

RIVERSIDE, IA CITY COUNCIL MEETING AGENDA
DATE: MONDAY, OCTOBER 2, 2017
LOCATION: COUNCIL CHAMBERS, CITY HALL (60 N GREENE STREET)

MEETING TIME: 6:30 PM

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call
4. Approval of agenda
5. Consent agenda
 - a. Minutes from 09-18-2017
 - b. Listed expenditures
6. Citizen comments
 - a. Public Forum – Time is limited to 3 minutes per person.
 - b. Doug Havel – Doug will share his thoughts on his solar energy project.
7. MMS Consultants report (Meisner)
 - a. Discussion and action on options for improving road shoulders on Riverside Road (W61) in conjunction with Washington County's road construction project. **5**
 - b. Update on 2nd Street and Washburn construction project. **6**
 - c. Discussion and action on obtaining an easement and facilitating access to the well at the water plant.
 - d. Update on plans to address Ron Sweeting's drainage concerns with the creek near the wastewater plant.
 - e. Discussion and action on the Hall Park topology study and preparations for a possible shelter in the park.
 - f. Discussion and action on cost estimates for a proposed development on the northeast side of town. **9**
 - i. Discussion and possible action on Safe Route to Schools project.
 - g. Discussion of letter from Glen Meisner regarding changes taking place at MMS prior to the end of the 2017. **11**
 - h. Request to schedule a work session in October to discuss CY2018 engineering projects. Tentative date is October 10th.
8. PeopleService monthly report (Stukey)
 - a. August monthly report. **13**
 - b. Discussion and action on water tower painting.
 - c. Review of suggested terms for water discharge agreement with AFCS Truck Wash.
9. New Business
 - a. Closed session pursuant to Iowa Code section 21.5(1)(j) to discuss a potential real estate transaction.
10. Old Business
 - a. Discussion and action on the damaged welcome sign on the west side of Riverside. **20**
 - b. Discussion and action on Mayor's request to move Jay Stuelke to FT employment. Resolution 100217-01. **27**
 - c. Discussion and action on communication from Paul Greufe regarding payment of an outstanding invoice:
11. Other Business
 - a. Discussion and action on a proposal by Boyse Excavating to clean City ditches and right of ways. **28**
 - b. Discussion and action on the purchase of snow removal equipment. **29**
 - c. Resolution to approve a 3% salary increase for City employees. Resolution 100217-02. **32**
12. Adjourn



Allen Schneider, Mayor

RIVERSIDE CITY COUNCIL MEETING: September 18, 2017

Riverside City Council held a Work Session at 5:30 pm with a phone conference to John Danos of Dorsey & Whitney LLP in regards to setting up an Urban Renewal District and TIF.

The regular Riverside City Council meeting opened at 6:30 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Bob Schneider Jr., Tom Sexton, Rob Weber, Ralph Schnoebelen, and Jeanine Redlinger.

Motion by Schnoebelen to approve the agenda. Second by Redlinger, passed 5-0.

Sexton moved to approve the minutes from September 11th, and RACC liquor permit. Second by Schnoebelen, passed 5-0.

Schnoebelen moved to pass Resolution #091817-01 Approving the Street Finance Report for FY ending June 30, 2017. Second by Weber, passed 5-0.

Kevin Meller from RACC updated the cost for Hall Park electrical upgrades and sound proofing of stage roof. Schnoebelen moved to pass Resolution #091817-02 RACC grant application to the Washington County Riverboat Foundation with a City contribution of \$7500.00. Second by Redlinger, passed 5-0.

Ed Raber, Executive Director of Washington Economic Development Group addressed the council on development activities in our area. Raber thanked the Council for their past support, and asked Council to continue with their investment in WEDG.

Glen Meisner of MMS provided an update on the W-61 shoulder improvements. Schneider moved to work with Washington County to widen the road from the bridge to River Street. The cost will range from \$13,000 to \$20,000 depending on grant funds. Second by Redlinger, passed 5-0.

Mike Vaughn of AFCS Truck Wash answered Council questions on the proposed truck wash, as discussed at the September 14th work session. A draft of the agreement will be presented at the October 2nd meeting.

John Sojka continued with his proposal to purchase the Community Building at 81 E 1st Street. He would restore the building and have 2-3 retail business in occupancy. Sojka would like to expand to the north with a possible patio area. Weber moved to sell the building at the assessed value of \$31,400 plus legal fees, not to exceed \$33,400, with a minimum of \$5000 set aside for the new building at Hall Park. Second by Sexton, passed 5-0. The Purchase Agreement should be ready for the next meeting.

Boyce Excavating submitted a bid of \$140 per hour for the cleaning of city ditches. Bryan Lenz will meet with them to get a total cost estimate.

Bill Stukey, PeopleService, Inc. reported to council on his meeting with the Casino in reference to an easement to access City well #8. The Casino is agreeable to granting an easement and City will upgrade the road to the well at City's expense.

Sexton moved to enter into Closed Session for City staff annual reviews pursuant to Iowa Code 21.5(1)(i) at 8:40 pm. Second by Weber, passed 5-0.

Redlinger moved to return to open meeting at 10:47 pm. Second by Sexton, passed 5-0.

Council Comments:

There were multiple comments about traffic controls on Highway 22. The DOT will be contacted to see if there are any options for improving safety.

Mayor Schneider will have recommendations for employee raises at next meeting.

Weber inquired on the status of the Student Ambassador Program, new business incentives, and marketing of Riverside housing.

Schnoebelen stated that the Van Zante lot should be leveled out by City staff. Schnoebelen talked with Doug Havel on his solar panels. Havel would attend meeting to share with council. Schneider stated that he wants to hire a solar consultant, and Sexton agreed.

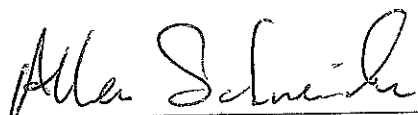
Redlinger moved to adjourn at 11:11 pm. Second by Sexton, passed 5-0.

Full content of Council Meetings can be viewed on the City web site;
www.cityofriversideiowa.com

Council Meeting – Monday, October 2, 2017 at 6:30 pm

ATTEST:

