

UNAPPROVED  
October 20 , 2022

The Bloomfield City Council met in regular session at 7:00pm at the Bloomfield Public Library with the following members present:

Mayor	Chris Miller
Council	Jake Bohi, Earl Howard, Jennifer Spargur, Don Walton
City Administrator	Tomi Jo Day
DPW	Rusty Sands
Deputy Clerk	Kyle McClure
Asst. Police Chief	Zach Dunlavy
Fire/Code Enforcer	Jeff McClure
Comm. Develop	Tammy Roberts
Recreation Director	Taylor Sessions

Mayor Miller called the meeting to order and welcomed those present.  
Everyone stood and recited the pledge of allegiance.

Motion by Bohi, second by Spargur to approve the agenda as amended. (Remove Item H. Swap PH A&B)  
AYE: Howard, Walton, Bohi, Spargur NAY: None Motion carried.

Mayor Miller announced this is the time and place fixed for a Public Hearing for the purpose of updating  
The public on the status of the Bloomfield City Park Playground Improvements Project funded, in part, by  
the Community Development Block Grant CDBG #20-CVN-036.

Motion by Bohi, second by Walton to open Public Hearing.  
AYE: Walton, Howard, Spargur, Bohi NAY: None Motion carried.

Bradley J. Grefe, the grant administrator from Area 15 Regional Planning Commission, reported that in  
April 2022, the Iowa Economic Development Authority (IEDA) awarded a CDBG to the City of  
Bloomfield from the non-entitlement COVID-19 pandemic response fund for the purpose of making  
public facilities/public spaces improvements to the city park in Bloomfield.

The City qualified for CDBG funds based on the HUD National Objective of “low-to-moderate income  
benefit”. To qualify for LMI benefit funding, the citywide LMI percentage must exceed 51%. A  
household income survey performed by City staff in February 2021 found that the citywide  
low-to-moderate income (LMI) was 51.98%.

The original scope of work for the project was to replace all the playground equipment and safety  
surfacing within the City Park’s five areas. This has not changed. The City applied for and was awarded  
\$499,954 in CDBG-CV funds. The estimated cost of the project was \$499,954.

Four companies submitted proposals for equipment and safety surfacing. Originally the preferred vendor  
was Boland Recreation (Marshalltown, IA), but because they could not guarantee that their manufacturer  
could deliver the equipment in time to meet the current grant deadlines, the City rescinded the award and  
awarded to the second-place bidder who guaranteed their product would be delivered in a much shorter  
time frame. Their bid of \$425,000 was approximately \$2,000 above the bid from Boland. Alternate 1  
added landscape edging materials to contain the rubber mulch, which were not originally included in the  
grant estimate. Overall, their original estimate including Alternate 1 was below the grant application  
budget estimates.

A site visit with Park Planet resulted in some changes to the site plan to maximize efficiencies and minimize overall play surfacing requirements. The City shifted the play areas around the site and consolidated the two swing sets into a single unit. This resulted in a safety surfacing material shift for three of the play areas since they functionally will be in the same general area. Instead of just one play area getting poured-in-place rubber, now four of the five will receive it. This is a slight cost increase up front but should reduce long-term maintenance costs overall and will be much more inclusive for children with mobility limitations.

Two bids were received for a concrete pad subbase for the poured-in-place rubber. The bid is expected to be awarded this evening to McClure & Co. Concrete [Bloomfield, IA] and a contract is expected to be approved at the next council meeting.

Although the overall scope of work has not changed, the current costs are slightly above the original estimates. No City match was included in the application budget and any real costs above the grant amount will be at the City's expense. The overall grant project cost if concrete Alternate 1 is accepted currently sits at approximately \$546,117, which includes equipment, delivery, installation, PIP rubber surfacing, and concrete pads; grant administration; and other fees [public notices, project sign]. No change orders or contract amendments have been approved to date.

The contract for equipment was awarded 10/06/22 and the equipment has been ordered. Installation likely will not occur until February 2023, as lead-times for the equipment are roughly 14-16 weeks. The concrete pad will be installed before playground installation. The initial deposit for the playground equipment was received, representing approximately 28% of the contract value. The grant administrator has billed 13%. It is likely that a large portion of the budgeted grant administration fee will be released to be applied to the activity through a grant budget amendment in the spring.

The CDBG contract end date is May 31, 2023.

Open for comments, concerns, and questions. The only question asked was regarding the color selection of the rubber surfacing noting that it was chosen to complement the equipment colors and the City logo.

Approximately 20 people were in attendance.

