

## OTTUMWA CITY COUNCIL MINUTES

REGULAR MEETING NO. 22  
Council Chambers, City Hall

July 7, 2020  
5:30 O'Clock P.M.

In order to protect the hlth and safety of our citizens and staff and mitigate the spread of COVID-19, we are following the Proclamation of a State Public Health Disaster Emergency issued at 12:00 P.M. on Tues, March 17, 2020, which has been extended through July 25, 2020. Effective 8:00 a.m. on June 12, 2020, and continuing until 11:59 p.m. on July 25, 2020: mass gatherings or events of more than 10 ppl. in attendance may be held but only if the gathering complies with all other relevant provisions in the Proclamation with the following reqs: social distancing: the gathering organizer must ensure at least six ft of physical distance between each group or individual attending alone and implement reasonable meas. under the circumstances of each gathering to ensure social distancing of gathering participants, increased hygiene practices, and other public health meas. to reduce the risk of transmission of COVID-19 consistent with guidance issued by the IDPH.

Present were Council Member Roe, Meyers, Berg, Dalbey and Mayor Lazio.  
Council Member Stevens was absent.

Meyers moved, seconded by Berg to approve the following consent agenda items Mins. from Regular Mtg No. 20 on June 16, 2020 and the Comprehensive Plan Open House held on June 25, 2020 as presented; Civil Service Commission Elig. list of June 24, 2020: DATACOM Supvr. Promo; Authorize Mayor to sign Water Main Warranty for the E. Main Reconstruction Project; Assignment of HR responsibilities to internal staff members with appropriate compensation adj. based on duties assigned; Beer and/or liquor applications for: none. All ayes.

Roe moved, seconded by Meyers to Table Item H-3, Res. No. 159-2020, recommendation to transfer \$21,118.59 to the BridgeView Center for delinq. payables due to lost revenue related to COVID-19 for the outstanding payables listing from 5/29/2020-6/30/2020, and approve the Agenda as amended. All ayes.

Mayor Lazio inquired if there was anyone from the audience that wished to address an item on the agenda. There were none.

Roe moved, seconded by Meyers to authorize the Mayor to sign the Agt. and Consent to Lien for water costs for one property (105 E. Main) in the 100 block of E. Main St. in connection with the Ottumwa Main Street Project (Downtown Streetscape). All ayes.

Meyers moved, seconded by Dalbey to award the contract for the 2020 RFP, Elm Street Pad Extension, to Christy Construction of Ottumwa, IA, in the amount of \$20,941.48 and authorize the Mayor to sign the Contract. PW Dir. Seals reported three bids were received. All ayes.

Dalbey moved, seconded by Roe to accept the bid and award the contract for asbestos removal at 315 N. Jefferson St. to Dustan Smith of Environmental Edge of Ottumwa, IA, for the best bid sum of \$990. Planner Simonson reported three bids were received. All ayes.

Roe moved, seconded by Berg to accept the bid and award the contract for demolition of 315 N. Jefferson St. to Tim Skinner Trucking & Excavating, of Ottumwa, IA, for the best bid sum of \$16,985. Planner Simonson reported three bids were received. All ayes.

Dalbey moved, seconded by Berg to accept the bid and award the contract for asbestos removal at 226 S. Ward St. to Dustan Smith of Environmental Edge of Ottumwa, IA, for the best bid sum of \$1,350. Planner Simonson reported two bids were received. All ayes.

Meyers moved, seconded by Dalbey to accept the bid and award the contract for demolition of 226 S. Ward St. to Tim Skinner Trucking & Excavating, of Ottumwa, IA, for the best bid sum of \$6,950. Planner Simonson reported three bids were received. All ayes.

This was the time, place and date set for a public hearing on the sale of City owned property located at 529 Appanoose in the City of Ottumwa, Wapello County, IA. Planner Simonson reported five bids were received. No objections were received. Roe moved, seconded by Dalbey to close the public hearing. All ayes.

