



GRINNELL CITY COUNCIL REGULAR SESSION MEETING  
**MONDAY, JANUARY 20, 2020 AT 7:00 P.M.**  
IN THE COUNCIL CHAMBERS

***MINUTES***

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1) Mayor Agnew called the meeting to order at 7:00 p.m. with the following council members in attendance: White, Wray, Hueftle-Worley, Gaard. Absent: Bly, Davis.

2) White made the motion, second by Hueftle-Worley to approve the agenda. AYES: 4-0. Motion carried.

3) Hueftle-Worley made the motion, second by White to approve the consent agenda as follows:

1. Previous minutes as drafted from the Monday, January 6, 2020 Regular Session.
2. Approve Mayor and Council reappointments:
  1. Building Code Board of Appeals (5 yr)
    - 1) Alan Clark
  2. Low Rent Housing Authority (term 2 yr)
    - 1) Paul Pohlson
    - 2) Nicole Routier
3. Approve Liquor Licenses renewal:
  1. Matt and John's Gametime, LLC, 827 West St.
  2. Grinnell Hospitality LLC, 834 Park St.
4. Review Campbell Fund requests.

AYES: 4-0. Motion carried.

4) The Council acknowledged receipt of the previous meeting minutes and other communications as follows:

- a) Finance Committee minutes: January 6, 2020.
- b) Public Safety Committee minutes: January 6, 2020.
- c) Planning Committee minutes: January 6, 2020.
- d) Public Works & Grounds Committee minutes: January 6, 2020.
- e) Mayor's Letter to Poweshiek County Board of Supervisors: January 17, 2020.
- f) December 2019 Monthly Treasurer's Report.
- g) December 2019 Central Park Campaign Report.
- h) December 2019 Skatepark Campaign Report.
- i) December 2019 Veterans Memorial Building Campaign Report.

5) Committee Business:

A. Report from the Finance Committee

No Meeting

B. Report from the Public Works and Grounds Committee

No Meeting

C. Report from the Public Safety Committee

No Meeting

D. Report from the Planning Committee

The Planning Committee did not meet due to lack of a quorum. The Council took action on the following:

1. Hueftle-Worley made the motion, second by White to approve Resolution No. 2020-7 - A resolution approving EMS agreement with Midwest Ambulance of Iowa, Inc. AYES: 3, NAYS: 1. Motion carried.
2. Hueftle-Worley made the motion, second by Way to approve Resolution No. 2020-8 – A resolution approving 28E agreement with Poweshiek County for 11<sup>th</sup> Avenue Extension. AYES: 4-0. Motion carried.
3. The Council reviewed Tom Lacina's request for sidewalk structure on Broad Street. Staff will work with him on the structure and it will be brought back to the Council for approval.
4. Wray made the motion, second by Gaard to approve Resolution No. 2020-9 - A resolution approving Tax Abatement application for 2013 Central Urban Revitalization for Thomas & Lois Sonnichsen, 1009 Elm Street. AYES: 4-0. Motion carried.
5. Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-10 - A resolution approving Tax Abatement application for 2013 Central Urban Revitalization for Jason & Kristina Carberry, 1204 Reed Street. AYES: 4-0. Motion carried.
6. Gaard made the motion, second by White to approve Resolution No. 2020-11 - A resolution approving Tax Abatement application for Amendment No. 3 for Scott & Julia Doyle, 12 Garden Cottage Lane. AYES: 4-0. Motion carried.
7. Wray made the motion, second by White to approve Resolution No. 2020-12 - A resolution approving Tax Abatement application for Amendment No. 3 for Richard & Dorthea McLaughlin, 1310 Elm Street. AYES: 4-0. Motion carried.

6) There were no inquiries.

7) The meeting was adjourned at 7:18 p.m.

\_\_\_\_\_  
DAN F. AGNEW, MAYOR

ATTEST:

\_\_\_\_\_  
ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

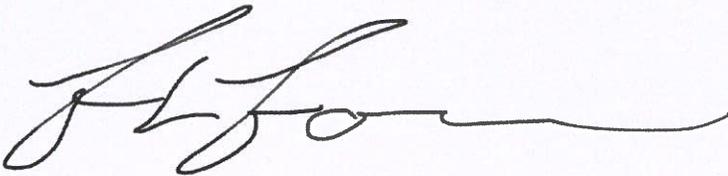
January 21, 2020 at 2:20 PM

**To: City of Grinnell**  
**Chief Dennis Reilly**  
**Captain Zach Sittig**

On this date, January 21, 2020, I am officially notifying the City of Grinnell and this department of my departure from employment and retirement as a Police Officer for the City, effective 30 days from today. It has been an honor to serve and represent this city and department. I have truly enjoyed serving this community. I have served with many great Officers over the years. I have been in service for the majority of my adult life and do not regret 1 day of it.

After 20 plus years, I have decided to change career paths and I felt it needed to happen at this time in order to have the time to dedicate in my new endeavors. Don't think for one minute that this was an easy decision. I do so with some anxiety of the road ahead. Due to my employment with the City, I was able to be cautious in choosing the next chapter in my life. Again, thank you for the opportunities provided to me.