The Mayor called for any public comments. No oral objections or comments were offered and the Clerk reported that no written objections or comments thereto had been filed.

Motion by Bohi, second by Walton to close Public Hearing.

AYE: Howard, Walton, Spargur, Bohi NAY: None Motion carried.

Mayor Miller announced this is the time and place fixed for a Public Hearing for the purpose of reporting on the status of the Bloomfield Mutchler Community Center HVAC Improvements Project funded, in part, by the Community Development Block Grant CDBG #20-CVN-037.

Motion by Bohi, second by Walton to open Public Hearing.

AYE: Bohi, Walton, Howard, Spargur NAY: None Motion carried.

Bradley J. Grefe, the grant administrator from Area 15 Regional Planning Commission, reported that in April 2022, the Iowa Economic Development Authority (IEDA) awarded a CDBG to the City of Bloomfield from the non-entitlement COVID-19 pandemic response fund for the purpose of making public facilities/public spaces improvements to the Community Center in Bloomfield.

The City qualified for CDBG funds based on the HUD National Objective of "low-to-moderate income benefit". To qualify for LMI benefit funding, the citywide LMI percentage must exceed

51%. A household income survey was performed by City staff in February 2021 found that the citywide low-to-moderate income (LMI) was 51.98%.

The original scope of work for the project was to replace the six commercial rooftop HVAC units on the Mutchler Community Center as well as appurtenant tasks related to installation of HVAC systems. This has not changed. The City applied for and was awarded \$128,574 in CDBG-CV funds. The estimated cost of the project was \$128,574.

Although the overall scope of work has not changed, the bid cost was slightly above the original estimates. Two bids were received and the contract for construction was awarded Christner Contracting, Inc. (Ottumwa, IA). Their bid of \$126,512 was approximately \$9,000 above the application estimate. No City match was included in the application budget and any real costs above the grant amount will be at the City's expense. The overall grant project cost currently sits at approximately \$138,551, which includes construction; grant administration; and other fees [public notices, project sign]. No change orders or amendments have been approved to date.

The contract was awarded 10/06/22 and the equipment has been ordered. Construction likely will not occur until April 2023, as lead-times for the equipment are roughly 24-28 weeks. The contractor has not yet invoiced for the project. The grant administrator, Area 15 RPC, has billed 25%. It is likely that some of the budgeted grant administration fee will be released to be applied to the activity through a grant budget amendment in the spring.

The CDBG contract end date is May 31, 2023.

Approximately 20 people were in attendance.

The Mayor called for any public comments. No oral objections or comments were offered and the Clerk reported that no written objections or comments thereto had been filed.

Motion by Bohi, second by Spargur to close Public Hearing.

AYE: Walton, Howard, Bohi, Spargur NAY: None Motion carried.

## **UPDATES**

### **Police**

- Ed Good and Zach Dunlavy met to discuss the differences in reporting rainfall that were brought up at the last meeting. They were both getting correct information, but from different sources. The National Weather Service will be coming to train people on reporting. The information will be gathered to help farmers in case of severe weather conditions that affect crops and livestock.
- Having a few applicants, but still looking for people interested in the officer position.
- The department has been busy with community events. Will be at family night at the elementary, Trick-or-Treat safety at Rainbow and Friends, Will be out Trick-or-Treat night on the square.
- Have a coloring contest going for the kids.
- Shop with a Cop is in full swing. Lots of interest in helping the program.
- Will have Thanksgiving baskets in partnership with Dutch Country again this year.
- Cameras at the Tree Dump have been very helpful.
- Chief is doing great.

### **Fire**

- Had to reschedule Fire Safety Program at the elementary due to weather. Will be next week in the gym.
- Have been training new firefighters.

- Tree Dump is burned down. Will be adding millings to stabilize the ground for winter.

#### **Code Enforcement**

- Sabrina has got the new tablet up and running so that the ticket and reporting process will be more efficient.

#### **Main Street**

- Jennifer went to a conference that covered grant writing. It was very good information.
- Last Farmer's Market was Saturday. Will be having monthly indoor Markets and trying to get together Shop Local Saturdays in conjunction with Market.

Motion by Howard, second by Walton to approve consent agenda. Minutes from 10/6/2022 meeting.

AYE: Howard, Walton, Bohi, Spargur NAY: None Motion carried.

Motion by Howard, second by Bohi to approve Third Reading of an Ordinance 75 amending chapter 122 of the City code of the City of Bloomfield by modifying exemptions to the license requirement for Transient Merchants.

