

## **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

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Joint Meeting  
Hills City Council  
Regular Meeting  
Hills Fire Department Meeting Room @ 7:00 PM  
August 8, 2016

#### **1. Consent Agenda:**

- a. Agenda
- b. Minutes: July 25, 2016 Council Meeting.
- c. Scheduled list of Claims
- d. Receipts from July 23, 2016 thru August 5, 2016
- e. Treasurer's Report for July 2016

#### **2. Public Comments**

#### **3. Business:**

- a. Public Hearing: Review an application for a SRF loan and make available contents of environmental information document and City's Facility Plan.
- b. Discussion and possible action re: replacing Holiday Banners and purchasing seasonal banners for downtown poles.
- c. Discussion and possible action re: LL Pelling estimate for street painting.

#### **4. Reports:**

- a. Mayor
- b. Attorney
- c. City Administrator
- d. Maintenance
- e. Fire Department
- f. Sewer
- g. Water

#### **5. Adjournment**

Hills City Council Meeting  
July 25, 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, July 25, 2016 at the Hills Fire Station Meeting Room.

Council members present were: Bruce Endris, Steve Harris, Merle Hill, and Cathy Knebel. Absent: Thom Kirkpatrick. Also present: Cathy Fitzmaurice-Hill, City Administrator, Erek Sittig, City Attorney, Ron Wolfe, Public Works, Keith Mellecker and Shawn Sharp, Johnson County Emergency Management.

**Consent Agenda:** A Motion was made by Hill and seconded by Knebel to approve the consent agenda approving Agenda items, minutes from the Meeting of July 11, 2016, Scheduled list of claims, and receipts from July 11, 2016 thru July 22, 2016. Ayes:4. Motion carried.

**Public Comment:** None.

**Business:**

Shawn Sharp, Deputy Emergency Manager for Johnson County Emergency Management was present to discuss Credentialing for employees and equipment. The County is offering identification cards that would allow for accountability and tracking. They recommend city employees and fire departments participate. The card would be able to track location and time. It is good for tracking attendance at meetings and training. This is a free service being offered. Shawn recommends all small cities take advantage of this service.

The Council discussed five locations for storm drainage updates: Brady & Third, Maintenance Shop, Adams/Williams Circle, City Park and Fire Station Alley. The City has received an estimate from Kreider Excavating on a time and materials basis at \$85/hour for machine and 1 man or \$145/hour for 3 men and machine. The work should take less than one week, estimated at less than \$5800. The materials will not be determined until the locations are excavated. Ron will assist with obtaining materials to minimize time. A motion was made by Knebel and seconded by Hill to contract with Kreider Excavating to complete the work. Ayes: 4. Motion carried. The work should begin around the first of August.

The City has received the results of a traffic study completed by MPO with regard to the school crossings. The study provides three recommendations: 1) Bring signage in compliance with MUTCD standards; 2) Repaint the crosswalks; and 3) Extend sidewalks southward on Oak Ridge Avenue and Aspen Lane and add sidewalks on the north side of Main Street between the school crossing and Aspen Lane. The cost to replace the signs is approximately \$500. Ron will have streets painted along with regular street markings. The Council discussed the process for the sidewalk improvements as provided by the Subdivider's Agreement with Streb & Streb Partnership. Erek will review the agreement to determine the steps to complete the sidewalks. It is estimated that the sidewalks will cost approximately \$35,000 to install. A motion was made by Endris and seconded by Knebel to move forward on the three recommendations provided by MPO. Ayes: 4. Motion carried. The MPO study suggested an additional option of installing a Radar Feedback Sign which would remind drivers of their speed relative to the speed limit. The study showed that the average speed for westbound traffic near the school is 35.8 mph. The cost of a radar sign is \$2500. The Council discussed placing a radar feedback sign at each end of town. A motion was made by Knebel and seconded by Harris to purchase 2 signs at a cost of \$5000. Ayes:4. Motion carried.

The Council discussed the generator plugs and possible replacement to bring them up to Code. The Hills Commercial Park Lift Station control cabinet, installed to Code, does not match the generators that we have. The City will need to replace the plug on 2 generators and the North lift station at Hills Commercial Park. It is estimated that the cost will be \$600 per plug. A motion was made by Hill and seconded by Knebel to replace the plugs. Ayes: 4. Motion carried.

The Council reviewed a draft LOGO for the City with the changes as requested. A motion was made by Hill and seconded by Knebel to accept the LOGO as presented. Ayes:4. Motion carried. The new LOGO can be viewed at the City office and will be placed on future banners for Main Street.

A motion was made by Hill and seconded by Knebel to enter into Closed Session pursuant to Iowa Code Section 21.5(1)(j) to discuss the acquisition of wastewater easements. A roll call vote was held. Ayes:4 Absent: Kirkpatrick. Motion carried. The Council entered into a Closed Session at 7:52 p.m.

A motion was made by Hill and seconded by Harris to return to open session. A roll call vote was taken. Ayes:4. Absent: Kirkpatrick. Motion carried. The Council returned to open session at 8:08 p.m.

**Reports:**

Attorney: Erek requested an update on the Buser property on Brady Street. Ron reported that some work had been done but was still pooling water. Ron will contact the owner to correct. Erek also reported that the Branson hearing scheduled for July 28<sup>th</sup> will move forward.

