

City of Hills

Council Members

Bruce Endris
Steve Harris
Merle Hill
Thom Kirkpatrick
Cathy Knebel

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Mayor

Tim Kemp
City Administrator
Cathy Fitzmaurice-Hill
Deputy Clerk
Donna Hicks

Hills City Council
Regular Meeting
Hills Fire Department Meeting Room @ 7:00 PM
February 22, 2016

- **Consent Agenda:**
 - Minutes from meeting February 8, 2016.
 - Bills and receipts from February 8, 2016 thru February 22, 2016.
- **Public Discussion**
- **New Business**
 - Public Hearing: FY17 Budget.
 - Resolution No. 2016-05 Adopting the Budget for Fiscal Year July 1, 2016 to June 30, 2017.
 - Receive and review recommendation from P&Z to amend the Comprehensive Plan and Future Land Use Map.
 - Possible Closed Session pursuant to Iowa Code Section 21.5(j) to discuss acquisition of wastewater easements.
 - Set public hearing on the acquisition or condemnation, if necessary, of all or a portion of property or an interest in property for the City of Hills Wastewater Project for March 28, 2016.
- **Previous Business**
 - Discussion and possible action on Wastewater Treatment Plant Facility Plan.
- **Council Action List, Comments, Concerns, Reports**
 - Mayor
 - Attorney
 - City Administrator
 - Maintenance
 - Fire Department
 - Sewer
- **Adjournment**

Hills City Council Meeting
February 8, 2016
7:00 PM
Hills Fire Station Meeting Room

The regular Hills City Council meeting was called to order by Mayor Tim Kemp at 7:00 p.m. on Monday, February 8, 2016 at the Hills Fire Station Meeting Room.

Council members present were: Bruce Endris, Steve Harris, Merle Hill, Thom Kirkpatrick and Cathy Knebel. Absent: None. Also present: Cathy Fitzmaurice-Hill, City Administrator, EreK Sittig, City Attorney, Ron Wolfe, Public Works, and Mary Dlouhy, resident.

Consent Agenda: A Motion was made by Knebel and seconded by Hill to approve the consent agenda approving minutes from the Meeting of January 25, 2016 and bills/receipts from January 25, 2016 thru February 8, 2016. Ayes:5. Motion carried.

Public Discussion: Mary Dlouhy was present to discuss storm water drainage at her home at 433 Brady. The drainage seems to have changed since the water main was installed. She understands that there has been significant water lately but is concerned that it had nowhere to go. She expressed concern with the off street gravel parking at the property to the west and feels that also may be causing her drainage issues. The Council previously had requested the property owner at 429 Brady correct the issues with its parking. The Council felt the property owners should either return the gravel pad to its original state or use other measures to eliminate the water runoff that impacts the adjoining properties. The City Attorney and City Administrator will follow up.

New Business:

Lisa TeBockhorst, Principal at Hills Elementary, presented information to the Council about the Hills Learning Center and Hills Care for Kids programs at the school. She explained that the programs have been combined along with the Family Systems in an effort to blend the services so that it supports all the community. She thanked the Council for its continued support of these programs which allows the school to continue to offer these services. As a SINA school she explained the School needs to continue to show gains to close the achievement gap. All students are reviewed by a team that puts practices into place, some which happen in the after school programs. 44 students currently use the program, including 36% of the Hills students enrolled at the School. Lisa stressed the impact of continued work with all students to show a community support of the School and ensure the viability of the School as a whole.

The Second reading of an Ordinance Adopting the "Code of Ordinances of the City of Hills, Iowa" was presented. A motion was made by Hill and seconded by Endris to pass the Second Reading of the Ordinance. A roll call vote was taken. Ayes:5. The Second Reading of the Ordinance was approved.

The Council discussed the waiver of the Third reading. A motion was made by Kirkpatrick and seconded by Harris to waive the Third reading of the Ordinance and approve final passage of the Ordinance. A roll call vote was taken. Ayes:5 The Final passage of the Ordinance is approved. The Ordinance will be effective from and after publication of the Ordinance, as required by law.