Best wishes and regards,



Frederick L. Foreman



1/21/20

# City of Grinnell

## PUBLIC RIGHT-OF-WAY COMMUNICATIONS SYSTEM LICENSE APPLICATION ORDINANCE NO. 1060

1. Applicant: \_\_\_\_\_  
Name Address  
\_\_\_\_\_  
City, State Zip Telephone

2. Contact Person: \_\_\_\_\_  
Name Address  
\_\_\_\_\_  
City, State Zip Telephone

3. Application requires an engineering site plan for the proposed system that is to be placed within the City Right-of-way. Check off each of these items as they are included on the site plan:

- Plans drawn to scale.
- Street names.
- Right-of-way widths.
- Pavement widths.
- Sidewalk location and width including sidewalk ramps.
- Obstacles or improvements that are in or near the work area.  
An example of such are: existing trees, fence, drainage structures,  
Water stop-boxes, ditches, and utility vaults.
- Horizontal and vertical location and physical size of the proposed utility.
- Proposed construction work method such as "open cut" or "bore".
- A drawing and explanation of concrete or asphalt restoration.
- Information regarding sod work and tree replacement.
- Location of other existing utilities within the work area.
- Typical detail sections where special attention is required for some restoration work.
- Excavation soil replacement and compaction requirements. Aggregate replacement under street surfaces, soil backfill outside of 5' from edge of street surface.
- Detailed time schedule.
- Address of adjacent properties.
- Legal description of communication system location.

4. List any other items of concern particular to this project:
5. **Administrative Fee:** An Administrative fee of \$50.00 shall be due and payable to the City Engineer at the time of filing of the initial license application and at the time of filing of each proposed amendment to the license. (Attach copy of receipt)  
Receipt No. \_\_.
6. **Use Fee: (Serving no additional customers)** If the licensed serves no customers other than itself, then in addition to the Administrative Fee, the licensee shall pay a use fee to the City Engineer at the time of filing of the initial license application. The amount of the use fee shall be the greater of the following two (2) amounts: \$100.00 or \$1.00 per lineal foot of route traversed by the communication line within any public right-of-way in a C-2 zone and \$0.50 per lineal foot in any other part of the city. At the time of filing of each proposed amendment to the license involving an increase in the length of route traversed within public right-of-way, the licensee shall pay to the City Engineer an additional fee computed at the rate of \$1.00 per lineal foot of additional route of traversed within any public right-of-way.

**(Serving additional customers)** If the licensed system serves customers other than the licensee itself, then, in addition to the administrative fee, the licensee shall pay an annual use fee to the City Engineer. The annual use fee shall be based on a license year ending on March 31 of each year, and the use fee for each license year shall be due and payable at the end of such year on March 31, or if the license has terminated during such year, on the date of termination. The amount of the annual use fee shall be the greater of the following two (2) amounts: \$100.00, or three percent of the gross revenues derived by the licensee from the sale or exchange of services in connection with the operation of the licensee's communications system within the public right-of-way during the license year. Each annual use fee payment shall be accompanied by a report from the licensee in a form approved by the City Manager and the city legal department showing the basis for the computation of the fee and such other relevant data as may be required by the City Manager and the city legal department. Each such report shall contain a notarized verification by the chief financial officer of the licensee, and upon request by the city, such reports shall be verified by a certified public accountant at the expense of the licensee.

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**Office Use Only**

<b>Fees: Administrative Fee:</b>			<b><u>\$50.00</u></b>
<b>Use Fee:</b>			
<b>(No Additional Customers) Greater of \$100.00 or:</b>			
<b>Linear Feet Within C-2:</b>	_____	x \$1.00	_____
<b>Linear Feet Outside C-2:</b>	264	x \$0.50	<u>132.00</u>
		<b><u>Total:</u></b>	<b><u>\$ 182.00</u></b>

**(Additional Customers) Greater of \$100.00 or 3% Gross Revenues from Services.  
Paid annually.**

Date of Acceptance 1-22-2020

Date of Approval \_\_\_\_\_

Staff Tyler Avis

# Letter of Transmittal

To: **Jamison Brus**  
**City of Grinnell**  
**520 4<sup>th</sup> Ave**  
**Grinnell, IA 50112**

**Communication Data Link**  
**1305 SW 37<sup>th</sup> Street**  
**Grimes, Iowa 50111**  
**(515) 224-9544 • Fax: (515) 224-3993**

Date: 01-29-2020	
File Classification: Permit	Phase/Task: /
RE: Mediacom Utility Permit – 2048 West St Hwy 146	

**We are sending you:**

- Attached
- Under separate cover via \_\_\_\_\_ the following items:
- Shop drawings       Permits       Plans       Samples
- Specifications       Copy of letter       Change order       \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION
1	1/29/2020	1	Grinnell Right-of-Way License Application
2	1/29/2020	2	Site Plan Drawing
1	1/29/2020	3	Check No. 69163 – City of Grinnell Permit Fee of \$50.00
1	1/29/2020	4	Iowa DOT Accommodation Permit (Signature Requested)