Fire Chief: No report.

Maintenance: Ron reported that the work on the alley behind the Community Center has been completed. This should complete the work on the water project.

Sewer: No report.

Administrator: Cathy reported she will be meeting with Johnson County in August to review the Fringe Area Agreement. An initial project meeting for the SRF Sponsored project is scheduled for September 21<sup>st</sup>.

Mayor: Tim reported that he spoke with a Johnson County Deputy in regard to vehicle enforcement in Hills. It was agreed that no tickets would be issued unless requested by the City.

A Motion was made by Knebel and seconded by Harris to adjourn the meeting at 8:13 p.m. Ayes:4. Motion carried.

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Tim Kemp, Mayor

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Cathy Fitzmaurice-Hill, City Administrator

TREASURER'S REPORT      FOR THE MONTH OF JULY 2016

FUND	BEGINNING		DISBURSED	ENDING		INVESTMENTS	TOTAL
	BALANCE	DEPOSITS		BALANCE	END OF MONTH		
General	485168.17	2238.58	18985.44	468421.31	435000		903421.31
Fire	97930.44	0	1952.72	95977.72	16000		111977.72
Road Use	-305000	6568.71	2311.05	-300742.34	305000		4257.66
Debt Service	0	0	0	0	0		0
LOST	26653.02	47933.16	0	74586.18	68578.84		143165.02
WATER	4767.69	25235.21	9958.3	20044.6		20044.6	20044.6
SEWER	382230.46	14377.64	10829.84	385778.26	132638.63		518416.89
GARBAGE	16739.8	7741.12	1443.77	23037.15	70000		93037.15
<b>Total Treasurer's Balance</b>	<b>708489.58</b>	<b>104094.42</b>	<b>45481.12</b>	<b>767102.88</b>	<b>1027217.47</b>		<b>1794320.35</b>
<b>Total Outstanding (All funds)</b>				<b>12619.35</b>			
<b>Total Clerk's Balance</b>				<b>779722.23</b>			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
HILLS BANK & TRUST GENERAL							
AUG16	2	8/08/16	8/08/16	1010 CASEY'S GENERAL STORE CORPORAT TRAINING	9.98 9.98	1115 001-150-6230	1
				INVOICE TOTAL	9.98		
				VENDOR TOTAL	9.98		
AUG16	1	8/08/16	8/08/16	1361 CATHY FITZMAURICE-HILL INSURANCE REIMBURSEMENT	343.66 343.66	001 001-620-6183	1
				INVOICE TOTAL	343.66		
				VENDOR TOTAL	343.66		
40520	1	8/08/16	8/08/16	1013 CITY OF IOWA CITY LIBRARY CONTRACT	966.92 966.92	001 001-410-6430	1
				INVOICE TOTAL	966.92		
				VENDOR TOTAL	966.92		
AUG16	1	8/08/16	8/08/16	1320 CAPITAL ONE COMMERCIAL SUPPLIES	31.68 31.68	001 001-650-6507	1
				INVOICE TOTAL	31.68		
				VENDOR TOTAL	31.68		
352594	1	8/08/16	8/08/16	1385 FOREMOST PROMOTIONS PROMOTIONS	155.00 155.00	1115 001-150-6515	1
				INVOICE TOTAL	155.00		
352801	1	8/08/16	8/08/16	PROMOTIONS	65.00 65.00	1115 001-150-6515	1
				INVOICE TOTAL	65.00		
				VENDOR TOTAL	220.00		
171161	1	8/08/16	8/08/16	1389 HOLLAND MICHAEL RAIBER SITTIG LEGAL SERVICES	678.50 678.50	001 001-640-6411	1
				INVOICE TOTAL	678.50		
				VENDOR TOTAL	678.50		
62002	1	8/08/16	8/08/16	1071 IMWCA WORKERS COMP POLICY	592.00 592.00	001 001-650-6160	1
				INVOICE TOTAL	592.00		
				VENDOR TOTAL	592.00		
AUG16	1	8/08/16	8/08/16	1101 JOHNSON COUNTY SHERIFF POLICE PROTECTION	2,278.92 2,278.92	001 001-110-6420	1
				INVOICE TOTAL	2,278.92		
				VENDOR TOTAL	2,278.92		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
AUG16	1	8/08/16	8/08/16	1422 KIM YODER DAMAGED MIRROR	155.06 155.06	1115 001-150-6332	1
				INVOICE TOTAL	155.06		
				VENDOR TOTAL	155.06		
35953	1	8/08/16	8/08/16	1122 MENARDS LOCK/BALL PARK	29.84 29.84	001 001-430-6320	1
				INVOICE TOTAL	29.84		
				VENDOR TOTAL	29.84		
6B118922	1	8/08/16	8/08/16	1185 RACOM CORP PAGER CHARGER	40.00 40.00	1115 001-150-6350	1
				INVOICE TOTAL	40.00		
				VENDOR TOTAL	40.00		
AUG16	1	8/08/16	8/08/16	1193 SHARON TELEPHONE 1/2 FIRE STATION 224	38.52	1115 001-150-6373	1
	2			1/2 FIRE STATION 224	38.53	001 001-650-6373	1
	4			CLERK 513	139.03	001 001-650-6373	1
	5			MAINT BLDG 223	37.85	001 001-650-6373	1
	7			COMM CENTER 200	36.74	001 001-650-6373	1
				INVOICE TOTAL	290.67		
				VENDOR TOTAL	290.67		
1161060-5	1	8/08/16	8/08/16	1195 SHIVE HATTERY HILLS COMMERCIAL PARK	235.80 235.80	001 001-699-6490	1
				INVOICE TOTAL	235.80		
				VENDOR TOTAL	235.80		
AUG16	1	8/08/16	8/08/16	1198 STAPLES OFC SUPPLIES	4.99 4.99	1115 001-150-6240	1
				INVOICE TOTAL	4.99		
				VENDOR TOTAL	4.99		
AUG16	1	8/08/16	8/08/16	1219 VISA FOOD/TRAINING	31.57 31.57	1115 001-150-6230	1
				INVOICE TOTAL	31.57		
				VENDOR TOTAL	31.57		
				GENERAL	5,909.59		
				ROAD USE TAX			
AUG16	1	8/08/16	8/08/16	1010 CASEY'S GENERAL STORE CORPORAT FUEL	161.13 161.13	110 110-210-6331	1
				INVOICE TOTAL	161.13		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
VENDOR TOTAL					161.13			
940599	1	8/08/16	8/08/16	1090 IOWA PRISON INDUSTRIES SIGNS	480.04	110	110-240-6509	1
INVOICE TOTAL					480.04			
VENDOR TOTAL					480.04			
ROAD USE TAX					641.17			
WATER								
AUG16	6	8/08/16	8/08/16	1193 SHARON TELEPHONE TREATMENT PLANT 2439	135.78	600	600-810-6373	1
INVOICE TOTAL					135.78			
VENDOR TOTAL					135.78			
AUG16	1	8/08/16	8/08/16	1348 STEVE FLAKE CONTRACT WAGES	2,775.00	600	600-810-6010	1
INVOICE TOTAL					2,775.00			
VENDOR TOTAL					2,775.00			
AUG16	3	8/08/16	8/08/16	1216 U S POST OFFICE UTILITY BILLS	43.98	600	600-810-6508	1
INVOICE TOTAL					43.98			
VENDOR TOTAL					43.98			
WATER					2,954.76			
SEWER								
AUG16	1	8/08/16	8/08/16	1034 BRUCE ENDRIS CONTRACT WAGES	800.00	610	610-815-6010	1
AUG16	2			OMNI SITE BATTERY	24.99	610	610-815-6373	1
INVOICE TOTAL					824.99			
VENDOR TOTAL					824.99			
012564	1	8/08/16	8/08/16	1357 DAVE SCHMITT CONSTRUCTION SEWER REPAIRS 320 OAK	1,728.28	610	610-815-6350	1
INVOICE TOTAL					1,728.28			
VENDOR TOTAL					1,728.28			
171162	1	8/08/16	8/08/16	1389 HOLLAND MICHAEL RAIBER SITTIG WASTEWATER LEGAL SERVICE	816.50	610	610-815-6411	1
INVOICE TOTAL					816.50			
VENDOR TOTAL					816.50			

