

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
August 24, 2015

- **Consent Agenda:**
 - Minutes from meeting August 10, 2015
 - Bills and receipts from August 10 thru August 24, 2015
 - Casey's Beer Permit
- **Public Discussion**
- **New Business**
 - Resolution 2015-36 authorizing the Mayor to execute Change Order No. 10 to the Contract with Dave Schmitt Construction Co Inc for Hills Municipal Water System - Division 1.
 - Resolution 2015-38 authorizing the Mayor to execute Certificate of Substantial Completion to the Contract with Dave Schmitt Construction Co Inc for Hills Municipal Water System -Division 1 - Water Treatment Plant.
- **Previous Business**
 - Discussion and possible action on Water Utility.
 - Discussion and possible action on Wastewater Treatment Plant.
- **Council Action List, Comments, Concerns, Reports**
 - Mayor
 - Attorney
 - City Administrator
 - Maintenance
 - Fire Department
 - Sewer
- **Adjournment**

Hills City Council Meeting
August 10, 2015
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, August 10, 2015 at the Hills Fire Station Meeting Room.

Council members present were: Bruce Endris, Cathy Knebel, Steve Harris, Merle Hill and Thom Kirkpatrick. Absent: None. Also present: Cathy Fitzmaurice-Hill, City Administrator, Ron Wolfe, Public Works, Jim Wolfe, Project Manager, Ereik Sittig, City Attorney and Building Inspector, Terry Goerdt.

A motion was made by Knebel and seconded by Endris to approve the consent agenda approving minutes from July 13, 2015, bills/receipts from July 13, 2015 thru August 10, 2015. Ayes: 5. Motion carried.

Public Discussion: None.

New Business:

Mayor Kemp provided the Second Reading of an Ordinance adopting the certain Building and Safety Codes for the City of Hills, Iowa. Building Inspector Terry Goerdt provided the Council with information on all Codes adopted by the State and indicated that the State will normally amend the Code every three years. The Ordinance provides adoption of the State Building Code as amended from time to time so that a new ordinance is not necessary each time it is amended. A motion was made by Hill and seconded by Kirkpatrick to approve the second reading of the Ordinance. Roll call was held. Ayes – 5. Second reading approved. A motion was made by Kirkpatrick and seconded by Knebel to waive the three readings of the Ordinance. Roll call was held. Ayes -5. Three readings waived. The Ordinance shall be in effect upon publication pursuant to law and upon the filing of a certified copy of the ordinance in the office of the State Building Code Commissioner pursuant to Iowa Code 103A.12, whichever occurs later.

Resolution 2015-32 was presented setting fees for zoning applications presented to the City as provided in Hills City Code Section 57.03(7). A fee of \$75.00 is considered reasonable and will be required with any zoning or re-zoning request. A motion was made by Endris and seconded by Hill to approve Resolution 2015-32. Roll call was held. Ayes – 5. Resolution 2015-32 passed.

Resolution 2015-33 was presented setting fees for Notice of Appeal filed with the Board of Adjustment as provided in Hills City Code Section 56.04. A fee of \$75.00 is considered reasonable and will be required with any appeal filed with the Board of Adjustment. A motion was made by Knebel and seconded by Kirkpatrick to approve Resolution 2015-33. Roll call was held. Ayes – 5. Resolution 2015-33 passed.

Resolution 2015-34 was presented approving and authorizing the Mayor to sign Contractor's Application for Payment No. 13 to the contract with Dave Schmitt Construction Co Inc. for Hills Municipal Water System – Division 1. The request for payment in the amount of \$343,611.39 has been reviewed and recommended for approval by Steve Troyer of Fox Engineering. A motion was made by Hill and seconded by Endris to approve Resolution 2015-34. Roll call was held. Ayes-5. Resolution 2015-34 passed.

Resolution 2015-35 was presented authorizing the Mayor to execute Change Order No. 9 to the Contract with Dave Schmitt Construction Co Inc. for Hills Municipal Water System – Division 1. This change increases the contract price by \$12,075.66 to cover the additional cost for Main Street Crossing per Work Order Directive #2 and fill sand for trench backfill. The Change Order has been recommended for approval by Steve Troyer. The Council questioned, again, the increase in the contract price for directional drilling but had previously approved Work Directive #2. A motion was made by Endris and seconded by Hill to approve Resolution 2015-35. Roll call was held. Ayes – 5. Resolution 2015-35 passed.

Resolution 2015-36 was presented authorizing the Mayor to execute Change Order No. 10 to the Contract with Dave Schmitt Construction Co Inc. for Hills Municipal Water system – Division 1. This Change Order provides for directional drilling at Stutsmans for the Fire Hydrant. It has not yet been approved by Steve Troyer and is waiting on additional information. A motion was made by Kirkpatrick and seconded by Knebel to table Resolution 2015-36. Ayes -5. Motion carried.

Resolution 2015-37 was presented authorizing the Mayor to execute Certificate of Substantial Completion to the Contract with Maguire Iron Inc for Hills Municipal Water System – Division 2. The tower is filled and operational. The electrical work remains to be completed but are waiting on fixtures. A motion was made by Knebel and seconded by Endris to approve Resolution 2015-37. Roll call was held. Ayes -5. Resolution 2015-37 passed.

The Council discussed the possibility of setting up a remote connection to the Treatment Plant to allow Steve Flake to run the controls remotely. He currently must spend time at the Plant waiting for the process to complete. The cost to set up a remote is anticipated to be about \$2500. It will also need a static IP address

provided by Sharon Telephone. The Council directed the City Administrator to move forward in setting up the remote connection.

Previous Business:

Water Utility Update: Jim Wolfe reported that 132 service lines to homes/business' have been completed. Some main lines have been chlorinated and flushed. These lines will be tested and then service will be switched from the Streb Well to the Municipal System for Oak Crest Hills Estates. The water to the School should be in before the start of school. Jim also suggested the City look into some type of security system for the Treatment Plant. Bruce suggested motion sensors on the lights and windows blocked out in the RO room to prevent algae from growing. Bruce provided a drawing and proposal to plant a prairie at the Tower site at his cost. The Council accepted his proposal. Cathy informed the Council of the proposal by Shive to complete fill stations in the Fire Station. The line into the building will be increased at an approximate cost of \$3,000-4,000. Construction of the stations is estimated to cost \$20,000 and the engineer fee would be about \$5,000. The Council directed her to move forward with this process.

Cathy updated the Council that the Intended Use Plan Application has been completed and is ready to submit to SRF for the Wastewater Improvement Project.

