

**CITY OF RIVERSIDE COUNCIL MEETING AGENDA  
RIVERSIDE CITY HALL COUNCIL CHAMBERS  
60 N GREENE STREET  
SPECIAL MEETING**

Wednesday, November 13, 2019 – 6:30 P.M.

**NOTICE TO THE PUBLIC:** This is a meeting of the City Council to conduct the regular business of the City. Every item on the agenda is an item of discussion and action if needed.

1. Call meeting to order
2. Approval of agenda
3. Review of punch list to establish substantial completion of Hwy 22 project.
4. Motion to adjourn

RIVERSIDE CITY COUNCIL MEETING: October 21, 2019

The Riverside City Council meeting opened at 6:30 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Andy Rodgers, Bob Schneider Jr., Edgar McGuire, and Jeanine Redlinger. Tom Sexton was absent.

Motion by McGuire to approve agenda. Second by Redlinger, passed 4-0.

Schneider moved to approve the minutes of October 7<sup>th</sup>, 2019 and expenditures, pulling Camp Highland donation until after presentation from YMCA. Second by McGuire, passed 4-0.

Bill Stuke, PeopleService, Inc. presented September water and waste water report.

Schneider moved to accept bid of \$3500 from Brendan Serum to replace sidewalk at the water tower. Second by Redlinger, passed 4-0.

Katie Schneider addressed Council on the Thirsty Turkey Trot to be held on November 29<sup>th</sup> at Hall Park, City Trail, and fire station.

Redlinger moved to allow use of fire station for the benefit. Second by McGuire, passed 4-0.

Amy Schulte, Camp Highland YMCA director, gave results from the summer program.

Schneider moved to approve the donation of \$10,000 to Washington YMCA. Second by McGuire, passed 4-0.

Steve Smith, Johnson County Refuse, reviewed the new garbage/recycling contract with Council. New cart system will begin in December. Notifications will go out in November.

Scott Pottorff, MMS updated capital improvement projects.

Hwy 22 street project has a punch list of repairs to be made before project is accepted.

McGuire moved to consider substantial completion of 10/21/19, if punch list is done by November 1, 2019. Second by Redlinger, passed 4-0.

Schneider moved to set November 15, 2019 as the completion date for Ash/Tupelo street project. Second by Rodgers, passed 4-0.

Pottorff will have 'Safe Walk to School' project plans revised for next meeting, to be let in February.

Schneider moved to designate October 31<sup>st</sup> as Trick or Treat night from 6-8pm. Second by Redlinger, passed 4-0.

Mayor reviewed work session goals with Council.

Administrator will get proposals for listing the remaining City Commercial lot, and the rental property on 2<sup>nd</sup> street for sale.

Council discussed updating speed zones on streets leading to the school.

Redlinger moved to open Public Hearing on sale of City owned property at 8:37 pm. Second by McGuire, passed 4-0. There were no written or oral comments. Redlinger moved to close Public Hearing at 8:38 pm. Second by McGuire, passed 4-0.

Redlinger moved to pass Resolution #102119-01; sell City parcel 04-08-355-015, total of 4800'feet, adjacent to 336 Blackberry Ave, to Allen and Katie Schneider for \$1500 plus legal fees. Second by Rodgers, passed 3-0 Schneider abstained.

City Administrator gave update on Schnoebelen Street dog issue.

Council discussed future City Hall staffing needs.

Council, Mayor, and Administrator comments were given.

McGuire moved to enter into closed session pursuant to Iowa Code 21.5 (1)(i) employee review at 9:45 pm. Second by Rodgers, passed 4-0.

Council returned to open meeting at 10:04 pm.


Redlinger moved to adjourn at 10:05 pm. Second by Rodgers, passed 4-0.

Full content of Council Meetings can be viewed on the City web site; [www.cityofriversideiowa.com](http://www.cityofriversideiowa.com)

Council Meeting – Monday, November 4<sup>th</sup>, 2019 at 6:30 p.m.

ATTEST:

  
Becky LaRoche, City Clerk

  
Allen Schneider; Mayor

RIVERSIDE CITY COUNCIL MEETING: November 4<sup>th</sup> 2019

The Riverside City Council meeting opened at 6:30 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Tom Sexton, Andy Rodgers, Bob Schneider Jr., Edgar McGuire, and Jeanine Redlinger.

Motion by Schneider to approve agenda. Second by Rodgers, passed 5-0.

Schneider moved to approve the minutes of October 21<sup>st</sup>, 2019, and expenditures. Second by Rodgers, passed 5-0.

Scott Pottorff, MMS Consultants gave Capital Project updates.

Rodgers moved to accept the revised 'Safe Walk to School' project. Second by Redlinger, passed 5-0. Plans go to the DOT on 11-19-19, for a February 2020 bid letting. Completion will be on, or before August 1, 2020.

Council discussed Hwy 22 punch list. Six out of nine manhole covers will be reset, and poured on Tuesday.

