

## 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  
May 27, 2015

- **Consent Agenda:**
  - Minutes from meeting May 11, 2015
  - Bills and receipts from May 11 thru May 27, 2015
- **Public Discussion**
- **New Business**
  - Public Hearing: An Ordinance amending the Code of Ordinances of the City of Hills, Iowa, by replacing portions of Chapter 18 related to Sewer Rates and Billing.
  - First Reading of an Ordinance amending the Code of Ordinances of the City of Hills, Iowa, by replacing portions of Chapter 18 related to Sewer Rates and Billing.
  - Receive P&Z recommendation regarding Amended Preliminary Plat presented by Hills Commercial Park.
  - Discussion and possible action on Amended Preliminary Plat presented by Hills Commercial Park.
  - Resolution 2015-24 authorizing the Mayor to execute Change Order No. 8 to the Contract with Dave Schmitt Construction Co Inc for Hills Municipal Water System - Division 1
- **Previous Business**
  - Discussion and possible action on Water utility.
  - 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  
May 11, 2015  
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 PM on Monday, May 11, 2015 at the Hills Fire Station Meeting Room.

Council members present were: Cathy Knebel, Steve Harris, Merle Hill and Thom Kirkpatrick. Absent: Bruce Endris. Also present: Cathy Fitzmaurice-Hill, City Administrator, Ron Wolfe, Public Works, Jim Wolfe, Project Manager, Jason Van Nevel, Fire Chief.

A motion was made by Knebel and seconded by Kirkpatrick to approve the consent agenda approving minutes from April 27, 2015, bills/receipts from April 27, 2015 thru May 11, 2015 and Casey's Cigarette Permit Renewal. Ayes: 4. Motion carried.

**Public Discussion:** None.

**New Business:**

Mayor Kemp opened the Public Hearing for the Budget Amendment for Fiscal Year ending June 30, 2015 at 7:01. There were no comments or concerns voiced by the public. The public hearing was closed at 7:02 by Mayor Kemp.

Resolution 2015-20 was presented amending the annual Budget for Fiscal Year ending June 30, 2015. The Budget Amendment lists the water construction expenses. This is necessary because no expenses were listed on the budget that was certified in March of 2014. A motion was made by Kirkpatrick and seconded by Hill to approve Resolution 2015-20. Roll Call was held. Ayes – 4. Absent: Endris. Resolution passed.

Mayor Kemp read a Proclamation proclaiming May 2015 to be Older Americans Month in the City of Hills and encouraging every resident to take time this month to celebrate older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community. The Proclamation was presented to Jill Wenger of Johnson County Livable Community for Successful Aging.

Students from Hills Elementary (Romise Dill, Hope Simpson, Lillian Simpson, Inikka Dalton, Courtney Harris) attended the meeting along with teacher Shelia McCarville-Jennerjohn to provide a presentation on a "Long Walk to Water" The students have created a project to raise funds for purchase of a well in Sudan to help shorten the walk to water. The cost of each well is \$5000. The students will be raising funds through a Lemonade Stand and various other fund raisers. They have raised \$750. When they reach \$1000 the Hills PTO has agreed to match the funds. They will also be providing this presentation to other businesses and organizations. The Council challenged the group to raise \$3000 and they would then donate \$1000 to the project.

Resolution 2015-21 was presented approving and authorizing the Mayor to sign Contractor's Application for payment No. 11 to the contract with Dave Schmitt Construction Co Inc for Hills Municipal Water System – Division 1. This request is for payment of \$143,878.45 which has been reviewed and recommended for payment by Fox Engineering. A motion was made by Knebel and seconded by Hill to approve Resolution 2015-21. Roll call was held. Ayes -4. Absent: Endris. Resolution passed.

Resolution 2015-22 was presented approving and authorizing the Mayor to sign Contractor's Application for payment No. 8 to the contract with Maguire Iron, Inc for Hills Municipal Water System- Division 2. This request is for payment of \$50,350.00 which has been reviewed and recommended for payment by Fox Engineering. A motion was made by Kirkpatrick and seconded by Harris to approve Resolution 2015-22. Roll call was held. Ayes – 4. Absent: Endris. Resolution passed.

Resolution 2015-23 was presented adopting a non-sufficient fee policy. This resolution would set an administrative fee of \$25 for any returned check, for whatever reason, plus any actual fees and costs. A motion was made by Knebel and seconded by Kirkpatrick to approve Resolution 2015-23. Roll call was held. Ayes- 4. Absent: Endris. Resolution passed.

The next regular Council meeting is set for May 25, 2015 which is Memorial Day. The Council felt it should not be cancelled but should be changed to a different day. A motion was made by Kirkpatrick and seconded by Harris to re-set the May 25, 2015 meeting set to May 27, 2015. Ayes-4. Motion carried.