Attorney: No report

Fire Chief: No report

Maintenance: No report.

Sewer: Bruce reported high flow alarms going off at lift station but he felt it was an alarm issue not actual high flows.

Administrator: Cathy requested all elected officials complete NIMS if they have not already so that we can be eligible for grant funds.

Mayor: No report.

A Motion was made by Harris and seconded by Knebel to adjourn the meeting at 8:30 PM . Ayes: 5
Motion carried.

Tim Kemp, Mayor

Cathy Fitzmaurice-Hill, Administrator

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
HILLS BANK & TRUST GENERAL								
aug15	1	8/24/15	8/24/15	1139 ALLIANT UTILITIES 4916015906002 1/2 FIRE D	97.08	001	001-150-6371	1
	2			4916014001001 STREET LIG	879.65	001	001-230-6371	1
	3			4916015906002 1/2 FIRE D	97.09	001	001-650-6371	1
	8			4916015907001 SIREN	28.31	001	001-650-6371	1
	9			4916015865001 MAINT BLDG	199.99	001	001-650-6371	1
	10			4916015019501 SIGN LIGHT	17.91	001	001-650-6371	1
	11			4916014882201 BALL PARK	258.19	001	001-650-6371	1
				INVOICE TOTAL	1,578.22			
				VENDOR TOTAL	1,578.22			
AUG1515	1	8/24/15	8/24/15	1361 CATHY FITZMAURICE-HILL OFFICE REFRIGERATOR	119.83	001	001-650-6506	1
				INVOICE TOTAL	119.83			
				VENDOR TOTAL	119.83			
AUG15	1	8/24/15	8/24/15	1358 COSTCO MEMBERSHIP MEMBERSHIP	55.00	001	001-650-6507	1
				INVOICE TOTAL	55.00			
				VENDOR TOTAL	55.00			
AUG15	1	8/24/15	8/24/15	1335 DEREK BARNARD WEBSITE MANAGEMENT	60.00	001	001-650-6419	1
				INVOICE TOTAL	60.00			
				VENDOR TOTAL	60.00			
08219	1	8/24/15	8/24/15	1323 EMS PROFESSIONALS INC EMS SUPPLIES	117.00	001	001-150-6505	1
				INVOICE TOTAL	117.00			
				VENDOR TOTAL	117.00			
2595820	1	8/24/15	8/24/15	1046 GAZETTE COMMUNICATIONS AUG 8 MIN, JULY REV/EXP	143.60	001	001-650-6414	1
				INVOICE TOTAL	143.60			
				VENDOR TOTAL	143.60			
AUG15	1	8/24/15	8/24/15	1130 MID AMERICAN ENERGY 7799078018 1/2 FIRE DEPT	5.76	001	001-150-6371	1
	2			7799078018 1/2 FIRE DEPT	5.76	001	001-650-6371	1
	3			7715078014 CLERK	12.53	001	001-650-6371	1
				INVOICE TOTAL	24.05			
				VENDOR TOTAL	24.05			
1349 IOWA OFFICE SUPPLY INC								

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
323142	1	8/24/15	8/24/15	1349 IOWA OFFICE SUPPLY INC COPIES/NEWSLETTER	227.26 227.26	001 001-650-6414	1
				INVOICE TOTAL	227.26		
				VENDOR TOTAL	227.26		
116027911	1	8/24/15	8/24/15	1176 PHYSIO-CONTROL INC EMS EQUIPMENT	249.46 249.46	001 001-150-6505	1
				INVOICE TOTAL	249.46		
				VENDOR TOTAL	249.46		
AUG15	1	8/24/15	8/24/15	1198 STAPLES OFFICE SUPPLIES	68.07 68.07	001 001-650-6506	1
				INVOICE TOTAL	68.07		
				VENDOR TOTAL	68.07		
196205	1	8/24/15	8/24/15	1203 STUTSMAN INC SEAL TRUCK #81	39.38 39.38	001 001-150-6332	1
				INVOICE TOTAL	39.38		
196339	1	8/24/15	8/24/15	TRUCK #81,BRAKES	134.00 134.00	001 001-150-6332	1
				INVOICE TOTAL	134.00		
				VENDOR TOTAL	173.38		
				GENERAL	2,815.87		
				WATER			
119607	1	8/24/15	8/24/15	1136 AERO RENTAL METAL DETECTOR	22.00 22.00	600 600-810-6490	1
				INVOICE TOTAL	22.00		
				VENDOR TOTAL	22.00		
AUG15	5 12	8/24/15	8/24/15	1139 ALLIANT UTILITIES 4916016300502 PUMP HOUSE 4916016532501 WELL	125.11 331.16 456.27	600 600-810-6371 600 600-810-6371	1 1
				INVOICE TOTAL	456.27		
				VENDOR TOTAL	456.27		
38616	1	8/24/15	8/24/15	1261 FOX ENGINEERING WATER ENGINEERING	14,686.37 14,686.37	600 600-810-6490	1
				INVOICE TOTAL	14,686.37		
				VENDOR TOTAL	14,686.37		
3765365	1	8/24/15	8/24/15	1388 HAWKINS, INC CHEMICALS	100.48 100.48	600 600-810-6490	1
				INVOICE TOTAL	100.48		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
					VENDOR TOTAL			100.48	
1130 MID AMERICAN ENERGY									
AUG15	4	8/24/15	8/24/15	0882108014 OAK CREST WEL	10.00	600		600-810-6371	1
	5			1613096017 TREATMENT PLA	.67	600		600-810-6371	1
					INVOICE TOTAL			10.67	
					VENDOR TOTAL			10.67	
					WATER			15,275.79	
SEWER									
1139 ALLIANT UTILITIES									
aug15	4	8/24/15	8/24/15	4916015217001 4TH LIFT S	263.33	610		610-815-6371	1
	6			4916014431501 LAGOON	948.99	610		610-815-6371	1
	7			4916016300702 OAK LIFT S	54.13	610		610-815-6371	1
					INVOICE TOTAL			1,266.45	
					VENDOR TOTAL			1,266.45	
1088 IOWA ONE CALL									
173551	1	8/24/15	8/24/15	LOCATES	67.50	610		610-815-6380	1
					INVOICE TOTAL			67.50	
					VENDOR TOTAL			67.50	
1287 KEYSTONE LABORATORIES									
1Y06521	1	8/24/15	8/24/15	SEWER TESTS	41.68	610		610-815-6380	1
					INVOICE TOTAL			41.68	
1Y06634	1	8/24/15	8/24/15	SEWER TESTS	103.58	610		610-815-6380	1
					INVOICE TOTAL			103.58	
1Y066606	1	8/24/15	8/24/15	SEWER TESTS	78.38	610		610-815-6380	1
					INVOICE TOTAL			78.38	
					VENDOR TOTAL			223.64	
					SEWER			1,557.59	
LANDFILL/GARBAGE									
1014 CITY OF IOWA CITY LANDFIL									
AUG15	1	8/24/15	8/24/15	LANDFILL	73.48	670		670-840-6491	1
					INVOICE TOTAL			73.48	
					VENDOR TOTAL			73.48	
					LANDFILL/GARB			73.48	
					HILLS BANK & TRUST TOTAL			19,722.73	