Resolution 2016-04 was presented in support of an Application to the Clean Water SRF Water Restoration Sponsored Project Program. This shows Council approval of the application and authorizes the City Administrator/Clerk to sign the Application. A motion was made by Knebel and seconded by Kirkpatrick to approve Resolution 2016-04. A roll call vote was taken. Ayes: 5. Resolution 2016-04 passed.

The Council reviewed the proposed FY17 budget. A motion was made by Knebel and seconded by Hill to approve the proposed budget for FY17. Ayes:5 Motion Carried.

The Council discussed the time for public hearing on the budget. A motion was made by Kirkpatrick and seconded by Endris to set the public hearing on the budget for the regular Council meeting on February 22, 2016 at 7:00 p.m. Ayes:5 Motion carried.

Previous Business:

Wastewater Treatment Plant Update: EreK reported that he continues to work on easements. He is still waiting on some information from Fox Engineering to complete the easements.

Reports:

Attorney: No response has been received in regard to the nuisance abatement letter to the Branson Main Street property. EreK will move forward with a citation.

Fire Chief: No report.

Maintenance: Ron reported that he has been monitoring the work being done at the Hills Commercial Park. It is anticipated that the work will be completed by April. He is working with Ryan from Shive-Hattery. Ryan will also make weekly visits to the site to ensure compliance.

Sewer: Bruce reported that he has contacted Ace again about the generator.

Administrator: Cathy reported she will be attending Iowa SMART Economic Development Conference in April. She will be offering a webinar to P&Z to assist them in their roll on the commission. P&Z has been working on changes to the Comprehensive Plan and Future Land Use map. She attended a meeting with the U.S. Army Corps of Engineers who are seeking input from those impacted by the flow levels at the Coralville Lake to determine if changes need to be made to the Regulation Plan. The consensus seems to be to increase the flows earlier.

Mayor: Mayor Kemp reported that the Community Center Board will be meeting to discuss creating a City Community Center Board and turning the everyday operation of the building to the City. He also shared that a traffic study count is available to us at no charge through our membership in MPO. The Council suggested he go forward with the study

A Motion was made by Knebel and seconded by Harris to adjourn the meeting at 8:13 p.m. Ayes:5. Motion carried.

Tim Kemp, Mayor

Cathy Fitzmaurice-Hill, City Administrator

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
HILLS BANK & TRUST GENERAL							
FEB16	1	2/22/16	2/22/16	1139 ALLIANT UTILITIES 4916015906002 1/2 FIRE S	87.54	1115 001-150-6371	1
	2			4916014001001 STREET LIG	864.17	001 001-230-6371	1
	3			4916015906002 1/2 FIRE S	87.53	001 001-650-6371	1
	8			4916015907001 SIREN	47.97	001 001-650-6371	1
	9			4916015865001 MAINT BLDG	302.22	001 001-650-6371	1
	10			4916015019501 SIGN LIGHT	19.45	001 001-650-6371	1
	11			4916014882201 BALL PARK	230.56	001 001-650-6371	1
				INVOICE TOTAL	1,639.44		
				VENDOR TOTAL	1,639.44		
FEB16	1	2/22/16	2/22/16	1146 OFFICE OF AUDITOR OF STATE PERIODIC EXAM FEE	1,200.00	001 001-620-6401	1
				INVOICE TOTAL	1,200.00		
				VENDOR TOTAL	1,200.00		
JAN21/25	1	2/22/16	2/22/16	1046 GAZETTE COMMUNICATIONS JAN 21/25 MIN, JAN REV/E	141.67	001 001-650-6414	1
				INVOICE TOTAL	141.67		
				VENDOR TOTAL	141.67		
3101	1	2/22/16	2/22/16	1087 IOWA MUNICIPAL FINANCE OFFICER ANNUAL DUES	50.00	001 001-650-6210	1
				INVOICE TOTAL	50.00		
				VENDOR TOTAL	50.00		
303956	1	2/22/16	2/22/16	1404 LABOR LAW CENTER, INC LABOR LAW POSTER	37.90	001 001-650-6506	1
				INVOICE TOTAL	37.90		
				VENDOR TOTAL	37.90		
FEB16	1	2/22/16	2/22/16	1130 MID AMERICAN ENERGY 7799078018 1/2 FIRE STAT	208.82	1115 001-150-6371	1
	2			7799078018 1/2 FIRE STAT	208.82	001 001-650-6371	1
	3			7715078014 CLERK	177.34	001 001-650-6371	1
				INVOICE TOTAL	594.98		
				VENDOR TOTAL	594.98		
L161060	1	2/22/16	2/22/16	1195 SHIVE HATTERY HILLS COM PARK	218.50	001 001-699-6490	1
	2			SRF SPONSORED PROJECT	786.00	001 001-699-6490	1
				INVOICE TOTAL	1,004.50		
				VENDOR TOTAL	1,004.50		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ

