

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
Clerk
Bonnie Hansen

Hills City Council
Regular Meeting
Hills Fire Department Meeting Room @ 7:00 PM
November 24, 2014

- **Consent Agenda:**
 - Minutes from meeting November 10, 2014
 - Bills from November 11 - November 24
- **Public Discussion**
- **New Business**
 - Discussion with Johnson County Sheriff Lonny Pulkrabek
 - Discussion and approval of Wastewater Treatment Plant Facility Plan Alternative.
 - Discussion and possible action on Amended Preliminary Plat presented by Hills Commercial Park.
 - Resolution No. 2014-40 Setting Calendar Year 2014 Compensation for Volunteer Fire Department Members.
 - Resolution No. 2014-41 authorizing signatory for Hills Bank and Trust accounts.
 - Discussion and possible action re: Township Fire Protection Contract.
- **Previous Business**
 - Discussion and possible action on Water utility
- **Council Action List, Comments, Concerns, Reports**
 - Mayor
 - Attorney
 - City Administrator
 - Water
 - Maintenance
 - Fire Department
 - Sewer
- **Adjournment**

Hills City Council
Meeting
November 10, 2014
7:00 PM

Hills Fire Station Meeting Room

The regular Hills City Council meeting was called to order by Mayor Tim Kemp at 7:00 PM on Monday, November 10, 2014 at the Hills Fire Station Meeting Room.

Council members present were: Cathy Knebel, Bruce Endris, Merle Hill, Steve Harris and Thom Kirkpatrick.

A motion was made by Endris and seconded by Hill to approve the consent agenda of the minutes from October 27, 2014, bills from October 27, 2014 to November 10, 2014 and Old 218 Tap Liquor/Beer renewal license. Ayes: 5. Motion passed.

Public Discussion:

There were no comments from the public.

Council Meeting

New Business:

Resolution 2014-37 was introduced accepting and authorizing the Mayor to sign certain water easement agreements. A motion was made by Kirkpatrick and seconded by Knebel to accept this resolution. Roll Call was held. Ayes – 5. Resolution passed.

Resolution 2014-38 was introduced approving and authorizing the Mayor to sign Contractor's Application for Payment No. 4 to the Contract with Dave Schmitt Construction Co. Inc. for Hills Municipal Water System – Division 1 in the amount of \$286,090.60. A motion was made by Kirkpatrick and seconded by Hill to accept this resolution. Roll call was held. Ayes – 5. Resolution passed.

Resolution 2014-39 authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$4,151,000 Water Revenue Bonds was introduced. A motion was made by Knebel and a second by Kirkpatrick to accept this resolution. Roll Call was held. Ayes – 5. Resolution passed.

Steve Troyer from Fox Engineering presented information on the proposed Wastewater Treatment Plant Facility Plan. The City's current NPDES permit includes a compliance schedule to meet more stringent ammonia limits and a new E. coli limit. Troyer presented three options to meet the new requirements. Alternative 1 includes an expansion of aerated lagoon, add disinfection facilities, and new outfall to Iowa River at an anticipated cost of \$3,188,000. Alternative 2 includes an expansion of aerated lagoon, add SAGR system and disinfection at an anticipated cost of \$4,839,000. Alternative 3 provides for a new activated sludge treatment process at an anticipated cost of \$6,152,000. The City must have a plan submitted by December 1, 2014. Mayor Kemp suggested a review of each alternative, with questions submitted to Fox and a final vote on the plan be held at the next council meeting scheduled for November 24, 2014.

Fire Chief Jason Van Nevel reported that the Department has decided on the gear it plans to purchase. The Dept. will purchase 24 sets of gear at \$1,395 each. The Council discussed what funds will be used to pay for the gear.

The Council discussed a policy to provide yearly stipends to volunteer Fire Fighters. The stipends are given to each member based on service and training in thanks for their individual efforts. A motion was made by Kirkpatrick and a second by Hill to accept the Stipend Policy. Ayes – 4. Abstain – 1(Harris). Motion carried.

Old Business:

Updates were provided by Shaun Kukuzke from Dave Schmitt Construction Co Inc. regarding the water project. The bacteria testing of the line to be hooked up to the Stutsman well has not yet passed. Schmitt is working with the engineers to determine a new course of action. Work on the water main continues on Lassie to Iowa and Iowa Street. Main Street will be completed dependent on weather. It was reported that about 50 houses have been hooked up.

REPORTS:

Attorney: No report.

