

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE COUNCIL CHAMBERS
60 N GREENE ST
REGULAR MEETING

Monday, August 2, 2021 – 6:00 P.M.

The meeting will be recorded and can be viewed live by visiting the city web site at www.riversideiowa.gov

NOTICE TO THE PUBLIC: This is a meeting of the City Council to conduct the regular business of the City. Every item on the agenda is an item of discussion and action if needed.

1. Call meeting to order
2. Approval of agenda
3. Consent agenda
 - a. Minutes from 7-19-2021
 - b. Expenditures for 8-2-2021
 - c. Liquor License-Dollar General
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. Public Hearings, Resolutions, Ordinances
 - a. Resolution #080221-01 Public Referendum to authorize Local Option Sales and Service Tax **pg. 6**
 - b. Resolution #080221-02 Approval of engineering contract for 3rd St Project **pg.7**
 - c. Resolution #080221-03 Approval of engineering contract for Railroad Park project **pg.8**
6. Review and possible approval of bids for sidewalk on city owned lot
7. 2nd request for partial sewer abatement Dan & Danae Besch refilling pool **pg. 9**
8. Request to send alley vacation requests to Planning & Zoning for consideration **pg. 10**
9. Administrator's Report **pg. 15**
 - a. Update on crack sealing and bump removal on Hwy 22
 - b. Use of Speer Financial for City Financing
 - c. Rendering of proposed Community Center
 - d. Repair or replacement of truck bed
 - e. Amend City Administrator Contract
10. Motion to adjourn.

COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: Monday, July 19th, 2021

The Riverside City Council meeting opened at 6:00 pm at City Hall with Mayor Allen Schneider requesting roll call. Council members present: Andy Rodgers, Lois Schneider, Tom Sexton, Edgar McGuire, and Kevin Mills.

Motion by Sexton to approve agenda. Second by Rodgers, passed 5-0.

Schneider moved to approve the minutes of July 6th, 2021, expenditures, and June Fire Department Report. Second by Rodgers, passed 5 -0.

Chris Kirkwood asked Council about fall City Wide Clean-up.

Sandie Ubben reported on Sunday's Classy Chasse Car Show at Hall Park. All proceeds from food sales will be donated to U of I Children's Hospital.

Washington County Sheriff's deputy was unable to attend meeting.

Bill Stuke, PeopleService, Inc. reviewed June water and wastewater report with Council.

Council discussed 3% pay increase for City workers, as recommended by Employee Committee. McGuire moved to pass Resolution #071921-01, Approving 3% pay increase. Motion died due to lack of second.

Rodgers moved to approve pay increase of 2%. Second by Mills, passed 3-2. McGuire and Sexton voting no.

Nick Bettis, Axiom Consultants was in attendance to answer Council questions on Engineering Services.

McGuire moved to pass Resolution #071921-02, Approving professional services agreement for Engineer Master Services, and On-Call Engineering, with Axiom Consultants. Second by Schneider, passed 5-0.

Schneider moved to approve four Residential Grant Request for \$2500 each to Bill Poch, Travis Riggan, Morgan Rodgers, and Jessica Miller. Second by Sexton, passed 4-0. Rodgers abstained.

Schneider moved to approve one Commercial Grant Request for \$5593 to John Sojka. Second by Sexton, passed 5-0.

Sexton moved to approve \$25.08 sewer abatement request for filling swimming pool at 220 Buckeye Lane. Second by Rodgers, passed 5-0.

Council will table sidewalk bids till next meeting.

Yancey presented Admin's report and monthly financial updates.

Sexton moved to enter into Closed Session per Iowa Code Chapter 21.5 (1) (i) Employee review at 8:06pm. Second by Rodgers, passed 5-0.

COUNCIL PACKET

Council returned to open meeting at 9:06 pm.

McGuire moved to pass Resolution #071921-03, Approving a \$1520 salary increase for City Administrator. Second by Sexton, passed 5-0.

Rodgers moved to adjourn at 9:16 p.m. Second by Sexton passed 5-0.

Full content of Council Meetings can be viewed on the City web site; riversideiowa.gov

Council Meeting – Monday, August 2nd, 2021 at 6:00 p.m. at City Hall.