Sexton moved to pass Resolution #110419-02, Approving Pay Request #10 to Triple B Construction for HWY 22 project in the amount of \$96,520.57. Second by Schneider, passed 5-0.

LL Pelling will apply top coat on Ash/Tupelo Wednesday. Sod will be installed on November 12<sup>th</sup>.

Schneider moved to pass Resolution #110419-03, Approving Pay Request #4 to Cornerstone Excavating for Ash Street project in the amount of \$112913.01. Second by Rodgers, passed 5-0.

Schneider moved to spend up to \$5500 for purchase of a 2013 Yamaha ATV with blade. Second by McGuire, passed 5-0.

Redlinger moved to pass Resolution 110419-01; five year contract with Johnson County Refuse for solid waste services. Second by Schneider, passed 5-0.

Council, and Mayor comments were given.

Redlinger moved to adjourn at 8:22 p.m. Second by Rodgers, passed 5-0.

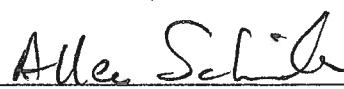
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Council Meeting – Monday, November 18, 2019 at 6:30 p.m.

P&Z Meeting – Tuesday, November, 26<sup>th</sup>, 2019 at 6:00 p.m.

ATTEST

  
Becky LaRoche; City Clerk

  
Allen Schneider; Mayor



October 23, 2019

2245-038

Triple B Construction  
710 Ayres Progress Drive  
Wilton, IA 52778

Re: Highway 22 Improvements Project – Punch List

We have completed a walkthrough of the improvements for the Highway 22 Improvements Project. The following items need to be addressed before the project can be accepted by the City. This list is intended to be updated as needed as work is completed:

1. There is a spot of dead grass at the NW corner of Washburn and Highway 22 where a concrete blanket sat for most of the summer. This area needs to be removed and resodded.
2. There are several locations where manhole castings sat and killed the grass, SE corner of Washington and Highway 22, NW corner Greene and Highway 22, NE corner of Rose and Highway 22. These areas need to be removed and resodded.
3. The area at the NE corner of Greene and Highway 22 around the light pole is not well finished and looks like it needs finish grading and maybe some sod to clean up.
4. There is a sand pile by the car wash in the grass which looks like it may be a pothole. If this was a part of this project it needs to be leveled off and topsoil and sod added.
5. Remove gravel to the west of the alley by the car wash. Add topsoil and sod this area – Extra work
6. The sod in front of the elevator looks like it is higher than the existing grate, blocking drainage to the grate. In addition, this sod looks like it hasn't been watered as much as the other areas, turning brown already.
7. The sod placement on the south side of Highway 22 between Ella Street and the curve is not parallel to the roadway in a straight line. The sod zigzags back and forth and the granular shoulder does not match the sod elevation. This sod needs to be straight and the shoulder material should match it. This is along Casey's, the fire station, Veteran's Park and Railroad Park.
8. The granular shoulder in front of Casey's still holds water and does not appear to be leveled out. Add material as needed to move drainage to the grass or either east or west along the shoulder. One area of ponding is right on the edge of the pavement, which will damage the pavement over time.
9. There is a small pile of rock in the drive of the fire station which needs to be removed.



10. Clean silt and debris from flared end section on south side of Highway 22 which outlets to Railroad Park.
11. The sod work on the north side of Highway 22 between Rose Street and 3<sup>rd</sup> Street (along the museum and dental office) is not acceptable. The sod does not match existing grass elevation and does not appear to be fine graded before sod was placed. The entire area is uneven and will be very difficult to mow and maintain.
12. There is a pile of gravel in the east entrance to the museum which needs to be removed.
13. There is sod missing around the existing flared end section near the dental office.
14. At the SW corner of 3<sup>rd</sup> and Highway 22, the area behind the sidewalk is humped up near the sidewalk and near the existing grass transition. Will be difficult to mow and maintain. There are also two areas near the sidewalk where additional dirt is needed to fill holes and add sod in that quadrant of the intersection.
15. Clean out the flared end section at the SW corner of 3<sup>rd</sup> Street and Highway 22.
16. At the NW corner of 3<sup>rd</sup> Street and Highway 22, the area to the north of the beehive looks lower than the beehive and doesn't appear like it will drain to the beehive. At the SE corner of the sidewalk common panel there is a hole that needs more dirt and sod replaced.
17. At the NE corner of 3<sup>rd</sup> Street and Highway 22 the grade around the intake is too low, especially to the south of the intake. The slope down to the beehive is very uneven and will be difficult to mow and maintain. The sod and grade is below the beehive all the way around, needs to be raised so that runoff will drain to beehive.
18. At the SE corner of the intersection of 3<sup>rd</sup> Street and Highway 22, the north end of the area which received the hydroseeding and mulching has many large clods and clumps of dirt and is very uneven. This needs to be leveled out and clods and large clumps of dirt removed to create a more even surface. The southern half of this area is more even without large clumps or clods, the north end needs to match.
19. There is a water valve box cover which was paved over on the east side of Highway 22 in the concrete paving. Expose the valve box cover so it can be used.
20. At the alley between 3<sup>rd</sup> and 4<sup>th</sup> on the east side, add more gravel in the alley to match the sod elevation to the north. The sod and grading is lower than the beehive at this location as well. Needs to be level or higher than the beehive to allow drainage to the beehive.
21. At the SE corner of 4<sup>th</sup> Street and Highway 22, the sod area between the curb ramps and the curb is uneven and has low spots, needs to be leveled out to drain. There is some sod that was placed over uneven grade, including rocks, roots, etc, near the mailbox at this corner, remove debris from under sod and level area and relay sod.



