

CITY COUNCIL MEETING
Tuesday, August 22, 2023

The Grimes City Council Meeting was held in-person and Via Zoom. The meeting was called to order by Mayor Scott Mikkelsen, August 22, 2023, at 5:33 p.m. at the Grimes Community Complex, 410 SE Main Street, Grimes, Iowa. The Pledge of Allegiance was led by Mayor Mikkelsen.

ROLL CALL

Present: Mayor Mikkelsen, Council Members Ryan Burger, Eric Johansen, David Gisch and Andrew Borcharding Absent: Council Member Laurie DePhillips

AGENDA ITEMS

APPROVAL OF THE AGENDA

Mayor Mikkelsen asked for approval of the Agenda.

Moved by Gisch, Second by Borcharding to approve the agenda with the amendment of moving Item GG from Consent to the Public Agenda Item #4.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 - 0.

CONSENT AGENDA

A. Resolution 08-0123 Minutes approval from previous meeting B. Resolution 08-0223 Claims Report \$9,292,272.58 C. Resolution 08-0323 Approving Bills and Quotes over \$10,000 D. Resolution 08-0423 Approving ABD Licenses: 1. Food Depot: 3000 SE Grimes Blvd. #200. Renewal: Class C Liquor, Outdoor Service and Catering. 2. Fareway Stores #983: 351 SE Gateway Dr. Renewal: Class E Liquor E. Receiving and Filing of Reports and Correspondence F. Resolution 08-0523 Approving a Block Party September 8, 2023 G. Resolution 08-0623 Approving a request for Block Party September 30, 2023 H. Resolution 08-0723 Approving a request for Block Party August 26, 2023 I. Resolution 08-0823 Approving the Marketing and Communications Policies Guide J. Resolution 08-0923 To Request a Special Census in April of 2025 K. Resolution 08-1023 To Approve Memorandum of Understanding Between the Iowa Department of Revenue and the City of Grimes Regarding State Setoff Program L. Resolution 08-1123 To Enter into Agreement for Professional Services Berens-Tate Consulting Group M. Resolution 08-1223 To Write Off De Minimis Uncollectible Debt Valued Twenty Dollars (\$20.00) and Under N. Annual Report for Finance/Utility Billing 2022 O. Resolution 08-1323 Approving Personnel Transactions P. Resolution 08-1423 To Purchase Office Furniture for City of Grimes Public Works Building Q. Resolution 08-1523 Authorizing the Maintenance of Wells No. 101 and 102 R. Resolution 08-1623 Authorizing Pump Repair at SE 37th Lift Station S. Resolution 08-1723 To Enter into Agreement Between the Iowa Department of Transportation Urban-State Traffic Engineering Program Funding for the E. Gateway Drive and E. 1st Street Intersection Improvements Project T. Resolution 08-1823 Approving Equipment Transactions Pursuant to FY24 Budget U. Resolution 08-1923 Authorizing for the Participation in the Community Development Block Grant Program of Polk County V. Resolution 08-2023 Ordering Construction of the NE Beaverbrooke Boulevard and IA 141 Intersection Improvements, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor W. Resolution 08-2123 Ordering Construction of the WTP to North James Street Feeder Main, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor X. Resolution 08-2223 Ordering Construction of the SE/SW 19th Street Sanitary Sewer Extension and Fixing a Date for Hearing Thereon and Taking of Bids Therefor Y. Resolution 08-2323 to Amend Contract for Professional Services- McClure Engineering Company Phase 1A Water System Improvement. Z. Resolution 08-2423 Approving Pay Requests: 1. Pay Request #6 to Edge Commercial, LLC – GrimesPlex \$2,772,184.36 2. Pay Request #17 S.J. Louis Construction, Inc – WRA Grimes Connector – Contract 1 \$41,154.47 3. Pay Request #2 Des Moines