ATTEST:


Becky LaRoche; City Clerk

Allen Schneider; Mayor

COUNCIL PACKET

	EXPENDITURES AUGUST 2, 2021				
	COUNCIL MEETING	BILLS			
1	A TECH	FD ALARMS	002-5-150-6356	\$ 84.00	
2	ACTION SEWER	CONSERVATION PARK	001-5-430-6320	\$ 302.60	
3	AERO RENTAL	LIFT RENTAL	001-5-430-6320	\$ 493.00	
4	BECKY LaROCHE	CELL	001-5-650-6373	\$ 50.00	
5	BRYAN LENZ	CELL	001-5-430-6373	\$ 50.00	
6	CUSTOM TREE SERVICE	REMOVAL WASHBURN & 2ND	001-5-510-6495	\$ 800.00	
7	ENGLISH RIVER CONCRETE	CURB REPAIR SCHN. STREET	600-5-810-6374	\$ 464.00	
8	EQUIPMENT MAMAGEMENT CO.	FD-EXTRICATION TOOLS	002-5-150-6356	\$ 540.00	
9	INT. MUN. CLERKS	RENEWAL	001-5-650-6210	\$ 175.00	
10	IOWA 1 CALL	LOCATES	600-5-810-6507	\$ 28.80	
11	IOWA PAPER	FD	002-5-150-6310	\$ 24.60	
12	JAY STUELKE	CELL	001-5-210-6373	\$ 50.00	
13	JETCO	WTP / WELL 8	600-5-810-6374	\$ 574.10	
14	KOCH	COPY	001-5-650-6496	\$ 674.66	
15	KUM N GO	RVFD FUEL	002-5-150-6350	\$ 162.62	
16	KUM N GO	CITY FUEL	110-5-210-6331	\$ 195.58	\$ 358.20
17	MEARDON, SUEPPEL, DOWNER	LEGAL	001-5-640-6411	\$ 450.00	
18	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 14.48	
19	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$ 16.05	
20	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$ 12.13	\$ 42.66
21	MUNICIPAL SUPPLY	WP REPAIRS	600-5-810-6504	\$ 510.20	
22	PEOPLE SERVICES	AUG SERVICE	610-5-815-6500	\$ 10,920.00	
23	PEOPLE SERVICES	AUG SERVICE	600-5-800-6500	\$ 10,920.00	\$ 21,840.00
24	WIELE CHEV	08 BRAKE REPAIR	110-5-210-6331	\$ 374.20	
25	YOTTY'S	FD	002-5-150-6310	\$ 8.86	
26	*****	TOTAL BILLS		\$ 27,894.88	
27	JULY EOM PAYABLES				
28	DELTA DENTAL	AUG BILLING	001-5-430-6150	\$ 232.92	
29	LINCOLN NAT'L LIFE INS	AUG BILLING	001-5-620-6150	\$ 288.55	
30	MEDIACOM	CITY HALL	001-5-650-6373	\$ 236.12	
31	MEDIACOM	RVFD	002-5-150-6332	\$ 219.14	
32	US CELLULAR	RVFD	002-5-150-6332	\$ 111.11	
33	US CELLULAR	CITY HALL	001-5-650-6373	\$ 38.54	
34	VERIZON	COLLECTORS	600-5-810-6373	\$ 63.54	
35	WELLMARK	AUG INSURANCE	001-5-620-6150	\$ 4,804.77	
36	WINDSTREAM	WATER INTERNET	600-5-810-6373	\$ 158.36	
37	WINDSTREAM	SHOP INTERNET	001-5-210-6371	\$ 180.66	
38	*****	TOTAL PAID BILLS			\$ 6,333.71
39	*****	TOTAL EXPENDITURES		\$ 34,228.59	
40	TOTAL BY FUND				
41	"001"	GENERAL FUND	\$ 8,853.43		
42	"002"	FIRE DEPARTMENT	\$ 1,166.38		
43	"110"	ROAD USE FUND	\$ 569.78		
44	"145"	CASINO FUNDS	\$ -		
45	"200"	DEBT SERVICE	\$ -		
46	"301"	CAPITAL PROJECTS	\$ -		
47	"600"	WATER FUND	\$ 12,719.00		
48	"610"	SEWER FUND	\$ 10,920.00		
49	"670"	GARBAGE	\$ -		
50	*****	TOTAL EXPENDITURES	\$ 34,228.59		

COUNCIL PACKET

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Wednesday, July 14, 2021 1:45 PM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: Application App-144525 Ready for Review

Hello,

Application Number App-144525 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: DOLGENCORP, LLC

DBA: Dollar General Store #21630

License Number: BC0031010

Application Number: App-144525

Tentative Effective Date: 9/19/2020

License Type: Class C Beer Permit (BC)

Thank you.