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					19,722.73		
GRAND TOTALS					19,722.73		

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL	RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
001-950-4000	GEN PROP TAX	8/13/15	GL1353	JOHNSON COUNTY TREASURER	PROPERTY TAX	217.89
	ACCOUNT TOTAL					217.89
001-950-4120	BUILDING/CONSTRUCT PERMIT	8/12/15	GL1351	STUTSMAN	BUILDING PERMIT	105.00
		8/12/15	GL1351	SGA CONSTRUCTION	BUILDING PERMIT	2,300.00
	ACCOUNT TOTAL					2,405.00
110-210-4300	INTEREST	8/21/15	GL1355	HILLS BANK AND TRUST	CD INT - ROADS 10112191	94.52
		8/21/15	GL1355	HILLS BANK AND TRUST	CD INT - ROADS 10100444	65.54
	ACCOUNT TOTAL					160.06
110-210-4430	ROAD USE TAX	8/18/15	GL1357	TREASURER, STATE OF IOWA	ROAD USE TAX	9,737.61
	ACCOUNT TOTAL					9,737.61
600-810-4500	CHARGES/FEEES FOR SERVICES	8/10/15	UB2638	WA CASH POSTING		304.84
		8/12/15	UB2643	WA CASH POSTING		200.97
		8/12/15	UB2643	WA CASH POSTING		23.75
		8/12/15	UB2643	WA CASH POSTING		47.00-
		8/14/15	UB2646	WA CASH POSTING		210.00
		8/14/15	UB2646	WA CASH POSTING		95.00-
		8/17/15	UB2649	WA CASH POSTING		35.00
		8/17/15	UB2649	WA CASH POSTING		318.39
		8/17/15	UB2649	WA CASH POSTING		2.01
		8/17/15	UB2649	WA CASH POSTING		6.75-
		8/17/15	UB2651	WA CASH POSTING		70.00
		8/17/15	UB2651	WA CASH POSTING		50.50-
		8/18/15	UB2655	WA CASH POSTING		455.00
		8/19/15	UB2659	WA CASH POSTING		261.45
		8/19/15	UB2662	WA CASH POSTING		70.00
		8/20/15	UB2664	WA CASH POSTING		285.65
		8/20/15	UB2664	WA CASH POSTING		37.79
		8/20/15	UB2664	WA CASH POSTING		2.50-
		8/21/15	UB2668	WA CASH POSTING		249.67
		8/21/15	UB2668	WA CASH POSTING		2.75
		8/21/15	UB2668	WA CASH POSTING		.25-
	ACCOUNT TOTAL					2,325.27
600-810-4530	PENALTIES	8/10/15	UB2638	WA CASH POSTING		5.00
		8/19/15	UB2659	WA CASH POSTING		5.00
		8/19/15	UB2662	WA CASH POSTING		5.00
		8/21/15	UB2668	WA CASH POSTING		5.00

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
500-810-4530	PENALTIES				
	ACCOUNT TOTAL				20.00
500-810-4550	MISC CHARGE FOR SERVICES				
	8/19/15 UB2659 WA CASH POSTING				40.00
	8/19/15 UB2662 WA CASH POSTING				40.00
	ACCOUNT TOTAL				80.00
500-810-4560	SALES TAXES COLLECTED				
	8/17/15 UB2649 WA CASH POSTING				2.45
	ACCOUNT TOTAL				2.45
510-815-4500	CHARGES/FEES				
	8/10/15 UB2638 SW CASH POSTING				50.00
	8/10/15 UB2638 SW CASH POSTING				643.39
	8/10/15 UB2638 SW CASH POSTING				30.00
	8/12/15 UB2643 SW CASH POSTING				100.00
	8/12/15 UB2643 SW CASH POSTING				900.97
	8/14/15 UB2646 SW CASH POSTING				521.67
	8/14/15 UB2646 SW CASH POSTING				90.00
	8/14/15 UB2646 SW CASH POSTING				560.00
	8/17/15 UB2649 SW CASH POSTING				50.00
	8/17/15 UB2649 SW CASH POSTING				843.39
	8/17/15 UB2651 SW CASH POSTING				100.00
	8/17/15 UB2651 SW CASH POSTING				270.00
	8/18/15 UB2655 SW CASH POSTING				200.00
	8/18/15 UB2655 SW CASH POSTING				3,720.00
	8/18/15 UB2655 SW CASH POSTING				5.00
	8/19/15 UB2659 SW CASH POSTING				350.00
	8/19/15 UB2659 SW CASH POSTING				560.95
	8/19/15 UB2659 SW CASH POSTING				10.00
	8/19/15 UB2662 SW CASH POSTING				80.00
	8/19/15 UB2662 SW CASH POSTING				10.00
	8/20/15 UB2664 SW CASH POSTING				859.86
	8/20/15 UB2664 SW CASH POSTING				5.00
	8/21/15 UB2668 SW CASH POSTING				543.33
	8/21/15 UB2668 SW CASH POSTING				10.00
	ACCOUNT TOTAL				10,513.56
510-815-4560	SALES TAX COLLECTED				
	8/10/15 UB2638 SW CASH POSTING				3.50
	8/12/15 UB2643 SW CASH POSTING				7.00
	8/14/15 UB2646 SW CASH POSTING				36.52
	8/17/15 UB2649 SW CASH POSTING				3.50
	8/17/15 UB2651 SW CASH POSTING				7.00
	8/18/15 UB2655 SW CASH POSTING				10.50
	8/19/15 UB2659 SW CASH POSTING				24.50