AYE: Bohi, Walton, Howard, Spargur NAY: None Motion carried.

Motion by Bohi, second by Walton to approve new job description for Utility Worker position.

AYE: Spargur, Bohi, Howard, Walton NAY: None Motion carried.

Motion by Howard, second by Walton to approve Development Agreement Draft with Fowler Trust and Ryan Fowler, LLC.

AYE: Bohi, Howard, Spargur, Walton NAY: None Motion carried.

Motion by Bohi, second by Howard to approve closing Madison Street on the Square for Main Street's Christmas Parade. South Madison from Jefferson to Walnut St.

AYE: Spargur, Walton, Bohi, Howard NAY: None Motion carried.

Motion by Bohi, second by Spargur to approve Resolution 2022-56 entering into a service agreement with Pathfinder to write the WQI grant for sidewalk improvement project.

AYE: Howard, Spargur, Walton, Bohi NAY: None Motion carried.

Motion by Walton, second by Howard to waive Building Permit Fees for CDBG-CV grant facade projects.

AYE: Walton, Bohi, Spargur, Howard NAY: None Motion carried.

Motion by Howard, second by Walton to approve plotting of Hillcrest Addition of IOOF Cemetery.

AYE: Howard, Bohi, Walton, Spargur NAY: None Motion carried.

Motion by Walton, second by Spargur to increase cost of all grave spaces in IOOF Cemetery to \$700.

AYE: Bohi, Spargur, Walton, Howard NAY: None Motion carried.

Two sealed bids were presented to do the concrete for City Park Improvement Project Playground Grant CDBG #20-CVN-036.

Bidder #1: Land Alterations and Construction Services, LLC

1895 East Army Post Rd

Des Moines, IA 50320

Base Bid \$60,160.00

Alternate Bid \$78,155.00

Bidder #2: McClure and Company Concrete, Inc.  
801 E Locust St  
Bloomfield, IA 52537  
Base Bid \$35745.00  
Alternate Bid \$46,953.00

Motion by Howard, second by Spargur to approve Resolution 2022-57 awarding bid to McClure and Company Concrete, Inc. pending fulfillment of all grant requirements.  
AYE: Howard, Bohi, Walton, Spargur NAY: None Motion carried.

Motion by Bohi, second by Walton to authorize payment to Park Planet in the amount of \$127,145 for the down payment of playground equipment for the City Park Improvement Project Playground Grant CDBG #20-CVN-036.  
AYE: Bohi, Howard, Walton, Spargur NAY: None Motion carried.

Motion by Howard, second by Walton to authorize Mayor to sign contract for playground construction services with Park Planet.  
AYE: Howard, Spargur, Bohi, Walton NAY: None Motion carried.

Motion by Bohi, second by Howard to approve purchase of insta valves (2) from Municipal Pipe Service in the amount of \$18,800 for Water Distribution.  
AYE: Spargur, Walton, Bohi, Howard NAY: None Motion carried.

Motion by Howard, second by Bohi to approve purchase of new regulator and accessories plus billed labor for Troy Elevator up to \$15,000.  
AYE: Walton, Howard, Bohi, Spargur NAY: None Motion carried.

Code Enforcer McClure and DPW Sands will look into what other cities are doing for code and locate violations. Until something is decided about how to proceed with the fee/fine structure, they will continue to use the ordinance that is in place and the municipal infraction fines.  
Motion by Bohi, second by Walton to continue using current fee structure and municipal infraction fines until a decision is made regarding any changes to the ordinance.  
AYE: Bohi, Walton, Spargur, Howard NAY: None Motion carried.

Motion by Spargur, second by Howard to approve request by Dustin Ratzloff to waive code violation fines and get a permit and locate utilities before proceeding with project.  
AYE: Bohi, Howard, Spargur NAY: Walton Motion carried.

Motion by Bohi, second by Walton to approve purchase of turnout gear (boots/helmets) for fire department in the amount of \$5135.00  
AYE: Spargur, Bohi, Walton, Howard NAY: None Motion carried.

Use of COVID money to purchase a Mean Green Hose Expanding Machine was tabled until a future meeting after figuring how much money is left from other projects that are using COVID money.  
Motion by Howard, second by Walton to approve Pay Estimate No. 2 to Tall Grass Land Stewardship Company in the amount of \$68,814.60 for work done on the Bioretention Cell No. 2.  
AYE: Bohi, Howard, Spargur, Walton NAY: None Motion carried.