Lory Young; City Clerk



Allen Schneider; Mayor

EXPENDITURES 10-02-17				
COUNCIL MEETING				
	UNPAID BILLS			
BOUND TREE	EMS SUPPLY	001-5-150-6370	\$ 65.88	
BUSINESS RADIO SALES	5 PAGER BATTERIES	001-5-150-6332	\$ 102.50	
COLBERT TRUCKING	WATER MAIN BREAK	600-5-810-6374	\$ 92.66	
CUMMINS	LS #1 REPAIRS	610-5-815-6374	\$ 1,315.22	
CUMMINS	LS #5 REPAIRS	610-5-8915-6374	\$ 409.87	\$ 1,725.09
FELD FIRE	8 HELMETS	001-5-150-6356	\$ 2,432.00	
HD SUPPLY	SAWS & REPAIRS	001-5-150-6356	\$ 447.36	
HAWKEYE FIRE & SAFETY	E EXTINGUISHERS/1 RECHARGE	001-5-150-6356	\$ 290.00	
JOHNSON COUNTY REFUSE	FALL CLEAN-UP	001-5-520-6753	\$ 1,935.68	
KALONA OIL	DIESEL FUEL	110-5-210-6331	\$ 428.83	
LENZ, BRYAN	OCT CELL	001-5-210-6373	\$ 50.00	
JIM'S SMALL ENGINE REPAIR	SPARK PLUG/OIL	001-5-210-6372	\$ 36.05	
KOCH BROS.	COPIES	001-5-650-6496	\$ 762.30	
KALONA NEWS	PUBLICATIONS	001-5-650-6402	\$ 147.95	
MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 7.48	
MID AMERICAN ENERGY	RVFD FUEL	001-5-150-6370	\$ 12.89	
MID AMERICAN ENERGY	CITY HALL	001-5-650-6371	\$ 11.08	
MID AMERICAN ENERGY	COMM. BUILD.	001-5-460-6371	\$ 10.48	\$ 41.93
MEDIACOM	CITY HALL	001-5-650-6373	\$ 182.90	
MEDIACOM	RVFD	001-5-150-6332	\$ 138.89	\$ 321.79
MENARDS	SHOP	001-5-210-6372	\$ 55.92	
MENARDS	PARKS	001-5-430-6325	\$ 11.59	
MENARDS	4 MAP STORAGE CONTAINERS	001-5-650-6506	\$ 67.96	
MMS	GENERAL ENGINEERING	600-5-810-6407	\$ 1,315.59	
MMS	HWY 22 WATERMAIN/STREETSCAPE	301-5-750-6781	\$ 2,873.75	
MMS	CHERY LANE MAILBOXES	301-5-750-6772	\$ 508.38	
MMS	WASHBURN & 2ND STREET	307-5-750-6781	\$ 14,715.31	\$ 19,413.03
PEOPLE SERVICES	OCT. SERVICE	600-5-610-6500	\$ 10,736.50	
PEOPLE SERVICES	OCT. SERVICE	610-5-815-6500	\$ 10,736.50	\$ 21,473.00
BOB RYAN	BASEMENT CLEAN OUT	301-5-750-6781	\$ 500.00	
RIVER PRODUCTS	17.82 T STONE	110-5-210-6417	\$ 218.30	
STUELKE HOMES	CONCRETE ON TRAIL BRIDGE	001-5-430-6320	\$ 150.00	
SCHNOEBELEN INC.	MUSTANG 2054 REPAIRS	001-5-210-6331	\$ 126.84	
YOUNG, LORY	OCT CELL	001-5-650-6373	\$ 50.00	
	TOTAL UNPAID BILLS		\$ 50,946.66	
	SEPT. EOM BILLS PAID			
VERIZON	WATER METER TOWERS		\$ 63.54	
LINCOLN NATIONAL LIFE	OCTOBER PREMIUM		\$ 184.07	
WINDSTREAM	WATER, SEWER, SHOP SERVICE		\$ 584.47	
REC	SEPT. BILLING		\$ 5,755.27	
DELTA DENTAL	OCTOBER PREMIUM		\$ 233.48	
WELLMARK	OCTOBER PREMIUM		\$ 4,435.70	
	TOTAL PAID BILLS		\$ 11,256.53	
	TOTAL EXPENDITURES		\$ 62,203.19	
AUGUST 2017 REVENUES & EXPENSES:		REVENUES	EXPENSES	
GENERAL FUND		\$ 4,636.58	\$ 42,115.50	
ROAD USE TAX FUND		\$ 13,296.08	\$ 593.28	
LOCAL OPTION SALES TAX		\$ 8,362.44	\$ -	
CASINO REVENUE RUND		\$ 97,870.59	\$ 34,380.00	
CAPITAL PROJECTS FUND		\$ -	\$ 309,054.83	
WATER FUND		\$ 40,195.78	\$ 24,092.18	
SEWER FUND		\$ 36,237.61	\$ 28,278.62	
GARBAGE/LANDFILL FUND		\$ 1,913.58	\$ 1,874.25	
STORM WATER FUND		\$ 1,497.36	\$ -	
TOTAL		\$ 204,010.02	\$ 440,388.66	

✓ w/ HRP
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CITY OF RIVERSIDE
MTD TREASURERS REPORT
AS OF: AUGUST 31ST, 2017

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDIN CASH BALANCE
001-GENERAL FUND	2,160,562.74	4,636.58	42,115.50	2,123,083.82	219.84	20.21	2,122,884.1
110-ROAD USE TAX	380,648.40	13,296.08	593.28	393,351.20	0.00	0.00	393,351.2
121-LOCAL OPTION SALES TAX	250,776.53	8,362.44	0.00	259,138.97	0.00	0.00	259,138.9
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.0
145-CASINO REVENUE FUND	1,106,152.69	97,870.59	34,380.00	1,169,643.28	0.00	0.00	1,169,643.2
200-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
301-CAPITAL PROJECTS	(441,575.19)	0.00	309,054.83	(750,630.02)	0.00	0.00	(750,630.0
600-WATER FUND	698,940.70	40,195.78	24,092.18	715,044.30	0.00	(7.09)	715,037.2
610-SEWER FUND	240,760.16	36,237.61	28,278.62	248,719.15	0.00	(7.09)	248,712.0
670-LANDFILL/GARBAGE	8,007.55	1,913.58	1,874.25	8,046.88	0.00	0.00	8,046.8
680-STORM WATER	18,539.34	1,497.36	0.00	20,036.70	0.00	0.00	20,036.7
GRAND TOTAL	4,422,812.92	204,010.02	440,388.66	4,186,434.28	219.84	6.03	4,186,220.4

*** END OF REPORT ***

CITY OF RIVERSIDE
 POOLED CASH REPORT (FUND 999)
 AS OF: AUGUST 31ST, 2017

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	2,160,562.74 (	37,678.55)	2,122,884.19
110-1110	CHECKING ACCT-ROAD USE TAX	380,648.40	12,702.80	393,351.20
121-1110	CHECKING ACCT-LOST	250,776.53	8,362.44	259,138.97
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	1,106,152.69	63,490.59	1,169,643.28
200-1110	CHECKING ACCT-DEBT SERVICE	0.00	0.00	0.00
301-1110	CHECKING ACCT-CAP PROJECTS	(441,575.19) (	309,054.83) (	750,630.02)
600-1110	CHECKING ACCT-WATER	698,940.70	16,096.51	715,037.21
610-1110	CHECKING ACCT-SEWER	240,760.16	7,951.90	248,712.06
670-1110	CHECKING ACCT-GARBAGE	8,007.55	39.33	8,046.88
680-1110	CHECKING ACCT-STORM WATER	18,539.34	1,497.36	20,036.70
TOTAL CLAIM ON CASH		4,422,812.92 (	236,592.45)	4,186,220.47

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK	1,103,810.15 (	251,188.56)	852,621.59
999-1112	PEOPLES BANK MONEY MARKET	2,090,846.95	1,509.42	2,092,356.37
999-1114	HILLS BANK	666,729.72	11,420.40	678,150.12
999-1115	CB FUND	15,319.24	11.06	15,330.30
999-1116	COMMUNITY BUILDING CD #18936	278,068.58	0.00	278,068.58
999-1117	COMMUNITY BUILDING CD#18975	268,038.28	1,655.23	269,693.51
SUBTOTAL CASH IN BANK - POOLED CASH		4,422,812.92 (	236,592.45)	4,186,220.47