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL	RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
610-815-4560	SALES TAX COLLECTED					
	ACCOUNT TOTAL					92.52
670-840-4300	INTEREST					
8/12/15	GL1351 HILLS BANK AND TRUST				CS INT - GARB	44.99
	ACCOUNT TOTAL					44.99
670-840-4501	GARBAGE FEES					
8/10/15	UB2638 GB CASH POSTING					58.84
8/10/15	UB2638 GB CASH POSTING					25.00
8/12/15	UB2643 GB CASH POSTING					158.02
8/12/15	UB2643 GB CASH POSTING					390.00
8/14/15	UB2646 GB CASH POSTING					52.25
8/14/15	UB2646 GB CASH POSTING					130.00
8/17/15	UB2649 GB CASH POSTING					138.56
8/17/15	UB2649 GB CASH POSTING					390.00
8/17/15	UB2651 GB CASH POSTING					33.25
8/18/15	UB2655 GB CASH POSTING					418.00
8/18/15	UB2655 GB CASH POSTING					5.00
8/18/15	UB2655 GB CASH POSTING					1,348.75
8/19/15	UB2659 GB CASH POSTING					59.92
8/19/15	UB2659 GB CASH POSTING					5.00
8/19/15	UB2659 GB CASH POSTING					287.50
8/20/15	UB2664 GB CASH POSTING					88.11
8/20/15	UB2664 GB CASH POSTING					5.00
8/20/15	UB2664 GB CASH POSTING					718.75
8/21/15	UB2668 GB CASH POSTING					47.50
8/21/15	UB2668 GB CASH POSTING					5.00
8/21/15	UB2668 GB CASH POSTING					31.25
	ACCOUNT TOTAL					4,395.70
670-840-4502	GARBAGE BAGS					
8/12/15	GL1351 MARILYN CULVER				GARBAGE BAGS	31.25
8/12/15	GL1351 DEREK MARSH				GARBAGE BAGS	10.00
8/21/15	GL1355 DONNA HICKS				GARBAGE BAGS	56.25
8/21/15	GL1355 MARY DLOUHY				GARBAGE BAGS	12.50
8/21/15	GL1355 CONNIE ARMBRUSTER				GARBAGE BAGS	25.00
8/21/15	GL1355 RESIDENT				GARBAGE BAGS	10.00
	ACCOUNT TOTAL					145.00
	REPORT TOTAL					30,140.05

RESOLUTION NO. 2015-36

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER NO. 10 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 \$1429.05 for an overall contract price of \$4,354,399.14.

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. 9 to the contract with Dave Schmitt Construction Co Inc. for Hills Municipal Water System - Division 1, increasing the contract amount by \$3,560.00.

Motion made by _____, seconded by _____ to approve Resolution No. 2015-36

YES:

NO:

ABSTAIN:

ABSENT:

Resolution No. 2015-36 Passed and Approved on August 24, 2015.

Tim Kemp
Mayor

ATTEST:

Cathy Fitzmaurice-Hill
City Administrator/Clerk

Change Order No. 10

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

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

DESCRIPTIONS:

Item 1 *Condensate Drains for Mechanical Equipment.* Add condensate drains for the AC system and dehumidifier, per RFI 24, except that PVC pipe materials will be used and the piping will not be insulated. Net Add amount = \$1429.05

Attachments: RFI 24; Dave Schmitt Construction proposal.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
<p>Original Contract Price: \$4,352,237.00</p> <p><input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease from previously approved Change Orders: \$733.09</p> <p>Contract Price prior to this Change Order: \$4,352,970.09</p> <p><input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease of this Change Order: \$1,429.05</p> <p>Contract Price incorporating this Change Order: \$4,354,399.14</p>	<p>Original Contract <input type="checkbox"/> Working <input checked="" type="checkbox"/> Calendar Substantial completion: November 28, 2015 Ready for final payment: December 23, 2015</p> <p><input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease from previously approved Change Orders: Substantial completion: 5 days Ready for final payment: 0 days</p> <p>Contract Times prior to this Change Order: Substantial completion: December 3, 2015 Ready for final payment: December 23, 2015</p> <p><input type="checkbox"/> Increase <input type="checkbox"/> Decrease of this Change Order: Substantial completion: 0 days Ready for final payment: 0 days</p> <p>Contract Times with all approved Change Orders: Substantial completion: December 3, 2015 Ready for final payment: December 23, 2015</p>

<p>RECOMMENDED:</p> <p>By: _____ Engineer (Authorized Signature)</p> <p>Date: _____</p>	<p>ACCEPTED:</p> <p>By: _____ Owner (Authorized Signature)</p> <p>Date: _____</p>	<p>ACCEPTED:</p> <p>By: _____ Contractor (Authorized Signature)</p> <p>Date: _____</p>
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REQUEST FOR INFORMATION
RFI NO.24

PROJECT: Hills Municipal Water System
OWNER: City of Hills
CONTRACTOR: Dave Schmitt Construction, Inc.
ENGINEER: FOX Engineering Associates.

PROJECT NUMBER:

REFERENCE DATA:

Specification Section: _____ Page No. _____ Paragraph No. _____
Drawing No. _____ Brief Description: Condensate piping and routing

CONTRACTOR REQUESTS:

Sheet M2.10 shows the furnace, ductless mini split AC unit, and dehumidification unit, but neither that sheet nor M2.01 show piping for condensate drains. Is piping needed to route condensate to floor drains or other locations? If so, which drain should be utilized for each unit, and is there particular routing to be done?

CONTRACTOR'S PROPOSED SOLUTION:

Install condensate drain piping via clearest and most direct route to nearest floor drain or similar drain for each of these three mechanical units.

REQUESTED BY: shaun kukuzke

DATE: 6/15/15

ENGINEER'S RESPONSE:

Route condensate drains from the dehumidifier and the furnace to floor sink FS-1.

Route condensate drain from the ductless ac unit to the floor drain in Restroom 102.

Coordinate routing of drains with other utilities.

Mike Jensen / SH / 6-17-15

RESPONSE BY: Steve Troyer
FOX Engineering

DATE: 6-17-15



REQUEST FOR INFORMATION
RFI NO.24

PROJECT: Hills Municipal Water System
OWNER: City of Hills
CONTRACTOR: Woodruff Construction LLC
ENGINEER: Shive-Hattery, Inc.

PROJECT NUMBER: 3395-11a

REFERENCE DATA:

Specification Section: _____ Page No. _____ Paragraph No. _____
Drawing No. M2.01, M2.10 Brief Description: Condensate piping and routing

CONTRACTOR REQUESTS:

Sheet M2.10 shows the furnace, ductless mini split AC unit, and dehumidification unit, but neither that sheet nor M2.01 show piping for condensate drains. Is piping needed to route condensate to floor drains or other locations? If so, which drain should be utilized for each unit, and is there particular routing to be done?

