

**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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Hills City Council  
Regular Meeting  
Hills Fire Department Meeting Room @ 7:00 PM  
December 12, 2016

**1. Consent Agenda:**

- a. Agenda
- b. Minutes: November 28, 2016 Council Meeting.
- c. Scheduled list of Claims
- d. Receipts from November 23, 2016 thru December 9, 2016
- e. Treasurer's Report
- f. Budget Report
- g. Cancel December 26, 2016 Regular Council Meeting

**2. Public Comments**

**3. Business:**

- a. Resolution 2016-29 accepting and approving Residential Purchase Agreement with Karen K. Branson.
- b. Discussion and possible action re: Estimate of Shive-Hattery to prepare concept plans/cost for City Hall/storm shelter/library.
- c. Resolution 2016-30 of appointment and compensation schedule for City Attorney.

**4. Reports:**

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

**5. Adjournment**

Hills City Council Meeting  
November 28, 2016  
7:00 PM  
Hills Fire Station Meeting Room

The Hills City Council meeting was called to order by Mayor Tim Kemp at 7:00 p.m. on Monday, November 28, 2016 at the Hills Fire Station Meeting Room.

Council members present were: Merle Hill, Thom Kirkpatrick, Steve Harris, Bruce Endris, and Cathy Knebel. Absent: None. Also present: Cathy Fitzmaurice-Hill, City Administrator, Ron Wolfe, Public Works, Erek Sittig, City Attorney, Jason Van Nevel, Fire Chief, and Matt Pantel, Asst. Fire Chief.

**Consent Agenda:** A Motion was made by Hill and seconded by Knebel to approve the consent agenda including Agenda items, minutes from the Meeting of November 14, 2016, Scheduled list of claims, and receipts from November 12, 2016 thru November 23, 2016. Ayes:5. Motion carried.

**Public Comment:** None.

**Businesss:**

Johnson County Sheriff Lonny Pulkrabek was present to update the Council on services provided to the City and new contract amounts anticipated for FY2018. The annual rate for police protection under the new contract will be \$28,681.00, and increase of \$1,334. Sheriff Pulkrabek shared information on the cost of providing service to Hills at \$45.96 per man hour. This amount does not include equipment. The amount of the new contract is \$43.00 per man hour.

Resolution 2016-28 was presented setting Calendar Year 2016 compensation for Volunteer Fire Department Members. The Resolution approves the stipends offered to Fire Department members that have committed time to respond to 25% of calls and is based on individual training certifications. Chief Van Nevel noted that some members did not meet the 25% but felt they were still putting in time to meet their individual certifications. He expressed that they are not eligible for a stipend this year but would like to review the policy to include amounts for training along with responding to calls. He will prepare a proposal. A Motion was made by Endris and seconded by Hill to approve Resolution 2016-28. A roll call vote was taken. Ayes: 4. Abstain: Harris. Resolution 2016-28 passed.

The City received an estimate from LL Pelling, Inc. for 2017 street work. Type A, base repair and single seal coat at \$3.15/SY, Type B, single seal coat at \$2.05/SY and Cold Mix Patching at \$205/TN. This estimate is not a contract for specific work but allows the City to lock in rates for street work in the spring. A Motion was made by Knebel and seconded by Endris to accept the estimate from LL Pelling, Inc. Ayes: 5. Motion carried.

A Motion was made by Kirkpatrick and seconded by Harris to enter into a closed session pursuant Iowa Code Section 21.5(1)(j) to discuss potential real estate acquisition. A roll call vote was taken. Ayes: 5. The Council entered a closed session at 7:26 p.m.

A Motion was made by Hill and seconded by Knebel to return to open session. A roll call vote was taken. Ayes: 5. The Council returned to open session at 7:39 p.m.

**Reports:**

Attorney: Erek received all signed easement documents for the Wastewater Improvement Project.

Fire Chief: Jason reported that call volume is down. He is working on call volumes for the individual townships to assist with preparing the next fire protection agreement with the townships.

Maintenance: Radar signs are up. Banners and lights should be placed this week, depending on weather.

Sewer: The generator has been fixed and will be picked up within the week.

Water: No report.

Administrator: Bidding for the Wastewater Improvement Project is anticipated to take place in February 2017 with contracts required to be awarded by May 2017. Shive has submitted a proposal for concept drawings for a new city hall/library/storm shelter. ITC Midwest will be replacing the poles from the substation line north in 2018. Cathy suggested the Dec. 26<sup>th</sup> Council meeting be cancelled and a special meeting set up, if necessary.

Mayor: Tim reminded all that a work session is scheduled for December 10<sup>th</sup> beginning at 8:00 a.m.

A Motion was made by Knebel and seconded by Hill to adjourn the meeting at 7:49 p.m. Ayes: 5. Motion carried.