The Council will consider an Ordinance to increase sewer fees to \$35 effective July 1, 2015 and an additional increase to \$45 effective July 1, 2016. A motion was made by Knebel and seconded by Harris to set a public hearing for May 27, 2015 for public comment on the proposed sewer increase. Ayes -4. Motion carried.

**Previous Business:**

Jim Wolfe updated the Council that the tower is up and welding is almost complete. Then it will be painted. He met with Shaun from Schmitt to address seeding concerns. Shaun will be back next week to flag areas that need more dirt and seed. Schmitt will provide dirt to the City so that Ron can use in future for areas that may need more. The treatment plant continues on schedule.

**REPORTS:**

**Attorney:** No report.

**Fire Chief:** Jason reported a non-resident requested the Department bring water to his residence to fill his swimming pool. The Council felt that this was not a service that should be offered by the Department. He reported on training at Atrium Village and upcoming training/burn at a home on 480<sup>th</sup> street. The Department has had 88 calls so far this year.

**Maintenance:** Ron reported that he has been unable to get Lynch here to get an estimate on the drain work. He will provide when he receives.

**Sewer:** No report.

**Administrator:** Cathy reported that the Community Center was inspected today for compliance for use by Hills Care for Kids. This will be reviewed for possible updates when received.

She reported the software for water billing will be installed at the end of May. Prior to that a conversion of the old account numbers will need to be done so that the meter reads will interface properly with the accounts in the software. This will be an additional cost of \$850.

Hills Town and Country will receive the Governor's Volunteer Award at a ceremony June 4, 2015 at 10:30 to be held at Linn Mar school.

The City has received an amended plat from Hills Commercial Park which will need to be reviewed by P&Z and a recommendation provided to the Council. P&Z has requested an opinion from City Engineer Kevin Trom in regard to the changes to the Plat.

**Mayor:** No report.

A motion was made by Knebel and seconded by Hill to adjourn the meeting at 8:12 PM. Ayes: 4 Motion carried.

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Tim Kemp, Mayor

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Cathy Fitzmaurice-Hill, Administrator

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
HILLS BANK & TRUST GENERAL								
1139 ALLIANT UTILITIES								
4AY15	1	5/27/15	5/27/15	4916015906002 1/2 FIRE D	65.66	001	001-150-6371	1
	2			4916014001001 STREET LIG	848.63	001	001-230-6371	1
	3			4916015906002 1/2 FIRE D	65.66	001	001-650-6371	1
	8			4916015907001 SIREN	27.39	001	001-650-6371	1
	9			4916015865001 MAINT BLDG	223.80	001	001-650-6371	1
	10			4916015019501 SIGN LIGHT	17.14	001	001-650-6371	1
	11			4916014882201 BALL PARK	119.35	001	001-650-6371	1
				INVOICE TOTAL	1,367.63			
				VENDOR TOTAL	1,367.63			
1025 DATA TECHNOLOGIES								
4AY15	1	5/27/15	5/27/15	UTILITY ACCOUNT CONVERSI	430.00	001	001-650-6419	1
				INVOICE TOTAL	430.00			
				VENDOR TOTAL	430.00			
1269 NEUZIL, SANDERSON & SIGAFOOSE, P								
4AY15	1	5/27/15	5/27/15	LEGAL	391.00	001	001-640-6411	1
				INVOICE TOTAL	391.00			
				VENDOR TOTAL	391.00			
1353 FLASHING THUNDER FIREWORK								
10473-2	1	5/27/15	5/27/15	FIREWORKS	4,135.00	001	001-499-6440	1
				INVOICE TOTAL	4,135.00			
				VENDOR TOTAL	4,135.00			
1046 GAZETTE COMMUNICATIONS								
2580135	1	5/27/15	5/27/15	PUB HEARING SEWER	12.23	001	001-650-6414	1
				INVOICE TOTAL	12.23			
1068 I WIRELESS								
2580136	1	5/27/15	5/27/15	MIN/EXP/REV APRIL	120.32	001	001-650-6414	1
				INVOICE TOTAL	120.32			
				VENDOR TOTAL	132.55			
1068 I WIRELESS								
4AY15	1	5/27/15	5/27/15	CELL PHONE	53.09	001	001-650-6373	1
				INVOICE TOTAL	53.09			
				VENDOR TOTAL	53.09			
1088 IOWA ONE CALL								
170476	1	5/27/15	5/27/15	LOCATES	27.90	001	001-650-6373	1
				INVOICE TOTAL	27.90			
				VENDOR TOTAL	27.90			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
MAY15	1	5/27/15	5/27/15	1099 JOHNSON COUNTY RECORDER SIDEWALK RELEASE	7.00	001	001-650-6405	1
				INVOICE TOTAL	7.00			
				VENDOR TOTAL	7.00			
96801	1	5/27/15	5/27/15	1122 MENARDS BULBS	39.30	001	001-650-6310	1
				INVOICE TOTAL	39.30			
				VENDOR TOTAL	39.30			
MAY15	1	5/27/15	5/27/15	1130 MID AMERICAN ENERGY 7799078018 1/2 FIRE DEPT	29.22	001	001-150-6371	1
	2			7799078018 1/2 FIRE DEPT	29.22	001	001-650-6371	1
	3			7715078014 MAIN BLDG	12.50	001	001-650-6371	1
				INVOICE TOTAL	70.94			
				VENDOR TOTAL	70.94			
316353	1	5/27/15	5/27/15	1349 IOWA OFFICE SUPPLY INC COPIES	55.96	001	001-650-6414	1
				INVOICE TOTAL	55.96			
				VENDOR TOTAL	55.96			
MAY15	1	5/27/15	5/27/15	1198 STAPLES OFFICE SUPPLIES	103.12	001	001-650-6506	1
				INVOICE TOTAL	103.12			
				VENDOR TOTAL	103.12			
				GENERAL	6,813.49			
				ROAD USE TAX				
14918	1	5/27/15	5/27/15	1105 L L PELLING STREET SWEEP	750.00	110	110-210-6417	1
				INVOICE TOTAL	750.00			
				VENDOR TOTAL	750.00			
24524	1	5/27/15	5/27/15	1202 SEYDEL AUTO SERVICE OIL CHANGE	43.05	110	110-210-6332	1
				INVOICE TOTAL	43.05			
				VENDOR TOTAL	43.05			
				ROAD USE TAX	793.05			
				WATER				
MAY15	5	5/27/15	5/27/15	1139 ALLIANT UTILITIES 4916016300502 PUMP HOUSE	136.17	600	600-810-6371	1