Fire Chief: Fire Chief Van Nevel reported information he gathered in preparation for a new Township Fire Protection Contract. Townships can currently assess a maximum of .6075 per \$1000 assessed valuation for fire protection but may be paying less to Hills. Very few calls the Dept receives are in the city limits of Hills. He will prepare a proposal for the next council meeting to reflect a more equitable contract based on amounts assessed and number of calls. He also reported on an online product that is available to allow the Dept. to meet its education and recertification requirements. The cost to initially set up the system would be \$3,191. This will be discussed further within budget requests.

Maintenance: No report

Sewer: Bruce reported that all aerators are working. He is planning to talk with ACE Electric to get information on setting up our generators to run together.

Administrator: Cathy updated the Council on questions from the Budget Report.

Mayor: No report

A motion was made by Harris and seconded by Knebel to adjourn the meeting at 8:45 PM . Ayes: 5 Motion passed.

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								
1139 ALLIANT UTILITIES								
NOV14	1	11/24/14	11/24/14	4916015906002 1/2 FIRE D	79.43	001	001-150-6371	1
	2			4916014001001 STREET LIG	811.97	001	001-230-6371	1
	3			4916015906002 1/2 FIRE D	79.43	001	001-650-6371	1
	8			4916015907001 SIREN	30.96	001	001-650-6371	1
	9			4916015865001 MAIN BLDG	205.82	001	001-650-6371	1
	10			4916015019501 SIGN LIGHT	18.05	001	001-650-6371	1
	11			4916014882201 BALL PARK	191.64	001	001-650-6371	1
				INVOICE TOTAL	1,417.30			
				VENDOR TOTAL	1,417.30			
1140 ALLIED INSURANCE								
NOV14	1	11/24/14	11/24/14	SURETY BOND PREMIUM	266.00	001	001-650-6408	1
				INVOICE TOTAL	266.00			
				VENDOR TOTAL	266.00			
1361 CATHY FITZMAURICE-HILL								
NOV18	1	11/24/14	11/24/14	MILEAGE, DES MOINES, CR	149.00	001	001-650-6599	1
				INVOICE TOTAL	149.00			
				VENDOR TOTAL	149.00			
1025 DATA TECHNOLOGIES								
37912	1	11/24/14	11/24/14	LICENSE/SUPPORT FEE	2,051.03	001	001-650-6419	1
				INVOICE TOTAL	2,051.03			
				VENDOR TOTAL	2,051.03			
1269 NEUZIL, SANDERSON & SIGAFOOSE, P								
NOV1414	1	11/24/14	11/24/14	LEGAL EXPENSE	563.50	001	001-640-6411	1
				INVOICE TOTAL	563.50			
				VENDOR TOTAL	563.50			
1046 GAZETTE COMMUNICATIONS								
2551184	1	11/24/14	11/24/14	MINUTES	57.71	001	001-650-6414	1
				INVOICE TOTAL	57.71			
				VENDOR TOTAL	57.71			
1068 I WIRELESS								
NOV14	1	11/24/14	11/24/14	CELL PHONE	57.23	001	001-650-6373	1
				INVOICE TOTAL	57.23			
				VENDOR TOTAL	57.23			
1088 IOWA ONE CALL								
166242	1	11/24/14	11/24/14	LOCATE E-MAILS	20.70	001	001-650-6373	1
				INVOICE TOTAL	20.70			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	20.70		
NOV14	1	11/24/14	11/24/14	1366 IOWA STATE UNIVERSITY TRAINING	404.50	001 001-150-6230	1
				INVOICE TOTAL	404.50		
				VENDOR TOTAL	404.50		
1522215008	1	11/24/14	11/24/14	1367 JOHNSON CO TREASURER STUTSMANS TAX FOR BLDG S	59.00	001 001-650-6599	1
				INVOICE TOTAL	59.00		
				VENDOR TOTAL	59.00		
80658	1	11/24/14	11/24/14	1122 MENARDS FIRE DEPT SUPPLIES/SQUEE	40.43	001 001-150-6515	1
				INVOICE TOTAL	40.43		
				VENDOR TOTAL	40.43		
302771	1	11/24/14	11/24/14	1349 IOWA OFFICE SUPPLY INC COPIES	62.95	001 001-650-6414	1
				INVOICE TOTAL	62.95		
				VENDOR TOTAL	62.95		
1141060-5	1	11/24/14	11/24/14	1195 SHIVE HATTERY GRADE 8 PROFESSIONAL STA	751.50	001 001-699-6490	1
	2			ADMINISTRATIVE SUPPORT	27.50	001 001-699-6490	1
				INVOICE TOTAL	779.00		
				VENDOR TOTAL	779.00		
NOV14	1	11/24/14	11/24/14	1198 STAPLES INK, RECEIPTS, TAPE	80.92	001 001-650-6506	1
				INVOICE TOTAL	80.92		
				VENDOR TOTAL	80.92		
175147	1	11/24/14	11/24/14	1203 STUTSMAN INC FIRE DEPT FUEL	286.26	001 001-150-6331	1
				INVOICE TOTAL	286.26		
				VENDOR TOTAL	286.26		
11264	1	11/24/14	11/24/14	1365 WIELAND CUSTOM CABINETS BATHROOM CABINET/SHELF I	1,024.76	001 001-650-6310	1
				INVOICE TOTAL	1,024.76		
				VENDOR TOTAL	1,024.76		
				GENERAL	7,320.29		