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

Attest:

\_\_\_\_\_  
Cathy Fitzmaurice-Hill, City Administrator

NVOICE # INE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
-----						
		1130 MID AMERICAN ENERGY				
EC16	12/12/2016					
1		7799078018 1/2 FIRE STATION	83.27	001-150-6371	ELECTRIC/GAS EXPENSE	1115
2		7799078018 1/2 FIRE STATION	83.26	001-650-6371	ELECTRIC/GAS EXPENSE	001
3		7715078014 CLERK	47.45	001-650-6371	ELECTRIC/GAS EXPENSE	001
4		1613096017 TREATMENT PLANT	123.30	600-810-6371	UTILITIES	600
5		0882108014 WELL	10.39	600-810-6371	UTILITIES	600
6		8240078027 COM CENTER	32.63	001-650-6371	ELECTRIC/GAS EXPENSE	001
		INVOICE TOTAL	380.30			
		VENDOR TOTAL	380.30			
		1441 CHRIS STECKMAN				
EC16	12/12/2016					
1		COM CENTER CLEANING	50.00	001-460-6310	BLD MAINT/REPAIR- COM CTR	001
		INVOICE TOTAL	50.00			
		VENDOR TOTAL	50.00			
		1442 DEREK KRON				
EC16	12/12/2016					
1		SEWER JETTING	200.00	610-815-6320	GROUNDS MAINT & REPAIR	610
		INVOICE TOTAL	200.00			
		VENDOR TOTAL	200.00			
		1360 INTERSTATE ALL BATTERY CE				
922801004	12/12/2016					
1		BATTERY	279.86	001-150-6332	VEHICLE REPAIR	1115
		INVOICE TOTAL	279.86			
		VENDOR TOTAL	279.86			
		1424 FOUNTAIN OF FLOWERS AND GIFTS				
626	12/12/2016					
1		FLOWERS	64.20	001-150-6515	MISC EXPENSE	1115
		INVOICE TOTAL	64.20			
		12/12/2016				
728		FLOWERS	64.20	001-150-6515	MISC EXPENSE	1115
1		INVOICE TOTAL	64.20			
		12/12/2016				
740		FLOWERS	42.75	001-150-6515	MISC EXPENSE	1115
1		INVOICE TOTAL	42.75			
		VENDOR TOTAL	171.15			

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
6740	12/12/2016	1424 FOUNTAIN OF FLOWERS AND GIFTS				
12716	12/12/2016	1046 GAZETTE COMMUNICATIONS				
1		PUBLICATIONS	118.36	001-650-6414	PRINTING & PUBLISHING	001
		INVOICE TOTAL	118.36			
		VENDOR TOTAL	118.36			
1210756	12/12/2016	1287 KEYSTONE LABORATORIES				
1		SEWER TESTS	61.38	610-815-6380	TESTS	610
		INVOICE TOTAL	61.38			
		VENDOR TOTAL	61.38			
47059	12/12/2016	1122 MENARDS				
1		BULBS/BATTERIES	45.02	001-650-6507	OPERATING SUPPLIES	001
		INVOICE TOTAL	45.02			
		VENDOR TOTAL	45.02			
		GRAND TOTAL	1,306.07			

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
001-050-2020	ACCOUNTS PAYABLE	.00	911.00	911.00-
001-150-6332	VEHICLE REPAIR	279.86	.00	279.86
001-150-6371	ELECTRIC/GAS EXPENSE	83.27	.00	83.27
001-150-6515	MISC EXPENSE	171.15	.00	171.15
001-460-6310	BLD MAINT/REPAIR- COM CTR	50.00	.00	50.00
001-650-6371	ELECTRIC/GAS EXPENSE	163.34	.00	163.34
001-650-6414	PRINTING & PUBLISHING	118.36	.00	118.36
001-650-6507	OPERATING SUPPLIES	45.02	.00	45.02
600-050-2020	ACCOUNTS PAYABLE	.00	133.69	133.69-
600-810-6371	UTILITIES	133.69	.00	133.69
610-050-2020	ACCOUNTS PAYABLE	.00	261.38	261.38-
610-815-6320	GROUNDS MAINT & REPAIR	200.00	.00	200.00
610-815-6380	TESTS	61.38	.00	61.38
TRANSACTION TOTALS		1,306.07	1,306.07	.00
FUND	NAME	DEBITS	CREDITS	
001	GENERAL	911.00	911.00	
600	WATER	133.69	133.69	
610	SEWER	261.38	261.38	
TOTALS		1,306.07	1,306.07	

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				HILLS BANK & TRUST GENERAL			
16C16	1	12/12/16	12/12/16	1361 CATHY FITZMAURICE-HILL MILEAGE	15.50	001 001-650-6331	1
	2			FOOD/WORK SESSION	21.23	001 001-650-6599	1
				INVOICE TOTAL	36.73		
16C1616	1	12/12/16	12/12/16	INS REIMBURSE	343.66	001 001-620-6183	1
				INVOICE TOTAL	343.66		
				VENDOR TOTAL	380.39		
16C16	1	12/12/16	12/12/16	1433 CHELSEA SMALLEY COM CENTER BOOKING/CLEAN	300.00	001 001-460-6310	1
				INVOICE TOTAL	300.00		
				VENDOR TOTAL	300.00		
19772	1	12/12/16	12/12/16	1321 CJ COOPER ANNUAL FEE/DRUG TESTING	45.00	001 001-650-6599	1
				INVOICE TOTAL	45.00		
				VENDOR TOTAL	45.00		
16C16	1	12/12/16	12/12/16	1320 CAPITAL ONE COMMERCIAL OFFIC SUPPLIES	33.36	001 001-650-6506	1
				INVOICE TOTAL	33.36		
				VENDOR TOTAL	33.36		
1626	1	12/12/16	12/12/16	1424 FOUNTAIN OF FLOWERS AND GIFTS FLOWERS	64.20	1115 001-150-6515	1
				INVOICE TOTAL	64.20		
1728	1	12/12/16	12/12/16	FLOWERS	64.20	1115 001-150-6515	1
				INVOICE TOTAL	64.20		
1740	1	12/12/16	12/12/16	FLOWERS	42.75	1115 001-150-6515	1
				INVOICE TOTAL	42.75		
				VENDOR TOTAL	171.15		
16C1	1	12/12/16	12/12/16	1434 YADIRA GALLEGOS COM CENTER REFUND LESS C	175.00	001 001-460-6498	1
				INVOICE TOTAL	175.00		
				VENDOR TOTAL	175.00		
12716	1	12/12/16	12/12/16	1046 GAZETTE COMMUNICATIONS PUBLICATIONS	118.36	001 001-650-6414	1
				INVOICE TOTAL	118.36		
				VENDOR TOTAL	118.36		