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	136.17		
				VENDOR TOTAL	136.17		
MAY 15	1	5/27/15	5/27/15	1357 DAVE SCHMITT CONSTRUCTION PAY AP NO 11	143,878.45	600 600-810-6490	1
				INVOICE TOTAL	143,878.45		
				VENDOR TOTAL	143,878.45		
3201495	1	5/27/15	5/27/15	1342 DORSEY & WHITNEY LLP LEGAL WATER REV NOTE	2,500.00	600 600-810-6411	1
				INVOICE TOTAL	2,500.00		
				VENDOR TOTAL	2,500.00		
MAY15	1	5/27/15	5/27/15	1261 FOX ENGINEERING ENGINEER	10,805.63	600 600-810-6490	1
				INVOICE TOTAL	10,805.63		
				VENDOR TOTAL	10,805.63		
MAY15	1	5/27/15	5/27/15	1354 MAGUIRE IRON PAY AP NO 8	50,350.00	600 600-810-6490	1
				INVOICE TOTAL	50,350.00		
				VENDOR TOTAL	50,350.00		
MAY15	4	5/27/15	5/27/15	1130 MID AMERICAN ENERGY 0882108014 PUMP HOUSE	10.00	600 600-810-6371	1
				INVOICE TOTAL	10.00		
				VENDOR TOTAL	10.00		
52674	1	5/27/15	5/27/15	1220 WATER SHOP REPAIRS STECKMAN	39.00	600 600-810-6350	1
				INVOICE TOTAL	39.00		
				VENDOR TOTAL	39.00		
				WATER	207,719.25		
				SEWER			
MAY15	4	5/27/15	5/27/15	1139 ALLIANT UTILITIES 4916015217001 3RD LIFT S	139.71	610 610-815-6371	1
	6			4916014431501 LAGOON	738.21	610 610-815-6371	1
	7			4916016300702 OK LIFT ST	44.48	610 610-815-6371	1
				INVOICE TOTAL	922.40		
				VENDOR TOTAL	922.40		
1Y03549	1	5/27/15	5/27/15	1287 KEYSTONE LABORATORIES SEWER TESTS	78.38	610 610-815-6380	1

