE SERVICES	200.69
LAVEINE SANITATION INC.	GARBAGE & TRASH HAULING	7844.34
LISCO/LTDS	TELEPHONE SERVICE	369.12
MENARDS	SUPPLIES	442.45
MIRACLE CAR WASH	CAR WASHES	14.50
MUNICIPAL SUPPLY INC.	REPAIR CLAMPS	5288.71
NAPA AUTO PARTS	PARTS	649.58
PER MAR SECURITY SERVICES	SECURITY SERVICES	449.40
PREFERRED SECURITY SERVICE	DRUG TESTING	20.00
QC ANALYTICAL SERVICES LLC	SEWER TESTING	1552.00
QWEST	TELEPHONE SERVICE	74.00
REIF OIL CO.	FUEL	5494.74
RENTAL SERVICE CORPORATION	SOLENOID FOR PUMP	247.91
RICHARDSON ENTERPRISES	SCRAPER/WRENCHES	389.20
SOUTHEAST IOWA CLERK'S ASS	2008 ANNUAL DUES	20.00
SUMMIT SUPPLY	GLOVES	11.25
TRAFFIC & TRANSPORTATION I	REPAIR MONITOR	532.78
TREASURER STATE OF IOWA	FEBRUARY SALES TAX	3705.00
TYLER WORKS	RECEIPT PRINTER MAINTENANCE	203.00
WINTER EQUIPMENT	CURB GUARD	457.14
FUND TOTALS		
GENERAL FUND		36891.73
ROAD USE		5130.72
WATER		27259.16
BEAVERDALE ESCROW		17.10
WESTWOOD HILLS ESCROW		16.00
WOODSMAN SUB. ESCROW		16.00
SEWER		13691.83
MEDICAL INSURANCE RESERVE		70.40
TOTAL		83092.94