Roe moved, seconded by Dalbey that Res. No. 136-2020, accepting the bid and approving the sale of City owned property located at 529 Appanoose to Rick Wilson for the sum of \$8,000, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing approving the plans, specifications, form of contract and est. cost for the Apron Improvements Project at the Ottumwa Reg. Airport. Airport Supv. Cobler reported consultants Kirkham Michael drafted plans and specifications for this project. Est. cost \$350,000. The airport rec'd a grant from IDOT for 85% of the project (\$297,500). No objections were received. Dalbey moved, seconded by Roe to close the public hearing. All ayes.

Meyers moved, seconded by Berg that Res. No. 153-2020, approving the plans, specifications, form of contract and est. cost for the Apron Improvements Project at the Ottumwa Reg. Airport, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing approving the plans, specifications, form of contract and est. cost for the North Court and Fox Sauk Intersection Project. PW Dir. Seals reported this will enlarge the intersection radius, add a paved shoulder and panel replacement. The improvements will allow the intersection to better accommodate semi traffic turning movements. Funding will be from a USDA Rural Business Development Grant in the amount of \$142,347. Est. cost \$138,007. No objections were received. Meyers moved, seconded by Berg to close the public hearing. All ayes.

Roe moved, seconded by Berg that Res. No. 157-2020, approving the plans, specifications, form of contract and est. cost for the North Court and Fox Sauk Intersection Project, be passed and adopted. All ayes.

Roe moved, seconded by Dalbey that Res. No. 156-2020, approving Change Order No. 1 and accepting the work as final and complete and approving the final pay request for Ph 4 - Beach Reno; Slide & Feature Maint/Restoration Project, be passed and adopted. This change order increases the contract by \$4,607. New contract sum \$71,107. Councilman Roe asked how much work is left for completion of Ph. 4. Parks & Rec Dir. Rathje reported that all wrk has been completed for Ph. 4. He is currently working with Engineer Dohlman and Fin. Dir. Mulder on a preventative maintenance schedule in conjunction with budgetary reserves for the Beach facility so we are not fixing everything at the same time. All ayes.

Dalbey moved, seconded by Meyers that Res. No. 158-2020, authorize upgrading and entering into an Agt. with Kronos to include the HCM Suite, be passed and adopted. Fin. Dir. Mulder reported we already have new time clocks and Saas Services for timekeeping; Kronos has agreed to a \$17,000 credit and a reduced setup fee. We will be going to a cloud based software with automatic upgrade of software without any new costs. As part of the Human Capital Mgt. (HCM) Suite; Benefits Admin., Talent Acquisition & Mgt., Onboarding, HR and Payroll will be included. Software and implementation will be paid from the 21/22 CIP bond proceeds for the next two fiscal years. Monthly Saas Services will be \$4,305 and a one-time setup fee of \$6,250. We anticipate 90-120 days to implement with the first payroll

in November being live from start to finish; this will streamline AP/Payroll Process with anticipated reduction in work flows for some staff; staff will have single sign-on to log into the system to view paystubs; we already have parts of this system implemented; we currently pay between \$20-30,000 annually for Kronos services, we will see a slight increase (about \$50,000 annually) for the first couple of yrs. All ayes.

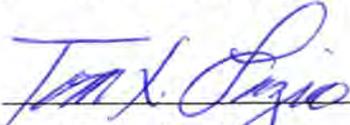
\*Tabled Res. No. 159-2020, recommendation to transfer \$21,118.59 to the BridgeView Center for delinquent payables due to lost revenue related to COVID-19 for the outstanding payables listing from 5/29/2020-6/30/2020.

Mayor Lazio inquired if anyone from the audience wished to address an item not on the agenda. There were none.

There being no further business, Berg moved, seconded by Dalbey that the meeting adjourn. All ayes.

Adjournment was at 6:07 P.M.

CITY OF OTTUMWA, IOWA

  
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Tom X. Lazio, Mayor

ATTEST:



Christina Reinhard, City Clerk