**These are transmitted as checked below:**

- For your information       No exceptions taken       Resubmit \_\_\_\_\_ copies
- For your use       Make corrections noted       Submit \_\_\_\_\_ copies for distribution
- As requested       Rejected (see remarks)       Return \_\_\_\_\_ corrected copies
- For bids due \_\_\_\_\_ 20       For review and comment
- Prints returned after loan to us       Other \_\_\_\_\_

**Remarks:**

Please contact me with any questions.  
 (515) 224-9544  
[jbartscher@commdatalink.com](mailto:jbartscher@commdatalink.com)

Copy to: File  
 Office Location: Grimes

Signed:   
 Print name: Jeffrey L. Bartscher

*If enclosures are not as noted, kindly notify us at once.*

# City of Grinnell

## PUBLIC RIGHT-OF-WAY COMMUNICATIONS SYSTEM LICENSE APPLICATION ORDINANCE NO. 1060

1. Applicant: Comm Data Link 1305 SW 37<sup>th</sup> St.  
Name Address  
Grimes, IA 50111 515-224-9544  
City, State Zip Telephone
2. Contact Person: Jeffrey Bartscher 1305 SW 37<sup>th</sup> St.  
Name Address  
Grimes, IA 50111 515-224-9544  
City, State Zip Telephone

3. Application requires an engineering site plan for the proposed system that is to be placed within the City Right-of-way. Check off each of these items as they are included on the site plan:

- Plans drawn to scale.
- Street names.
- Right-of-way widths.
- Pavement widths.
- Sidewalk location and width including sidewalk ramps.
- Obstacles or improvements that are in or near the work area.  
An example of such are: existing trees, fence, drainage structures,  
Water stop-boxes, ditches, and utility vaults.
- Horizontal and vertical location and physical size of the proposed utility.
- Proposed construction work method such as "open cut" or "bore".
- A drawing and explanation of concrete or asphalt restoration.
- Information regarding sod work and tree replacement.
- Location of other existing utilities within the work area.
- Typical detail sections where special attention is required for some restoration work.
- Excavation soil replacement and compaction requirements. Aggregate replacement under street surfaces, soil backfill outside of 5' from edge of street surface.
- Detailed time schedule.
- Address of adjacent properties.
- Legal description of communication system location.

4. List any other items of concern particular to this project:
5. **Administrative Fee:** An Administrative fee of \$50.00 shall be due and payable to the City Engineer at the time of filing of the initial license application and at the time of filing of each proposed amendment to the license. (Attach copy of receipt)  
Receipt No. \_\_.
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**(Serving additional customers)** If the licensed system serves customers other than the licensee itself, then, in addition to the administrative fee, the licensee shall pay an annual use fee to the City Engineer. The annual use fee shall be based on a license year ending on March 31 of each year, and the use fee for each license year shall be due and payable at the end of such year on March 31, or if the license has terminated during such year, on the date of termination. The amount of the annual use fee shall be the greater of the following two (2) amounts: \$100.00, or three percent of the gross revenues derived by the licensee from the sale or exchange of services in connection with the operation of the licensee's communications system within the public right-of-way during the license year. Each annual use fee payment shall be accompanied by a report from the licensee in a form approved by the City Manager and the city legal department showing the basis for the computation of the fee and such other relevant data as may be required by the City Manager and the city legal department. Each such report shall contain a notarized verification by the chief financial officer of the licensee, and upon request by the city, such reports shall be verified by a certified public accountant at the expense of the licensee.