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COUNCIL PACKET

RESOLUTION #080221-01

**RESOLUTION CALLING FOR A PUBLIC REFERENDUM TO AUTHORIZE THE IMPOSITION
OF A LOCAL OPTION SALES AND SERVICE TAX IN THE CITY OF RIVERSIDE,
WASHINGTON COUNTY, IOWA, AT A RATE OF ONE PERCENT (1%) EFFECTIVE JULY 1,
2022 THROUGH JUNE 30, 2032**

WHEREAS, Chapter 423B of the code of Iowa authorizes the imposition of certain local option taxes after an election in which the majority of the electors vote in the affirmative; and

WHEREAS, the Riverside City Council declares its intent to permit the City of Riverside electorate to pass upon the proposition of imposing a one percent (1%) sales and service tax for the City of Riverside according to Chapter 423B of the 2001 Code of Iowa on the regular city election date of November 2, 2021.

THEREFORE BE IT RESOLVED, by the City Council of the City of Riverside, Iowa as follows:

SECTION 1. The City Council of Riverside, Iowa, requests the County Commissioner of Elections to submit to the voters in the City of Riverside on the regular city election date of November 2, 2021, the following proposition authorizing imposition of a one percent (1%) local sales and service tax in the City of Riverside effective July 1, 2022 through June 30, 2032.

SECTION 2. The revenues from the local option sales and service tax are to be allocated in the City of Riverside as follows:

40% of said local option sales and service tax to be allocated for property tax relief.

60% of said local option sales and service tax to be allocated for infrastructure improvement and capital projects such as but not limited to community building, city office building, street improvements, water system improvements, sewer system improvements and recreation facilities.

SECTION 3. That the City Clerk is hereby authorized and directed to provide a certified copy of this resolution to the County Commissioner of Elections of Washington County and to the Board of Supervisors of Washington County.

It was moved by _____, seconded by _____ that the foregoing Resolution be adopted.

Roll Call: Sexton, Rodgers, McGuire, Schneider, Mills

Ayes:

Nays:

Absent:

Passed by the City Council of Riverside, Iowa, and approved this 2nd day of August, 2021.

Signed: _____
Allen Schneider, Mayor

Date: _____

Attest: _____
Becky LaRoche, City Clerk

Date: _____

RESOLUTION #080221-02

**RESOLUTION TO APPROVE PROFESSIONAL SERVICES
AGREEMENT WITH AXIOM CONSULTANTS**

Whereas, the City of Riverside City Council agrees to enter into a Profession Services Agreement with Axiom Consultants for engineering services for 3rd Street Capital Improvement Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve to enter into this attached agreement.

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

Roll Call: Sexton, Rodgers, McGuire, Schneider, Mills

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa and approved this 2nd day of August, 2021

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

RESOLUTION #080221-03

**RESOLUTION TO APPROVE PROFESSIONAL SERVICES
AGREEMENT WITH AXIOM CONSULTANTS**

Whereas, the City of Riverside City Council agrees to enter into a Profession Services Agreement with Axiom Consultants for engineering services for Railroad Park Capital Improvement Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve to enter into this attached agreement.

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

Roll Call: Sexton, Rodgers, McGuire, Schneider, Mills

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa and approved this 2nd day of August, 2021

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

CITY OF RIVERSIDE

SEWER REFUND REQUEST

DATE 7/14/2021CUSTOMER Dan & Danae BeschADDRESS 317 Sycamore StPHONE # 319-931-6656ACCOUNT # 04-5000-03 METER# 35677237

REASON FOR REQUEST

Soft side pool cover filled with too much
rain and caved in. Had to re-fill poolDATE & TIME 7/12 at 7:30-10pm & 7/13 at 10-12pmRESIDENT SIGN D Besch DATE 7/14/2021TOTAL GALLONS 1,888 gal 1836 - NiptaneREFUND AMOUNT \$ # 11.02

CITY COUNCIL MEETING DATE _____

APPROVED _____ DENIED _____

ACCOUNT ADJUSTED ON _____ PKT # _____ BY _____

A #8

July 28, 2021

Ms. Christine Yancey
City Administrator
City of Riverside, Iowa
1 Greene Street
Riverside, IA 52327

Dear Ms. Yancey,

This letter is a formal request to vacate the alley that runs adjacent to our property on the east side of 80 W. 2nd Street Riverside, IA 52327. The alley is the only way to access our property from the street. The alley would provide off-street parking and will also provide access to our garage that has been approved by the City and is currently being built.

Thank you very much for taking time to review our request.