Asphalt and Paving – NW 107th Street HMA Overlay \$34,088.45 4. Pay Request #7 Redbud Landscaping, LLC – Kennybrook Wetland (Landscaping) \$1,638.75 5. Pay Request #11 Redbud Landscaping, LLC – Native Vegetation Enhancements in Storm Water Treatment Facilities \$266.76 6. Pay Request #17 Shank Constructors, Inc – WRA Grimes Connector – Contract 4 \$86,604.00 7. Pay Request #3 Sternquist Construction, Inc – SE Trail Ridge Road Reconstruction \$225,846.59 8. Pay Request #10 Rognes Corporation – WRA Grimes Connector – Contract 3- \$126,009.14 9. Pay Request #16 Graphite Construction Group – New Grimes Public Library \$43,312.43 10. Pay Request #4 Ideal Floors, Inc – New Grimes Public Library \$40,351.63 11. Pay Request #3 Midwest Auto Fire Sprinkler - \$16,435.00 12. Pay Request #9 Performance Contracting, Inc – New Grimes Public Library \$105,635.25 13. Pay Request #16 Van Maanen Electric Inc – New Grimes Public Library \$53,464.83 14. Pay Request #10 Forman Ford – New Grimes Public Library \$60,107.26 15. Pay Request #8 Forrest & Associate Inc – New Grimes Public Library \$9,500.00 16. Pay Request #9 Edge Commercial LLC- Waterworks Park Improvements \$230,629.48 17. Pay Request #1 Iowa Signal- S. James Street and SW/SE 19th Street Temporary Traffic Signalization \$43,109.58 18. Pay Request #1 Edge Commercial LLC- GrimesPlex Buildings \$330,560.19 19. Pay Request #7 Edge Commercial LLC GrimesPlex \$2,587,781.38 20. Pay Request #3 Des Moines Asphalt and Paving NW 107th Street HMA Overlay \$2,992.03 21. Pay Request #3 Howrey Construction- Highway 44 Trail Extension \$17,334.17 AA. Resolution 08-2523 Approving Professional Services Payments: 1. Pay Request #4 Snyder & Associates – East Gateway Drive & East 1st Street Intersection Improvements \$45,112.50 2. Pay Request #9 Snyder & Associates, Inc – Traffic Signal Network Communication Project \$2,893.75 3. Pay Request #8 MSA Professional Services, Inc. – SE Trail Ridge Road Reconstruction \$5,129.20 4. Pay Request #9 Nilles Associates, Inc – Grimes Existing Basins Enhancements \$2,500.00 5. Pay Request #3 Snyder & Associates, Inc – 2022-2025 On Call Traffic Planning & Engineering Services \$7,196.36 6. Pay Request #4 Snyder & Associates, Inc – Streets Master Plan/Design Guide \$3,787.50 7. Pay Request #10 Snyder & Associates, Inc - NE Destination Drive & NE Beaverbrooke Blvd Improvements 8. Pay Request #56 Veenstra & Kimm, Inc – WRA Connector \$80,667.76 9. Pay Request #3 MSA Professional Services, Inc. – SE Little Beaver Drive and SE 4th thru 6th Streets Water Main \$7,930.00 10. Pay Request #10 MSA Professional Services, Inc – SE Jacob Street Reconstruction and Storm Sewer \$3,840.00 11. Pay Request #10 McClure Engineering Company – North Jordan Well Repairs \$5,110.68 (to be paid by City’s insurance) 12. Pay Request #18 The Weitz Company, LLC – New Grimes Public Library \$41,841.21 13. Whitfield and Eddy Law- Legal Fees \$70,060.00 14. Brashaw, Fowler, Proctor & Fairgrave- Legal Fees \$1,800.00 15. Pay Request #12 McClure Engineering Company- Phase 1A Water System Improvements \$31,601.15 16. Pay Request #1 McClure Engineering Company- CIWW Assistance and ASR Evaluation \$14,512.00 17. Pay Request #11 Civil Design Advantage- Grimes Plex \$61,806.67 18. Pay Request # 40 Bolton and Menk, Inc. Highway 44 and SW County Line Road Intersections Improvements \$4,487.50 19. Invision- New Grimes Library- \$10,176.37 BB. Resolution 08-2623 Approving Change Orders: 1. Change Order #3 AMC Mechanical Group – New Grimes Public Library increasing contract \$48.52. 2. Change Order #3 Forrest & Associates – New Grimes Public Library increasing contract \$1,459.75. 3. Change Order #3 Performance Contracting, Inc – New Grimes Public Library increasing contract \$16,741.03. 4. Change Order #3 Van Maanen Electric Inc – New Grimes Public Library increasing contract \$4,849.00. 5. Change Order #7 Graphite Construction Group, Inc – New Grimes Public Library decreasing contract \$967.71. 6. Change Order #1 Edge Commercial LLC- GrimesPlex Buildings- Increasing Total Cost of Project by \$104,169.00. 7. Change Order #1 Des Moines Asphalt and Paving- NW 107th Street HMA Overlay- Increasing Total Cost of Project by \$5,000.00 CC. Resolution 08-2723 Approving an 28E Agreement Between the City of Grimes, Iowa and the City of Johnston, Iowa for the Sharing of Administrative Resources and Equipment Supporting Fire and Emergency Medical Services DD. Finance Report for July 2023 EE. Resolution 08-3323 Approving Offer to Purchase and Agreement- PJC Family Trust FF.

Resolution 08-3423 Approving Art Plan- Grimes Public Library ~~GG- Resolution 08-3523 Contract Amendment International Association of Fire Fighters Local 4835~~. Item moved to Public Agenda Item 4. Motion by Gisch, Second by Burger, to approve the Consent Agenda.
Roll Call: Ayes: All; Nays: None Motion passes 4 – 0

PUBLIC FORUM - None

PUBLIC AND COUNCIL AGENDA ITEMS

1. Resolution 08-2823 Approving Final Plat for Town of Grimes Plat 2

Evann Martin, Assistant Planner, addressed Council stating the City currently owns the subject property along SE Main Street and has a purchase agreement with Graystone Companies, LLC to sell the property. Martin said as part of the development and sale process, the City is platting the existing three lots into one lot for future development. She said this plat will reserve a public ingress/egress easement through the existing parking and a private ingress/egress easement for driveway access for the neighboring residence. Martin said a portion of the alleyway will be incorporated into the plat and be privately owned and maintained. Martin said the ingress/egress easement through the parking lot will allow public access to continue through the property. Martin added that the Planning and Zoning Commission recommended approval at their June 5, 2023 meeting.