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**Office Use Only**

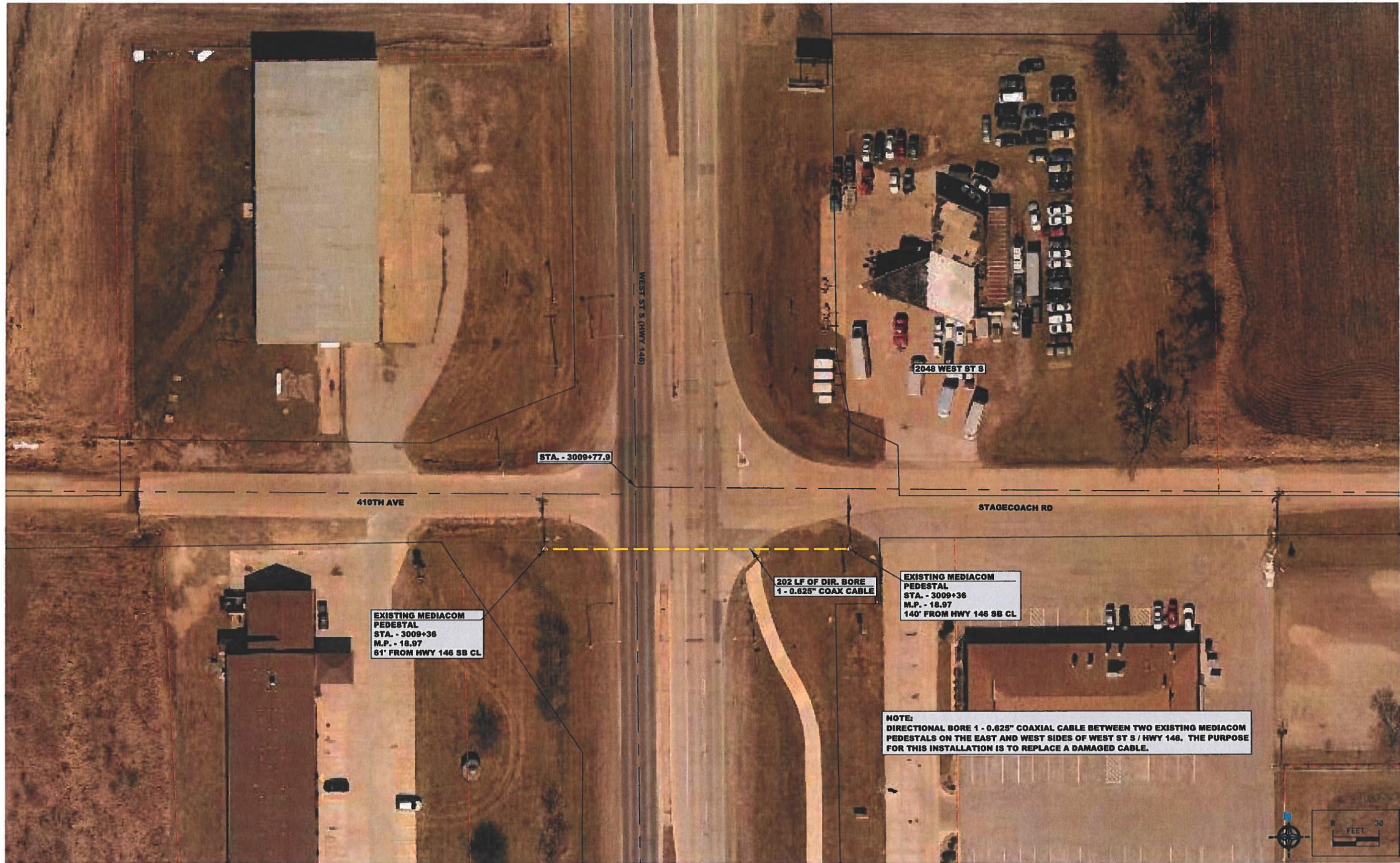
<b>Fees: Administrative Fee:</b>		<u>\$50.00</u>
<b>Use Fee:</b>		
<b>(No Additional Customers) Greater of \$100.00 or:</b>		
<b>Linear Feet Within C-2:</b> _____	x \$1.00	_____
<b>Linear Feet Outside C-2:</b> _____	x \$0.50	_____
	<b>Total:</b>	\$ <u>50.00</u>

**(Additional Customers) Greater of \$100.00 or 3% Gross Revenues from Services.  
Paid annually.**

Date of Acceptance 1-30-2020

Date of Approval \_\_\_\_\_

Staff TA



EXISTING MEDIACOM  
PEDESTAL  
STA. - 3009+36  
M.P. - 18.97  
81' FROM HWY 146 SB CL

202 LF OF DIR. BORE  
1 - 0.625" COAX CABLE

EXISTING MEDIACOM  
PEDESTAL  
STA. - 3009+36  
M.P. - 18.97  
140' FROM HWY 146 SB CL

**NOTE:**  
DIRECTIONAL BORE 1 - 0.625" COAXIAL CABLE BETWEEN TWO EXISTING MEDIACOM  
PEDESTALS ON THE EAST AND WEST SIDES OF WEST ST S / HWY 146. THE PURPOSE  
FOR THIS INSTALLATION IS TO REPLACE A DAMAGED CABLE.

PROJECT NO: 117431-PPP  
DESIGNED BY: J.BARTSCHER  
PROJECT NAME: 2848 WEST ST, HWY 146  
CHECKED BY: R.ADAMS  
PROJECT DATE: FEB 2020  
DRAWN BY: J.BARTSCHER  
CAD DATE: 01/28/2020

NO	DATE	BY	REVISION DESCRIPTION

**COMMON/CANYON DATA LINK**  
UTILITIES CONSTRUCTION CONTRACTOR

MEDIACOM UTILITY PERMIT  
IOWA DOT - DISTRICT 4  
GRINNELL, IOWA - POWESHIEK COUNTY

LOCATION PLAN  
UTILITY PERMIT APPLICATION

SHEET NO.  
1

**FOR DEPARTMENT USE ONLY**

Permit Number	Highway Number 146	County Poweshiek
DOT Project Number		Expiration/Completion Date

**APPLICANT (INDIVIDUAL OR COMPANY)**

First Name Jeffrey	Middle Initial L	Last Name Bartscher	Phone Number 515-357-4962	Ext.
Company Name MCC Iowa, LLC			Phone Number 515-246-1890	Ext.
Street Address 2205 Ingersoll Avenue		City/Town Des Moines	State IA	ZIP Code 50312
e-Mail Address jbartscher@commdatalink.com		Secondary e-Mail Address nrental@commdatalink.com		

**INSTALLATION TO BE ACCOMMODATED**

Approval is hereby requested to enter within the state highway right-of-way for the accommodation of a utility installation as detailed on the attachments and further described as follows.

**The installation shall consist of:**

Directional bore 1 - 0.625" coaxial cable between two existing Mediacom pedestals on the east and west sides of West St S / Hwy 146. The purpose for this installation is to replace a damaged cable.