ROAD USE TAX

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
1122 MENARDS							
NOV14	1	11/24/14	11/24/14	POTHOLE PATCH MATERIALS	150.41	110 110-210-6417	1
				INVOICE TOTAL	150.41		
				VENDOR TOTAL	150.41		
1203 STUTSMAN INC							
175148	1	11/24/14	11/24/14	FUEL	34.43	110 110-210-6331	1
				INVOICE TOTAL	34.43		
				VENDOR TOTAL	34.43		
				ROAD USE TAX	184.84		
WATER							
1139 ALLIANT UTILITIES							
NOV14	5	11/24/14	11/24/14	4916016300502 OK PUMP HO	169.89	600 600-810-6371	1
				INVOICE TOTAL	169.89		
				VENDOR TOTAL	169.89		
1269 NEUZIL, SANDERSON & SIGAFOOSE, P							
NOV1414	2	11/24/14	11/24/14	LEGAL EXPENSE	195.50	600 600-810-6411	1
				INVOICE TOTAL	195.50		
				VENDOR TOTAL	195.50		
1261 FOX ENGINEERING							
37360	1	11/24/14	11/24/14	ENGINEER FEES - WATER	7,456.65	600 600-810-6407	1
				INVOICE TOTAL	7,456.65		
				VENDOR TOTAL	7,456.65		
1195 SHIVE HATTERY							
1141170-3	1	11/24/14	11/24/14	ENGINEER FEES-WATER	1,735.91	600 600-810-6407	1
				INVOICE TOTAL	1,735.91		
				VENDOR TOTAL	1,735.91		
1203 STUTSMAN INC							
175449	1	11/24/14	11/24/14	HYDRANT BOLLARDS	391.36	600 600-810-6490	1
				INVOICE TOTAL	391.36		
				VENDOR TOTAL	391.36		
				WATER	9,949.31		
SEWER							
1139 ALLIANT UTILITIES							
NOV14	4	11/24/14	11/24/14	4916015217001 3RD LIFT S	186.65	610 610-815-6371	1
	6			4916014431501 LAGOON	605.43	610 610-815-6371	1
	7			4916016300702 OK LIFT ST	44.37	610 610-815-6371	1

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	836.45		
				VENDOR TOTAL	836.45		
37352	1	11/24/14	11/24/14	1261 FOX ENGINEERING WASTEWATER TREATMENT PLA	2,940.00	610 610-815-6399	1
				INVOICE TOTAL	2,940.00		
				VENDOR TOTAL	2,940.00		
1x10008	1	11/24/14	11/24/14	1287 KEYSTONE LABORATORIES TESTS	78.38	610 610-815-6380	1
				INVOICE TOTAL	78.38		
1x10126	1	11/24/14	11/24/14	TESTS	66.88	610 610-815-6380	1
				INVOICE TOTAL	66.88		
				VENDOR TOTAL	145.26		
NOV14	1	11/24/14	11/24/14	1173 PAUL'S DISCOUNT SEALANT	19.96	610 610-815-6350	1
				INVOICE TOTAL	19.96		
				VENDOR TOTAL	19.96		
				SEWER	3,941.67		
				LANDFILL/GARBAGE			
NOV14	1	11/24/14	11/24/14	1100 JOHNSON COUNTY REFUSE, INC GARBAGE BAG STICKERS	1,200.00	670 670-840-6535	1
				INVOICE TOTAL	1,200.00		
NOV1414	1	11/24/14	11/24/14	YEARLY CAN STICKERS	6,167.70	670 670-840-6535	1
				INVOICE TOTAL	6,167.70		
				VENDOR TOTAL	7,367.70		
				LANDFILL/GARB	7,367.70		
				HILLS BANK & TRUST TOTAL	28,763.81		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	28,763.81		
				GRAND TOTALS	28,763.81		

Planning & Zoning Commission Meeting

11/18/14

Hills, IA

Present: P&Z members Gary Hewlett, Matt Pantel, Ron Wolfe, Jayne McGuire and Teresa Volk. Also present were City Administrator Cathy Fitzmaurice-Hill, City Councilperson Thom Kirkpatrick, Ron Amelon of MMS Consultants and representatives from property developers Streb & Streb Partnership.