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22. At the NW corner of 4<sup>th</sup> Street and Highway 22, remove roots from area which received hydroseeding. Several large roots are sticking out from below hydromulch. Cut off roots below grade.
23. At the NE corner of 4<sup>th</sup> Street and Highway 22, the area between the curb ramps and the curb is uneven with low spots, needs to be leveled out to drain. The area north of the intake around the curve is uneven, humped up a couple of feet from the curb, creating an area which will be difficult to mow or maintain. Level this area out and replace sod.
24. There is gravel in both subdrain cleanouts on the SE side of Highway 22 at the north curve. Needs to be cleaned out.
25. The grading and sod is low around each intake box on the north side of Highway 22 between St. Mary's Street and Sycamore Street. There are 4 intakes and one manhole and the grade around each is too low. The area around the intake just west of Schnoebelen Street is also low around the intake.
26. At 401 Hickory, where the damaged driveway was replaced, the adjacent concrete is damaged and needs to be patched.
27. At 431 Hickory, the mailbox appears to be too low and not stable when replaced. Replace mailbox to proper height above curb.
28. Add sod to the west side of driveway at 431 Hickory. Remove rock and debris below sod that was placed at this location.
29. Place topsoil along the edge of granular shoulder to match to existing ditch along the south side of Highway 22 and place sod. Make this easier to maintain and mow.
30. Sanitary manhole in shoulder in front of 610 Hickory is too high and needs to be below asphalt grade.
31. Remove rock from ditch to the east of the driveway to Schnoebelen's. Restore ditch and add sod as needed.
32. There is some asphalt and trash in the ditch to the east of the driveway at 608 Hickory which needs to be cleaned up.
33. The yard area at 608 Hickory has been disturbed outside of the shoulder work and needs to be repaired and sodded.
34. Add adjustment ring to water valve in the sidewalk at Sycamore Street and Highway 22. Cover is flush with surface but moves quite a bit when stepped on. Needs a more solid adjustment.
35. There is an area of sod from earlier this year in front of 195 Schnoebelen Street which needs to be removed and replaced with new sod.
36. The water valve at St. Mary's Street is full of rock and needs to be cleaned out.
37. The area between the sidewalk and curb to the east of the intersection of Schnoebelen Street and Highway 22 is uneven and low and needs to be regraded to drain.
38. Place additional rock in driveway behind the sidewalk at 661 Hickory Street.
39. Remove slug of concrete from existing asphalt Street at East Street.





**MMS Consultants, Inc.**  
*Experts in Planning and Development Since 1975*

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40. Add rock to the shoulder on the south side of the Highway at the east end of the project.
41. Sod replacement on St. Mary's Street looks like it isn't very level to match existing grass. Will small areas survive? There are concerns about all replacement sod on St. Mary's Street.
42. Place topsoil between back of curb and hydrant at the SW corner of Rose Street and St. Mary's Street. Install sod over topsoil.
43. Remove adjustment ring near sign at SE corner of Rose Street and St. Mary's Street. Add additional topsoil adjacent to the new asphalt at this corner as well and sod as required.
44. There are a few areas where joints between sod rolls are 1 inch or greater. These need to be filled with topsoil and seeded.
45. Clean out rock, dirt and debris from all storm intakes.
46. Seal the expansion joints at all storm intakes.
47. Adjust all new curb stops to be level with the finish grades.
48. Sweep and clean all sidewalks and curb and gutter as required at end of work.
49. Adjust manholes within Highway 22 which are causing problems for traffic. City to determine which manholes are to be redone.
50. Widen gravel driveway behind sidewalk at 451 Hickory to match concrete driveway width.

These items need to be addressed before the City Council will accept the project. There may be additional punch list items with a future walkthrough to review work. The Council has agreed to consider a substantial completion date of October 21, 2019 if these punch list items are all addressed by November 1, 2019. If punch list items are not completed by that date, the Council will consider extending the substantial completion date until all punch list items are complete.

Please contact our office to coordinate review of these items as they are completed.

Feel free to contact me with any questions.

Sincerely,  
MMS Consultants, Inc.

Scott Pottorff, P.E.

cc: Christine Yancey – City of Riverside

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