WAGES PAYABLE

999-2010	WAGES PAYABLE	0.00	0.00	0.00
SUBTOTAL WAGES PAYABLE		0.00	0.00	0.00

TOTAL CASH IN BANK - POOLED CASH		4,422,812.92 (	236,592.45)	4,186,220.47
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DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS	4,422,812.92 (	236,592.45)	4,186,220.47
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TOTAL DUE TO OTHER FUNDS		4,422,812.92 (	236,592.45)	4,186,220.47
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CITY OF RIVERSIDE
 POOLED CASH REPORT (FUND 999)
 AS OF: AUGUST 31ST, 2017

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>DUE TO POOLED CASH</u>				
001-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
110-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
121-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
125-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
145-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
200-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
301-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
600-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
610-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
670-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
680-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
TOTAL DUE TO POOLED CASH		0.00	0.00	0.00

DUE FROM OTHER FUNDS

999-1330	DUE FROM OTHER FUNDS	0.00	0.00	0.00
TOTAL DUE FROM OTHER FUNDS		0.00	0.00	0.00

ACCOUNTS PAYABLE - POOLED CASH

999-2020	ACCOUNTS PAYABLE CONTROL	0.00	0.00	0.00
TOTAL ACCOUNTS PAYABLE POOLED CASH		0.00	0.00	0.00

*** PROOF CASH BALANCES ***

(A)		(B)		(C)	
CLAIM ON CASH	4,186,220.47	CLAIM ON CASH	4,186,220.47	CASH IN BANK	4,186,220.47
CASH IN BANK	4,186,220.47	DUE TO OTHER FUNDS	4,186,220.47	DUE TO OTHER FUNDS	4,186,220.47
DIFFERENCE	0.00		0.00		0.00

*** PROOF ACCOUNTS PAYABLE BALANCES ***

(D)		(E)		(F)	
AP PENDING	0.00	AP PENDING	0.00	DUE FROM OTHER FUNDS	0.00
DUE FROM OTHER FUNDS	0.00	ACCOUNTS PAYABLE	0.00	ACCOUNTS PAYABLE	0.00
DIFFERENCE	0.00		0.00		0.00

*** END OF REPORT ***



MMS Consultants, Inc.

Experts in Planning and Development Since 1975

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Iowa City, Iowa 52240

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mms@mmsconsultants.net

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

September 20, 2017

Mr. Jacob Thorius, PE
Washington County Engineer
210 West Main St, Suite 2
Washington, IA 52353

RE: County Road W-61, Riverside Road, Pioneer Street

Dear Jacob:

The Riverside City Council directed me last night at the Riverside City Council meeting to proceed with the Safety Project within the City Limits of Riverside on Pioneer Street.

It is my understanding that the safety funds will be used for the following items:

1. Portland Cement Concrete pavement widening 2 feet wide by 8" thick
2. Rumble strips
3. 4-5 foot wide granular shoulders
4. Painted edge lines

The project within the City of Riverside will begin at the English River Bridge and traverse north to River Street.

The City of Riverside intends to use the full allotment of \$21,500.00 as you illustrated in your e-mail to me on September 6, 2017 at 11:45 a.m.

Please inform me if Washington County will prepare plans on this portion of the project or if that is the responsibility of the City of Riverside.

On behalf of the City of Riverside, we want to be involved with the design and administration of this project.

Thank you for securing these funds on behalf of Riverside, Iowa and Washington County Iowa.

Respectfully submitted,

A handwritten signature in blue ink that reads "Glen D. Meisner".

Glen D. Meisner, PE & PLS

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September 13, 2017

2245-032

Dave Schmitt Construction
250 50th Avenue SW
Cedar Rapids, IA 52404

Re: Punch List for 2nd Street and Washburn Street Storm Sewer and Paving Project

We have completed a walkthrough of the improvements for the 2nd Street and Washburn Street Storm Sewer and Paving Project. The following items need to be addressed before the project can be accepted by the City. This list is intended to be updated as needed as work is completed:

1. Clean rock and other debris from all storm sewer intakes.
2. Seal joints in PCC sidewalks where sidewalks abut existing buildings.
3. At the north end of the decorative wall on the east side of Washburn Street, grout or otherwise seal joint where sidewalk meets wall.
4. Seal joints in the curb and gutter along River Street.
5. Install sod for areas south of Highway 22. Prepare areas along River Street by removing soil with weeds, rocks and debris and bringing in topsoil.
6. Install granular surfacing material of the west end of the new curb and gutter on River Street to fill in low area and improve drainage to the curb and gutter and intake.
7. Seal expansion joints in all intakes.
8. Remove pile of broken concrete and other debris along River Street at south end of project.
9. Place additional granular surfacing material along Washburn Street extended south of Highway 22. The granular surfacing in this area is pretty much gone and it is very powdery when dry and muddy when wet.
10. Cut off pipe flush with surface at sump pump outlet on the north side of 2nd Street.
11. Install manhole casting and pour boxout for sanitary manhole in Washburn Street.
12. There are areas of chipped pavement near the manhole boxouts at the intersections of Greene and 2nd and Washburn and 2nd. Repair chipped pavement. Seal joints around boxouts at these two locations.
13. The fillet for the intake at the SW corner of the intersection of Greene and 2nd has had some erosion of the concrete. Repair eroded concrete area by grinding to smooth and sealing.
14. Install PCC sidewalk at SE corner of Greene and 2nd Street. See attached exhibit for location.



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15. There is a gas valve box in the grass north of City Hall along Greene Street. Does this need to be reinstalled somewhere? Can it be removed?
16. Clean all streets and sidewalks of dirt and debris.
17. Install decorative railings along Washburn Street.
18. Remove raised asphalt around new power pole on Highway 22 just east of the end of the project. Replace asphalt with granular surfacing material. (Extra Work)
19. Remove existing surfacing and install curb and gutter and asphalt paving for the alley on the west side of Washburn Street between Highway 22 and 2nd Street. (Extra Work)
20. Sawcut and remove PCC driveway and install PCC driveway to widen alley on the north side of the church at the north end of the project along Washburn Street. (Extra Work)
21. Install HMA wedge at east end of east raised sidewalk transition panel where sidewalk has sunk to remove trip hazard. (Extra Work)

These items need to be addressed before the City Council will accept the project. There may be additional punch list items with a future walkthrough to review work. Please contact our office to coordinate review of these items as they are completed.

Feel free to contact me with any questions.