1287 KEYSTONE LABORATORIES

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
1Z06080	1	8/08/16	8/08/16	1287 KEYSTONE LABORATORIES SEWER TESTS	58.68 58.68	610	610-815-6380	1
				INVOICE TOTAL				
1Z06259	1	8/08/16	8/08/16	SEWER TESTS	61.38 61.38	610	610-815-6380	1
				INVOICE TOTAL				
				VENDOR TOTAL	120.06			
AUG16	3	8/08/16	8/08/16	1193 SHARON TELEPHONE LIFT STATION 2107	37.55 37.55	610	610-815-6373	1
				INVOICE TOTAL				
				VENDOR TOTAL	37.55			
AUG16	1	8/08/16	8/08/16	1216 U S POST OFFICE UTILITY BILLS	43.97 43.97	610	610-815-6508	1
				INVOICE TOTAL				
				VENDOR TOTAL	43.97			
				SEWER	3,571.35			
LANDFILL/GARBAGE								
AUG16	1	8/08/16	8/08/16	1014 CITY OF IOWA CITY LANDFIL LANDFILL	276.90 276.90	670	670-840-6491	1
				INVOICE TOTAL				
				VENDOR TOTAL	276.90			
AUG16	1	8/08/16	8/08/16	1100 JOHNSON COUNTY REFUSE, INC GARBAGE COLLECTION	1,263.50 1,263.50	670	670-840-6492	1
				INVOICE TOTAL				
AUG1616	1	8/08/16	8/08/16	98 YEARLY TAGS (COLLECTE	6,378.00 6,378.00	670	670-840-6535	1
				INVOICE TOTAL				
				VENDOR TOTAL	7,641.50			
AUG16	2	8/08/16	8/08/16	1216 U S POST OFFICE UTILITY BILLS	43.97 43.97	670	670-840-6508	1
				INVOICE TOTAL				
				VENDOR TOTAL	43.97			
				LANDFILL/GARB	7,962.37			
				HILLS BANK & TRUST TOTAL	21,039.24			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	.00			