CONTRACTOR'S PROPOSED SOLUTION:

Install condensate drain piping via clearest and most direct route to nearest floor drain or similar drain for each of these three mechanical units.

REQUESTED BY: Nick Ford

DATE: 6/6/15

ENGINEER'S RESPONSE:

RESPONSE BY: _____ DATE: _____

FOX Engineering



CONSTRUCTION CO. INC.



**SEWER • TRUCKING • EXCAVATION
WATER • DEMOLITION • GRADING**

250 50TH AVE. S.W., CEDAR RAPIDS, IOWA 52404 (319) 365-8660 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

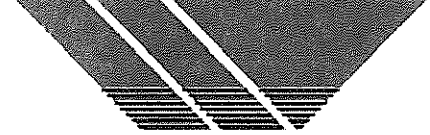
Project: 15-185SEK HILLS RFI 24
Description: Hills RFI 24 Change Request
Bid Location: Hills
Bid Date: 7-6-15
Revision Date:

ITEM	DESCRIPTION	BID QTY	U/M	UNIT BID	AMOUNT
01	WOODRUFF COSTS	1.000	LS	1,361.00	\$1,361.00
02	5" MARKUP	1.000	LS	68.05	\$68.05
TOTAL BID:					\$1,429.05

Based on the response of RFI 24, Woodruff and Day Mechanical believe there will be additional costs associated with the RFI. Scope is to provide, install, and insulate condensate drain piping from mechanical units to drains as directed.

Depending on change order approval, time might have to be extended if work cannot be done before July 25, 2015.

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

August 10, 2015

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

RE: Hills Municipal Water System
Change Request 003.2 (revised)

SUBJ: RFI #24 – Condensate drains for mechanical equipment

Mr. Kukuzke:

Per RFI #24 response, we are reporting the following:

- Provide, install, and insulate condensate drain piping from mechanical units to drains as directed (furnace not included in this pricing) on T&M basis using PVC material

Our total price to perform the changed work is \$1,361.00.

Your written approval is required by August 17, 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: 8/10/2015
 CAR - 03.2 (revised)

CHANGE DESCRIPTION: Provide, install, and insulate condensate piping for mech eqpt

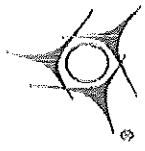
TIME INCREASE FOR THIS CHANGE ORDER IS _____
 WORKING DAYS AFTER WRITTEN APPROVAL 0

JOBSITE SUPERVISION AND GENERAL CONDITIONS	= \$	-
0 Days @ \$ 500	= \$	-
TOTAL WOODRUFF LABOR COST	= \$	-
TOTAL WOODRUFF MATERIAL COST	= \$	-
SUBTOTAL	= \$	-
plus OH&P @ 15%	= \$	0

TOTAL SUBCONTRACT COST	= \$	1,296.00
plus OH&P @ 5%	= \$	65

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

TOTAL PRICE THIS POTENTIAL CHANGE ORDER \$ 1,361



DAY

Mechanical Systems, Inc.

205 50th Avenue SW

Cedar Rapids, IA 52404 Ph. 319-362-9060 Fax: 319-362-9067

Change Authorization Request

Project: Hills Municipal Water Plant
To: Woodruff Construction
Attn: Nick Ford
Phone # 319-337-2410
E-mail

Date: 0/0/2016
Fox project # 3305-11A
Day Mech CAR #: 2r2
Subject: RFI 24

We quote the following added or changed work.

Per RFI 24 response - add condensate drainage lines to furnace, dehumidifier and ductless mini-split AC.

Revised 7/0/16 to reflect deletion of furnace condensate previously included. The furnace condensate was not shown in the plans and was not included in the plumbing or insulation takeoffs, but a reference was made in the furnace specification to install with a condensate drain, understandably not picked up by other contractor.

Revised 8/0/16 to reflect PVC materials.

Day Mechanical Systems - see attached

1,200.42

Total CAR 2r2	1,200.00
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Thank You,

Barry Roberts

Project Manager

E-Mail: broberts@daymechanical.com

Tel: 319-362-0060

Fax: 319-362-0067

RESOLUTION NO. 2015-38

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CERTIFICATE OF SUBSTANTIAL COMPLETION TO THE CONTRACT WITH DAVE SCHMITT CONSTRUCTION CO INC FOR HILLS MUNICIPAL WATER SYSTEM - DIVISION 1 - WATER TREATMENT PLANT

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 Certificate of Substantial Completion of work on the Water Treatment Plant under the Contract.

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILLS, IOWA, that the City Council authorizes the Mayor to execute a Certificate of Substantial Completion to the contract with Dave Schmitt Construction Co Inc. for Hills Municipal Water System - Division 1.

Motion made by _____, seconded by _____

to approve Resolution No. 2015-38.

YES:

NO:

ABSTAIN:

ABSENT:

Resolution No. 2015-38 Passed and Approved on August 24, 2015.

Tim Kemp
Mayor

ATTEST:

Cathy Fitzmaurice-Hill
City Administrator

Certificate of Substantial Completion

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

This Certificate of Substantial Completion applies to:

- All Work under the Contract Documents: The following specified portions:

Milestone 4 - Water Treatment Plant

Date of Substantial Completion: July 31, 2015

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

- Amended Responsibilities Not Amended

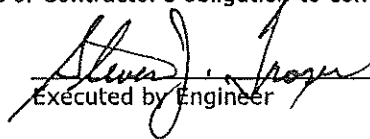
Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

- FOX Engineering Punch List #1 - Hills Municipal Water System - Division 1;**
- Shive-Hattery Punch List - Issued July 7, 2015**
- Riesberg Engineering - Job Site Observation Report dated August 20, 2015**

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

 Executed by Engineer	8-20-15 Date
-------------------------------------------------------------------------------------------------------------	-----------------

Accepted by Contractor	Date
------------------------	------

Accepted by Owner	Date
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**HILLS MUNICIPAL WATER SYSTEM – DIVISION 1
(Water Plant)**

**Hills, Iowa
FOX PN: 3395-11A**

**PUNCH LIST #1
Review Date: June 26, 2015
Issue Date: July 30, 2015**

The following is a punch list established by FOX Engineering representatives. This list is not intended to be all-inclusive; failure to include an item does not alter the responsibility of the Contractor to complete all work and correct defective work in accordance with the Contract Documents. Please correct other items identified previously.

