

AGENDA

COUNCIL MEETING
Tuesday, January 22, 2019
5:30 P.M.
CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER:

II. OPEN FORUM: This is a time for any concerned citizen to speak to the Council on an item that is not on the agenda.

III. CONSENT ITEMS:

- A. 1/8/19 regular and Council meeting minutes.
- B. Dollar General Store #8463, Class C beer permit
- C. Fareway Stores, Inc., #888, Class E liquor license
- D. Consider approval of Hotel/Motel grant application for Bell Tower Festival Motor Cycle event in the amount of \$3,000

IV. NEW BUSINESS:

- A. Set Public Hearing for adoption of 2019-2020 budget.
- B. Consider approval to hire Cole Jackson as Jefferson Police Patrol officer.
- C. Consider resolution to apply for Transportation Enhancement Funds.
- D. Consider approval to purchase two blower motors for the wastewater plant
- E. Consider approval to provide for interim Police Patrolman pay for Heath Enns.
- F. Consider approval of Hotel/Motel grant applications.
- G. Quarterly Financial update.
- H. Presentation by Janice Gannon of Lincoln Highway Heritage Byway and Corridor Management Plan.

V. REPORTS:

- A. Mayor
- B. Engineer
- C. City Clerk
- D. Attorney
- E. City Administrator
- F. Council & Committees

VI. ADJOURN.

AGENDA SUMMARY

DATE 1/22/19

NEW BUSINESS

I. NEW BUSINESS:

- A. **Set Public Hearing for adoption of 2019-2020 budget.**
- B. **Consider approval to hire Cole Jackson as Jefferson Police Patrol officer.**
- C. **Consider resolution to apply for Transportation Enhancement Funds.** Attached is the announcement of the Transportation Alternatives Projects which is administered through Region XII.
- D. **Consider approval to purchase two blower motors for the wastewater plant.** Attached is a proposal from Iowa Pump Works for \$19,549 to replace two motors at the wastewater plant.
- E. Consider approval to provide for interim Police Patrolman pay for Heath Enns.
- F. **Consider approval of Hotel/Motel grant application for Jefferson Matters:Main Street in the amount of \$2,193.50.** Application attached.
- G. **Quarterly Financial update.**
- H. **Presentation by Janice Gannon of Lincoln Highway Heritage Byway and Corridor Management Plan.**

COUNCIL MEETING

January 8, 2019

5:30 P.M.

PRESENT: Ahrenholtz, Sloan, Wetrich, Gordon

ABSENT: Teeples

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Ahrenholtz, second by Wetrich, the Council approved the following consent agenda December 11, 2018 Council Minutes, December 21, 2018 Special Council Meeting Minutes, Casey's General Store #1617, Class E Liquor License, payment of monthly bills from City funds, approval to hire John Kersey part-time help at \$12/hr for Public Works Department, and Item E was removed to Item C on New Business.

AYE: Gordon, Ahrenholtz, Sloan, Wetrich

NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved of a sewer lift station maintenance 3 yr agreement with Iowa Pump Works at the cost of \$1,802 per year inspection.

AYE: Wetrich, Sloan, Gordon, Ahrenholtz

NAY: None

On motion by Gordon, second by Wetrich, the Council approved one month of additional salary of \$2,475 for golf course manager Micah Destival.

AYE: Ahrenholtz, Sloan, Wetrich, Gordon

NAY: None

On motion by Gordon, second by Wetrich, the Council approved \$2,485 Hotel/Motel Grant for bronze plaque at Thomas Jefferson Gardens.

AYE: Ahrenholtz, Wetrich, Gordon

NAY: None

ABSTAIN: Sloan

Marlene Ehresman, Executive Director of Iowa Wildlife Center did a presentation on concerns with the TNR.

The following bills were approved for payment with City funds:

ABC PEST CONTROL	PEST CONTR	322.33
ACCESS SYSTEMS INC	RN CPIER LSE	654.94
ACCESS SYSTEMS LEASING	PA CPIER LSE	589.38
ACCO UNLIMITED CORP	WA GLUE	1,371.75
ACTIVAR	WA SUPP	610.11
ADVANCED WASTE SOLUTIONS	GCRSE RENTAL	594.63
AFFORDABLE QUALITY EXTERIOR	LB ROOF	9,065.00
AFLAC	AFLAC INS W/H	111.76



Transportation Project Funding Available

Region XII Surface Transportation Projects

Region XII COG is preparing the 2020-2023 Transportation Improvement Program (TIP). These funds are available to any city or county in Region XII (Audubon, Carroll, Crawford, Greene, Guthrie or Sac Counties).