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
172094	1	12/12/16	12/12/16	1389 HOLLAND MICHAEL RAIBER SITTIG LEGAL	676.50 676.50	001 001-640-6411	1
				INVOICE TOTAL	676.50		
				VENDOR TOTAL	676.50		
1922801004	1	12/12/16	12/12/16	1360 INTERSTATE ALL BATTERY CE BATTERY	279.86 279.86	1115 001-150-6332	1
				INVOICE TOTAL	279.86		
				VENDOR TOTAL	279.86		
138259	1	12/12/16	12/12/16	1089 IOWA PAPER COM CENTER SUPPLIES	115.33 115.33	001 001-460-6310	1
				INVOICE TOTAL	115.33		
				VENDOR TOTAL	115.33		
DEC16	1	12/12/16	12/12/16	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		
47059	1	12/12/16	12/12/16	1122 MENARDS BULBS/BATTERIES	45.02 45.02	001 001-650-6507	1
				INVOICE TOTAL	45.02		
				VENDOR TOTAL	45.02		
DEC16	1	12/12/16	12/12/16	1130 MID AMERICAN ENERGY 7799078018 1/2 FIRE STAT	83.27	1115 001-150-6371	1
	2			7799078018 1/2 FIRE STAT	83.26	001 001-650-6371	1
	3			7715078014 CLERK	47.45	001 001-650-6371	1
	6			8240078027 COM CENTER	32.63	001 001-650-6371	1
				INVOICE TOTAL	246.61		
				VENDOR TOTAL	246.61		
DEC1	1	12/12/16	12/12/16	1439 MARIANA MORENO COM CENTER DEPOSIT REFUN	200.00 200.00	001 001-460-6498	1
				INVOICE TOTAL	200.00		
				VENDOR TOTAL	200.00		
038513	1	12/12/16	12/12/16	1173 PAUL'S DISCOUNT WINTERIZE PARK BATHROOMS	43.46 43.46	001 001-430-6320	1
				INVOICE TOTAL	43.46		
				VENDOR TOTAL	43.46		
DEC1	1	12/12/16	12/12/16	1440 JULIA RIOS COM CENTER DEPOSIT REFUN	200.00 200.00	001 001-460-6498	1
				INVOICE TOTAL	200.00		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	200.00		
				1193 SHARON TELEPHONE			
EC16	1	12/12/16	12/12/16	1/2 FIRE STATION 224	37.82	1115 001-150-6373	1
	2			1/2 FIRE STATION 224	37.83	001 001-650-6373	1
	4			CLERK 513 ROUTER	230.03	001 001-650-6373	1
	5			MAINT BLDG 223	37.80	001 001-650-6373	1
	7			COM CENTER 200	36.71	001 001-650-6373	1
				INVOICE TOTAL	380.19		
				VENDOR TOTAL	380.19		
				1195 SHIVE HATTERY			
161060-7	1	12/12/16	12/12/16	ENGINEER SRF PROJECT	233.68	001 001-699-6490	1
				INVOICE TOTAL	233.68		
				VENDOR TOTAL	233.68		
				1347 STAR LEASING L.L.C.			
369L	1	12/12/16	12/12/16	BUYOUT COPIER LEASE	3,594.40	001 001-650-6504	1
				INVOICE TOTAL	3,594.40		
				VENDOR TOTAL	3,594.40		
				1441 CHRIS STECKMAN			
EC16	1	12/12/16	12/12/16	COM CENTER CLEANING	50.00	001 001-460-6310	1
				INVOICE TOTAL	50.00		
				VENDOR TOTAL	50.00		
				1200 STITCH IN TIME			
0901	1	12/12/16	12/12/16	EMBROIDERY	30.00	1115 001-150-6515	1
				INVOICE TOTAL	30.00		
				VENDOR TOTAL	30.00		
				1203 STUTSMAN INC			
2564	1	12/12/16	12/12/16	FUEL	238.29	1115 001-150-6331	1
				INVOICE TOTAL	238.29		
				VENDOR TOTAL	238.29		
				1279 REFLECTOR			
2779	1	12/12/16	12/12/16	REFLECTOR	10.00	1115 001-150-6332	1
				INVOICE TOTAL	10.00		
				VENDOR TOTAL	248.29		
				1211 TRUENORTH COMPANIES			
EC16	1	12/12/16	12/12/16	AD&D INS	332.50	1115 001-150-6408	1
				INVOICE TOTAL	332.50		
				VENDOR TOTAL	332.50		
				1219 VISA			
EC16	1	12/12/16	12/12/16	TRAINING - LAND USE	349.00	001 001-620-6230	1
				INVOICE TOTAL	349.00		