Ron Wolfe was nominated to be chairman of the committee. Teresa Volk was nominated as secretary.

Ron Amelon of MMS Consultants presented the commission with an amended preliminary plat for the proposed "Hills Commercial Park". He explained that they would request lots 1-10 be zoned Commercial and lots 11-17 be zoned Industrial. Also that the access for Lot 1 would be by the existing sewer station, Lots 2-6 would share an access drive, as would Lots 7-11, 12-15 and 16-17.

The commission reviewed and discussed MMS's responses to concerns sent to them in a letter by Shive Hattery, engineers for the City of Hills. It was decided that all the responses were acceptable with the exception of point #6 regarding waste water treatment. There was concern that the response suggested that the improvements made to the wastewater treatment system would be able to handle all the waste produced in the proposed development. Since it is unknown how much waste would be produced until the lots were purchased, it was agreed that the wording of the response would be changed to reflect that the amount of waste generated and the effect it will have on the treatment facility will be reviewed as lots are sold.

With the noted change above, a motion was made by Hewlett to approve the Amended Preliminary Plat. Motion seconded by McGuire. Ayes: Hewlett, Pantel, Wolfe, McGuire, Volk. Nays: none.

Motion was made to adjourn by Volk. Seconded by Pantel. Ayes: Hewlett, Pantel, Wolfe, McGuire, Volk. Nays: none.

Respectfully submitted,

Teresa Volk

P&Z Secretary

RESOLUTION NO. 2014-41

**RESOLUTION SETTING CALENDAR YEAR 2014 COMPENSATION
FOR VOLUNTEER FIRE DEPARTMENT MEMBER**

WHEREAS, the City of Hills has established a Volunteer Fire Department; and

WHEREAS, the City Council recognizes that the member of the Volunteer Fire Department provide a significant benefit to the Community; and

WHEREAS, the City Council wishes to provide some compensation to the members of the Volunteer Fire Department to show its gratitude for their service during calendar year 2014; and

WHEREAS, the Fire Chief has proposed a schedule of compensation for the members of the Volunteer Fire Department, a copy of which is attached hereto; and

WHEREAS, the City Council approves the proposed schedule of compensation for calendar year 2014.

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILLS, IOWA, that the City Council adopts the schedule of compensation for the members of the Volunteer Fire Department as proposed by the Fire Chief for the calendar year 2014 and directs the Clerk to issue checks to the members of the Volunteer Fire Department in the amounts shown on the attached schedule.

Motion made by _____, seconded by _____ to approve Resolution 2014-41.

YES:

NO:

ABSTAIN:

ABSENT:

Resolution No. 2014-41 Passed and Approved this 24th day of November 2014

Tim Kemp, Mayor

ATTEST:

Cathy Fitzmaurice-Hill
City Administrator

2014 FIRE DEPARTMENT STIPENDS

		CITY	TOTAL
JASON VAN NEVEL	\$300	\$150	\$450
MATT PANTEL	\$200	\$100	\$300
ANTHONY JONES	\$150	\$50	\$200
ANDY NEUZIL	\$200	\$50	\$250
MICHAEL MALMBERG	\$250	\$50	\$300
BILL KNEBEL	\$200	\$50	\$250
KEN BECKER	\$50		
MARK DULL	\$200		
STEVE HARRIS	\$50		
JESSICA KARR	\$100		
JIM MALMBERG	\$200		
MIKE MONROE	\$100		
DAVID SEPTER	\$150		
KATHY SEPTER	\$200		
LIBBY SMALL	\$50		
TRAVIS TREIBER	\$100		
WENDY VAN NEVEL	\$200	\$50	\$250
LINDSEY JONES	\$50		
DANNY ZWICK	\$50		
TOTAL AMOUNT:	\$2850		
CITY SHARE:	\$1425	\$500	\$1925
ASSC. SHARE:	\$1425		