Moved by Johansen, Second by Gisch, to approve Resolution 08-2823 Approving Final Plat for Town of Grimes Plat 2

Roll Call: Ayes: All. Nays: None. Motion passes: 4 - 0.

2. Intent to Vacate Certain Public Alleys in Block 7, Town of Grimes

Evann Martin, Assistant Planner, advised the Council that with the development of 212 SE Main Street, a portion of the existing public alley between SE 2nd Street and SE 3rd Street, and adjacent to 212 SE Main Street, is proposed to be vacated. Martin said public and private ingress/egress easements will be established to maintain the existing traffic patterns through the site. Martin noted that upon completion of the vacation process, the subject portion of the alley will be incorporated into the final plat for 212 SE Main Street and be privately owned and maintained.

a. Mayor Mikkelsen opened the Public Hearing at 5:40 p.m. Being no written or oral comments, the hearing was closed at 5:40 p.m.

b. Resolution 08-2923 Vacating Certain Public Alley in Town of Grimes Plat 2 and Conveying Land To Adjoining Property Owner

Moved by Johansen, Second by Borcharding, to approve Resolution 08-2923 Vacating Certain Public Alley in Town of Grimes Plat 2 and Conveying Land to Adjoining Property Owner.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 - 0.

3. South James Street and SE 11th Street Improvements

City Engineer Matt Ahrens addressed Council to report that eight bids had been received for the South James Street and SE 11th Street Improvement Project. Ahrens said the low bid came in 25% below the engineering estimate at \$9,047,309.99 by Absolute Concrete. Ahrens said this project would be split into two phases to minimize traffic disruptions. He advised that Phase 1 on the south end of the project should be substantially completed by November 2024, with Phase 2 on the north side of the project to be substantially completed by November 2025 and full completion by May of 2026. Ahrens noted that

public information meetings would be planned to discuss details and answer questions as this project progresses.

a. Mayor Mikkelsen opened the Public Hearing at 5:44 p.m. Resident Jeremy Flanigan, 301 S. James, expressed concern about storm water drainage and access to residences along that portion of South James Street. Being no other written or oral comments, the hearing was closed at 5:46 p.m.

b. Resolution 08-3023 Adopting Plans, Specifications, Form of Contract and Estimate of Cost for South James Street and SE 11th Street Improvements
Moved by Johansen, Second by Burger, to approve Resolution 08-3023 Adopting Plans, Specifications, Form of Contract and Estimate of Cost for South James Street and SE 11th Street Improvements.
Roll Call: Ayes: All. Nays: None. Motion passes: 4 - 0.

c. Resolution 08-3123 Making Award of Construction Contract for South James Street and SE 11th Street Improvements.
Moved by Johansen, Second by Borcharding, to Approve Resolution 08-3123 Making Award of Construction Contract to Absolute Concrete in the amount of \$9,047,309.99 for South James Street and SE 11th Street Improvements.
Roll Call: Ayes: All. Nays: None. Motion passes: 4 - 0.

d. Resolution 08-3223 Authorizing Construction Contract and Bond for South James Street and SE 11th Street Improvements.
Moved by Johansen, Second by Gisch, to Approve Resolution 08-3223 Authorizing Construction Contract and Bond for South James Street and SE 11th Street Improvements.
Roll Call: Ayes: All. Nays: None. Motion passes: 4 - 0.

4. Resolution 08-3523 Contract Amendment International Association of Fire Fighters Local 4835 (Moved from Consent Agenda Item GG)

City Administrator Jake Anderson stated that the contract document was not quite ready for approval. City Attorney Tom Henderson explained that the 28E Agreement approved earlier between the City of Grimes and the City of Johnston for the sharing of administrative resources and equipment to support Fire and Emergency Medical Services, is intended to provide more cost effective and streamlined processes for those services. Henderson added that as part of this process a Transition Memo of Understanding was provided to the Council that would need to be approved. Henderson said while the contract itself was not yet fully complete, approving the Memo of Understanding for Transition only would allow the process to move forward, and the contract itself would be addressed in a future meeting. City Attorney Henderson asked that the record reflect that the Council was only approving the Transition Memorandum of Understanding and a new resolution would be done to reflect this.

Moved by Gisch, Second by Johansen, to Approve the Transition Memorandum of Understanding.
Roll Call: Ayes: All. Nays: None. Motion passes: 4- 0.

ADJOURN

There being no further business the meeting was adjourned at 5:56 p.m.

Motion by Gisch, Second by Johansen to adjourn.

Roll Call: Ayes: All; Nays: None Motion passes: 4- 0.

ATTEST:

Rochelle Williams, City Clerk

Scott Mikkelsen, Mayor