Enter DOT ROW: Sta. - 3009+36, M.P. - 18.97, 61' from Hwy 146 CL  
Exit DOT ROW: Sta. - 3009+36, M.P. - 18.97, 140' from Hwy 146 CL

and shall be located as shown on the detailed plan attached hereto. (See current Iowa Department of Transportation Utility Accommodation Policy for submittal of detailed plan requirements. See Section 115.8 (3).) <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>

**WORK SITE LOCATION**

The proposed work as described above is located in Section 32, 33 , Twp. 80N ,  
Range 16W on Highway No. 146 generally located 0.42 (miles) North  
(direction) from I-80 WB CL (city, county line, or other landmark). Work proposed is more  
specifically located as being from 18.97 (Milepost #) and 3009+36 (Highway Station)  
to 18.97 (Milepost #) and 3009+36 (Highway Station) on the East / West side of highway.

**Disclosure Statement:** The information furnished on this form will be used by the Department of Transportation to determine approval or denial of the application. Failure to provide all pertinent information will result in denial of the application. Information furnished is public information and copies may be provided to the public upon request.

The utility company, corporation, applicant, permit holder or licensee, (hereinafter referred to as the Permit applicant) agrees with the Iowa Department of Transportation (hereafter referred to as the Department) that the following stipulations and those special requirements as listed on this document shall govern under this permit after it is approved by the Department.

**A. General**

1. The installation shall meet the requirements of local municipal, county, state, and federal franchise rules and regulations, regulations and directives of the Iowa State Commerce Commission; the Iowa Department of Natural Resources, all rules and regulations of the Department and any other laws or regulations applicable.
2. The Permit Holder shall be fully responsible for any future adjustments of the facilities within the established highway right-of-way caused by highway construction or maintenance operations.
3. As per Section 115.8(8) of the Utility Accommodation Policy, As-Built plans are due within 90 days after completion of construction, the utility owner shall submit to the district representative an as-built plan.
4. The work described in this permit shall be completed as proposed in compliance with the stipulations and special requirements within one year from the date Department approval is received for said request. Failure on the part of the Permit Holder to abide by the stipulations or in constructing the work described as stipulated and within the time frame stated shall render this agreement and request null and void. The Permit Holder also agrees to save the State of Iowa and the Department harmless of any damages or losses that may be sustained by any person, or persons, on account of the conditions and requirements of this agreement.
5. Non-compliance with any of the terms of the Department's policy, permit, or agreement, may be considered cause for shut-down of construction operations, revocation of the permit, or withholding of relocation reimbursement and/or withholding of future application approvals until compliance is confirmed. The cost of any work deemed necessary to be performed by the State in removal of non-complying construction will be assessed against the Permit Holder.

## **B. Construction and Maintenance**

1. The location, construction and maintenance of the utility installation covered by this application shall be in accordance with the current Department's Utility Accommodation Policy. <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>
2. Before beginning any work in the highway right-of-way, it is the responsibility of the Permit Holder to obtain an easement from the drainage district if necessary. The Department assumes no responsibility for advising the Permit Holder of each location of a drainage district crossing. It is the Permit Holder's responsibility to locate these crossings and obtain any necessary easements or permission from the drainage district. See Code of Iowa, Chapter 468 for additional information.
3. A copy of the approved permit shall be available on the job site at all times for examination by Department personnel.
4. Operations in the construction and maintenance of this utility installation shall be carried on in such a manner as to cause minimum interference to or distraction of traffic on said highway.
5. Traffic protection shall minimally be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The applicant shall be responsible for correctly using traffic control devices including signs, warning lights, and channelizing devices as needed while work is in progress or the clear zone is impacted. Flagging operations are the responsibility of the applicant. The Department's TC XXX Series Standards are the preferred traffic control specification plans. [http://www.iowadot.gov/design/stdplne\\_tc.htm](http://www.iowadot.gov/design/stdplne_tc.htm)
6. The applicant shall seed and mulch all disturbed areas within the highway right-of-way and shall be responsible for the vegetative cover until it becomes well established. Any surfaced areas such as driveways or shoulders and sodded waterways and plantings which are disturbed shall be restored to their original condition. Any damage to any other underground facilities during installation shall be repaired at the permit holder's expense.
7. All personnel in the highway right-of-way shall wear ANSI 107 Class 2 apparel at all times when exposed to traffic or construction equipment.
8. As per Policy Section 115.4(9) parking or storage in the clear zone is prohibited. When not in actual use, vehicles, equipment and materials shall not be parked or stored within the clear zone or median.
9. Unless specifically noted in Special Requirements section, all work performed within the right-of-way shall be restricted to 30 minutes after sunrise to 30 minutes before sunset.
10. Pedestals shall be placed within 12 inches of the right-of-way line.
11. All above and below ground appurtenances (pedestals, hydrants, drains, accesses, etc.) shall be marked with high visibility posts and signs. The minimum height requirement for the signs shall be 5 foot. Urban Roadway Sections may be exempted with department approval.