1. Submit the following items:
 - a. Shop drawings: Resubmit 25 9100 – Process Control Descriptions.
 - b. O&M manuals/Closeout Submittals: Submit per 01 3300.
 - c. Submit startup reports as specified in Section 01 4500
 - d. Record drawings
2. Install warning signs (submittal required) and plant identification signs per 10 1400.
3. Install labels per 10 9000 (valves & gates; pipes; equipment; clear wells; chemical storage tanks) and splash blocks.
4. Finish painting all conduit and boxes, piping, plywood panel in lab, etc.
5. Chemical Feed Systems:
 - a. Provide tank labels per 10 9000.
 - b. Install gallon markings for day tanks and mix tanks in location that can be read – see specs and submittal comments; mark maximum fill level in day tanks that were larger than specified.
 - c. Provide overflow in caustic and sodium hypochlorite bulk tanks per Field Order #1.
 - d. Install tank mixers and wall brackets.
 - e. Antiscalant – route permeate fill line to tank.
 - f. Antiscalant – install ball valve on calibration column inlet per Addendum #3.
 - g. Install all chemical injection assemblies.
 - h. Install back pressure valve at fluoride injection point.
 - i. Back pressure valve on lime feed system eliminated by Addendum #2.
 - j. Replace pump tubing with correct size per specs and submittal.

6. Clear Wells:
 - a. Label tanks per 10 9000.
 - b. Provide concrete splash block at overflow outlet.
 - c. Permeate piping going into Clearwell tanks needs to be connected to vent per Addendum #3.
7. High Service Pumps:
 - a. Paint metal components on flexible couplings.
 - b. Install sample taps and compound gauge on pump suction lines.
 - c. Install pressure gauge on discharge side of pumps.
 - d. Install valve HV-013 (see P2.01).
8. Install vacuum breaker on concentrate line per Addendum #3.
9. Install sample tap at high point on 4" FW line per Addendum #3.
10. Modify piping at sump pit per Addendum #3.
11. Confirm block and bleed valves provided on RO skid per Change Order #6.
12. Adjust door D014C to close properly.
13. Address structural/architectural, electrical, and mechanical items noted in Shive-Hattery punch list (issue date July 7, 2015).

PUNCH LIST – WATER TREATMENT PLANT

PROJECT: City of Hills
Water Distribution System

REVIEW DATE: July 1, 2015
9:30 a.m.
On Site

ISSUE DATE: July 7, 2015

ATTENDING: Nick Ford, Woodruff
Joe Grunder, Woodruff
Jim Wolfe, City of Hills
Mike Jensen, Shive-Hattery
Matt Dougherty, Shive-Hattery
Jake Henkle, Shive-Hattery
Kevin Trom, Shive-Hattery
Gary Whitehill, Shive-Hattery
Eric Munchel, Shive-Hattery

ITEMS:

1. Structural/Architectural

- a. Install missing S.S. angle per detail 1/S2.05. See attached sheet S2.03 for location.
- b. Cut slots behind the pipes in the FRP grating with integral deck plate at the sump pit on the east side of the building so that the cover is removable.
- c. Provide astragal for double door 103A.
- d. Touch up paint at steel jambs at coiling door 104B.
- e. Provide finish coats of paint at window jambs.
- f. Seal exterior wall pipe penetrations.
- g. Trim exposed EPDM membrane below cap flashing on east elevation.
- h. Provide 12" to 18" extensions on downspouts at east elevation to direct water away from building.
- i. Seal around all windows and window stools.
- j. Seal around pipe penetrations at roof.
- k. Seal pipe penetrations through walls.
- l. Touch up west wall in Laboratory 101 above window.
- m. Finish painting on conduits on walls.
- n. Paint steel clip angles bracing CMU walls to roof above.
- o. Paint grout at conduit penetrations above door 104C – both sides of wall.
- p. Secure floor stop to floor by cabinets at door 102.
- q. Install faucet handle at sink in Laboratory 101.
- r. Fix cracked mortar joints in exterior masonry walls – for an example see base of wall at north corner of east wall.

2. Electrical (Building)

- a. Provide ID tags for the exterior equipment MTS-1 and CB1.
- b. Provide ID tag for exterior equipment ACCU-1 disconnect switch.



- c. Equipment Room 104: on the north side of the room, the center light fixture is moved toward the wall by a string; correct.
- d. Equipment Room 104: the ground cables stub-up through the floor in the northwest corner but are not connected to anything yet.
- e. Equipment Room 104: the receptacle shown for the mixer in the northwest corner is not installed; correct.
- f. Equipment Room 104: the conduit stub-ups through the floor in the northwest and southwest corners shall have conduit interiors sealed.
- g. Equipment Room 104: provide permanent ID tags for all disconnect switches.
- h. Chemical Storage Room 103: the receptacles identified for the equipment mixers have not been installed; correct.
- i. Chemical Storage Room 103: in the southwest corner there is a conduit stub-up through the floor; identify conduit purpose.
- j. Restroom 102: the receptacle on the north wall above the water heater is partially blocked by the gas line. Relocate the surface mounted receptacle to the west to avoid blockage by the gas line.
- k. Laboratory 101: the conduit stub-ups through the floor in the northwest corner shall have the conduit interiors sealed.
- l. Laboratory 101: provide an ID tag on panel E11.
- m. Laboratory 101: provide typewritten circuit directories for all panelboards.
- n. Laboratory 101: the installed above counter receptacle on the west wall, southwest corner, is standard receptacle, but shown on plans as GFI type; correct.
- o. The generator test was in process during the punchout. Final test report will need to be submitted on the complete testing, including transfer switch operation and loss of power. At the completion of the test, the fuel tank shall be filled.
- p. Confirm operation of the photocell controlled exterior wall pack light fixtures.

3. Mechanical

- a. Finish gas pipe connection to meter.
- b. Provide cover for exterior clean out.
- c. Provide escutcheon plate for waste serving lavatory.
- d. Finish waste connection to sink.
- e. Install handles for sink faucet.
- f. Finish water connection to eye wash.
- g. Seal around transfer grille in Lab.
- h. Seal around combustion exhaust/intake pipe penetration through roof for water heater and furnace.
- i. Label pipes.
- j. Provide balance report.

The omission of any items from this list does not alter the contractor's responsibility to complete all work in accordance with the contract documents. If there are any additions, deletions, or changes, please contact our office.