108115	1	2/22/16	2/22/16	1347 STAR LEASING L.L.C. COPIER LEASE	106.48	001		001-650-6504	1
				INVOICE TOTAL	106.48				
				VENDOR TOTAL	106.48				
				GENERAL	4,774.97				
WATER									
FEB16	5	2/22/16	2/22/16	1139 ALLIANT UTILITIES 4916016300502 WELL	210.22	600		600-810-6371	1
	12			4916016532501 WELL	327.72	600		600-810-6371	1
	13			4916014549002 TREATMENT	990.06	600		600-810-6371	1
				INVOICE TOTAL	1,528.00				
				VENDOR TOTAL	1,528.00				
39345	1	2/22/16	2/22/16	1261 FOX ENGINEERING ENGINEER	1,007.60	600		600-810-6490	1
				INVOICE TOTAL	1,007.60				
				VENDOR TOTAL	1,007.60				
3839793	1	2/22/16	2/22/16	1388 HAWKINS, INC CHEMICALS	173.56	600		600-810-6501	1
				INVOICE TOTAL	173.56				
				VENDOR TOTAL	173.56				
FEB16	4	2/22/16	2/22/16	1130 MID AMERICAN ENERGY 1613089017 TREATMENT PLA	88.84	600		600-810-6371	1
	5			0882108014 WELL	10.00	600		600-810-6371	1
				INVOICE TOTAL	98.84				
				VENDOR TOTAL	98.84				
S1402413	1	2/22/16	2/22/16	1403 PSC DISTRIBUTION, INC CURB STOP WRENCH	41.98	600		600-810-6350	1
				INVOICE TOTAL	41.98				
				VENDOR TOTAL	41.98				
75154	1	2/22/16	2/22/16	1289 STATE HYGIENIC LABORATORY WATER TESTS	15.50	600		600-810-6380	1
				INVOICE TOTAL	15.50				
				VENDOR TOTAL	15.50				
				WATER	2,865.48				

SEWER

1139 ALLIANT UTILITIES

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK	SQ

				1139 ALLIANT UTILITIES						
FEB16	4	2/22/16	2/22/16	4916015217001 4TH LIFT S	376.87	610		610-815-6371	1	
	6			4916014431501 LAGOON	834.77	610		610-815-6371	1	
	7			4916016300702 OAK LIFT S	46.28	610		610-815-6371	1	
				INVOICE TOTAL	1,257.92					
				VENDOR TOTAL	1,257.92					
				1261 FOX ENGINEERING						
39374	1	2/22/16	2/22/16	WASTEWATER ENGINEER	43,918.00	610		610-815-6407	1	
				INVOICE TOTAL	43,918.00					
				VENDOR TOTAL	43,918.00					
				1287 KEYSTONE LABORATORIES						
1200997	1	2/22/16	2/22/16	SEWER TESTS	61.38	610		610-815-6380	1	
				INVOICE TOTAL	61.38					
1201121	1	2/22/16	2/22/16	SEWER TESTS	66.88	610		610-815-6380	1	
				INVOICE TOTAL	66.88					
				VENDOR TOTAL	128.26					
				SEWER	45,304.18					
				HILLS BANK & TRUST TOTAL	52,944.63					
				TOTAL MANUAL CHECKS	.00					
				TOTAL E-PAYMENTS	.00					
				TOTAL PURCH CARDS	.00					
				TOTAL ACH PAYMENTS	.00					
				TOTAL OPEN PAYMENTS	52,944.63					
				GRAND TOTALS	52,944.63					