ACCOUNT NUMBER	ACCOUNT NAME	RECEIPT NO REF/DESCRIPTION	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID		
001-150-4475	TOWNSHIP CONTRIBUTIONS		
5/22/15	GL1304 EAST LUCAS TOWNSHIP	TOWNSHIP CONTRI	3,300.00
	ACCOUNT TOTAL		3,300.00
001-150-4705	PRIVATE SOURCE CONTRIBUTIONS		
5/18/15	GL1300 ATRIUM VILLAGE	GENERAL REIMB	500.00
	ACCOUNT TOTAL		500.00
001-950-4000	GEN PROP TAX		
5/12/15	GL1295 JOHNSON COUNTY TREASURER	PROPERTY TAX	21,719.85
	ACCOUNT TOTAL		21,719.85
001-950-4120	BUILDING/CONSTRUCT PERMIT		
5/14/15	GL1297 ACTION ELECTRIC	BUILDING PERMIT	200.00
5/14/15	GL1297 NEUMILLER ELECTRIC	BUILDING PERMIT	75.00
	ACCOUNT TOTAL		275.00
001-950-4300	INTEREST		
5/18/15	GL1300 HILLS BANK AND TRUST	CD INT - GEN	91.44
	ACCOUNT TOTAL		91.44
001-950-4310	RENT - HILLS BANK PARKING LOT		
5/18/15	GL1300 HILLS BANK AND TRUST	SHELTER RENT	1,421.00
	ACCOUNT TOTAL		1,421.00
001-950-4735	SALES/FUEL TAX		
5/18/15	GL1300 TREASURER OF STATE	SALES/FUEL TAX	491.18
5/18/15	GL1300 TREASURER OF STATE	FUEL TAX REFUND	310.07
5/18/15	GL1300 TREASURER OF STATE	SALES/FUEL TAX	550.26
		FUEL TAX REFUND	
	ACCOUNT TOTAL		1,351.51
110-210-4300	INTEREST		
5/22/15	GL1304 HILLS BANK AND TRUST	CD INT - ROADS	63.39
	ACCOUNT TOTAL		63.39
110-210-4430	ROAD USE TAX		
5/19/15	GL1302 TREASURER, STATE OF IOWA	ROAD USE TAX	3,176.37
		ELECTRONIC	
	ACCOUNT TOTAL		3,176.37
600-810-4500	CHARGES/FEES FOR SERVICES		
5/11/15	UB2437 WA CASH POSTING		35.00

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
600-810-4500	CHARGES/FEES FOR SERVICES				
		5/11/15	UB2437 WA CASH POSTING		254.33
		5/11/15	UB2437 WA CASH POSTING		37.25
		5/11/15	UB2437 WA CASH POSTING		36.50-
		5/15/15	UB2441 WA CASH POSTING		289.33
		5/15/15	UB2441 WA CASH POSTING		.50
		5/18/15	UB2445 WA CASH POSTING		307.17
		5/18/15	UB2445 WA CASH POSTING		2.50
		5/18/15	UB2445 WA CASH POSTING		6.00-
		5/18/15	UB2447 WA CASH POSTING		455.00
		5/20/15	UB2451 WA CASH POSTING		328.17
		5/21/15	UB2453 WA CASH POSTING		420.00
		5/21/15	UB2453 WA CASH POSTING		20.00
		5/21/15	UB2454 WA PENALTY CALC		1.75-
		5/21/15	UB2454 WA PENALTY CALC		623.86-
		5/21/15	UB2454 WA PENALTY CALC		499.31
		5/22/15	UB2457 WA CASH POSTING		140.00
		5/22/15	UB2457 WA CASH POSTING		55.00
	ACCOUNT TOTAL				2,175.45
600-810-4530	PENALTIES				
		5/11/15	UB2437 WA CASH POSTING		5.00
		5/15/15	UB2441 WA CASH POSTING		5.00
		5/22/15	UB2457 WA CASH POSTING		20.00
	ACCOUNT TOTAL				30.00
600-810-4550	MISC CHARGE FOR SERVICES				
		5/18/15	UB2447 WA CASH POSTING		10.00
	ACCOUNT TOTAL				10.00
600-810-4560	SALES TAXES COLLECTED				
		5/11/15	UB2437 WA CASH POSTING		2.10
	ACCOUNT TOTAL				2.10
600-810-4820	PROCEEDS FROM DEBT/LOAN				
		5/22/15	GL1303 IOWA FINANCE AUTHORITY	SRF DISBURSEMEN ELECTRONIC	206,075.63
	ACCOUNT TOTAL				206,075.63
610-815-4500	CHARGES/FEES				
		5/11/15	UB2437 SW CASH POSTING		606.67
		5/11/15	UB2437 SW CASH POSTING		40.00
		5/11/15	UB2437 SW CASH POSTING		476.67
		5/11/15	UB2437 SW CASH POSTING		10.00
		5/15/15	UB2441 SW CASH POSTING		40.00
		5/15/15	UB2441 SW CASH POSTING		90.00
		5/15/15	UB2441 SW CASH POSTING		789.17
		5/15/15	UB2441 SW CASH POSTING		30.00
		5/18/15	UB2443 SW CASH POSTING		80.00