SHIVE-HATTERY, INC.



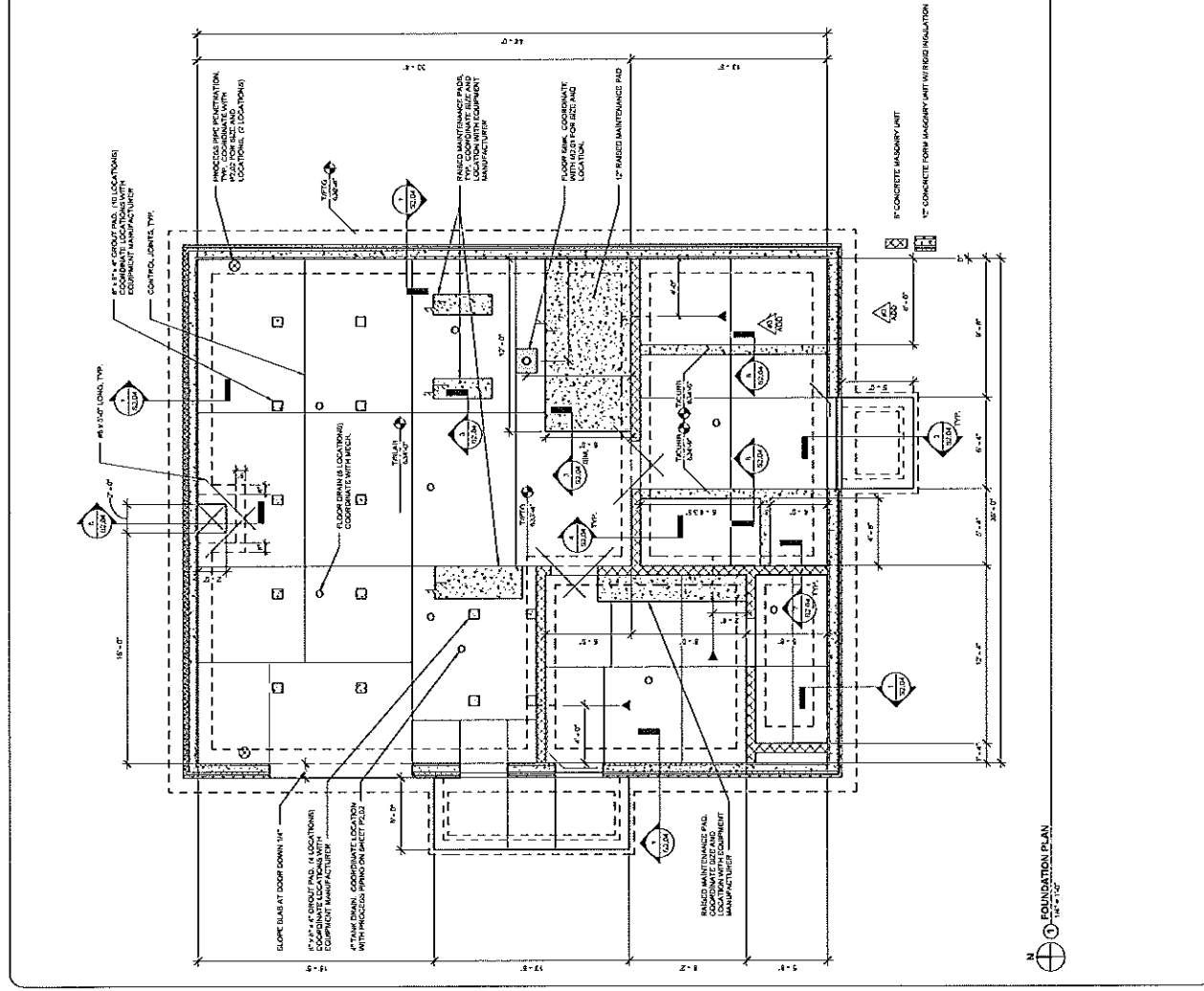
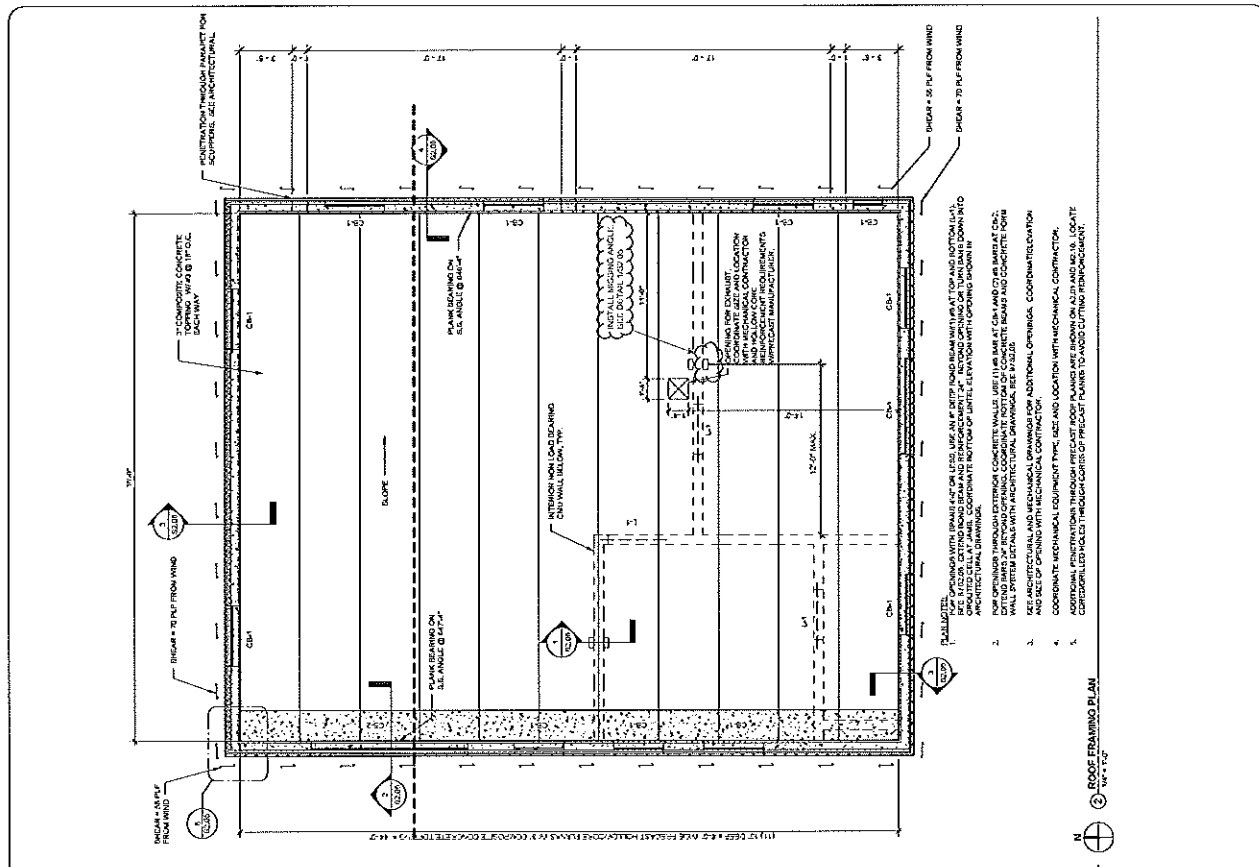
Eric Munchel, PE