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
001-150-4705	DONATIONS				
		2/18/16	GL1447	TEBOCKHORST DONATIONS	250.00
	ACCOUNT TOTAL				250.00
001-950-4000	GEN PROP TAX				
		2/10/16	GL1444	JOHNSON COUNTY TREASURER PROPERTY TAX	475.10
	ACCOUNT TOTAL				475.10
010-210-4300	INTEREST				
		2/18/16	GL1447	HILLS BANK AND TRUST CD INT - ROADS	94.52
	ACCOUNT TOTAL				94.52
010-210-4430	ROAD USE TAX				
		2/17/16	GL1445	TREASURER STATE OF IOWA ROAD USE TAX	7,266.23
	ACCOUNT TOTAL				7,266.23
000-810-4500	CHARGES/FEEES FOR SERVICES				
		2/08/16	UB3024	SA CASH POSTING	10.00
		2/08/16	UB3024	SA CASH POSTING	265.55
		2/08/16	UB3024	WA CASH POSTING	44.44
		2/08/16	UB3024	WA CASH POSTING	1,164.62
		2/08/16	UB3024	WA CASH POSTING	1.10
		2/08/16	UB3026	SA CASH POSTING	40.05
		2/08/16	UB3026	WA CASH POSTING	222.10
		2/09/16	UB3028	SA CASH POSTING	113.10
		2/09/16	UB3028	WA CASH POSTING	496.35
		2/09/16	UB3028	WA CASH POSTING	.24
		2/12/16	UB3032	SA CASH POSTING	30.00
		2/12/16	UB3032	SA CASH POSTING	257.65
		2/12/16	UB3032	WA CASH POSTING	88.88
		2/12/16	UB3032	WA CASH POSTING	5.56-
		2/12/16	UB3032	WA CASH POSTING	1,139.82
		2/12/16	UB3032	WA CASH POSTING	102.85
		2/16/16	UB3036	SA CASH POSTING	10.00
		2/16/16	UB3036	SA CASH POSTING	290.00
		2/16/16	UB3036	WA CASH POSTING	44.44
		2/16/16	UB3036	WA CASH POSTING	1,290.72
		2/16/16	UB3036	WA CASH POSTING	7.25
		2/16/16	UB3038	SA CASH POSTING	40.00
		2/16/16	UB3038	SA CASH POSTING	10.00
		2/16/16	UB3038	SA CASH POSTING	40.00
		2/16/16	UB3038	WA CASH POSTING	757.76
		2/16/16	UB3038	WA CASH POSTING	44.44
		2/16/16	UB3038	WA CASH POSTING	138.32
		2/16/16	UB3038	WA CASH POSTING	11.35
		2/19/16	UB3041	SA CASH POSTING	270.56
		2/19/16	UB3041	WA CASH POSTING	1,392.06
		2/19/16	UB3041	WA CASH POSTING	5.27
		2/19/16	UB3043	SA CASH POSTING	80.00
		2/19/16	UB3043	SA CASH POSTING	130.00