Motion by Howard, second by Bohi to approve Resolution 2022-58 adopting Annual Finance Report (AFR) FY22.  
AYE: Walton, Bohi, Spargur, Howard NAY: None Motion carried.

Motion by Walton, second by Bohi to approve temporary contract for residential Solar Installation.  
 AYE: Bohi, Howard, Walton, Spargur NAY: None Motion carried.

Motion by Bohi, second by Walton to approve claims as presented.  
 AYE: Spargur, Bohi, Howard, Walton NAY: None Motion carried.

ACCO UNLIMITED CORP	EQUIPMENT	\$11,830.00
AFLAC	INSURANCE	\$860.62
AIRGAS USA LLC	RENTAL	\$70.23
AMAZON CAPITAL SERVICES	SUPPLIES	\$241.98
AMERICAN ELECTRIC POWER	SOLAR	\$12,720.81
AREA XV REGIONAL PLANNING COMM	PROFESSIONAL SERVICES	\$6,303.25
AUTOMATED CONTROLS & ENG. INC.	EQUIPMENT	\$11,022.00
BAILEY OFFICE OUTFITTERS	SUPPLIES	\$97.83
BLOOMFIELD AUTO PARTS LLC	PARTS	\$29.98
BLOOMFIELD COMMUNICATIONS	LEGAL NOTICES	\$565.92
BLOOMFIELD RENT-ALL INC.	EQUIPMENT	\$295.92
BLOOMFIELD TRUE VALUE HARDWARE	PARTS	\$172.75
CAM'S LAWN & LANDSCAPE	SERVICES	\$3,801.95
CEMETERY PRESERVATION LLC	SERVICES	\$75.00
CHARLIE'S REPAIR	SERVICES	\$90.95
CINTAS CORP #762	UNIFORMS/SUPPLIES	\$268.52
CITY OF BLOOMFIELD	UTILITIES/TAXES	\$6,996.57
S & G HARVIEUX INC	SERVICES	\$10.00
CMTEL	TELEPHONE	\$263.76
NUTRIEN AG SOLUTIONS, INC.	SUPPLIES	\$21.26
DAVIS COUNTY AUDITOR	LAW CENTER	\$1,710.88
DAVIS COUNTY DEVELOPMENT CORP.	FUNDING	\$2,500.00
DAVIS COUNTY TREASURER	FUEL	\$243.53
DCHS YEARBOOK	ADVERTISING	\$45.00
DEERE CREDIT, INC.	EQUIPMENT	\$6,527.21
DEMCO INC.	SUPPLIES	\$74.73
EMPLOYEE BENEFIT SYSTEMS	INSURANCE	\$339.24
FARM & HOME PUBLISHERS LTD	SUPPLIES	\$85.00
FRENCH-RENEKER ASSOCIATES INC.	PROFESSIONAL SERVICES	\$7,740.00
GALLS, LLC	CLOTHING	\$216.48
GINGERICH LOGGING SUPPLY LLC	SUPPLIES	\$60.32
BARBARA ANN GRAVETT	SERVICES	\$66.00
HAMILTON PRODUCE CO.	SUPPLIES	\$939.33
HARRISON MORELAND & WEBBER PC	PROFESSIONAL SERVICES	\$2,424.75
IA LAW ENFORCEMENT ACADEMY	TRAINING	\$175.00
INTEGRITY SURVEILLANCE GROUP	SUPPLIES	\$499.00