Region XII has approximately \$4,000,000 in Surface Transportation Block Grant funds (STBG) available for projects. Projects that are eligible include roadway construction and reconstruction, operational improvements, safety programs, and traffic management and control. STBG funds can also be used for transit projects and other ride-share projects. Roadways that are eligible for funding must be classified as a major collector or higher on the federal functional classification system. The STBG Application is available [HERE](#). Federal Functional Classification Maps can be viewed [HERE](#).

The sponsoring governmental agency must provide at least 20% of the total project cost in cash. Applications are due by 4:00 PM on February 1, 2019.



Region XII Transportation Alternatives Projects

Region XII Transportation Alternatives applications will be accepted through February 1, 2019 until 4:00 PM. Region XII has approximately \$400,000 in regional transportation alternatives funds available for projects. Funding for these projects may not be available until federal fiscal year 2020 or later depending upon the amount requested. These projects may include recreational trails, highway turnouts, overlooks, safe routes to schools and historic preservation of transportation related structures. (Please see the application form for a full list of eligible projects). The sponsoring agency must provide at least 20% of the total project cost. The application can be found on the Region XII website under "Funding Updates" or by clicking [HERE](#).

Iowa Pump Works, Inc.
825 SW Ordnance Rd
Ankeny, IA 50023



Quote

Prepared By Dave Prymek
Phone 855-228-6383
Email info@iowapumpworks.com

Created Date 1/9/2019
Quote Number 00003703
Terms NET 30
Sales Rep Vince Payne
Expiration Date 2/9/2019

Bill To Jefferson IA, City of
220 N Chestnut
Jefferson, IA 50129-1900
Phone (515) 386-3111

Ship To Jefferson IA, City of
605 W Russell St
Jefferson, IA 50129

kaeser Omega 43 x 2

Installation not included
Plus Frt.

Product	Comment	Quantity	Rate	Total
MISC PARTS	Kaeser Omega Blower Block 881003	2.00	\$9,774.50	\$19,549.00
			Subtotal	\$19,549.00
			Total	\$19,549.00

Hotel/Motel Tax Grant Application

Date: January 6, 2019

Applicant Information:

Name of Organization and financial information. (Please list officers of the organization and provide balance sheet and income statement).

Organization: Kiwanis Club of Jefferson

Mailing Address: 807 West State Street, Jefferson, IA 50129

Contact Name & Title: Loren Turner, Former Kiwanis Board Member & Chairman of Bell Tower Festival Motorcycle Events or Bob Smith, Former Kiwanis Board Member & Member of Bell Tower Festival Motorcycle Events committee

Telephone: (515) 370- 5644 (Loren) (515)370-3869 (Bob)

Email Address: lturner@netins.net (Loren) or sales@techzoneia.com (Bob)

Please feel free to attach additional information to the following questions.

Description of project:

Next June will be our 11th annual Bell Tower Festival Motorcycle event. This event has grown from a small motorcycle show and poker run to a widely respected and popular event with the addition of guided tour ride(s) and a charity auction. Participants from as far away as Amboy, Illinois and from all parts of Iowa have participated in the recent years. In 2017 we had 50 participants in guided tour rides to Dexter and Boone/Ames and approximately 100 people on the Poker Run despite very warm weather which hurt our attendance. Poker run participants in 2018 was over 125 people! This year's Guided Tour Ride will be to the new distillery at Templeton Rye.

Several quotes from recent participants made on our Facebook page:

I ride on MANY motorcycle events. This group of kind and generous people are the BEST in organizing an event. Lots of prizes to hand out, excellent stops, and all for a great cause. See you all next year.

-Randy Danielson West Des Moines, IA

This event was the best ever! Every aspect of the ride was well-planned and executed. We enjoyed participating in something other than a regular poker run and meeting a lot of new friends! We are looking forward to next year's event.

-Jeff & Cindy Heuton Carroll, IA

How does the proposal promote the City of Jefferson?