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL	RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
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600-810-4500	CHARGES/FEES FOR SERVICES					
		2/19/16	UB3043	WA CASH POSTING		715.52
		2/19/16	UB3043	WA CASH POSTING		550.78
		2/19/16	UB3043	WA CASH POSTING		2.00
	ACCOUNT TOTAL					9,801.66
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600-810-4530	PENALTIES					
		2/09/16	UB3028	WA CASH POSTING		10.00
		2/12/16	UB3032	WA CASH POSTING		5.00
		2/12/16	UB3032	WA CASH POSTING		10.00
		2/19/16	UB3041	WA CASH POSTING		5.00
	ACCOUNT TOTAL					30.00
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600-810-4560	SALES TAXES COLLECTED					
		2/08/16	UB3024	WA CASH POSTING		3.11
		2/08/16	UB3024	WA CASH POSTING		81.55
		2/08/16	UB3026	WA CASH POSTING		15.55
		2/09/16	UB3028	WA CASH POSTING		34.91
		2/12/16	UB3032	WA CASH POSTING		9.33
		2/12/16	UB3032	WA CASH POSTING		80.65
		2/16/16	UB3036	WA CASH POSTING		3.11
		2/16/16	UB3036	WA CASH POSTING		91.01
		2/16/16	UB3038	WA CASH POSTING		49.93
		2/16/16	UB3038	WA CASH POSTING		10.03
		2/19/16	UB3041	WA CASH POSTING		97.89
		2/19/16	UB3043	WA CASH POSTING		50.08
		2/19/16	UB3043	WA CASH POSTING		39.42
	ACCOUNT TOTAL					566.57
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610-815-4500	CHARGES/FEES					
		2/08/16	UB3024	SW CASH POSTING		50.00
		2/08/16	UB3024	SW CASH POSTING		955.61
		2/08/16	UB3026	SW CASH POSTING		149.90
		2/09/16	UB3028	SW CASH POSTING		385.00
		2/09/16	UB3028	SW CASH POSTING		10.00
		2/12/16	UB3032	SW CASH POSTING		100.00
		2/12/16	UB3032	SW CASH POSTING		5.00
		2/12/16	UB3032	SW CASH POSTING		825.32
		2/12/16	UB3032	SW CASH POSTING		10.00
		2/16/16	UB3036	SW CASH POSTING		50.00
		2/16/16	UB3036	SW CASH POSTING		926.06
		2/16/16	UB3038	SW CASH POSTING		671.67
		2/16/16	UB3038	SW CASH POSTING		140.00
		2/16/16	UB3038	SW CASH POSTING		115.90
		2/16/16	UB3038	SW CASH POSTING		5.00
		2/19/16	UB3041	SW CASH POSTING		1,022.09
		2/19/16	UB3041	SW CASH POSTING		10.00
		2/19/16	UB3043	SW CASH POSTING		400.00
		2/19/16	UB3043	SW CASH POSTING		434.05
		2/19/16	UB3043	SW CASH POSTING		5.00

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL	RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
610-815-4500	CHARGES/FEES					
	ACCOUNT TOTAL					6,270.60
610-815-4560	SALES TAX COLLECTED					
2/08/16	UB3024	SW CASH POSTING				3.50
2/12/16	UB3032	SW CASH POSTING				7.00
2/16/16	UB3036	SW CASH POSTING				3.50
2/16/16	UB3038	SW CASH POSTING				47.02
2/19/16	UB3043	SW CASH POSTING				28.00
	ACCOUNT TOTAL					89.02
670-840-4300	INTEREST					
2/18/16	GL1447	HILLS BANK AND TRUST			CD INT - GARB	26.47
	ACCOUNT TOTAL					26.47
670-840-4501	GARBAGE FEES					
2/08/16	UB3024	GB CASH POSTING				106.95
2/08/16	UB3026	GB CASH POSTING				14.25
2/09/16	UB3028	GB CASH POSTING				30.80
2/09/16	UB3028	GB CASH POSTING				10.00
2/12/16	UB3032	GB CASH POSTING				78.76
2/12/16	UB3032	GB CASH POSTING				10.00
2/16/16	UB3036	GB CASH POSTING				87.65
2/16/16	UB3036	GB CASH POSTING				25.00
2/16/16	UB3038	GB CASH POSTING				14.25
2/16/16	UB3038	GB CASH POSTING				5.00
2/19/16	UB3041	GB CASH POSTING				123.19
2/19/16	UB3041	GB CASH POSTING				10.00
2/19/16	UB3041	GB CASH POSTING				6.25
2/19/16	UB3043	GB CASH POSTING				38.00
2/19/16	UB3043	GB CASH POSTING				5.00
2/19/16	UB3043	GB CASH POSTING				37.50
	ACCOUNT TOTAL					602.60
670-840-4502	GARBAGE BAGES					
2/18/16	GL1447	RESIDENT			GARBAGE TAGS	2.50
2/18/16	GL1447	WIDMER			GARBAGE TAGS	12.50
2/18/16	GL1447	MARTIN			GARBAGE TAGS	47.50
2/18/16	GL1447	RESIDENT			GARBAGE TAGS	12.50
2/18/16	GL1447	BIENHOFF			GARBAGE TAGS	31.25
	ACCOUNT TOTAL					106.25
	REPORT TOTAL					25,579.02