HKMESSAGE  
04.05.16

Fri Aug 5, 2016 11:04 AM

\*\*\* CITY OF HILLS IA \*\*\*  
SCHEDULED CLAIMS LIST

OPER: CFH

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INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
					TOTAL PURCH CARDS	.00	
					TOTAL ACH PAYMENTS	.00	
					TOTAL OPEN PAYMENTS	21,039.24	
					GRAND TOTALS	21,039.24	

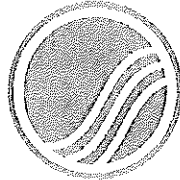
ACCOUNT NUMBER	ACCOUNT NAME	RECEIPT NO REF/DESCRIPTION	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID		
001-430-4310	SHELTER RENT- PARKS		25.00
8/05/16	GL1535 DRAKER	SHELTER RENT	-----
	ACCOUNT TOTAL		25.00
001-950-4120	BUILDING/CONSTRUCT PERMIT		180.00
7/29/16	GL1531 NEUMILLER ELECTRIC	BUILDING PERMIT	150.00
8/05/16	GL1535 HANSEN BROTHERS	BUILDING PERMIT	-----
	ACCOUNT TOTAL		330.00
001-950-4160	FRANCHISE FEES		1,420.73
8/05/16	GL1535 MEDIACOM	FRANCHISE FEE	-----
	ACCOUNT TOTAL		1,420.73
001-950-4300	INTEREST		6.43
7/29/16	GL1531 HILLS BANK & TRUST	CD INT - GEN 10155919	143.92
7/31/16	GL1533 HILLS BANK AND TRUST	CHECKING INT	.41
8/05/16	GL1535 HILLS BANK AND TRUST	CD INT - GEN	.43
8/05/16	GL1535 HILLS BANK AND TRUST	CD INT - GEN	-----
	ACCOUNT TOTAL		151.19
001-950-4770	COURT FINES		85.00
8/05/16	GL1535 JOHNSON COUNTY CLERK OF COURT	COURT FINES BRANSON	-----
	ACCOUNT TOTAL		85.00
110-210-4300	INTEREST		26.18
7/29/16	GL1531 HILLS BANK & TRUST	CD INT - ROADS 10131266	-----
	ACCOUNT TOTAL		26.18
121-950-4090	LOCAL OPTION TAX		47,933.17
8/01/16	GL1534 TREASURER, STATE OF IOWA	LOCAL OPTION TX	-----
	ACCOUNT TOTAL		47,933.17
600-810-4500	CHARGES/FEES FOR SERVICES		80.00
7/27/16	UB3435 SA CASH POSTING		459.94
7/27/16	UB3435 WA CASH POSTING		68.10
7/27/16	UB3435 WA CASH POSTING		130.00
7/29/16	UB3439 SA CASH POSTING		562.22
7/29/16	UB3439 WA CASH POSTING		94.40
7/29/16	UB3439 WA CASH POSTING		40.00
8/05/16	UB3454 SA CASH POSTING		242.20
8/05/16	UB3454 WA CASH POSTING		111.30
8/05/16	UB3454 WA CASH POSTING		.80-
8/05/16	UB3454 WA CASH POSTING		20.00
8/05/16	UB3457 SA CASH POSTING		

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION
600-810-4500	CHARGES/FEEES FOR SERVICES	
8/05/16	UB3457 SA CASH POSTING	170.00
8/05/16	UB3457 WA CASH POSTING	88.88
8/05/16	UB3457 WA CASH POSTING	743.83
8/05/16	UB3457 WA CASH POSTING	12.65
	ACCOUNT TOTAL	2,822.72
600-810-4550	MISC CHARGE FOR SERVICES	
7/27/16	UB3435 WA CASH POSTING	40.00
	ACCOUNT TOTAL	40.00
600-810-4560	SALES TAXES COLLECTED	
7/27/16	UB3435 WA CASH POSTING	36.66
7/29/16	UB3439 WA CASH POSTING	43.23
8/05/16	UB3454 WA CASH POSTING	16.15
8/05/16	UB3457 WA CASH POSTING	6.22
8/05/16	UB3457 WA CASH POSTING	53.77
	ACCOUNT TOTAL	156.03
600-810-4730	DEPOSITS	
8/05/16	UB3454 WA CASH POSTING	250.00
	ACCOUNT TOTAL	250.00
610-815-4500	CHARGES/FEEES	
7/27/16	UB3435 SW CASH POSTING	305.75
7/27/16	UB3435 SW CASH POSTING	80.00
7/29/16	UB3439 SW CASH POSTING	416.80
7/29/16	UB3439 SW CASH POSTING	60.00
8/05/16	UB3454 SW CASH POSTING	165.00
8/05/16	UB3454 SW CASH POSTING	20.00
8/05/16	UB3457 SW CASH POSTING	60.00
8/05/16	UB3457 SW CASH POSTING	735.53
8/05/16	UB3457 SW CASH POSTING	20.00
	ACCOUNT TOTAL	1,863.08
610-815-4560	SALES TAX COLLECTED	
8/05/16	UB3457 SW CASH POSTING	4.20
	ACCOUNT TOTAL	4.20
670-840-4501	GARBAGE FEES	
7/27/16	UB3435 GB CASH POSTING	21.35
7/27/16	UB3435 GB CASH POSTING	100.00
7/29/16	UB3439 GB CASH POSTING	42.75
7/29/16	UB3439 GB CASH POSTING	200.00
8/05/16	UB3454 GB CASH POSTING	19.00
8/05/16	UB3454 GB CASH POSTING	80.00
8/05/16	UB3457 GB CASH POSTING	64.35
8/05/16	UB3457 GB CASH POSTING	20.00