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	349.00		
				GENERAL	10,527.02		
				ROAD USE TAX			
DEC16	1	12/12/16	12/12/16	1010 CASEY'S GENERAL STORE CORPORAT FUEL	154.61	110 110-210-6331	1
				INVOICE TOTAL	154.61		
				VENDOR TOTAL	154.61		
457884	1	12/12/16	12/12/16	1111 LINDER TIRE TIRE REPAIR	28.00	110 110-210-6332	1
				INVOICE TOTAL	28.00		
				VENDOR TOTAL	28.00		
42565	1	12/12/16	12/12/16	1203 STUTSMAN INC FUEL	31.91	110 110-210-6331	1
				INVOICE TOTAL	31.91		
				VENDOR TOTAL	31.91		
				ROAD USE TAX	214.52		
				WATER			
DEC16	4	12/12/16	12/12/16	1130 MID AMERICAN ENERGY 1613096017 TREATMENT PLA	123.30	600 600-810-6371	1
	5			0882108014 WELL	10.39	600 600-810-6371	1
				INVOICE TOTAL	133.69		
				VENDOR TOTAL	133.69		
DEC16	6	12/12/16	12/12/16	1193 SHARON TELEPHONE TREATMENT PLANT 2439	135.69	600 600-810-6373	1
				INVOICE TOTAL	135.69		
				VENDOR TOTAL	135.69		
98298	1	12/12/16	12/12/16	1289 STATE HYGIENIC LABORATORY WATER TESTS	12.50	600 600-810-6380	1
				INVOICE TOTAL	12.50		
				VENDOR TOTAL	12.50		
DEC16	1	12/12/16	12/12/16	1348 STEVE FLAKE WATER CONTRACT WAGES	2,025.00	600 600-810-6010	1
				INVOICE TOTAL	2,025.00		
				VENDOR TOTAL	2,025.00		
				1216 U S POST OFFICE			

SCHEDULED CLAIMS LIST

NVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
EC16	3	12/12/16	12/12/16	1216 U S POST OFFICE UTILITY BILLS	43.40	600	600-810-6508	1
				INVOICE TOTAL	43.40			
				VENDOR TOTAL	43.40			
				WATER	2,350.28			
				SEWER				
EC16	1	12/12/16	12/12/16	1034 BRUCE ENDRIS SEWER CONTRACT WAGES	825.00	610	610-815-6010	1
				INVOICE TOTAL	825.00			
				VENDOR TOTAL	825.00			
EC16	1	12/12/16	12/12/16	1442 DEREK KRON SEWER JETTING	200.00	610	610-815-6320	1
				INVOICE TOTAL	200.00			
				VENDOR TOTAL	200.00			
72095	1	12/12/16	12/12/16	1389 HOLLAND MICHAEL RAIBER SITTIG WASTEWATER PROJECT	264.50	610	610-815-6411	1
				INVOICE TOTAL	264.50			
				VENDOR TOTAL	264.50			
Z10599	1	12/12/16	12/12/16	1287 KEYSTONE LABORATORIES SEWER TESTS	41.68	610	610-815-6380	1
				INVOICE TOTAL	41.68			
Z10756	1	12/12/16	12/12/16	SEWER TESTS	61.38	610	610-815-6380	1
				INVOICE TOTAL	61.38			
				VENDOR TOTAL	103.06			
EC16	3	12/12/16	12/12/16	1193 SHARON TELEPHONE LIFT STATION 2107	37.50	610	610-815-6373	1
				INVOICE TOTAL	37.50			
				VENDOR TOTAL	37.50			
EC16	1	12/12/16	12/12/16	1216 U S POST OFFICE UTILITY BILLS	43.41	610	610-815-6508	1
				INVOICE TOTAL	43.41			
				VENDOR TOTAL	43.41			
				SEWER	1,473.47			
				LANDFILL/GARBAGE				
				1014 CITY OF IOWA CITY LANDFIL				

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
DEC16	1	12/12/16	12/12/16	1014 CITY OF IOWA CITY LANDFIL LANDFILL CHARGES	128.25	670 670-840-6491	1
				INVOICE TOTAL	128.25		
				VENDOR TOTAL	128.25		
DEC16	1	12/12/16	12/12/16	1100 JOHNSON COUNTY REFUSE, INC GARBAGE/RECYCLE	1,263.50	670 670-840-6492	1
				INVOICE TOTAL	1,263.50		
DEC1616	1	12/12/16	12/12/16	GARBAGE TAGS	720.00	670 670-840-6535	1
				INVOICE TOTAL	720.00		
				VENDOR TOTAL	1,983.50		
DEC16	2	12/12/16	12/12/16	1216 U S POST OFFICE UTILITY BILLS	43.41	670 670-840-6508	1
				INVOICE TOTAL	43.41		
				VENDOR TOTAL	43.41		
				LANDFILL/GARB	2,155.16		
				HILLS BANK & TRUST TOTAL	16,720.45		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	16,720.45		
				GRAND TOTALS	16,720.45		