## **C. Liability**

1. To the extent allowable by law, the Permit Holder agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of the Permit Holder's facilities. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
2. The Permit Holder shall indemnify and save harmless the State of Iowa, its agencies and employees, from any and all causes of action, suits at law or in equity, for losses, damages, claims or demands, and from any and all liability and expense of whatsoever nature, arising out of or in connection with the Permit Holder's use or occupancy of the public highway.
3. The State of Iowa and the Department assume no responsibility for damages to the Permit Holder's property occasioned by any construction or maintenance operations on said highway if the facilities are not located in accordance with this permit.
4. The State of Iowa, its agencies or employees, will be liable for expense incurred by the Permit Holder in its use and occupancy of the highway right-of-way only when negligence of the State, its agencies or employees, is the sole proximate cause of such expense. Whether in contract, tort or otherwise, the liability of the State, its agencies and employees, is limited to the reasonable, direct expense to repair damaged utilities, and in no event will such liability extend to loss of profits or business, indirect, special, consequential or incidental damages.

## **D. Notification**

1. The Permit Holder is responsible for contacting **Iowa One-Call (1-800-292-8989)** and request the location of all underground utilities forty-eight (48) hours before excavation. Before beginning work in the highway right-of-way, the Permit Holder shall also contact any other known utility located in the area of the proposed work.
2. The Permit Holder agrees to give the Department forty-eight (48) hour notice of its intention to start construction or to perform routine maintenance on the highway right-of-way. Said notice shall be made to the local DOT contact person whose name is shown on Page 3.
3. **511 Notification**-In accordance with Iowa Code section 321.348, cities and utilities **may not obstruct or close** primary highways or primary highway extensions (State highways within city limits) **without prior consent of the Iowa DOT**, except in emergency situations. Before setting up a lane closure or a vertical/horizontal restriction of any kind on a primary highway, call your local Iowa DOT Maintenance garage and call the Traffic Management Center per attached documents. Except in emergency situations, a 10 day advance notice is required.

<http://www.iowadot.gov/traffic/utility/pdfs/511UtilityNotification.pdf>

## **E. Buy America**

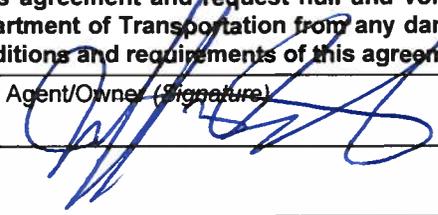
Buy America applies to relocations of utility facilities that must move due to highway projects under certain specific conditions that include reimbursable locations and relocations due to interstate projects. Please contact the Department's District Engineering Operation Technician (EOT) for more information on Buy America requirements or visit the following link: <http://www.iowadot.gov/traffic/utility/utility.html>

Permit Number: \_\_\_\_\_

**Special Requirements** - in addition to the stipulations above, the following special requirements shall apply to this permit:

**Applicant Signature and Agreement**

The undersigned have read the stipulations of this permit agreement as stated, as well as attachments which may be included, and by signing this application agree to abide by all stipulations and to complete the work as proposed in compliance with the stipulations and attachments within one year from the date Department approval is granted for said request. Failure on the part of the applicant to abide by the stipulations or to construct the work desired as stipulated and within the time frame stated shall render this agreement and request null and void. The undersigned also agrees to save harmless the State of Iowa and the Iowa Department of Transportation from any damage or losses that may be sustained by any person or persons on account of the conditions and requirements of this agreement.

Name of Agent (Print or Type) Jeffrey L Bartscher	Agent/Owner (Signature) 	Title Permitting Tech
Name of Owner (Print or Type) MCC Iowa, LLC	Date 1/28/2020	
e-Mail Address jbarscher@commdatalink.com		

**CITY ACTION (IF PROPOSED WORK IS WITHIN AN INCORPORATED CITY, CITY ACTION IS REQUIRED)**

"The undersigned city joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned city and recommends action on said permit application as noted below by the delegated city official".

Recommend Approval       Do Not Recommend Approval       None Required

Handwritten Signature	Title	Date
Type or Print Name	Authorized Official for the City of Grinnell	
e-Mail Address		

**COUNTY ACTION (IF PROPOSED WORK CROSSES COUNTY RIGHT-OF-WAY, COUNTY ACTION IS REQUIRED)**

"The undersigned county joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned county and recommends action on said permit application as noted below by the delegated county official".

Recommend Approval       Do Not Recommend Approval       None Required

Handwritten Signature	Title	Date
Type or Print Name	Authorized Official for the County of	
e-Mail Address		

**FEDERAL HIGHWAY ADMINISTRATION ACTION (WHEN REQUIRED)**

Recommend Approval       Do Not Recommend Approval       None Required

Authorized FHWA Representative Signature	Date
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**DEPARTMENT OF TRANSPORTATION FINAL ACTION**

Application Approved       Application Denied      Permit Number:

Authorized Highway District Representative	Signature	Date
e-Mail Address		

Notice of intention to commence activities on the highway rights-of-way shall be submitted by the applicant a minimum of 48 hours prior to actually commencing the activities as herein granted by this approved application. Notice is to be given to the following Iowa Department of Transportation representative. Except in emergencies a 10 day advance notice is required for lane restrictions of any kind:

Local DOT Contact Person (Type or Print Name)	Phone Number		
Street Address	City/Town	State IA	ZIP Code
e-Mail Address			

Permit Number: \_\_\_\_\_

## Site Plan & Attachments Checklist for IDOT Utilities Accommodation Permit

- Plans showing IADOT Highway Centerline, Highway Number, DOT Stationing and Milepost are required.
- Visible orientation (North Arrow) and identifying landmarks are required.
- Clearly identify Right Of Way (ROW) line with horizontal distance from highway centerline shown, including all breakpoints and changes in the ROW distances.
- Provide Iowa One Call design request information. (Minimally, the list of utilities)
- List all of the existing utilities in the installation area. Describe how your installation will address existing utilities that are in conflict, and show all observable existing features, such as power poles, pedestals, markers, handholes, trees, etc.
- Show all Construction features/Bore Pits with the running line and horizontal distance from roadway edge or centerline. (showing Clear Zone compliance) <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>
- Show the start/stop stationing and depths or elevations for all bores, longitudinal and transverse.
- Show the start/stop stationing and depths or elevations for all plowing locations.
- Show casing start/stop locations, lengths, diameter, and material if casings are used.
- Show all facilities that are to be installed on the site plan.  
This includes pedestals, wire, conduit, poles, guy anchors, junction boxes, handholes and manholes.  
ALL MUST BE REFERENCED BY DOT Stationing and distance from centerline.
- Show where installation starts and stops, leaves ROW, stops at existing pedestal, pole, etc.  
Use IADOT stationing and distance from centerline of the start and stops.
- Identify any physical focal points, posts, pedestals, shutoffs, overflow valves, hydrants, etc.
- Describe any other work to accomplish installation before, during and/or after installation, including:  
removal of brush/trees, removal of underbuild, construction of access, fence removal, fence replacement, etc.
- Identify unusual issues to be pointed out on the site plan.  
CLARITY IS THE KEY, we can't assume you will do it if it is not shown in the plan.

### Attachments

- Proper Traffic Control Standards (IADOT TCxxx Series Standard plans preferred)  
Available at - [http://www.iowadot.gov/design/stdplne\\_tc.htm](http://www.iowadot.gov/design/stdplne_tc.htm)
- Required Height / Depth Typical (Supplied by the Department)
- Tile Repair Guide (Rural Locations) (Supplied by the Department)
- Special Seeding Requirements and Erosion Control (Supplied by the Department)
- 511 Lane Restriction Requirements (If lane restriction is anticipated) (Supplied by the Department)
- If paper applications are submitted, at least 2 sets of site plans (11 x 17 preferred) and 1 original of the permit application with all original signatures (Scanned and emailed copies are accepted)

**ALL ITEMS MUST BE LEGIBLE FOR REVIEW AND FOR RESCANNING PURPOSES**

Parcel Lines may be up to 6' off



- Sanitary Sewer Manholes
- Sanitary Sewer Lines
- Storm Sewer Intakes
- Storm Sewer Manholes
- Storm Sewer Lines
- Water Mains
- ▬ Parcels\_19
- ▬ Grinnell Corporate Limit