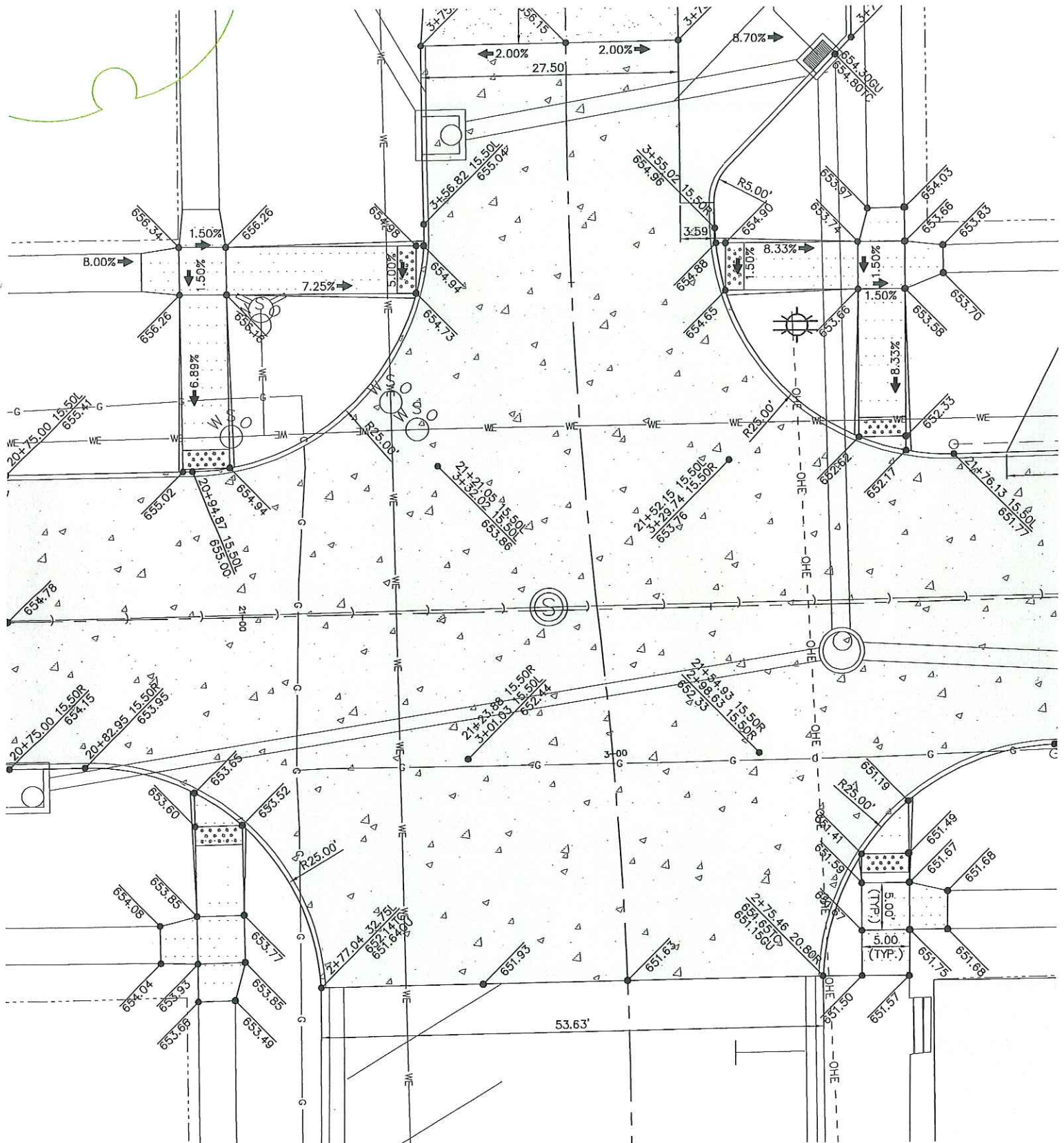
Respectfully submitted,
MMS Consultants, Inc.

A handwritten signature in blue ink, reading "Scott B. Pottorff".

Scott B. Pottorff, P.E.

cc: Lory Young – City of Riverside

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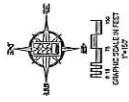


CIVIL ENGINEERS
LAND PLANNERS
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ENVIRONMENTAL SPECIALISTS
1017 E. GILBERT ST.
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WWW.MMSCONSULTANTS.COM

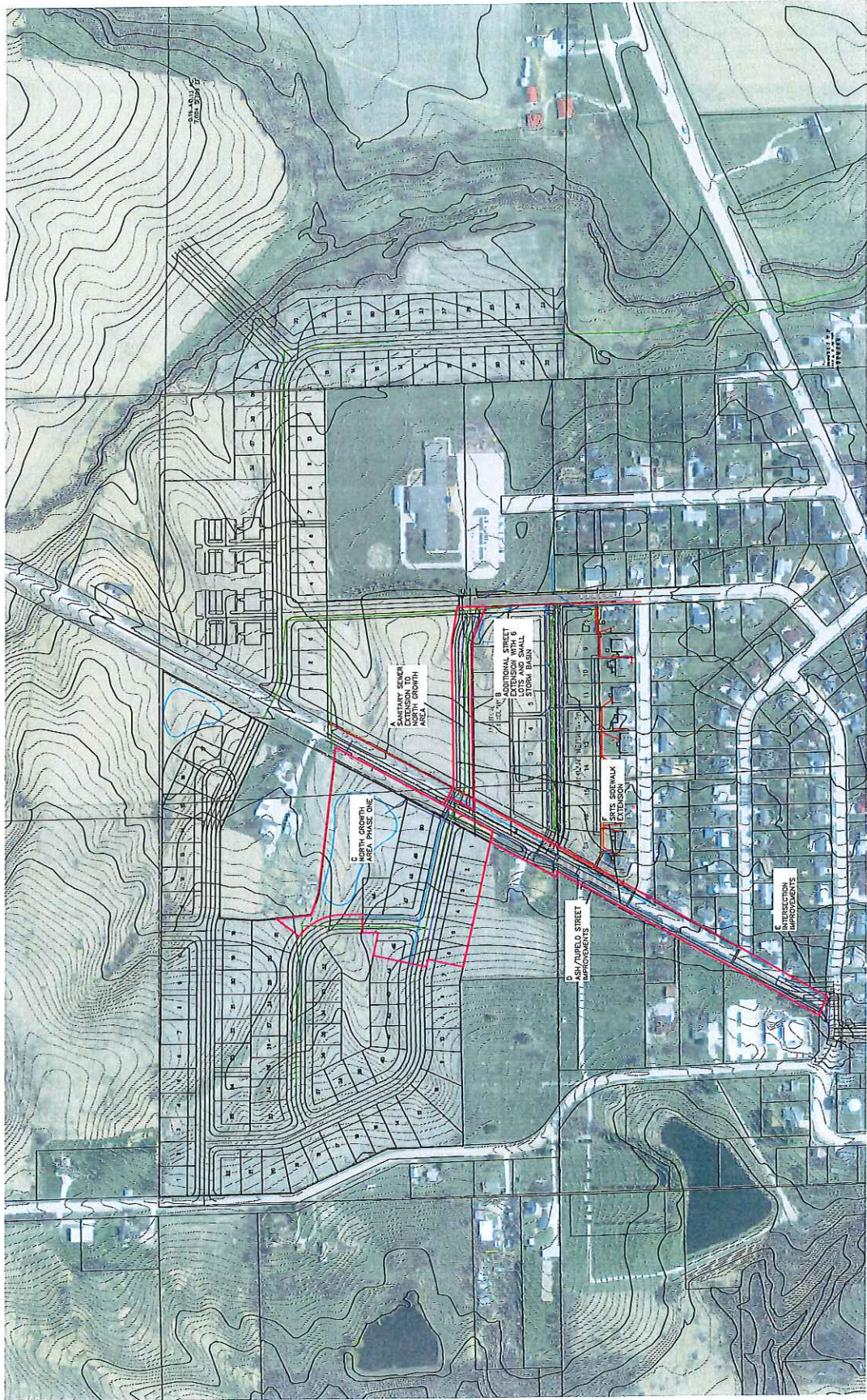
Client: _____
Revision: _____

NORTH GROWTH AREA
POTENTIAL PROJECTS
EXHIBIT
RIVERSIDE
WASHINGTON COUNTY
IOWA

MMS CONSULTANTS, INC.
Drawn By: _____
Checked By: _____
Project No.: 2245-035
Sheet No.: 1
Date: 9/28/17
Scale: AS SHOWN
Project Name: NORTH GROWTH AREA
Project Location: RIVERSIDE, IOWA