IOWA BARNS	SUPPLIES	\$29.95
IPERS	IPERS	\$21,740.02
IRBY TOOL & SAFETY	SUPPLIES	\$1,073.80
J'S ONE STOP	FUEL	\$1,222.94
KEITH'S FOODS INC.	REFUND	\$176.64
LAWSON PRODUCTS, INC.	SUPPLIES	\$460.33
LINCOLN FINANCIAL GROUP	INSURANCE	\$1,810.32
MARTIN'S FLAG CO., INC	FLAGS	\$372.96
MAST OVERHEAD DOORS INC.	SERVICES	\$93.46
JEFF MC CLURE	TRAINING/SUPPLIES	\$710.10
MFA OIL COMPANY	FUEL	\$3,376.69
MID AMERICAN RESEARCH CHEMICAL	EQUIPMENT	\$583.22
MODERN MARKETING	SUPPLIES	\$82.05
MUNICIPAL SUPPLY, INC	EQUIPMENT	\$18,800.00
NEEBZ GRAPHIX	CLOTHING	\$102.00
PARK PLANET	EQUIPMENT	\$127,145.00
PARKSIDE ANIMAL HOSPITAL	SERVICES	\$325.00
PB ELECTRONICS INC.	EQUIPMENT	\$305.00
PDI	DUES	\$75.86
PLUMB SUPPLY COMPANY - OT	SUPPLIES	\$132.24
POSTMASTER	POSTAGE	\$685.37
RACOM COMMUNICATIONS	REPAIRS	\$703.50
RDG PLANNING & DESIGN	SUPPLIES	\$3,247.50
ROBERT DAVIS	TRAINING	\$100.00
SIEDA	REFUNDS	\$1,957.36
SOUTHERN IOWA ELECTRIC COOP	UTILITIES	\$306.72
STAPLES ADVANTAGE	SUPPLIES	\$176.98
D C SUCCESS BANK	TAXES	\$14,012.62
TALLGRASS LAND STEWARDSHIP CO	SERVICES	\$68,814.60
TREASURER, ST OF IA-PAYROLL	TAXES	\$2,464.00
TRI-COUNTY SHOPPER INC	ADVERTISING	\$105.00
FIRST UNUM LIFE INS CO	INSURANCE	\$657.36
VISA	TRAINING/SUPPLIES	\$1,190.32
ROBERT VONBON	SUPPLIES	\$140.12
VULCAN INC.	SUPPLIES	\$791.83
WASTE MANAGEMENT	SERVICES	\$19,762.57
WELLMARK BLUE CROSS & SHIELD	INSURANCE	\$45,942.81
WINGER COMPANIES	SERVICES	\$40.00
JANET E. WOOLARD	SERVICES	\$66.00
YODER LUMBER	SUPPLIES	\$3,084.75
JOE YOUNG	REFUND	\$4,007.73
<b><i>Accounts Payable Total</i></b>		<b><i>\$426,260.49</i></b>
Payroll Checks		
GENERAL		\$19,699.47
ROAD USE TAX		\$3,256.90

WATER		\$5,891.57
SEWER		\$5,744.77
ELECTRIC		\$6,114.20
GAS		\$5,532.99
<b>Total Payroll Paid</b>		<b>\$46,239.90</b>
<b>REPORT TOTAL</b>		<b>\$472,500.39</b>
FUND NAME		
001 GENERAL		\$94,417.33
110 ROAD USE TAX		\$11,018.40
112 EMPLOYEE BENEFITS		\$19,606.83
167 TRUST AND AGENCY		\$303.45
329 COURTHOUSE SQUARE		\$4,299.23
335 CAPITAL ARPA FUNDS		\$6,480.00
337 CITY PLAYGROUND		\$129,988.27
338 REC CENTER HVAC		\$808.55
600 WATER		\$37,499.98
610 SEWER		\$25,833.01
612 SRF SPONSORED PROJECT		\$68,814.60
630 ELECTRIC		\$47,228.57
640 GAS		\$26,202.17

## REPORTS

### City Administrator

- Tallgrass is requesting a 20 day extension on the Bioretention cell project. Motion by Walton, second by Howard to approve the 20 day extension. AYE: Spargur, Bohi, Walton, Howard NAY: None Motion carried.

### Director of Public Works

- Extension office is asking for help with the parking lot washing out. Rusty will talk with them to see exactly what they need help with and will report back. A decision will be made at that time.
- Troy Elevator is installing a large dryer.
- Public Works will be out at the Airport filling in cracks.
- Cemetery fountain is out for the winter. They are trying to get colored lights for next year that will change color automatically.
- Trailer court on Gregory Lane has new owners. Seems to be good to work with so far.
- Three sides of the square are done with Christmas lights. Will finish next week with the nice weather.

### Community Development Director

- Working with "Neighborhood Works" for housing projects.
- Will be attending an IEDA Conference next week regarding local, state and national housing.

### Council Updates

- Jake Bohi reported that the Cemetery Board met and discussed the Veterans markers that are near the monuments. They would like to drill into the monument bases and epoxy the markers into the base so that they could not be taken as easily. This would also make the placement very uniform in the cemetery.

### Mayor Comments



- Thank you to whomever cleared the deer off of the middle of the street. Officer Dunlavy said it was him. Thanks Zach.
- Would like to commend everyone who was involved in getting Family Dollar to town and up and running. It is a great addition to town.

Motion by Bohi, second by Spargur to adjourn the meeting at 8:27pm.

AYE: Spargur, Bohi, Walton, Howard NAY: None Motion carried.

ATTEST:

\_\_\_\_\_  
Chris Miller, Mayor

\_\_\_\_\_  
Kyle McClure, Deputy Clerk