CREATED BY THE CITY OF GRINNELL  
BUILDING AND PLANNING DEPARTMENT  
Date: 01/30/2020





VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

BANK: ALL

REPORTING: PAID, UNPAID

P U B L I C A T I O N

=====PAYMENT DATES=====      =====ITEM DATES=====      =====POSTING DATES=====

PAID ITEMS DATES : 1/07/2020 THRU 2/03/2020      0/00/0000 THRU 99/99/9999      0/00/0000 THRU 99/99/9999

UNPAID ITEMS DATES :      0/00/0000 THRU 99/99/9999      0/00/0000 THRU 99/99/9999

VENDOR NAME      DESCRIPTION      GROSS AMOUNT  
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NIEUWSMA, ANTHONY	GRINNELL FREEZE 2020	590.00
O'HALLORAN INTERNATIONAL	PARTS	1,053.81
O'KEEFE ELEVATOR COMPANY,	MTNCE	177.17
O'REILLY AUTO PARTS	SUPPLIES	43.84
OFFICE EXPRESS	PAPER/SUPPLIES	351.72
OVERDRIVE, INC.	BKS	284.45
PAUL'S ACE HARDWARE	BATTERIES	206.80
PENROSE LUMBER	SUPPLIES	11.00
PETTY CASH - DRAKE LIBRARY	SUPPLIES/POSTAGE	41.67
POPULAR SUBSCRIPTION SERVI	REFUND-MAG	1,804.80
POWESHIEK CO AUDITOR	REGULAR CITY ELECTION	2,822.67
POWESHIEK CO CLERK OF COUR	SPOUSAL SUPPORT	250.00
POWESHIEK CO TREASURER	PER CAPITA	1,536.33
POWESHIEK WATER ASSOC	RURAL WATER	717.85
PRIME MEDIA ACQUISITION CO	SUPPLIES	157.04
PRODUCTIVITY PLUS ACCOUNT	PARTS	334.10
QUICK & CLEAN INC	SNOW RMVL	8,694.00
QUILL CORPORATION	SUPPLIES	11.45
RELYANT	WATER COOLER	31.50
REPUBLIC SERVICES OF IOWA	RECYCLING FEES (DEC 19)	3,868.35
S & S ELECTRIC	INSTALL 2 RECEPTACLES	956.95
SCHENDEL PEST CONTROL CO	PEST CONTROL-DEC	45.00
SCISWA	LANDFILL FEES	22,663.22
SHRED-IT USA	SHREDDING	146.74
SIRSI DYNIX INC	HORIZON ILS	24,752.86
SISCO	SELF FUNDING	2,937.37
SITE INDUSTRIES LLC, DBA C	LICENSE	1,680.00
SPRAYER SPECIALTIES, INC.	SUPPLIES	130.45
STANARD & ASSOCIATES INC	POL TESTS/CERTS	53.00
STAR EQUIPMENT LTD	PARTS	314.78
STEVE LINK FORD	REP	752.60
STOREY KENWORTHY	SUPPLIES	174.64
SUPERIOR WELDING SUPPLY	TANK RENTALS	90.00
TASC	FLEX PLAN CONTRIBUTIONS	1,185.35
TEMP ASSOCIATES	TEMP HIRES	1,101.10
THE RECORD	SUBS (2 ANNUAL)	44.00
TOTAL CHOICE SHIPPING & PR	PRINTING	96.67
TRIPLETT COMPANIES	SUPPLIES	22.58
UNIFIRST CORPORATION	SHOP TOWELS	63.92
UNITY POINT CLINIC-OCCUPAT	PRE-EMP TESTING (MM)	42.00
US BANK EQUIPMENT FINANCE	COPIER LEASES	1,508.13
VEENSTRA & KIMM	16TH AVE ENG SVC	4,373.00
VERIZON WIRELESS	WIRELESS SVC	944.61
WALMART	J PROG/SUPPLIES	142.67

VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

BANK: ALL

REPORTING: PAID, UNPAID

P U B L I C A T I O N

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/07/2020 THRU 2/03/2020	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999
UNPAID ITEMS DATES :		0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

VENDOR NAME	DESCRIPTION	GROSS AMOUNT		
-----				
WATER ENVIRONMENT FEDERATI	MBRSH (JK)	95.00		
WATTS TECHNOLOGICS, INC	MONITOR	146.00		
WES FINCH AUTO PLAZA	REP	215.67		
WILCOX EQUIPMENT	SUPPLIES	45.54		
WINDSTREAM	TELEPHONE	2,526.33		
WINDSTREAM COMMUNICATIONS,	PC SVC-DEC 2019	1,400.00		
WOODMAN CONTROLS COMPANY	TECH SUPPORT	1,050.00		
WOODRIVER ENERGY LLC	GAS	1,410.23		
WRH, INC	PAY REQ #23	371,926.18		
<b>** TOTAL **</b>	<b>-City of Grinnell</b>	<b>711,883.60</b>	<b>93,637.45-</b>	<b>618,246.15</b>

VENDOR SET: 01 City of Grinnell, IA  
REPORTING: PAID, UNPAID

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/07/2020 THRU 2/03/2020	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999
UNPAID ITEMS DATES :		0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	93,637.45	93,637.45CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	618,246.15	0.00	618,246.15
VOID ITEMS	0.00	0.00	0.00
<b>** TOTALS **</b>	<b>711,883.60</b>	<b>93,637.45CR</b>	<b>618,246.15</b>

U N P A I D R E C A P

UNPAID INVOICE TOTALS	618,352.33
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	106.18CR
<b>** UNPAID TOTALS **</b>	<b>618,246.15</b>

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/07/2020 THRU 2/03/2020	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999
UNPAID ITEMS DATES :		0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

FUND TOTALS

001	GENERAL FUND	87,222.96
002	VETERANS MEM - GEN	7,570.83
003	LIBRARY - GENERAL FUND	36,575.71
004	CITY HALL RES - GENERAL	154.38
009	SPORTS AUTHORITY - GEN	3,350.00
010	BUILDING & PLANNING - GEN	2,963.60
103	LIBRARY FUND STATE - GEN	2,993.73
110	ROAD USE FUND - SPEC REV	38,922.58
112	T&A EMP BEN- SPEC REV	3,107.41
138	MED INS RESERVE - SPEC RV	4,587.37
140	MFPRSI MED ONLY - SPEC RV	28.00
145	HOTEL/MOTEL TAX - SPC REV	7,353.98
167	LIBRARY GIFTS - SPEC REV	236.35
200	DEBT SERV -	1,000.00
315	CLNS FY 19-20	2,886.73
350	AIRPORT DEV - CAP PROJ	2,807.32
361	STORM WA QUALITY PROJECTS	157.00
377	16TH AVE BOX CULVERT	4,216.00
378	WW TRMT PLANT PROJECT	371,926.18
494	SAN EQMT REP FUND-SP RV	5,710.00
610	WATER FUND	57,072.34
620	SEWER OPERATION AND MAINT	27,808.56
630	STORM SEWER FUND	814.12
670	SOLID WASTE	42,418.45

GRAND TOTAL 711,883.60