POTENTIAL PROJECTS EXHIBIT
NORTH GROWTH AREA
RIVERSIDE, IOWA



North Growth Area Potential Projects

	Project	Estimated Construction Cost	Contingency	Engineering	Estimated Total Cost	Comments
A	Sanitary Sewer Extension to North Growth Area	\$75,000	\$11,250	\$11,250	\$97,500	Includes services for 6 lots, extended across Ash/Tupelo
B	Street Extension with 6 Lots and Storm Water Basin	\$250,000	\$37,500	\$37,500	\$325,000	6 lots (one side only) and small storm basin, does not include sanitary sewer, installed separately with above project
C	North Growth Area Phase One	\$450,000	\$67,500	\$67,500	\$585,000	12 lots and storm water basin
D	Ash/Tupelo Street Improvements	\$325,000	\$48,750	\$48,750	\$422,500	Widen and add curb and gutter and storm sewer west side, assume SRTS west side, extends to intersection with North Growth Area Phase One
E	Intersection Improvements	\$90,000	\$13,500	\$13,500	\$117,000	Realign street, includes sidewalk and water main improvements
F	SRTS Sidewalk Extension	\$150,000	\$22,500	\$22,500	\$195,000	Assumes 8' wide, previous estimates included curb and gutter and storm sewer on Ash/Tupelo, not included here
	Total	\$1,340,000	\$201,000	\$201,000	\$1,742,000	



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September 28, 2017

Mayor Allen Schneider
Lory Young, City Clerk
Ralph Schnoebelen, Council Member
Rob Weber, Council Member
Jeanine Redlinger, Council Member
Tom Sexton, Council Member
Robert Schneider, Council Member
City of Riverside
PO Box 188
Riverside, IA 52327

RE: Glen Meisner

Dear Mayor, Clerk and City Council Members:

On December 23rd I will celebrate my 68th birthday.

During the next three months I will transition from being a partner with MMS Consultants, Inc. to being a part-time employee. I recently asked the remaining partners if I could work approximately 20 hours per week and the good news is that MMS Consultants, Inc. will allow me to be a part of their team.

The City of Riverside has been really great for me over the last three years. I think we have developed a strong Capital Improvement Plan that will have positive results well into the future. There are still many of our goals to accomplish and many projects to complete.

My strong desire to complete the Pioneer Street Project, St. Mary's Water Main replacement, Hall Park Shelter House, the Safe Routes to School Project and the resurfacing of Iowa Highway #22 is the reason that I would like to continue to be part of your City Engineering Staff.

We are beginning to see some growth in our new residential area as well as interest in new commercial businesses in the city. The interest in the North Area Residential Project is really important to the future success and longevity of our great community.

Scott Pottorff will become a new partner with MMS Consultants, Inc. He will begin as a partner on January 1, 2018. Scott and I share the same goals to complete many of the projects listed above over the next three years.



MMS Consultants, Inc.
Experts in Planning and Development Since 1975

1917 S. Gilbert Street
Iowa City, Iowa 52240

319.351.8282

mmsconsultants.net
mms@mmsconsultants.net

Again, thank you for allowing MMS and me to serve you in the capacity of Riverside City Engineer in the past as well as the exciting future.

Respectfully submitted,

A handwritten signature in blue ink, reading 'Glen D. Meisner', is written over a light blue horizontal line.

Glen D. Meisner, PE & PLS

T:\2245\2245-002-\2245002L8.docx

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers



Date: September 12, 2017

To: Riverside Council

From: Bill Stuke, Operator

O & M Report: August 2017

Water Operation & Maintenance

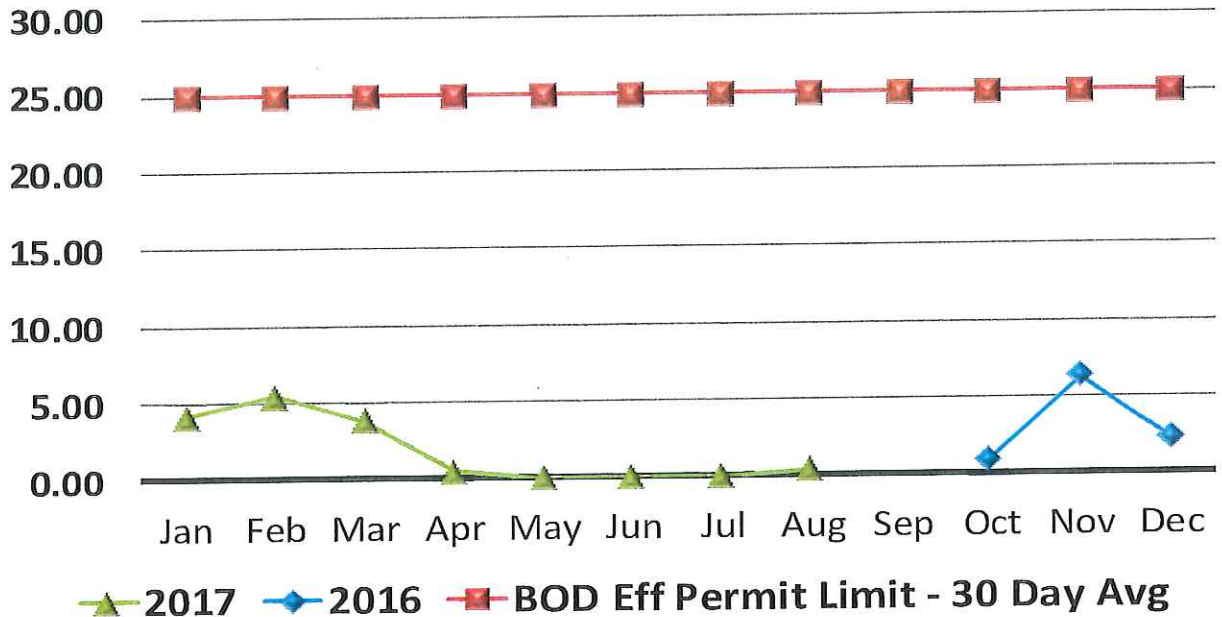
- Repaired pressure reducing valve at high service pump room.
- Leak detection at unit 314 Walnut Towers. Customer had high water consumption and it was determined to be caused by a leaking toilet.
- Lowered 6 curb stops along Sycamore St.
- Installed new hydroxide and hypochlorite day tanks.
- Water main break on Greene St and 3rd st. No loss of pressure and no boil advisory was needed.
- 21 locates, all completed.
- Called Utility Service to request information on water tower cleaning.