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
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610-815-4500	CHARGES/FEES				
5/18/15	UB2445 SW CASH POSTING				656.08
5/18/15	UB2447 SW CASH POSTING				120.00
5/18/15	UB2447 SW CASH POSTING				2,650.00
5/20/15	UB2451 SW CASH POSTING				708.58
5/21/15	UB2453 SW CASH POSTING				280.00
5/21/15	UB2453 SW CASH POSTING				505.25
5/21/15	UB2454 SW PENALTY CALC				1.75
5/21/15	UB2454 SW PENALTY CALC				105.55
5/22/15	UB2457 SW CASH POSTING				209.25
5/22/15	UB2457 SW CASH POSTING				50.00
	ACCOUNT TOTAL				7,448.97
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610-815-4560	SALES TAX COLLECTED				
5/11/15	UB2437 SW CASH POSTING				36.10
5/15/15	UB2441 SW CASH POSTING				2.40
5/18/15	UB2443 SW CASH POSTING				4.80
5/18/15	UB2447 SW CASH POSTING				7.20
5/21/15	UB2453 SW CASH POSTING				16.80
	ACCOUNT TOTAL				67.30
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610-815-4710	REIMBURSEMENT				
5/12/15	GL1296 JOHNSON COUNTY TREASURER			SEWER REIMB SHAWNA SIMMONS	875.75
	ACCOUNT TOTAL				875.75
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670-840-4300	INTEREST				
5/14/15	GL1297 HILLS BANK AND TRUST			CS INT - GARB	43.53
	ACCOUNT TOTAL				43.53
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670-840-4501	GARBAGE FEES				
5/11/15	UB2437 GB CASH POSTING				44.52
5/11/15	UB2437 GB CASH POSTING				15.00
5/15/15	UB2441 GB CASH POSTING				117.00
5/15/15	UB2441 GB CASH POSTING				25.00
5/15/15	UB2441 GB CASH POSTING				59.16
5/18/15	UB2445 GB CASH POSTING				75.21
5/18/15	UB2445 GB CASH POSTING				6.00
5/18/15	UB2447 GB CASH POSTING				389.50
5/18/15	UB2447 GB CASH POSTING				117.64
5/20/15	UB2451 GB CASH POSTING				105.61
5/20/15	UB2451 GB CASH POSTING				12.50
5/21/15	UB2453 GB CASH POSTING				57.00
5/21/15	UB2454 GB PENALTY CALC				19.00
5/22/15	UB2457 GB CASH POSTING				9.50
5/22/15	UB2457 GB CASH POSTING				25.00
5/22/15	UB2457 GB CASH POSTING				12.50



May 20, 2015

Hills, IA

Meeting of the Hills Planning and Zoning Commission was called to order at 6:00 PM. Members present: Gary Hulett, Matt Pantel, Jayne McGuire, Teresa Volk, Ron Wolfe.

An Amended Preliminary Plat for Hills Commercial Park was presented to the Committee by MMS Consultants, representing the developers, the Streb family. They are proposing a change to the sanitary sewer system from a gravity system that required a depth of 17 feet to a gravity system above the water table to a centrally located lift station. The developers would then give ownership of the system to the City of Hills. The system proposed would have enough capacity for anticipated future use and be built to DNR sizing specifications.

Discussion was held of the pros and cons of the proposed system vs. the previously approved system, as well as public vs. private ownership.

Motion was made by Hulett to recommend to the City Council to approve the Amended Preliminary Plat with an 80 foot extension added and recommend that the City take ownership of the system. Seconded by McGuire. Motion carried unanimously.

MMS will update the Amended Preliminary Plat with the change requested by P&Z before it is presented to the City Council.

Meeting was adjourned at 7:40.

ORDINANCE NO. 2015-02

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF  
THE CITY OF HILLS, IOWA, BY REPLACING PORTIONS OF CHAPTER 18  
RELATED TO SEWER RATES AND BILLING

Be it enacted by the City Council of the City of Hills, Iowa:

SECTION 1. Section 18.06(1) of the Hills Code of Ordinances is hereby deleted and replaced with the following:

“18.06 RATE AND BILLING.

1. Beginning July 1, 2015, each Customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system as follows:

- a. Residential Rate - \$35.00 per month.
- b. Commercial Rate - \$50.00 per month.

Beginning July 1, 2016, each Customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system as follows:

- a. Residential Rate - \$45.00 per month
- b. Commercial Rate - \$60.00 per month

SECTION 2. WHEN EFFECTIVE. This ordinance shall be in effect beginning July 1, 2015.

First reading on the \_\_\_\_ day of \_\_\_\_\_, 2015.

Second reading on the \_\_\_\_ day of \_\_\_\_\_, 2015.