Sincerely,

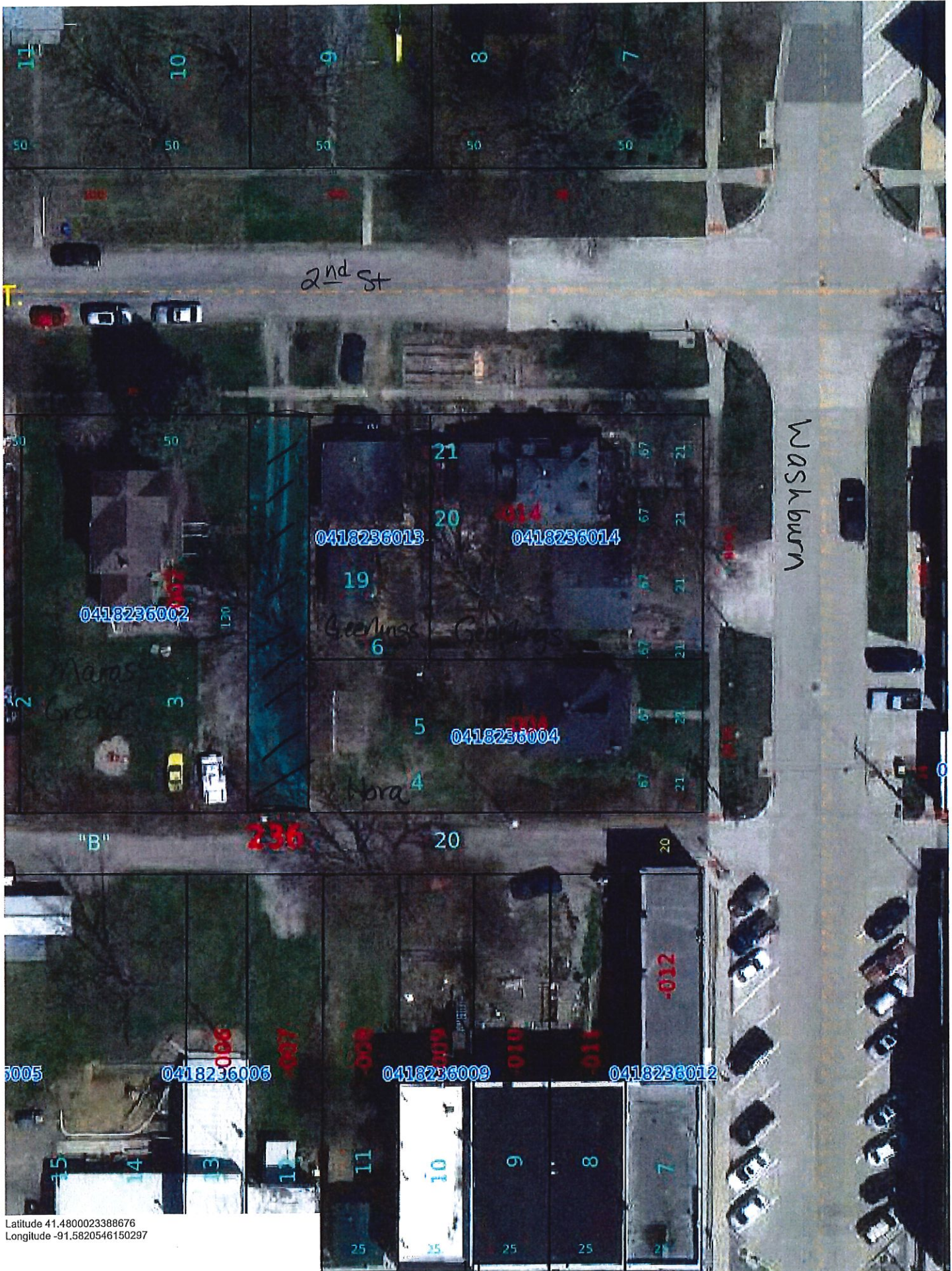


Melissa S. Greiner



Robin A. Maras

COUNCIL PACKET



Latitude 41.4800023388676
Longitude -91.5820546150297

COUNCIL PACKET

Procedures for vacating an alley:

1. Letter with request from applicant asking for vacation to present to council.
- 8/2 2. Council motions to send request to Planning & Zoning Commission for review and recommendation. The Commission has 30 days from the date of the council request to provide recommendation to council. The Commission meets on the 4th Tuesday of the month. 9/24
- 9/7 3. Following recommendation by Commission, Council, by resolution, sets a public hearing following the 4/20 posting requirement. Legal description must be included in the public hearing notice.
- 9/21 4. Council holds public hearing. Following public hearing, an ordinance is required with three readings, or the second and third readings may be waived. Ordinance needs to be recorded with Washington County.
5. City attorney will prepare the deed to vacate the alley.
6. If approved, Mayor signs the deed returning the alley to private land. Deed needs to be recorded with Washington County.