Wastewater Operation & Maintenance

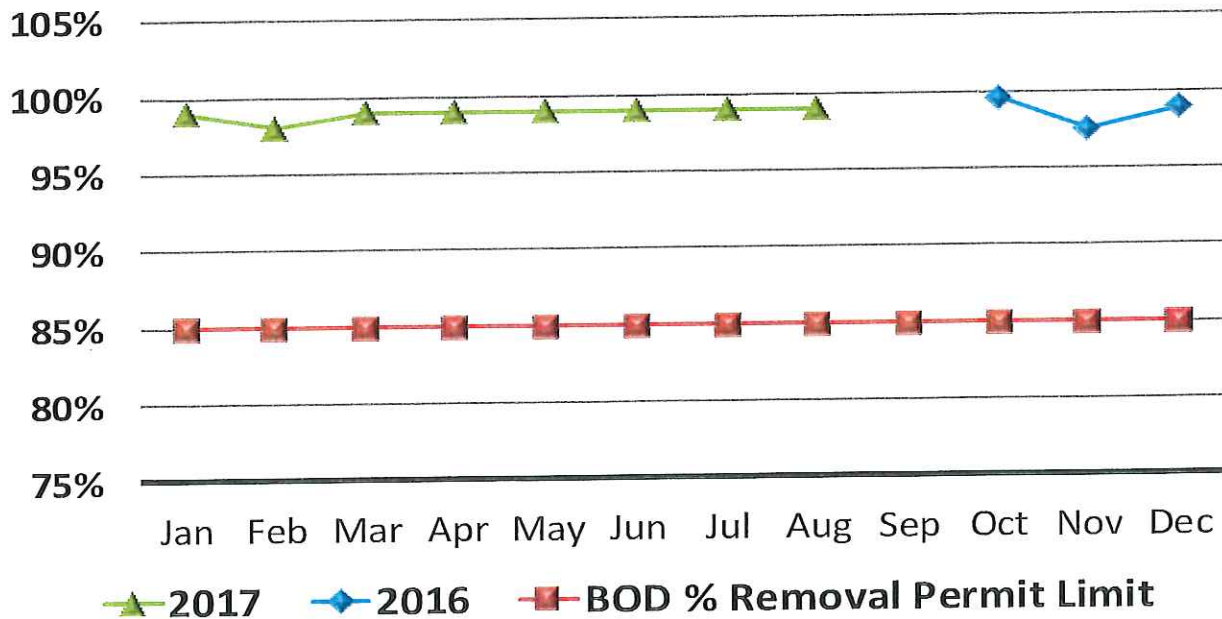
- Generators were serviced by Cummins Inc.
- Trimmed and sprayed for weeds at lift stations.
- Worked on extra gravity oven to prepare to be sold.
- Inspect sewer behind Casey's for debris, none were observed.

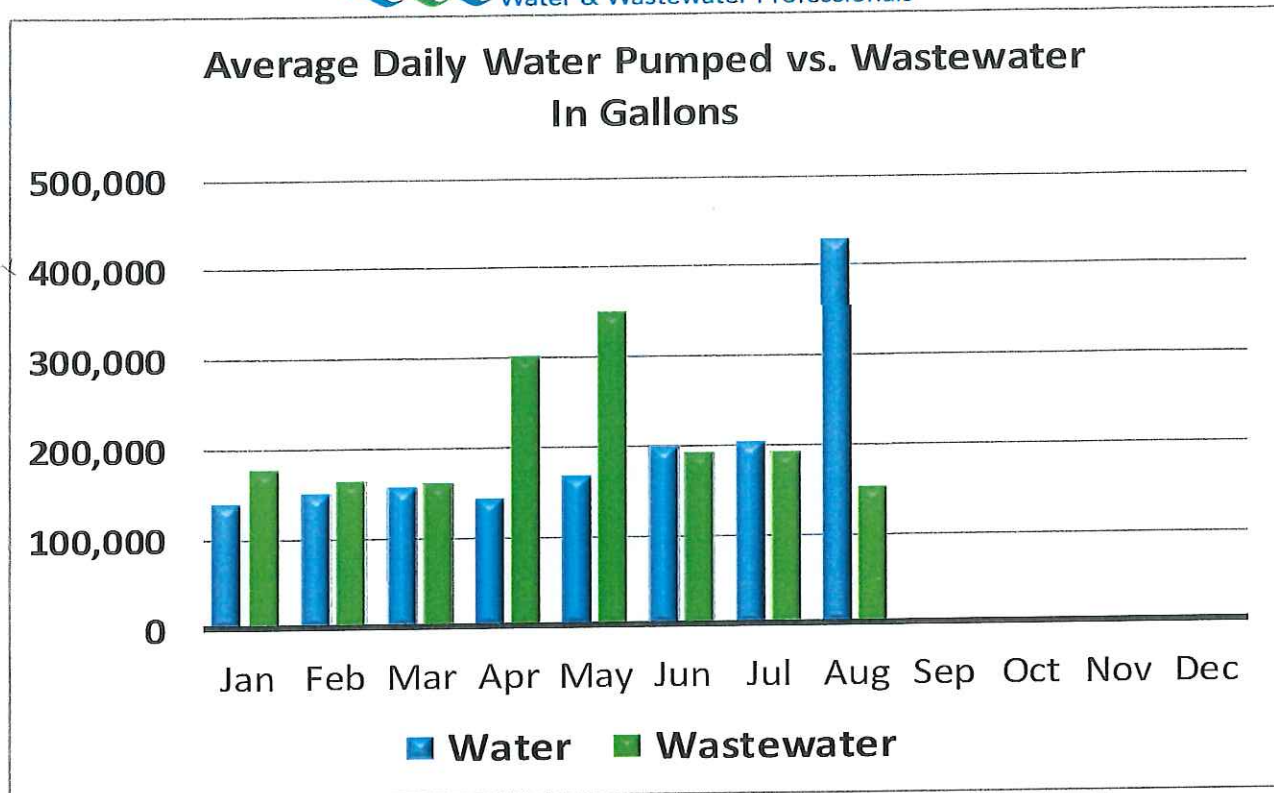


BOD Effluent



BOD % Removal





Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$24,576.00	\$3,294.30	13%	22%
Maintenance Budget	\$20,480.00	\$966.27	5%	22%
Total	\$45,056.00	\$4,260.57	9%	22%



