

# SERGEANT BLUFF, IOWA

## City Council Minutes

### Special Meeting

Council Chambers, 7:00 AM

November 9, 2017

#### I. CALL TO ORDER:

Attendee Name	Title	Status	Arrived
Ron Hanson	Mayor Pro Tem	Present	
Bill Gaukel	Assistant Mayor Pro Tem	Present	
Jim Linafelter	Council Member	Present	
Nicole Cleveland	Council Member	Absent	
Carol Clark	Council Member	Absent	
Jon Winkel	Mayor	Remote	

#### II. DISCUSSION/ACTION ITEMS:

##### 1. Council Discussion and Action for Quiet Zone Project Schedule and Costs

Aaron Lincoln gave a little background regarding the railroad crossing process the city previously had experience with. Aaron proceeded to give Council history on the current process and the changes that have now occurred. The contractor is in a hard spot waiting on the railroad and private flagging contractors making the timing of the job out of their control. Aaron stated he was informed that Monday night 4th Street is to be open once pavement markings are completed. Aaron is asking Council direction for Warrior Road. Do we move forward when the contractor can't control flaggers or weather? Aaron presented an email request from the city's contractor that was made for additional railroad costs and for winter concrete. Chad Kehrt with Olsson Associates was in attendance to discuss the increased costs in detail. Chad noted that the railroad is planning on working on Warrior Road next Tuesday; however, the city's contractor has to get their work done first. Chad's fear is if we wait until spring he is not sure when the railroad would be back. Bill asked if there was a temporary solution, if the contractor removed the concrete so railroad could work and if the railroad didn't show up could there be gravel put in to reopen the intersection. Jim and Bill each expressed concern for proper communication and impacts to the School traffic and the general public. Council weighed in with their opinions regarding proceeding now versus waiting. Motion to delay until construction season of 2018. Mayor noted that 8th Street will also not be done this year either due to delays from the railroad so quiet zone would not be an option either way.

Motion by Jim Linafelter second by Bill Gaukel to Approve Council Discussion and Delay Action for Quiet Zone Project Schedule and Costs until Construction Season of 2018. Motion Carried. [Unanimous]

#### III. RESOLUTION(S):

##### 1. RES 17-61 Authorizing Hiring and Set Compensation for Receptionist

Authorize Mayor Pro Tem to sign resolution.

Motion by Bill Gaukel second by Ron Hanson to Approve RES 17-61 Authorizing Hiring and Set Compensation for Receptionist, allowing Mayor Pro Tem to sign. Motion Carried. [Unanimous]

IV. ADJOURNMENT:

Motion by Gaukel second by Hanson to adjourn meeting. Motion Carried. The meeting was adjourned at 7:36 am.

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Mayor/Mayor Pro-Tem

Attest:

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Michelle Colvert, City Clerk

**CITY OF SERGEANT BLUFF, Iowa****Request For City Council Action**

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**MEETING DATE:** November 9, 2017

**DEPARTMENT:** Administration

**FROM:** Aaron Lincoln

**SUBJECT:** Council Discussion and Action for Quiet Zone Project Schedule and Costs

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**RECOMMENDATION:** Consider payment of additional concrete material and labor costs to complete the 8th Street and Warrior Road segments this fall. Approve payment of additional UPRR fees for entry and flagging that exceed the amounts bid last winter.

**DISCUSSION:** Union Pacific Railroad (UPRR) has just delivered materials and scheduled work for Warrior Road intersection for November 14th. Flaggers normally provided by UPRR have recently been eliminated by the Company and now requires Contractors to hire private flagging companies, of which one exists regionally. Costs for flagging now are approximately \$105 more per hour than when the project was bid - out of the control of the Contractor. Additional Entry Permit Fees have been required of the Contractor not known during bidding. The City needs to reimburse these costs that were out of their control.

The Contractor has a few items in late Fall that are not anticipated in the Spring and summer. One item is the amount of daylight hours and weather conditions continue to shrink each working day with an effect on efficiency of performing the work. Second is the concrete plants now charge a higher cost for "winter concrete", which effectively is more cement material, hot water and calcium chloride additive to help endure the temperatures that fall below 25 degrees overnight. Third is the additional protection measures to cover the subgrade before paving and the pavement after it is poured to make sure freezing does not occur.