**G/L REVENUE HISTORY REPORT**  
**FROM 11/23/2016 TO 12/09/2016**

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL	RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
001-150-4475	TOWNSHIP CONTRIBUTIONS					
		12/05/16	GL1598	WEST LUCAS	TOWNSHIP CONTRI	8,500.00
		12/05/16	GL1598	EAST LUCAS	TOWNSHIP CONTRI	3,700.00
		12/09/16	GL1601	SHARON TOWNSHIP	TOWNSHIP CONTRI	3,200.00
		12/09/16	GL1603	LIBERTY TOWNSHIP	TOWNSHIP CONTRI	6,000.00
	ACCOUNT TOTAL					21,400.00
001-150-4705	DONATIONS					
		12/05/16	GL1598	LACINA MEADOWS HOMEOWNERS	DONATIONS	150.00
	ACCOUNT TOTAL					150.00
001-460-4310	RENT- COM CENTER					
		11/23/16	GL1592	JOHN RIOS	RENT-COM CNT	175.00
		12/02/16	GL1596	ALYSSA PARRIS	RENT-COM CNT	350.00
		12/05/16	GL1598	GARMENDIA	RENT-COM CNT	200.00
		12/09/16	GL1601	MARK DULL	RENT-COM CNT	50.00
	ACCOUNT TOTAL					775.00
001-460-4730	DEPOSITS					
		11/23/16	GL1592	CARMEN GARMENDIA	DEPOSIT-COM CNT	200.00
		11/23/16	GL1592	JOHN RIOS	DEPOSIT-COM CNT	200.00
		12/02/16	GL1596	ALYSSA PARRIS	DEPOSIT-COM CNT	200.00
		12/02/16	GL1596	MARIA GARCIA	DEPOSIT-COM CNT	200.00
	ACCOUNT TOTAL					800.00
001-950-4300	INTEREST					
		11/30/16	GL1594	HILLS BANK AND TRUST	CHECKING INT	180.04
		12/02/16	GL1596	HILLS BANK AND TRUST	CD INT - GEN 10151413	100.82
	ACCOUNT TOTAL					280.86
001-950-4710	REIMBURSEMENT					
		12/05/16	GL1598	CITY OF CEDAR RAPIDS	GENERAL REIMB FLOOD REIMBURSEMENT	63,210.00
	ACCOUNT TOTAL					63,210.00
001-950-4799	MISC REVENUE					
		12/09/16	GL1601	HILLS PTO	DONATIONS	1,000.00
	ACCOUNT TOTAL					1,000.00
110-210-4300	INTEREST					
		11/23/16	GL1592	HILLS BANK	CD INT - ROADS 10218352	226.85
		12/02/16	GL1596	HILLS BANK AND TRUST	CD INT - ROADS 10100949	88.22
		12/02/16	GL1596	HILLS BANK AND TRUST	CD INT - ROADS 10163707	176.44

**G/L REVENUE HISTORY REPORT**  
**FROM 11/23/2016 TO 12/09/2016**

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
110-210-4300	INTEREST				
	ACCOUNT TOTAL				491.51
121-950-4090	LOCAL OPTION TAX				
12/01/16	GL1595	TREASURER, STATE OF IOWA		LOCAL OPTION TX	20,281.84
	ACCOUNT TOTAL				20,281.84
121-950-4300	INTEREST				
12/05/16	GL1600	CD INTEREST			171.41
	ACCOUNT TOTAL				171.41
600-810-4500	CHARGES/FEE'S FOR SERVICES				
11/23/16	UB3674	SA CASH POSTING			50.00
11/23/16	UB3674	WA CASH POSTING			339.04
11/23/16	UB3674	WA CASH POSTING			11.53
12/01/16	UB3687	SA CASH POSTING			64.57
12/01/16	UB3687	WA CASH POSTING			261.59
12/01/16	UB3687	WA CASH POSTING			46.93
12/02/16	UB3693	SA CASH POSTING			149.19
12/02/16	UB3693	WA CASH POSTING			723.31
12/02/16	UB3693	WA CASH POSTING			8.75
12/05/16	UB3696	SA CASH POSTING			20.00
12/05/16	UB3696	SA CASH POSTING			260.00
12/05/16	UB3696	WA CASH POSTING			343.88
12/05/16	UB3696	WA CASH POSTING			1,177.66
12/05/16	UB3696	WA CASH POSTING			.35
12/07/16	UB3699	SA CASH POSTING			10.00
12/07/16	UB3699	SA CASH POSTING			188.10
12/07/16	UB3699	WA CASH POSTING			44.44
12/07/16	UB3699	WA CASH POSTING			788.51
12/09/16	UB3706	SA CASH POSTING			40.00
12/09/16	UB3706	SA CASH POSTING			210.00
12/09/16	UB3706	WA CASH POSTING			637.76
12/09/16	UB3706	WA CASH POSTING			929.80
	ACCOUNT TOTAL				6,305.41
600-810-4550	MISC CHARGE FOR SERVICES				
12/02/16	UB3693	WA CASH POSTING			25.00
	ACCOUNT TOTAL				25.00
600-810-4560	SALES TAXES COLLECTED				
11/23/16	UB3674	WA CASH POSTING			18.76
12/01/16	UB3687	WA CASH POSTING			15.55
12/02/16	UB3693	WA CASH POSTING			52.25
12/05/16	UB3696	WA CASH POSTING			24.07
12/05/16	UB3696	WA CASH POSTING			83.82
12/07/16	UB3699	WA CASH POSTING			3.11
12/07/16	UB3699	WA CASH POSTING			54.62
12/09/16	UB3706	WA CASH POSTING			44.64