		August-17	July-17	August-16
Water				
Total Monthly Pumped	gallons	4,831,000	6,293,000	0
Average Daily Pumped	gallons	431,000	203,000	0
Maximum Daily Pumped	gallons	155,840	536,000	0
Minimum Daily Pumped	gallons	81	0	0
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	2.43	1.39	0.00
Chlorine - Total Avg Residual System	mg/L	1.45	1.45	0.00
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	221.00	212.00	0.00
Iron				
Iron - Avg Raw	mg/L	1.49	1.51	0.00
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	1.70	1.43	0.00
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	17.00	16.00	0.00
Water Loss				
Water Billed	gallons	0	0	0
Water used in main breaks/hydrant flushing	gallons	0	0	0
Water used at city buildings	gallons	0	0	0
Loss	gallons	100%	100%	#DIV/0!
Wastewater				
BOD				
BOD Influent Avg	mg/L	315	256	0
BOD Effluent Avg	mg/L	0	0.0	0
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.00%	99.00%	0.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	255	312	0
TSS Effluent Avg	mg/L	1	2	0
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	99.61%	99.36%	#DIV/0!
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0	0	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	5	5	5
Influent Flow				
Total Monthly	gallons	4,714,900	5,943,900	0
Average Daily	gallons	152,093	191,738	0
Maximum Daily	gallons	294,300	348,700	0
Minimum Daily	gallons	121,000	142,800	0
Permit Limit - 30 Day Avg	gallons	444,000	444,000	444,000
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	1,425,000

**RIVERSIDE - AUGUST '17****Water Plant Maintenance**

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/1/17	Harn R/O System	Seals	\$111.31
8/21/17	First National Bank, VISA	Painting Supplies	\$35.88
8/21/17	First National Bank, VISA	Rupture Disk for RO	\$120.94
Total			\$268.13

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/8/17	Keystone Labs	Lead & Copper, TTHM/HAA5	\$174.00
Total			\$174.00

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/21/17	First National Bank, VISA	Weed Killer, Painting Supplies	\$114.78
8/21/17	First National Bank, VISA	Recycle UV Lamps	\$109.00
Total			\$223.78

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/21/17	First National Bank, VISA	Supplies	\$2.13
Total			\$2.13

Water Plant Maintenance	\$268.13
Water System Maintenance	\$174.00
WW Plant Maintenance	\$223.78
WW System Maintenance	\$2.13
Month Total	\$668.04

Annual Maintenance Budget \$20,480.00

Total Maintenance Dollars Spent Year to Date \$966.27

Percent Maintenance Budget Spent Year to Date 5%



RIVERSIDE - AUGUST '17

Water System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/18/17	Hawkins	Sodium Hypochlorite	\$720.00
8/18/17	Hawkins	Fluoride	\$126.00
		Total	\$846.00

Wastewater System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Water System Chemicals	\$846.00
W/W System Chemicals	\$0.00
Month Total	<u>\$846.00</u>

Annual Chemical Budget \$24,576.00

Total Chemical Dollars \$3,294.30
Spent Year to Date

Percent Chemical Budget 13%
Spent Year to Date

Maintenance Month Total	\$668.04
Chemical Month Total	<u>\$846.00</u>
Month Total	\$1,514.04

Annual Budget \$45,056.00

Total Spent Year to Date \$4,260.57

Percent Budget Spent 9%
Year to Date



Completed Work Order List Report

Completed	Equipment Name	Task	WO#
8/2/2017	6310-PUM-HS-4	MONTHLY PREVENTATIVE MAINTENANCE	14292
8/2/2017	6310-PUM-HS-3	MONTHLY PREVENTATIVE MAINTENANCE	14292
8/2/2017	6310-PUM-HS-2	MONTHLY PREVENTATIVE MAINTENANCE	14292
8/2/2017	6310-PUM-HS-1	MONTHLY PREVENTATIVE MAINTENANCE	14292
8/7/2017	6310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	14291
8/7/2017	6310-FIL-CART-3	MONTHLY PREVENTATIVE MAINTENANCE	14290
8/7/2017	6310-FIL-CART-2	MONTHLY PREVENTATIVE MAINTENANCE	14290
8/7/2017	6310-FIL-CART-1	MONTHLY PREVENTATIVE MAINTENANCE	14290
8/7/2017	6310-FIL-BAG-2	MONTHLY PREVENTATIVE MAINTENANCE	14289
8/7/2017	6310-FIL-BAG-1	MONTHLY PREVENTATIVE MAINTENANCE	14289
8/2/2017	6310-FE	MONTHLY PREVENTATIVE MAINTENANCE	14288
8/2/2017	6310-DEH	MONTHLY PREVENTATIVE MAINTENANCE	14287
8/14/2017	5310-UV	MONTHLY PREVENTATIVE MAINTENANCE	14274
8/11/2017	5310-SCREEN	MONTHLY PREVENTATIVE MAINTENANCE	14273
8/11/2017	5310-SAMP-INF	MONTHLY PREVENTATIVE MAINTENANCE	14272
8/11/2017	5310-SAMP-EFF	MONTHLY PREVENTATIVE MAINTENANCE	14271
8/14/2017	5310-LS-MAIN	MONTHLY-PM	14269
8/14/2017	5310-LS-5	MONTHLY-PM	14270
8/14/2017	5310-LS-4	MONTHLY-PM	14270
8/14/2017	5310-LS-3	MONTHLY-PM	14270
8/14/2017	5310-LS-2	MONTHLY-PM	14270
8/14/2017	5310-LS-1	MONTHLY-PM	14270
8/7/2017	5310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	14268
8/11/2017	5310-FE	MONTHLY PREVENTATIVE MAINTENANCE	14267
8/7/2017	5310-BLW-3	MONTHLY PREVENTATIVE MAINTENANCE	14266
8/7/2017	5310-BLW-2	MONTHLY PREVENTATIVE MAINTENANCE	14266
8/7/2017	5310-BLW-1	MONTHLY PREVENTATIVE MAINTENANCE	14266

DATE: June 5th, 2017

PAGE 1 of 1 PAGES

PROPOSAL

FROM

LARRY YODER MASONRY, INC.
1380 RIVERSIDE ROAD
RIVERSIDE, IOWA 52327
PHONE 648-5801 FAX 648-5802

319-
631-0600

COPY

PROPOSAL SUBMITTED TO:

City of Riverside

PHONE:

STREET:

JOB NAME:

West Welcome Sign on 22

CITY, STATE, ZIP CODE

JOB LOCATION:

ARCHITECT:

None

DATE of PLANS:

None

JOB PHONE:

WE HEREBY SUBMIT SPECIFICATIONS & ESTIMATES AS STATED BELOW:

LABOR AND MATERIALS TO Pour concrete footing, New Pre-cast concrete sign by Wilkersons. TK Enterprises to sandblast and paint. Includes brick work and stone to match existing. Brick on existing signs are no longer manufactured!

SEE SCOPE SHEET FOR INCLUDES AND EXCLUDES. SCOPE SHEET TO BE PART OF CONTRACT.

We will match the best we can.

EXTRA LABOR RATES ARE:

BRICKLAYERS: \$56.00 PER HOUR

LABORERS: \$42.00 PER HOUR

JUN 05 2017

We propose to furnish material & labor to complete in accordance with above specifications for the sum of.

Eleven thousand seven hundred,

Payment to be made as follows:

Payment Due on Receipt- 1.5 % interest after Thirty days.