\*\*\* CITY OF HILLS IA \*\*\*  
 GENERAL LEDGER REVENUE HISTORY REPORT  
 FROM 07/23/2016 TO 8/05/2016

ACCOUNT NUMBER	ACCOUNT NAME	RECEIPT NO REF/DESCRIPTION	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID		
670-840-4501	GARBAGE FEES		
	ACCOUNT TOTAL		547.45
670-840-4502	GARBAGE BAGES		
7/29/16	GL1531 RESIDENT	GARBAGE TAGS	12.50
7/29/16	GL1531 RESIDENT	GARBAGE TAGS	15.00
7/29/16	GL1531 RESIDENT	GARBAGE TAGS	12.50
7/29/16	GL1531 RESIDENT	GARBAGE TAGS	65.00
8/05/16	UB3457 UNIQUE MC GL DIST PMT: GBTAG		390.00
8/05/16	GL1535 RESIDENT	GARBAGE TAGS	6.25
8/05/16	GL1535 RESIDENT	GARBAGE TAGS	20.00
	ACCOUNT TOTAL		521.25
	REPORT TOTAL		56,176.00

**Why You Should Read This:** The document below reviews the environmental impact likely from a project. This project is planned to be federally funded through your tax dollars; therefore, you are entitled to take part in its review. If you have concerns about the environmental impact of this project, raise them now. We encourage public input in this decision making process.



## **IOWA STATE REVOLVING FUND**

### **ENVIRONMENTAL INFORMATION DOCUMENT**

#### ***PROJECT IDENTIFICATION***

**Applicant:** City of Hills  
**County:** Johnson  
**State:** Iowa

**SRF Number:** CS1920765 01  
**IDNR Project Number:** S2015-0027

#### ***COMMUNITY DESCRIPTION***

**Location:** The City of Hills is located in Johnson County approximately 8 miles south of Iowa City, Iowa and 119 miles east of Des Moines, Iowa.

**Population:** The population of Hills according to the 2010 US Census was 703 persons. Projected design population is for the year 2040, or 1,215 persons.

**Current Waste Treatment:** The existing wastewater treatment facility for the City of Hills is an aerated lagoon facility originally constructed in 1987. This treatment facility currently discharges to Old Man's Creek, a tributary of the Iowa River. The plant is currently facing several challenges, including more stringent ammonia nitrogen limits as well as *E.Coli* limits in the discharge permit, a significant increase in peak flows due to inflow and infiltration, and changes to the loadings due to a new water treatment plant system that discharges to the sanitary sewer. Various components of the existing treatment plant have also exceeded their expected lifespan and are in need of replacement. These components include pumps, pump controls, valves, a baffle curtain, and floating aerators.

#### ***PROJECT DESCRIPTION***

**Purpose:** The purpose of this project is to make improvements to the wastewater treatment facilities to comply with new discharge limits, increase capacity and to

replace a system that has exceeded its useful life to safely and reliably operate the City of Hills' wastewater system for at least the next 20 years.

**Proposed Improvements:** The proposed project includes construction of a third aerated lagoon cell, a new UV disinfection system, and a new outfall pipe. The project also includes associated piping modifications within the treatment plant area, and modifications to the existing main lift station (new pumps, piping modifications, and electrical/controls changes. ) The project area includes the existing wastewater treatment facilities and an agricultural area adjacent the existing treatment lagoons; the proposed force main will cross agricultural land, will be bored under a local creek, and will discharge to the Iowa River.

**Receiving Stream:** The treated wastewater from the proposed facility will discharge to the Iowa River. It has a use stream designation of A-1, B(WW-1), HH. Class A1 waters are those in which recreational or other uses may result in prolonged and direct contact with the water, involving considerable risk of ingesting water in quantities sufficient to pose a health hazard. Class B(WW-1) waters are those in which temperature, flow and other habitat characteristics are suitable to maintain warm water game fish populations along with a resident aquatic community that includes a variety of native nongame fish and invertebrate species. Class HH waters are those in which fish are routinely harvested for human consumption or waters both designated as a drinking water supply and in which fish are routinely harvested for human consumption.

### ***ALTERNATIVES CONSIDERED***

**Alternatives Considered:** Continued use of the existing discharge point at Old Man's Creek was considered as an alternative to construction of a new discharge pipeline to the Iowa River. Several treatment alternatives were considered to address current deficiencies. These options included an expansion of the aerated lagoons with added disinfection and new outfall to the Iowa River, a new activated sludge treatment process, or an expansion of lagoon volume with added SAGR system and UV disinfection. Two different routes for the new discharge point were considered.