The main concern is a specified window of opportunity exists and we need to make sure all pieces fall together. The Contractor cannot afford to take the hit for additional costs that could be avoided in the spring of next year, assuming standard concrete prices are still valid with the bid. If the window closes then we risk another 6 months of incomplete work. This is completely out of their control. We have no reasonable recourse with UPRR and neither does the Contractor.

**FINANCIAL IMPACT:** Still compiling materials and will present Thursday morning.

**RELATIONSHIP TO COMPREHENSIVE PLAN:**

**ALTERNATIVES (Optional):**

Review:

Aaron Lincoln	Skipped	11/09/2017 7:37 AM
Jon Winkel	Skipped	11/09/2017 7:37 AM

City Council    Completed    11/09/2017 7:00 AM

**RESULT:**            **APPROVE [UNANIMOUS]**  
**MOVER:**            Jim Linafelter, Council Member  
**SECONDER:**        Bill Gaukel, Assistant Mayor Pro Tem  
**AYES:**              Ron Hanson, Bill Gaukel, Jim Linafelter  
**ABSENT:**            Nicole Cleveland, Carol Clark



**CITY OF SERGEANT BLUFF, Iowa**

**Request For City Council Action**

**MEETING DATE:** November 9, 2017

**DEPARTMENT:** Planning and Zoning Commission

**FROM:** Danny Christoffers

**SUBJECT:** RES 17-61 Authorizing Hiring and Set Compensation for Receptionist

RECOMMENDATION:

DISCUSSION:

FINANCIAL IMPACT:

RELATIONSHIP TO COMPREHENSIVE PLAN:

ALTERNATIVES (Optional):

**ATTACHMENTS:**

- RES 17-61 Authorize Hiring Receptionist and Approve Compensation (PDF)

Review:

City Council Completed 11/09/2017 7:00 AM

<b>RESULT:</b>	<b>APPROVE [UNANIMOUS]</b>
<b>MOVER:</b>	Bill Gaukel, Assistant Mayor Pro Tem
<b>SECONDER:</b>	Ron Hanson, Mayor Pro Tem
<b>AYES:</b>	Ron Hanson, Bill Gaukel, Jim Linafelter
<b>ABSENT:</b>	Nicole Cleveland, Carol Clark

**RESOLUTION NO. 17-61**

**RESOLUTION TO AUTHORIZE HIRING RECEPTIONIST  
AND APPROVE COMPENSATION**

WHEREAS, pursuant to Sergeant Bluff Code of Ordinances Section 17.02(6), the Council shall authorize, by resolution, the number, duties, term of office and compensation of employees or officers not otherwise provided for by State law or the Code of Ordinances;

WHEREAS, the City Clerk and the City Administrator recommend hiring for a Clerk within the Clerical department;

WHEREAS, after completing the legal requirements for posting of available positions, and completing a review of the applicants, the City Clerk and the City Administrator request approval of the hiring of Sherry Holder as a full-time at-will clerical employee in the position of Receptionist, at \$12.68 per hour, a rate of pay commensurate with her experience, skill level and the current employment market conditions and benefits to be provided per the AFSCME Union Contract currently in effect.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the City Council of the City of Sergeant Bluff, Iowa, that:

1. The City Clerk and City Administrator are authorized to hire the above referenced individual as an at-will clerical employee in the position of Receptionist effective on a date to be mutually agreed upon by Ms. Holder and City staff; and
2. The compensation, benefits and terms of employment are hereby approved; and
3. The City Clerk is authorized to issue warrants, less legally required or authorized deductions from the gross wages, and make such contributions to Social Security or other purpose as required by law or authorization of the Council; and
4. Such employee shall be provided with benefits to follow those provided pursuant to the AFSCME Union Contract currently in effect.

Passed by the City Council of the City of Sergeant Bluff, Iowa on the 9<sup>th</sup> day of November, 2017, and approved this 9<sup>th</sup> day of November, 2017.

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MAYOR/MAYOR PRO TEM

Attest:

\_\_\_\_\_  
City Clerk

I, Michelle Colvert, City Clerk, do hereby certify that the foregoing Resolution 17-61 was duly and properly adopted by the City Council of the City of Sergeant Bluff, Iowa at its regular meeting the 9<sup>th</sup> day of November, 2017.

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CITY CLERK

Attachment: RES 17-61 Authorize Hiring Receptionist and Approve Compensation (DA-17-252 : RES 17-61 Authorizing Hiring and Set