364.7 Disposal of property.

A city may not dispose of an interest in real property by sale, lease for a term of more than three years, or gift, except in accordance with the following procedure:

1. The council shall set forth its proposal in a resolution and shall publish notice as provided in [section 362.3](#), of the resolution and of a date, time and place of a public hearing on the proposal.

2. After the public hearing, the council may make a final determination on the proposal by resolution.

3. A city may not dispose of real property by gift except to a governmental body for a public purpose.

[C73, §470; C97, §883, 1001; S13, §1056-a47; C24, 27, §6205, 6206, 6580, 6602, 6738, 6739; C31, 35, §6205, 6206, 6580, 6602, 6679-c1, 6738, 6739; C39, §6205, 6206, 6580, 6602, 6679.1, 6738, 6739; C46, 50, §390.6, 403.11, 403.12, 416.108, 416.131, 419.66, 420.49, 420.50; C54, 58, 62, 66, 71, 73, §368.35, 368.39, 390.6; C75, 77, 79, 81, §364.7]

2007 Acts, ch 54, §33

Referred to in [§174.15](#), [306.42](#), [364.12A](#), [446.19A](#)

CHAPTER 137

VACATION AND DISPOSAL OF STREETS

137.01 Power to Vacate
137.02 Planning and Zoning Commission
137.03 Notice of Vacation Hearing

137.04 Findings Required
137.05 Disposal of Vacated Streets or Alleys
137.06 Disposal by Gift Limited

137.01 POWER TO VACATE. When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

(Code of Iowa, Sec. 364.12 [2a])

137.02 PLANNING AND ZONING COMMISSION. Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

(Code of Iowa, Sec. 392.1)

137.03 NOTICE OF VACATION HEARING. The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

137.04 FINDINGS REQUIRED. No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

1. Public Use. The street, alley, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. Abutting Property. The proposed vacation will not deny owners of property abutting on the street or alley reasonable access to their property.

137.05 DISPOSAL OF VACATED STREETS OR ALLEYS. When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

(Code of Iowa, Sec. 364.7)

137.06 DISPOSAL BY GIFT LIMITED. The City may not dispose of real property by gift except to a governmental body for a public purpose or to a fair.

(Code of Iowa, Sec. 174.15[2] & 364.7[3])

COUNCIL PACKET

City of Riverside Administrator Report August 2, 2021

City Administrator, City Clerk

- Staff meetings on Monday at 8:30
- Payroll review
- Agenda prep
- Meeting with Mayor Tuesday, Thursday
- Email follow up for ARP funding
- Worked with staff on striping for 2021-parking lines, crosswalks, etc
- Discussions with staff on sidewalk project requirements
- Letters to commercial building owners used as residential
- Phone call to verify signed up for American Rescue Plan Funding
- Phone calls and emails on park rentals
- Set up new furnace contact 7/21
- Notified all approved grant recipients 7/21
- Emailed MMS on closing out Safe Routes to School 7/21
- Met with Steve from Apex to discuss Northern Heights lots 7/23
- Signed up Allen and Kevin for League Conference September 15-17th
- Meeting with Fire Chief 7/27
- Healthy Neighborhood Design Challenges Zoom 7/27
- Research on alley vacation
- Finished up job description drafts
- Emails on Community Center
- FEMA Course-Whole Community Inclusive Economic Recovery 7/28
- Training on laptop grant 7/29

Public Works:

- Park bathrooms-cleaning twice daily
- Emptied trash-checked daily
- Watering new trees on trail-3 times per week
- Mowing, trimming-weekly
- Sprayed for weeds-as needed
- Recharged battery for speed sign-east end
- Cleaned roof on east Hall Park restrooms
- Cleaned up rock from Schnoebelen St used during connection of water service
- Delivered council packets
- Put out barricades, trash cans for car show
- Filled potholes
- Spraying for poison ivy
- Jay-review of Clean on Greene stairs
- Jay-Musser grant review
- Checked on report of dead tree on Boise
- Checked on striping for Pelling bid

COUNCIL PACKET

- Locates for No Parking signs
- Hauled dirt to Schnoebelen St for water line repair