**Reasons for Selection of Proposed Alternative:** The No-Action alternative is not viable due to the new discharge regulations as well as the need to cope with additional flows and loadings above and beyond what the original treatment plant was designed for. Treatment was selected on the basis of cost, operational complexity, reliability, ease of expansion, monitoring requirements, and the ability to meet future limits. The treatment plant expansion area was selected for the availability of land, and proximity to existing treatment facilities as well as minimization of the impacts to the environment. The new outfall route was selected for availability of land, engineering criteria, discharge limits, and minimization of the impacts to the environment.

***MEASURES TAKEN TO ASSESS IMPACT***

**Coordination and Documentation with Other Agencies and Special Interest Groups:** The following Federal, state and local agencies were asked to comment on the proposed project to better assess the potential impact to the environment:

U.S. Army Corps of Engineers  
U.S. Fish and Wildlife Service  
State Historical Society of Iowa (State Historical Preservation Office)  
Iowa DNR Conservation and Recreation Division  
Iowa DNR Water Resources Section  
Citizen Band Potawatomi Indian Tribe  
Delaware Tribe of Indians  
Flandreau Santee Sioux  
Ho-Chunk Nation  
Iowa Tribe of Kansas and Nebraska  
Iowa Tribe of Oklahoma  
Kickapoo Tribe in Kansas  
Kickapoo Tribe of Oklahoma  
Lower Sioux Indian Community Council  
Miami Tribe of Oklahoma  
Omaha Tribal Council  
Osage Tribal Council  
Otoe-Missouria Tribe  
Pawnee Nation of Oklahoma  
Peoria Tribe of Indians of Oklahoma  
Ponca Tribe of Indians of Oklahoma  
Ponca Tribe of Nebraska  
Prairie Band Potawatomi Nation  
Prairie Island Indian Community  
Sac & Fox Nation of Mississippi in Iowa  
Sac & Fox Nation of Missouri  
Sac & Fox Nation of Oklahoma  
Santee Sioux Nation  
Shakopee Mdewakanton Sioux Community  
Sisseton-Wahpeton Oyate  
Spirit Lake Tribal Council  
Three Affiliated Tribes Mandan, Hidatsa & Arikara Nations  
Upper Sioux Tribe  
Winnebago Tribal Council  
Yankton Sioux Tribal Business and Claims Committee  
Johnson County Board of Supervisors

No adverse comments were received from any agencies. Conditions placed on the applicant by the above agencies in order to assure no significant impact are included in the Summary of Reasons for Concluding No Significant Impact section.

## ***ENVIRONMENTAL IMPACT SUMMARY***

**Construction:** Traffic patterns within the community may be disrupted and above normal noise levels in the vicinity of the construction equipment can be anticipated during construction and should be a temporary problem. Adverse environmental impacts on noise quality will be handled by limited hours of contractor work time during the day. Other adverse environmental effects from construction activities will be minimized by proper construction practices, inspection, prompt cleanup, and other appropriate measures. Areas temporarily disturbed by the construction will be restored. Solid wastes resulting from the construction project will be regularly cleared away with substantial efforts made to minimize inconvenience to area residents.

Care will be taken to maintain dirt to avoid erosion and runoff. The proposed project will disturb soils over an area greater than one acre; therefore, the applicant is required to obtain an NPDES General Permit Number 2 (for storm water discharge associated with construction activities) and abide by its terms. Provided this permit is obtained and the terms of which are abided by, no significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected.

Temporary air quality degradation may occur due to dust and fumes from construction equipment. The applicant shall take reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (567 Iowa Administrative Code IAC 23.3(2)"c").

**Historical/Archaeological:** Various Native American tribes with an interest in the area and the Certified Local Government were provided information regarding the project. A Phase I Archeological investigation of the proposed project area is currently underway. Results from this investigation will be submitted to the State Historical Preservation Office (SHPO) for review. The project will only proceed as planned if a determination of either "no historic properties affected" or "no adverse affect on historic properties" can be appropriately reached with or without mitigation.

**Environmental:** According to the Iowa DNR Conservation and Recreation Division, the proposed project will not interfere with any State-owned parks, recreational areas or open spaces; however, a Sovereign Lands Construction Permit is required for the new effluent discharge point to a sovereign river (the Iowa River). The U.S. Army Corps of Engineers concurs that the project will not impact wetlands, provided the project meets the terms of Nationwide Permit #12. The project will not impact any wild and scenic rivers as none exist within the State of Iowa.

The U.S. Fish & Wildlife Service Section 7 Technical Assistance website consultation determined, and Iowa DNR Conservation and Recreation Division agree, that the project will not impact threatened or endangered species or their habitats, provided

any tree removal is conducted between October 1 and March 31 to avoid impacts to endangered bat species. However, if any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required. According to the Iowa DNR Water Resources Section, this project will not impact the 100-year floodplain, provided a Floodplain Development Permit is obtained and the terms of which are abided by from both the State and local permitting authority. No adverse impacts are expected to result from this project, such as those to surface water quantity, or groundwater quality or quantity.

Due to the alteration in discharge location, a revised NPDES discharge permit will be required for the operation of this facility. Provided that this permit is obtained and the terms of which are abided by, no significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected.