Third and final passage on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
TIM KEMP, MAYOR

ATTEST:

\_\_\_\_\_  
CATHY FITZMAURICE-HILL, CITY CLERK

I certify that the forgoing was published in accordance with the laws and ordinances of the State of Iowa and the City of Hills the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
CATHY FITZMAURICE-HILL, CITY CLERK

Drafted and approved as to form by City Attorney

\_\_\_\_\_  
EREK P. SITTING, CITY ATTORNEY

**RESOLUTION NO. 2015-24**

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER NO. 8 TO THE CONTRACT WITH  
DAVE SCHMITT CONSTRUCTION CO INC FOR HILLS MUNICIPAL WATER SYSTEM - DIVISION 1**

WHEREAS, the voters of the City of Hills approved the establishment of a new water utility in November 2012, and

WHEREAS, the City Council of the City of Hills has chosen to establish and move forward with the construction of said water system, and

WHEREAS, the City Council of the City of Hills awarded the bid for Hills Municipal Water System - Division 1 to Dave Schmitt Construction Co Inc., and

WHEREAS, Dave Schmitt Construction Co Inc. has submitted a Change Order that increases the contract price by \$2,980.52 for an overall contract price of \$4,342,981.50.

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILLS, IOWA, that the City Council authorizes the Mayor to execute Change Order No. 8 to the contract with Dave Schmitt Construction Co Inc. for Hills Municipal Water System - Division 1, increasing the contract amount by \$2,980.52.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_

to approve Resolution No. 2015-24

YES:

NO:

ABSTAIN:

ABSENT:

Resolution No. 2015-24 Passed and Approved on May 27, 2015.

\_\_\_\_\_  
Tim Kemp  
Mayor

ATTEST:

\_\_\_\_\_  
Cathy Fitzmaurice-Hill  
City Administrator/Clerk

# Change Order No. 8

Project: <b>Hills Municipal Water System – Division 1</b>	Date of Contract: <b>June 2, 2014</b>
Owner: <b>City of Hills, Iowa</b>	Owner's Contract No.:
Engineer: <b>FOX Engineering</b>	Engineer's Project No.: <b>3395-11A</b>
Contractor: <b>Dave Schmitt Construction Co., Inc.</b>	Date of Issuance:

**The Contract Documents are modified as follows upon execution of this Change Order:**

**DESCRIPTIONS:**

- Item 1 *EF-1 Controls.* Add wiring and programming to allow automated control of exhaust fan EF-1 (ventilation for the chemical feed room), per RFI 19. Net Add amount = \$893.45
- Item 2 *Install Permeate Water Lines to Lime & Bicarbonate Mix Tanks.* Provide permeate piping to supply permeate water to the lime and bicarbonate mix tanks, per CPR 006. Net Add amount = \$2,087.07.
- Item 3 *Milestone 4 Completion Date:* Extend the Milestone 4 (water plant) completion date from July 11, 2015 to July 25, 2015 to allow adequate time to start up the water plant after completion of the water tower. The overall project substantial and final completion dates will not change. Add 14 days to Milestone 4.

Attachments: RFI 19; Dave Schmitt Construction proposal dated 4/24/15; Woodruff Proposal dated 5/14/15; Dave Schmitt email dated 5/21/15.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$4,352,237.00	Original Contract <input type="checkbox"/> Working <input checked="" type="checkbox"/> Calendar Substantial completion: November 28, 2015 Ready for final payment: December 23, 2015
<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease from previously approved Change Orders: (\$12,236.02)	<input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease from previously approved Change Orders: Substantial completion: 5 days Ready for final payment: 0 days
Contract Price prior to this Change Order: \$4,340,000.98	Contract Times prior to this Change Order: Substantial completion: December 3, 2015 Ready for final payment: December 23, 2015
<input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease of this Change Order: \$2,980.52	<input type="checkbox"/> Increase <input type="checkbox"/> Decrease of this Change Order: Substantial completion: 0 days Ready for final payment: 0 days
Contract Price incorporating this Change Order: \$4,342,981.50	Contract Times with all approved Change Orders: Substantial completion: December 3, 2015 Ready for final payment: December 23, 2015

RECOMMENDED:

By: \_\_\_\_\_  
Engineer (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Contractor (Authorized Signature)

Date: \_\_\_\_\_



**CONSTRUCTION CO. INC.**



**SEWER • TRUCKING • EXCAVATION  
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250 50TH AVE. S.W., CEDAR RAPIDS, IOWA 52404 (319) 365-8669 FAX (319) 365-2677 EQUAL OPPORTUNITY EMPLOYER

**Proposal:**

**From:** Dave Schmitt Construction Co.  
250 50th Ave. SW  
Cedar Rapids, IA 52404  
Phone: 319 365-8669  
Fax: 319-365-2677