**G/L REVENUE HISTORY REPORT**  
 FROM 11/23/2016 TO 12/09/2016

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
100-810-4560	SALES TAXES COLLECTED				
		12/09/16	UB3706	WA CASH POSTING	63.95
	ACCOUNT TOTAL				360.77
100-810-4730	DEPOSITS				
		12/02/16	UB3691	WA CASH POSTING	100.00
		12/07/16	UB3701	WA CASH POSTING	100.00
	ACCOUNT TOTAL				200.00
110-815-4300	INTEREST				
		12/02/16	GL1596	HILLS BANK AND TRUST CD INT - SEWER 10100964	26.46
		12/05/16	GL1600	CD INTEREST	259.88
	ACCOUNT TOTAL				286.34
110-815-4500	CHARGES/FEES				
		11/23/16	UB3674	SW CASH POSTING	349.24
		11/23/16	UB3674	SW CASH POSTING	139.85
		12/01/16	UB3687	SW CASH POSTING	250.20
		12/01/16	UB3687	SW CASH POSTING	20.00
		12/02/16	UB3693	SW CASH POSTING	698.65
		12/02/16	UB3693	SW CASH POSTING	20.00
		12/05/16	UB3696	SW CASH POSTING	120.00
		12/05/16	UB3696	SW CASH POSTING	1,152.00
		12/05/16	UB3696	SW CASH POSTING	20.00
		12/07/16	UB3699	SW CASH POSTING	60.00
		12/07/16	UB3699	SW CASH POSTING	778.26
		12/07/16	UB3699	SW CASH POSTING	20.00
		12/09/16	UB3706	SW CASH POSTING	641.67
		12/09/16	UB3706	SW CASH POSTING	932.50
		12/09/16	UB3706	SW CASH POSTING	20.00
	ACCOUNT TOTAL				5,222.37
110-815-4560	SALES TAX COLLECTED				
		12/05/16	UB3696	SW CASH POSTING	8.40
		12/07/16	UB3699	SW CASH POSTING	4.20
		12/09/16	UB3706	SW CASH POSTING	44.92
	ACCOUNT TOTAL				57.52
1170-840-4300	INTEREST				
		11/23/16	GL1592	HILLS BANK CD INT - GARB 10099992	26.46
		12/02/16	GL1596	HILLS BANK AND TRUST CD INT - GARB 10206092	265.52
	ACCOUNT TOTAL				291.98
1170-840-4501	GARBAGE FEES				
		11/23/16	UB3674	GB CASH POSTING	13.33

**G/L REVENUE HISTORY REPORT**  
 FROM 11/23/2016 TO 12/09/2016

ACCOUNT NUMBER	ACCOUNT NAME	DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	AMOUNT
670-840-4501	GARBAGE FEES				
		11/23/16	UB3674	GB CASH POSTING	60.00
		12/01/16	UB3687	GB CASH POSTING	26.92
		12/01/16	UB3687	GB CASH POSTING	102.94
		12/02/16	UB3693	GB CASH POSTING	53.30
		12/02/16	UB3693	GB CASH POSTING	60.00
		12/05/16	UB3696	GB CASH POSTING	102.60
		12/05/16	UB3696	GB CASH POSTING	20.00
		12/07/16	UB3699	GB CASH POSTING	50.85
		12/09/16	UB3706	GB CASH POSTING	80.75
		12/09/16	UB3706	GB CASH POSTING	20.00
	ACCOUNT TOTAL				----- 590.69
670-840-4502	GARBAGE BAGES				
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	2.50
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	25.00
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	5.00
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	5.00
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	2.50
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	12.50
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	20.00
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	5.00
		11/23/16	GL1592	CHAPMAN GARBAGE TAGS	18.75
		11/23/16	GL1592	RESIDENT GARBAGE TAGS	5.00
		12/02/16	GL1596	BAUMHOVER GARBAGE TAGS	12.50
		12/02/16	GL1596	RESIDENT GARBAGE TAGS	10.00
		12/05/16	GL1598	RESIDENT GARBAGE TAGS	12.50
		12/09/16	GL1601	RESIDENT GARBAGE TAGS	6.25
		12/09/16	GL1601	RESIDENT GARBAGE TAGS	12.50
	ACCOUNT TOTAL				----- 155.00
				REPORT TOTAL	=====
					122,055.70