**Land Use and Trends:** The project will not displace population nor will it alter the character of existing residential areas. No significant farmlands will be impacted as per a Farmland Conversion Rating form results. This project should not impact population trends as the presence or absence of existing water/sewer infrastructure is unlikely to induce significant alterations in the population growth or distribution given the myriad of factors that influence development in this region. Similarly, this project is unlikely to induce significant alterations in the pattern and type of land use.

**Irreversible and Irretrievable Commitment of Resources:** Fuels, materials, and various forms of energy will be utilized during construction.

### ***POSITIVE ENVIRONMENTAL EFFECTS TO BE REALIZED FROM THE PROPOSED PROJECT***

Positive environmental effects will be improved treatment of the wastewater from the City of Hills, compliance with effluent discharge permit limits, and maintained or improved water quality in the receiving stream.

### ***SUMMARY OF REASONS FOR CONCLUDING NO SIGNIFICANT IMPACT***

- The project will not significantly affect the pattern and type of land use (industrial, commercial, agricultural, recreational, residential) or growth and distribution of population.
- The project will not conflict with local, regional or State land use plans or policies.
- The project will not impact wetlands provided the project meets the terms of Nationwide Permit #12.
- The project will not affect threatened and endangered species or their habitats provided any tree removal is conducted between October 1 and March 31 to avoid impacts to endangered bat species. If any State- or Federally-listed

threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required.

- The project will not displace population, alter the character of existing residential areas, or convert significant farmlands to non-agricultural purposes.
- The project will not affect the 100-year flood plain provided a Floodplain Development Permit is obtained and the terms of which are abided by from both the State and the local permitting authority.
- The project will not have effect on parklands, preserves, other public lands, or areas of recognized scenic or recreational value. However, a Sovereign Lands Construction Permit is required for the new effluent discharge point to a sovereign river (the Iowa River).
- A Phase I Archeological investigation of the proposed project area is currently underway. Results from this investigation will be submitted to the State Historical Preservation Office for review. The project will only proceed as planned if a determination of either "no historic properties affected" or "no adverse affect on historic properties" can be appropriately reached with or without mitigation.
- The project will not have a significant adverse effect upon local ambient air quality provided the applicant takes reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (567 IAC 23.3(2)"c").
- The project will not have a significant adverse effect upon local ambient noise levels, surface water quantity, groundwater quality or quantity, or water supply.
- No significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected provided that an NPDES General Permit Number 2 (for storm water discharge associated with construction activities) and an NPDES discharge permit are obtained and the terms of these are abided by.

The project description, scope, and anticipated environmental impacts detailed above are accurate and complete to the best to my knowledge.

\_\_\_\_\_  
Signature of the Mayor, City of Hills

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of the Mayor, City of Hills



# QUOTE

## DISPLAYSALES

**Display Sales**  
 10925 Nesbitt Avenue S  
 Bloomington, MN 55437  
 P: 800-328-6195  
 F: 952-885-0099  
 www.displaysales.com

ESTIMATE                    QO-009854-1  
 DATE                        7/28/2016  
 EXPIRATION DATE        8/27/2016  
 CUSTOMER ID              122961

Ship  
 To: City of Hills  
 121 North 1st Street  
 Hills, IA 52235

Bill  
 To: City of Hills  
 PO Box 345  
 Hills, IA 52235

PREPARED BY		JOB	PAYMENT TERMS	REQUEST DELIVERY DATE
Gisela Larson		Cathy	Net 20	7/28/2016
QUANTITY	DESCRIPTION	UNIT PRICE		AMOUNT
1	Snowflake Streetline with 5 Silhouette Snowflakes [LED] Size : None Style : 5 SilhSF	1,750.00		1,750.00
SUBTOTAL				1,750.00
SHIPPING & HANDLING				144.00
SALES TAX				0.00
TOTAL				1,894.00

To accept this quotation, sign here and return.

\_\_\_\_\_

Thank you for your business.



# QUOTE

## DISPLAYSALES

**Display Sales**  
 10925 Nesbitt Avenue S  
 Bloomington, MN 55437  
 P: 800-328-6195  
 F: 952-885-0099  
 www.displaysales.com

ESTIMATE QO-009849-3  
 DATE 7/27/2016  
 EXPIRATION DATE 8/26/2016  
 CUSTOMER ID 122961

Ship Kathy Fitzmorris  
 To: City of Hills  
 121 North 1st Street  
 Hills, IA 52235

Bill Kathy Fitzmorris  
 To: City of Hills  
 PO Box 345  
 Hills, IA 52235

PREPARED BY		JOB	PAYMENT TERMS		REQUEST DELIVERY DATE
Gisela Larson		Kathy	Net 20		7/27/2016
QUANTITY	DESCRIPTION	UNIT PRICE			AMOUNT
4	Custom Decoration/ banner enhancer/ 30" Shooting Stars/ 54 LED Bulbs/ customer can choose bulb color	400.00			1,600.00
12	Custom Banner/ 30x60 Digital 13oz vinyl two-ply / Custom/ 3 designs of 4 banners each	100.00			1,200.00
3	Setup Fee Style : Setup	60.00			180.00
1	Art Fee is estimated and will be based on changes and design creations requested by the customer Three digital Designs/ 30x60 Style : Art	150.00			150.00
SUBTOTAL					3,130.00
SHIPPING & HANDLING					199.00
SALES TAX					0.00
TOTAL					3,329.00

To accept this quotation, sign here and return.