EJM/bad

Enc.: Sheet S2.03

Copy: Steve Troyer, Fox Engineering

DATE	BY	REVISION
05/20/13	JT	FOUNDATION
05/21/13	JT	FOUNDATION
05/21/13	JT	FOUNDATION
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FOUNDATION PLAN (14'-0" x 27'-0")

JOB SITE OBSERVATION REPORT

Re: Water Treatment System Hills, Iowa	Observed and Written By: Brian D. Riesberg, P.E.
Date of Observation: 12 August 2015	Riesberg Engineering Project Number: 13-011
Date of Report: 20-Aug-2015	

This report itemizes observed portions of the installation of workmanship and/or material items that fail to meet the intent of the contract documents. The work shall be considered complete only when all noted items have been corrected and/or completed. This report shall not be construed as having any other purpose but to notify the contractor of visible deviations from the contract documents that were observed on the date noted. Omissions or unnoted items do not relieve the contractor of his or her responsibility to complete all work in accordance with the contract documents.

1. Non-electrical item. Outside man door west of CIP tank needs adjusted to close and latch without pulling tight.
2. MCC: VFD bucket fans turn off if VFD is not running, but internal fans are running even though VFD hasn't run for a long time. Set them to turn off if the VFD is not running/cooling.
3. Verify MCC contactor for CIP tank heater is interlocked via hard wiring of float switch to prevent turning on heater unless water level is above the float (heater core). Verify by performing a functional test.
4. Chemical feed receptacles, typical 6. Five in Chemical room, 1 at Antiscalant pump. Label each receptacle that it's "For Chemical Feed Only, Not General Power". Include source panel a breaker number, i.e. "LP-33, via CPL-1".
5. Panel LP. Bkr's 15, 35, 37, 39. Update circuit directory to include what chemical the breaker is for, similar as #33 as currently identified for the Anti Scalant chemical feed pump.
6. Typical for 3 magnetic flow meters. A light switch was installed locally to serve as the power "disconnect" for the device. Add label on switch cover plate to indicate "Disconnect for Magnetic Flow Meter Power". And include the Tag number of the flow meter, i.e. FM-FW, FM-RW, FM-BW on the matching switch.
7. See spec 25 9100 part 2.01C.
 - a. C.1. Trending: All levels and all flow rates are supposed to be trended. Currently only the clear well and tower levels are trending.
 - b. C.2. USB external file. Need to develop method and screen to download totalized information onto a flash drive. This does not appear to have been developed yet.
8. Well #2 communications seems to fail regularly, but not with a pattern that can be discerned. Investigate cause of failure. Antenna at Well #2 is low to ground, roughly 7-8ft. If communications errors are due to truck/tractor traffic at the Stutsman facility raise antenna at Well 2 as needed.

9. Since remote communications to the wells can fail at times, please investigate the mode of failure if the RO system is shutting down at the exact time of a communications failure. The RO system could end up shutting the inlet valve while the well pump continues to run. We believe an appropriate safety would be for the last action of the RO system to shut inlet valves and open both flush valves. The flush valves would remain open. At the next start/run time of a well, only the flush valve associated with the RO unit that's intended to run would remain open, the other would close.
10. Well #1 communications path is straight through an apartment complex building. Verify communications signal integrity over the short and long term. Adjust antenna and radio/paths as needed.
11. Typical for all VFD controlled pumps, 2 well pumps, 2 RO pressure pumps, 2 HSP pumps, 1 CIP pump: Input values for all minimum speed setpoints that match the VFD's OIT programming for minimum speed.
12. Finished water Chemical feed. Operation of the chemical feeds should start when the effluent water flow rate is above the setpoint, but without delay. Need to observe operation to assure there are no unintentional delays for this action.
13. Graphic Screens:
 - a. Overview Screen:
 - i. Add labels for blend/bypass valve and two flush valves.
 - ii. Arrange line for blend/bypass so it is lower on the screen, goes under the clear well and T's into the RO permeate piping.
 - iii. Add virtual flow meter for total flow going into clear well, FM-CW. See spec 2.03.S. It is the total of both RO units and the blend/bypass line.
 - iv. For "Train 1" and "Train 2", add "RO" in front of them.
 - v. Blue line extending right from "Train 2" to right side of screen needs to extend further.
 - vi. Add flow arrows to all piping, similar to what is done down stream of well pump 1.
 - b. Well Screen:
 - i. Tower elevation box tied to wrong tag/point. It currently displays the clear well level.
 - ii. Setpoints for tower elevation start/stop relate to overall plant operation, not strictly the wells. Remove those two set points from the well screen. Move them to the main screen, to the right of the tower or to the "Plant" screen, above the "Plant Mode" switch.
 - c. Blend Valve screen:
 - i. Please explain valve control switch with 3 positions, Fixed/Flow-Rate/Manual. We specified only 2 positions, Fixed/Flow-Rate. We are unsure how Manual is any different than Fixed, and believe "Manual" should be removed.
 - d. RO Pump screen:
 - i. Change title of pumps to remove "High". They are "RO Pressure Pumps".

- e. HSP setpoint screen:
 - i. Add logic to the "Range" setpoint that detects problems with the setpoints. We input a 4.0 setting while Start was 3.5 and Stop was 2.0. This should not be possible, since a max value of range can only be 2x the difference between the start and stop settings.
- f. Flow Totals screen:
 - i. All totalized flow info should be viewable in a rolling 7-day format. Currently the flow totals screen shows three entries: today, yesterday, total. Need to expand.

E N D O F R E P O R T