RESOLUTION 2016-05

RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR JULY 1, 2016 TO JUNE 30, 2017

WHEREAS, the City of Hills, Iowa, a municipal corporation, pursuant to the laws of the State of Iowa, is required to adopt and certify an annual budget each year for the following fiscal year; and

WHEREAS, on February 22, 2016 the City Council of Hills, Iowa, held a public hearing on the budget for the fiscal year July 1, 2016 to June 30, 2017, after published notice of said hearing; and

WHEREAS, no objections to the budget for fiscal year July 1, 2016 to June 30, 2017 were presented, either orally or by written correspondence; and

WHEREAS, the City Council of Hills, Iowa deems said budget to be reasonable for the operation of the City of Hills, Iowa during fiscal year July 1, 2016 to June 30, 2017 with Total Revenues in the amount of \$4,277,294 and Total Expenditures in the amount of \$4,071,427, and a property tax rate of \$8.10000 on regular property and \$3.00375 on Agricultural land;

NOW THEREFORE, BE IT RESOLVED that the City Council of Hills, Iowa determines that the budget attached to this resolution, setting forth the revenue estimates, appropriation expenditures and allocations for the fiscal year is appropriate for the operations of the City of Hills, Iowa, and is hereby adopted as the budget for the City of Hills, Iowa for fiscal year July 1, 2016 to June 30, 2017.

BE IT FURTHER RESOLVED that the Mayor and City Administrator/Clerk are hereby authorized and directed to certify the attached budget as adopted and approved as required by the laws of the State of Iowa.

Motion made by _____, seconded by _____ to approve Resolution No. 2016-05.

YES:

NO:

ABSTAIN:

ABSENT:

Resolution No. 2016-05 passed and approved on February 22, 2016.

Tim Kemp
Mayor

ATTEST:

Cathy Fitzmaurice-Hill
City Administrator/Clerk

February 10, 2016
Planning and Zoning Commission
Hills, Iowa

The meeting of the Hills Planning and Zoning Commission was called to order at 6:34 PM, on February 10, 2016.

Members present: Ron Wolfe, Gary Hulett, and Teresa Volk.

The members present reviewed proposed changes to the Future Land Use Map included in the Comprehensive Plan. The Plan encourages commercial and industrial growth. To achieve this goal members would like to see future growth areas designated to include areas north of the current city boundaries, along Oak Crest Hill Road, up to the northern border of the railroad line. Other areas of potential development include areas west along Observatory Road. The members felt this area is better suited for industrial development which should be encouraged.

The Future Land Use Map includes a line of residential, agricultural, commercial, industrial, commercial and residential to the north along with the industrial designations to the west. A motion was made by Wolfe and seconded by Volk to approve the Future Land Use Map as presented with the Murphy property zoned commercial and residential to the north of this property. Ayes: 3. Motion carried.

A motion to adjourn was made by Hulett and seconded by Volk at 7:00 p.m. Ayes:3. Motion carried.

Ron Wolfe, Chair

Attest: _____
Cathy Fitzmaurice-Hill, City Administrator

City of Hills

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