\_\_\_\_\_

Thank you for your business.



# QUOTE

## DISPLAYSALES

**Display Sales**  
 10925 Nesbitt Avenue S  
 Bloomington, MN 55437  
 P: 800-328-6195  
 F: 952-885-0099  
 www.displaysales.com

ESTIMATE QO-009849-6  
 DATE 7/27/2016  
 EXPIRATION DATE 8/26/2016  
 CUSTOMER ID 122961

Ship Kathy Fitzmorris  
 To: City of Hills  
 121 North 1st Street  
 Hills, IA 52235

Bill Kathy Fitzmorris  
 To: City of Hills  
 PO Box 345  
 Hills, IA 52235

PREPARED BY		JOB	PAYMENT TERMS	REQUEST DELIVERY DATE	
Gisela Larson		Kathy	Net 20	7/27/2016	
QUANTITY	DESCRIPTION	UNIT PRICE			AMOUNT
4	Custom Decoration/ banner enhancer/ 30" Shooting Stars/ 54 LED Bulbs/ customer can choose bulb color	400.00			1,600.00
12	Custom Banner/ 28x60 Digital Poly Canvas cmatte vinyl / Custom/ 3 designs of 4 banners each	160.00			1,920.00
3	Setup Fee Style : Setup	60.00			180.00
1	Art Fee is estimated and will be based on changes and design creations requested by the customer Three digital Designs/ 30x60 Style : Art	150.00			150.00
				SUBTOTAL	3,850.00
				SHIPPING & HANDLING	199.00
				SALES TAX	0.00
				TOTAL	4,049.00

To accept this quotation, sign here and return.

\_\_\_\_\_

Thank you for your business.

<b>LL Pelling Co., Inc.</b>	
Painting Division Marianne Wainwright, Manager/Estimator	Parking Lot & Road Striping (319) 362-8037 fax: 365-3903

**PROPOSAL 08/03/16**

Project Name: 16 City of Hills Re-stripe Roadways and Parking Areas  
 Project Location: Various Locations outlined below  
 Contact Person: Ron Wolf / Bonnie Hanson  
 Bill To: City Of Hills fax: 319-679-3097

We propose to furnish all labor & materials to layout and paint with quick dry marking paint per IDOT specifications includes reflective beads on roadway items:

Painting as directed by Ron Wolf:

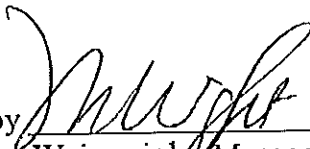
- Double yellow center lines from Casey's Store to 4<sup>th</sup> St - 7,140' of 4" yellow line
- White edge line from RR tracks to Casey's Store - 2,016' of 4" white line
- 45 angled stalls
- 4 parallel stalls
- 2 blue handicap symbols
- 177' lineal ft of curb
- 631' of hashed areas and misc lines
- 1 cross walks 92' of 6" line
- 2 continental stop bars 2'x6' = 15 blocks & 2'x4' = 27 blocks
- 3 white stop bars - 66' of 24" line

*add crosswalk*

**Total price: \$2,081.82**

Note: Last done in 2012 @ \$2,215.26

This proposal may be withdrawn by LL Pelling if not accepted in 30 days

Quoted by   
Marianne Wainwright, Manager  
 LL Pelling Painting Division

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per unit of measure are based on estimated quantities, and payment will be based on actual quantities placed. 1 1/2% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted.  
 You are authorized to do the work as specified. Payment will be due upon receipt of invoice.

Signature \_\_\_\_\_ Date \_\_\_\_\_

# LL Pelling Co., Inc.

Painting Division  
Marianne Wainwright, Manager/Estimator

Parking Lot & Road Striping  
(319) 362-8037 fax: 365-3903

## PROPOSAL

08/03/16

Project Name: 16 City of Hills Re-stripe Baseball / Park Parking Lot  
Project Location: City Park  
Contact Person: Ron Wolfe / Bonnie Hanson  
Bill To: City of Hills Fax: 319-679-3097


We propose to furnish all labor & materials to:

- Re-stripe existing parking areas with yellow quick dry marking paint:
- 74 parking stalls straight to curb
- 30 parking stalls head to head
- Repaint hashed out areas at ends of parking aisles
- Repaint 2 handicap symbols and adjacent handicap access aisle
- Paint over with grey paint 2 existing handicap symbols and one adjacent access aisle at Southwest end of lot
- Change handicap layout and repaint 2 new handicap symbols and two new access aisles as directed by Ron

**Total price: \$789.60**

Note: last painted in 2009 \$752.00

This proposal may be withdrawn by  
LL Pelling if not accepted in 30 days

Quoted by   
Marianne Wainwright, Manager  
LL Pelling Painting Division

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per unit of measure are based on estimated quantities, and payment will be based on actual quantities placed. 1 1/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

### Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted.  
You are authorized to do the work as specified. Payment will be due upon receipt of invoice.

Signature \_\_\_\_\_ Date \_\_\_\_\_