\$ 11,700.00

All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature: Larry E. Yoder

Larry E. Yoder

Note: This proposal may be withdrawn by us if not accepted within 30 Days.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: Signature:

Signature: 20

407 Riggs St.
Lone Tree IA 52755
Ph# 3196313424

7/12/2017

City of Riverside
Riverside IA

RECEIVED
JUN 12 2017

COPY

Description	Total
New Sign on west side of town	
Bid is for new king size brick	
Bid is for 8' CMU inside of columns	
Bid includes grout and rebar for CMU	
Bid is for new Indiana stone ban and caps	
Bid is for new precast sign to match previous	
Bid does not include new concrete pads for columns	
Bid is for the sum of \$14,492.70	14,492.70
Total	\$14,492.70

Signature

Welcome To

RIVERSIDE



Trek

Where The ~~Best~~ Begins

*Back
Side*

RIVERSIDE

**BIRTHPLACE OF
Capt. JAMES T. KIRK**

BOLDLY GO

“Live Long, And Prosper.”

-Spock

Other Ideas

“To Boldly Go Where No Man Has Gone Before”

“Live Long, And Prosper.”

“Warp Speed”

“Beam Me Up, Scotty”

Sample Material

NOW ENTERING:



cleanwater
IOWA
CLEANWATERIOWA.ORG



**WEST FORK
CROOKED CREEK
WATERSHED**

Sample Sign

RESOLUTION #100217-01

RESOLUTION TO MAKE JAY STUELKE FULL-TIME EMPLOYEE

THEREFORE BE IT RESOLVED, the City of Riverside City Council would like to change Jay Stuelke's employee status to regular full-time employee at the wage rate of \$18.35 per hour to be paid bi-weekly with the other regular employees, effective the first day of the next pay period.

It was moved by Councilperson _____, seconded by Councilperson _____ to adopt this foregoing resolution.

Roll Call: Schneider, Redlinger, Sexton, Weber, Schnoebelen

Ayes:

Nays:

Absent:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 2nd day of October 2017.

Signed: _____
Allen Schneider, Mayor

Attest: _____
Lory Young, City Clerk

9-28-17

BOYSE EXCAVATING

RIVERSIDE CITY DITCH BIDS:

GLASGOW STREET	\$1400
OAK/BOISES STREET	700
ROSE STREET	500
TOTAL	\$2600

Quote Summary

Prepared For:
 City Of Riverside
 IA

Prepared By:
 Brian Sieren
 Farmers Supply Sales, Inc.
 1409 E Avenue
 Kalona, IA 52247
 Phone: 319-656-2291
 bsieren@farmers-supply.com

Quote Id: 15993617
Created On: 02 September 2017
Last Modified On: 02 September 2017
Expiration Date: 09 September 2017

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Soft Cab (For MY14 and prior 1400/1500 Series II and Non-Series II Front Mowers)	\$ 5,055.75	\$ 3,767.13 X	1 =	\$ 3,767.13
JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non-Series II Front Mowers)	\$ 4,951.94	\$ 3,828.77 X	1 =	\$ 3,828.77
JOHN DEERE 60" SNOWBLOWER 1400/1500	\$ 5,742.71	\$ 4,569.37 X	1 =	\$ 4,569.37
Equipment Total				\$ 12,165.27

Quote Summary

Equipment Total	\$ 12,165.27
SubTotal	\$ 12,165.27
Est. Service Agreement Tax	\$ 0.00
Total	\$ 12,165.27
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 12,165.27

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment

Quote Id: 15993617

JOHN DEERE Soft Cab (For MY14 and prior 1400/1500 Series II and Non-Series II Front Mowers)				
Hours:			Suggested List	
Stock Number:			\$ 5,055.75	
			Selling Price	
			\$ 3,767.13	
Code	Description	Qty	Unit	Extended
0227TC	Soft Cab (For MY14 and prior 1400/1500 Series II and Non-Series II Front Mowers)	1	\$ 2,180.00	\$ 2,180.00
Standard Options - Per Unit				
9000	Front Windshield	1	\$ 460.00	\$ 460.00
9003	Floor Mounted Heater/Defroster Kit	1	\$ 750.00	\$ 750.00
9006	4-Post ROPS Conversion Kit with Canopy	1	\$ 1,589.00	\$ 1,589.00
Standard Options Total				\$ 2,799.00
Other Charges				
	Freight	1	\$ 76.75	\$ 76.75
Other Charges Total				\$ 76.75
Suggested Price				\$ 5,055.75
Customer Discounts				
Customer Discounts Total			\$ -1,288.62	\$ -1,288.62
Total Selling Price				\$ 3,767.13

JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non-Series II Front Mowers)				
Hours:			Suggested List	
Stock Number:			\$ 4,951.94	
			Selling Price	
			\$ 3,828.77	
Code	Description	Qty	Unit	Extended
0500TC	60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non-Series II Front Mowers)	1	\$ 3,247.00	\$ 3,247.00
Standard Options - Per Unit				
1000	Lift Arms, Cylinders, Drive Shaft and Hardware	1	\$ 1,633.00	\$ 1,633.00
Standard Options Total				\$ 1,633.00
Other Charges				
	Freight	1	\$ 71.94	\$ 71.94
Other Charges Total				\$ 71.94



JOHN DEERE

Selling Equipment

Quote Id: 15993617

Suggested Price		\$ 4,951.94
Customer Discounts		
Customer Discounts Total	\$ -1,123.17	\$ -1,123.17
Total Selling Price		\$ 3,828.77

JOHN DEERE 60" SNOWBLOWER 1400/1500				
Hours:				Suggested List
Stock Number:				\$ 5,742.71
				Selling Price
				\$ 4,569.37
Code	Description	Qty	Unit	Extended
0380TC	60 In. Heavy-Duty Two-Stage Snow Blower (For 1500 TerrainCut Front Mowers, 1400/1500 Series II and Non-Series II Front Mowers)	1	\$ 4,655.00	\$ 4,655.00
Standard Options - Per Unit				
1000	Lift Arms, Drive Shaft and Hardware	1	\$ 444.00	\$ 444.00
	Standard Options Total			\$ 444.00
Dealer Attachments				
TCB11474	Single Spool Auxiliary Hydraulic Kit	1	\$ 567.10	\$ 567.10
	Dealer Attachments Total			\$ 567.10
Other Charges				
	Freight	1	\$ 76.61	\$ 76.61
	Other Charges Total			\$ 76.61
	Suggested Price			\$ 5,742.71
	Customer Discounts			
	Customer Discounts Total		\$ -1,173.34	\$ -1,173.34
Total Selling Price				\$ 4,569.37

RESOLUTION #100217-02

**RESOLUTION APPROVING SALARY INCREASES FOR CITY OF
RIVERSIDE CITY EMPLOYEES**

Whereas, the City of Riverside City Council hereby approves a 3% salary increase for all city employees effective the first day of the next pay period.

Bryan Lenz Becky LaRoche Lory Young

Therefore, be it resolved the City of Riverside City Council does hereby approve the proposed 3% salary increase.

It was moved by Councilperson _____ seconded by Councilperson _____ to adopt the foregoing resolution.

Roll Call:

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 2nd day of October, 2017.

Signed: _____

Allen Schneider, Mayor

Attest: _____

Lory Young, City Clerk