**TREASURER'S REPORT      FOR THE MONTH OF NOVEMBER 2016**

<b>FUND</b>	<b>BEGINNING BALANCE</b>	<b>DEPOSITS</b>	<b>DISBURSED</b>	<b>ENDING BALANCE</b>	<b>CD'S END OF MONTH</b>	<b>TOTAL FUND BALANCE</b>
General	535,521.40	54,581.53	28,325.03	561,777.90	435,000	996,777.90
Fire	85,916.09	117.5	4,509.12	81,524.47	16,000	97,524.47
Road Use	-299,643.90	8,069.38	4,567.34	-296,141.86	305,000	8,858.14
Debt Service	0	0	3,573	-3,573		-3,573
LOST	161,156.90	77,474.94	0	238,631.84	68,751.70	307,383.54
WATER	77,050.21	24,288.63	8,604.14	92,734.70		92,734.70
SEWER	413,459.58	14,973.77	19,212.03	412,221.32	132,919.46	545,140.78
GARBAGE ***	18,112.97	2,195.40	1,517.67	18,790.70	70,000	88,790.70
<b>Total Treasurer's Balance</b>	<b>991,573.25</b>	<b>184,701.15</b>	<b>70,308.33</b>	<b>1,105,966.07</b>	<b>1,027,671.16</b>	<b>2,133,637.23</b>
<b>Total Outstanding (All funds)</b>				<b>131,894.80</b>		
<b>Total Clerk's Balance</b>				<b>1,237,860.87</b>		

CITY OF HILLS  
 BUDGET REPORT  
 CALENDAR 12/2016, FISCAL 6/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	27,354.00	2,278.92	13,673.52	49.99	13,680.48
	EMERGENCY MANAGEMENT TOTAL	352.00	.00	351.50	99.86	.50
	FIRE TOTAL	87,450.00	4,314.60	26,995.47	30.87	60,454.53
	BUILDING INSPECTIONS TOTAL	9,350.00	.00	2,244.18	24.00	7,105.82
	<b>PUBLIC SAFETY TOTAL</b>	<b>124,506.00</b>	<b>6,593.52</b>	<b>43,264.67</b>	<b>34.75</b>	<b>81,241.33</b>
	ROADS, BRIDGES, SIDEWALKS TOTAL	56,868.00	745.14	19,114.05	33.61	37,753.95
	STREET LIGHTING TOTAL	11,500.00	.00	4,406.87	38.32	7,093.13
	TRAFFIC CONTROL & SAFETY TOTAL	1,000.00	.00	8,142.47	814.25	7,142.47
	SNOW REMOVAL TOTAL	6,000.00	.00	.00	.00	6,000.00
	STREET CLEANING TOTAL	.00	.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TOTAL	.00	.00	.00	.00	.00
	STORM WATER TOTAL	15,000.00	.00	5,688.45	37.92	9,311.55
	<b>PUBLIC WORKS TOTAL</b>	<b>90,368.00</b>	<b>745.14</b>	<b>37,351.84</b>	<b>41.33</b>	<b>53,016.16</b>
	LIBRARY TOTAL	10,000.00	.00	5,801.52	58.02	4,198.48
	PARKS TOTAL	51,118.00	810.47	18,963.09	37.10	32,154.91
	COMMUNITY CTR/ZOO/MARINA TOTAL	40,000.00	840.33	2,227.06	5.57	37,772.94
	OTHER CULTURE/RECREATION TOTAL	15,000.00	.00	4,259.13	28.39	10,740.87
	<b>CULTURE &amp; RECREATION TOTAL</b>	<b>116,118.00</b>	<b>1,650.80</b>	<b>31,250.80</b>	<b>26.91</b>	<b>84,867.20</b>
	OTHER COMM & ECO DEV TOTAL	25,000.00	.00	.00	.00	25,000.00
	<b>COMMUNITY &amp; ECONOMIC DEV TOTAL</b>	<b>25,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>25,000.00</b>
	MAYOR/COUNCIL/CITY MGR TOTAL	6,500.00	107.65	1,049.60	16.15	5,450.40
	CLERK/TREASURER/ADM TOTAL	61,495.00	1,716.45	26,050.75	42.36	35,444.25
	ELECTIONS TOTAL	.00	.00	.00	.00	.00
	LEGAL SERVICES/ATTORNEY TOTAL	20,000.00	676.50	3,183.50	15.92	16,816.50
	CITY HALL/GENERAL BLDGS TOTAL	114,000.00	4,378.58	53,024.74	46.51	60,975.26
	OTHER GENERAL GOVERNMENT TOTAL	15,000.00	233.68	1,243.48	8.29	13,756.52
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>216,995.00</b>	<b>7,112.86</b>	<b>84,552.07</b>	<b>38.96</b>	<b>132,442.93</b>
	DEBT SERVICES TOTAL	49,840.00	14,390.00	17,963.00	36.04	31,877.00
	<b>DEBT SERVICE TOTAL</b>	<b>49,840.00</b>	<b>14,390.00</b>	<b>17,963.00</b>	<b>36.04</b>	<b>31,877.00</b>
	WATER TOTAL	237,305.00	37,848.57	104,769.44	44.15	132,535.56
	SEWER/SEWAGE DISPOSAL TOTAL	3,070,600.00	1,569.63	57,331.09	1.87	3,013,268.91
	LANDFILL/GARBAGE TOTAL	30,855.00	2,155.16	19,480.87	63.14	11,374.13
	TRANSFERS IN/OUT TOTAL	49,840.00	.00	.00	.00	49,840.00