**Project:** 15-156SEK HILLS EF-1 CHANGE  
**Description:** EFI-1 Change Request From  
RFI 19  
**Bid Location:** Hills  
**Bid Date:** 4-24-15  
**Revision Date:**

ITEM	DESCRIPTION	BID QTY	U/M	UNIT BID	AMOUNT
01	EF-1 Change Request	1.000	LS	850.90	\$850.90
02	DSCC 5% MARKUP	1.000	LS	42.55	\$42.55
<b>TOTAL BID:</b>					<b>\$893.45</b>

Neumiller Electric  
 605 Highway 1 West  
 Iowa City, IA 52246

**CHANGE ORDER REQUEST SUMMARY**

Project Name: Hills Water System  
 Project #: \_\_\_\_\_  
 Contractor Name: Neumiller Electric  
 CAR #: 001  
 CAR Description: Added control sequence for EF-1

Material costs \$ \_\_\_\_\_ 85.00  
 Equipment costs \$ \_\_\_\_\_  
 Supplies costs \$ \_\_\_\_\_

Total Material Costs (excluding sales tax) \$ \_\_\_\_\_ 85.00

2 Hours Foreman labor at \$75.00 per hour = \$ 150.00  
 \_\_\_\_\_ Hours Journeyman labor at \$75.00 per hour = \$ -  
 \_\_\_\_\_ Hours Apprentice labor at \$55.00 per hour = \$ -  
 \_\_\_\_\_ Hours Helper labor at \$45.00 per hour = \$ -

Total Labor Costs (including all labor burdens) \$ \_\_\_\_\_ 150.00

Equipment rental costs \_\_\_\_\_ \$ \_\_\_\_\_  
 Other Direct costs \_\_\_\_\_ \$ \_\_\_\_\_  
 Other Indirect costs \_\_\_\_\_ \$ \_\_\_\_\_

Total Other Costs (excluding sales tax) \$ \_\_\_\_\_ -

Subcontractor: ICS/Healy \$ 553.00  
 Subcontractor: \_\_\_\_\_ \$ -  
 Subcontractor: \_\_\_\_\_ \$ \_\_\_\_\_  
 Subcontractor: \_\_\_\_\_ \$ \_\_\_\_\_  
 Subcontractor: \_\_\_\_\_ \$ \_\_\_\_\_

Total Subcontractor Costs \$ \_\_\_\_\_ 553.00

Total Material Costs	\$	85.00
Total Labor Costs	\$	150.00
Total Other Costs	\$	-
<b>Total</b>	\$	<b>235.00</b>
Profit & Overhead ( <u>15%</u> )	\$	35.25
<b>Total</b>	\$	<b>270.25</b>
Total Subcontractor Costs	\$	553.00
Subcontractor Markup ( <u>5%</u> )	\$	27.65
<b>Total</b>	\$	<b>850.90</b>
Bond Costs ( _____ )	\$	-
<b>Total \$ Change Requested</b>	\$	<b>850.90</b>
Total Time Change Requested	Days	_____

Attach all backup  
 and price breakdown  
 information.

Attach applicable  
 RFI's, ITC's, SD's,  
 and price breakdowns.

*water and wastewater control solutions*  
Instrument  
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Instrument Control Systems, Inc. • 13005 16<sup>th</sup> Avenue North, Suite 100 • Plymouth, MN 55441  
Telephone: 763-559-0568 • Fax: 763-559-2187 • Web: [www.icshealyruff.com](http://www.icshealyruff.com)

Additional To: [craig@neumillerelectric.com](mailto:craig@neumillerelectric.com)

CC: [cbrey@icshealyruff.com](mailto:cbrey@icshealyruff.com)

BCC: [doriger@icshealyruff.com](mailto:doriger@icshealyruff.com)

Attachment:

Subject: 2817-C002 Hills, IA - Municipal Water System - EF-1 Control

Body:

Hills, IA - Municipal Water System

ICS Project # 2,817

Change Order Name: EF-1 Control

CO Reference: RFI-19

ICS Change Order # 2817-C002

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Neumiller Electric  
Dear Craig Merchant,

Scope of Work for the aforementioned change order.

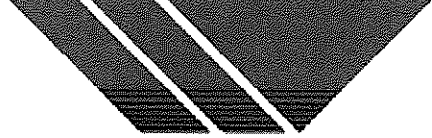
Modifications to PLC Panel to include Engineering, Drafting, Programming, and Testing to add control of EF-1 per RFI-19.  
Existing Spare I/O will be used for addition of EF-1 control. This will reduce the number of spare I/O points available.