CITY OF HILLS  
 BUDGET REPORT  
 CALENDAR 12/2016, FISCAL 6/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ENTERPRISE FUNDS TOTAL	3,388,600.00	41,573.36	181,581.40	5.36	3,207,018.60
	TRANSFERS IN/OUT TOTAL	60,000.00	.00	.00	.00	60,000.00
	TRANSFER OUT TOTAL	60,000.00	.00	.00	.00	60,000.00
	TOTAL EXPENSES	4,071,427.00	72,065.68	395,963.78	9.73	3,675,463.22

**RESOLUTION NO. 2016-29**

**RESOLUTION ACCEPTING AND APPROVING RESIDENTIAL PURCHASE AGREEMENT BETWEEN THE CITY OF HILLS AND KAREN K. BRANSON**

**WHEREAS**, the City of Hills has taken code enforcement action against the owner of the property at 200 East Main Street in Hills, Karen K. Branson, as a result of the condition of the property; and

**WHEREAS**, in lieu of additional enforcement action, Karen K. Branson has agreed to sell the property to the City for \$42,000; and

**WHEREAS**, the purchase price and the other terms of the attached purchase agreement are reasonable and advantageous to the City; and

**WHEREAS**, the City's purchase of the property has a public purpose and is in the public interest.

**IT IS, THEREFORE, RESOLVED THAT:**

1. The City Council of the City of Hills, Iowa, hereby approves and authorizes the Mayor to sign and the City Clerk to attest the Residential Purchase Agreement between the City of Hills and Karen K. Branson for the purchase of the property at 200 East Main Street in Hills.

2. At the time of closing of the purchase the City Clerk is directed to provide payment to Karen K. Branson for the entire purchase price of \$42,000, with adjustment for closing costs to be added or deducted from this amount.

3. Upon execution of the attached Residential Purchase Agreement by both parties, City staff shall take whatever action is necessary to implement the agreement and ensure its full force and effect.

Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Resolution 2016-29.

YES:

NO:

ABSTAIN:

ABSENT:

**RESOLUTION 2016-29 PASSED AND APPROVED** this 12th day of December, 2016.

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Tim Kemp  
Mayor

ATTEST:

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Cathy Fitzmaurice-Hill  
City Administrator

## Cathy Fitzmaurice-Hill

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**From:** Kevin P. Trom [ktrom@shive-hattery.com]  
**Sent:** Friday, November 18, 2016 2:09 PM  
**To:** Cathy Fitzmaurice-Hill - City of Hills (cityadmin@sharontc.net)  
**Cc:** Brian L. Gotwals  
**Subject:** City Hall / Storm shelter

Cathy,

We are excited about the prospect of a new city hall/storm shelter on Main Street. We can assist with the planning stages of this project by providing the following professional services:

- 1) Prepare a concept site plan for the property
- 2) Prepare a building concept floor plan & concept elevation
- 3) Prepare a concept level cost opinion

We envision the deliverables to include 8-1/2 x 11 size sketches of the site plan & building and cost opinion. One draft set of deliverables will be sent to you, and one meeting held with City staff to discuss the draft deliverables before finalizing the concepts.

We suggest an hourly fee type to provide the above services and estimate this Scope of Work at approximately \$5,000.

Please let us know if you would like to proceed in this manner.

Thanks

Kevin P. Trom, PE  
Civil Engineer  
Shive-Hattery  
2839 Northgate Drive | Iowa City, IA 52245  
319.354.3040 ext. 1149 | 319.248.3404 | cell: 319.430.9367 | 800.798.3040

[Shive-Hattery.com]<<http://www.shive-hattery.com/>>

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**RESOLUTION NO. 2016-30**  
**RESOLUTION OF APPOINTMENT AND COMPENSATION SCHEDULE FOR**  
**CITY ATTORNEY**

WHEREAS, the City Council of the City of Hills, Iowa, deems it necessary and desirable to appoint a City Attorney and establish a compensation schedule for the City Attorney and due consideration has been given thereto, and,

BE IT HEREBY RESOLVED THAT the following fee schedule is hereby set and established:

1. City Attorney Erik P. Sittig (hereinafter "City Attorney") is hereby appointed and will perform services and duties as requested; shall attend City Council meetings or any other meetings as requested by the Mayor, Clerk or Council; and shall give verbal opinions and recommendations at Council or committee meetings as required.

2. The services and duties shall be performed by City Attorney Erik P. Sittig at the rate of \$140.00 per hour. Any travel time shall be paid at one-half the regular rate.

3. This fee schedule shall remain in effect for a term beginning January 1, 2017, and ending December 31, 2017.

4. This Resolution shall be reviewed by the Mayor and the Council at the end of every calendar year.

5. The City and the City Attorney reserve the right to terminate the agreement as set out in this resolution with sixty (60) days notice to the other party.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Resolution # \_\_\_\_\_.

YES:

NO:

ABSTAIN:

ABSENT:

Resolution # \_\_\_\_\_ Passed and Approved on December 12th, 2016.

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

ATTEST:

REVIEWED BY:

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

\_\_\_\_\_  
Erek P. Sittig  
City Attorney