Price for the above materials and/or labor excluding sales tax is \$553.00

Regards,  
Dan Origer



WOODRUFF CONSTRUCTION, LLC



1890 Kountry Lane  
Fort Dodge, Iowa 50501

Phone (515) 576-1118 Fax (515) 955-2170

2030 Keokuk Street  
Iowa City, Iowa 52240

Phone (319) 337-2410 Fax (319) 337-2442

May 14, 2015

Shaun Kukuzke  
Dave Schmitt Construction  
250 50<sup>th</sup> Ave. SW  
Cedar Rapids, IA 52404

RE: Hills Municipal Water System  
Change Request 002

Mr. Kukuzke:

Per CPR-006, we are proposing the following:

- Change permeate piping per drawing layout

Our total price to perform the changed work is \$1,987.69. + **General Contractor Markup of 5% = \$2087.07**

Your written approval is required by May 22, 2015. Action after that date may result in additional costs and added time.

When this potential change order is signed by the Owner and a copy is returned to the contractor, approval of change(s) is effective IMMEDIATELY and we will proceed with the change(s) described above. Approved changes will be included in a future contract change order. If you require additional clarification, please contact me. Thank you for your prompt response.

Sincerely,  
WOODRUFF CONSTRUCTION, LLC

Nick Ford  
East Region President

cc: File

\_\_\_\_\_/\_\_\_\_\_  
Owner's Approval / Date

CAR COST ANALYSIS

Hills Municipal Water System

DATE: 14-May-15

CR - 002

CHANGE DESCRIPTION:

CPR 006 - Change permeate piping to mix tanks

TIME INCREASE FOR THIS CHANGE ORDER IS \_\_\_\_\_  
 WORKING DAYS AFTER WRITTEN APPROVAL \_\_\_\_\_

0

JOBSITE SUPERVISION AND GENERAL CONDITIONS		= \$	-
0	Days @ \$ 500	=	-
TOTAL WOODRUFF LABOR COST		= \$	980.00
TOTAL WOODRUFF MATERIAL COST		= \$	748.43
SUBTOTAL		= \$	1,728.43
plus OH&P @	15%	= \$	259
		= \$	1,987.69

TOTAL SUBCONTRACT COST		= \$	-
plus OH&P @	5%	= \$	0
		= \$	-

CREDITS (IF APPLICABLE)			
TOTAL LABOR CREDIT		= \$	-
TOTAL MATERIAL CREDIT		= \$	-
TOTAL SUBCONTRACT CREDIT		= \$	-

TOTAL PRICE THIS POTENTIAL CHANGE ORDER \$ 1,987.69

**CAR COST ANALYSIS**

**Hills Municipal Water System**

CR - 002

DATE: 14-May-15

CHANGE DESCRIPTION:

CPR 006 - Change permeate piping to mix tanks

ITEM AND DESCRIPTION FOR ADDITIONAL WORK	QUANTITY	UNIT	UNIT		UNIT		LABOR	MATERIAL	SUBCON	TOTAL
			LABOR	MATL	LABOR	SUBCON				
<b>WOODRUFF WORK</b>										
labor to install piping & accessories	20	mh	49.00				980	-	-	980
801-020 tee	1	ea		44.18				44	-	44
801-422 tee	1	ea		88.54				89	-	89
806-020 90-degree elbow	10	ea		12.41				124	-	124
3639-020 ball valve	2	ea		142.76				286	-	286
837-422 bushing	1	ea		67.49				67	-	67
2" SCH80 PVC	3	ea		26.2				79	-	79
misc adhesive / material	1	ls		60				60	-	60
<b>SUBCONTRACTORS</b>										
<b>SUBTOTAL</b>										
							980	748	-	1,728
<b>ADDITIONAL WORK TOTAL</b>										
							980	748	-	1,728

Zimbra

srt@foxeng.com

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**Hills Water Project: Water Plant Time Extension**

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**From :** Shaun Kukuzke <Shaun@daveschmittconstruction.com>  
**Subject :** Hills Water Project: Water Plant Time Extension  
**To :** Steve Troyer (stroyer@foxeng.com) <stroyer@foxeng.com>

Thu, May 21, 2015 08:03 AM

Steve

As mentioned and verbally agreed at our RO coordination meeting following the progress meeting yesterday, Woodruff is planning on beginning start-up with Harn on site on Monday, July 6, and should be complete with RO start-up and training on Thursday, July 16. This is being shifted to accommodate the water tower completion (for water to be discharged once membranes are installed) and avoid straddling a holiday weekend.

We propose a no-cost change order to be issued with city council approval to simply document this shift in substantial completion date from July 11 to July 25. This makes sense for everyone to officially acknowledge the arrangement made yesterday.

We would like this presented to the City Council meeting on the 27th.  
Thanks

Shaun Kukuzke  
Dave Schmitt Construction  
Email: [shaun@daveschmittconstruction.com](mailto:shaun@daveschmittconstruction.com)  
Office: 319.365.8569  
Cell: 319.329.9278

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