Our events begin and end in Jefferson. We promote the annual Bell Tower Festival event and the City of Jefferson in everything we do. We work year around to promote our event and the Bell Tower Festival at various Iowa rallies and events. Many of our annual event sponsors are local businesses as well. With the addition of the Wild Rose Casino &

Cobblestone Inn we are now marketing Jefferson as a weekend destination including reserving a block of rooms at the Cobblestone Inn for our participants. The March and April 2018 ads from ThunderRoads Iowa motorcycle magazine shown below illustrate the promotion of Jefferson and the Bell Tower Festival.

**10th Annual Bell Tower Festival
Motorcycle Events Jefferson, IA**

- **Poker Run:** Free t-shirt & over \$500 in prizes
- **Guided Tour Rides**
- **Activities:** Auction, Car Show, Food

Online Registration opens March 1st

Date: Saturday, June 9 Home of Iowa's
Newest Casino

 **MARK YOUR CALENDARS!** www.btfcycle.info



10th Annual Bell Tower Festival
Poker Run, Guided Tour Rides, & Cycle Show
Jefferson, IA
Saturday, June 9th

- \$450 in Poker Run Prizes
- Cycle, Car & Truck Shows
- Vendors, Music, Beer Garden

Bonnie & Clyde Guided Tour Ride back by popular demand along with a new **Flask & Cask Guided Tour Ride!** Don't miss out, sign up today online!

Home of Iowa's newest casino, make a weekend out of your visit! See our website for lodging options!

WILD ROSE CASINO & RESORT

Date of event or project start and end date: June 8, 2019 (Although planning meetings, work sessions, and marketing for this year are already under way.)

What is the amount requested and how is the money going to be used?

We are requesting \$3,000 total for marketing and promotion of our 2019 event. We advertise in a free statewide motorcycle publication (ThunderRoads IA) that prints 7-9,000 copies per month and the industry standard for print publications is 3- 5 people per copy read it. ThunderRoads IA also reaches 10-20,000 per week on Facebook and their website. We'd like to spend approximately \$2,000 in advertising for the 2019 event.

Approximately \$1,000 is being requested for the other printing costs and for our event website fee. We have a variety of printing costs for flyers, posters, and event business cards which are handed out at various events and displayed at businesses across the state. We purchase vinyl banners that are placed at Highway 30 & 4 intersection as well as south of town on Highway 4 and west of Jefferson on old Highway 30. Some of the motorcycle events around the state we attend also charge a fee to have a table and for us to provide promotional material to participants at their event. The Kiwanis Club is currently paying the yearly website hosting fee of \$100.

Does the applicant have other funding sources and if so how much are they funding?

Most of our funding comes from registration fees for various rides and sponsors as you can see in our financial documentation. Below is a list 2018 events sponsors and levels. *Note: Number of sponsors change from year to year.

Gold sponsors (\$250 each) - Carroll Cycle Center, 209 Main/Tool Bar, Dan's Spicy Barbecue Sauce, Neese Inc., Hamilton Redi-Mix, Jefferson A&W, Spare Time Lanes, Midland Power, Just One More, and Trophies Plus.

Silver sponsors (\$100 each) - Oly's Corner, Hog House/Lucas Oil, Pemble Digging, Wild Rose Casino, Higgins U-Haul/Detailing Service, and Shadran.

Hotel/Motel Tax Grant Application

Applications can be mailed to Jefferson City Hall at 220 N. Chestnut St., Jefferson Iowa 50129 or dropped off at Jefferson City Hall

Date: 1-9-19

Applicant Information:

Name of Organization and financial information. (Please list officers of the organization and provide balance sheet and income statement).

Jefferson MTRK
Mailing Address: Mari Sireb; Jamix Dankendorf, Pres; Amy Milligan-VP; Megan Wilson, Treas.

Contact Name & Title: Lynda Cochran, Mari Street Promotions

Telephone: 525-39-3285 Email Address: LyndaCochran@ndiis.net

Please feel free to attach additional information to the following questions.

Description of project.

See Attachment

How does the proposal promote the City of Jefferson?

See Attachment

Date of event or project start and end date.

See Attachment

What is the amount requested and how is the money going to be used?

See Attachment

Does the applicant have other funding sources and if so how much are they funding?

See Attachment

Description of Project

This request is to purchase the 15th historical plaque that will be located on the lamp posts found in downtown Jefferson. These plaques all celebrate the people, places and things found in Jefferson and Greene County that shaped both our town and our county. This year's plaque will celebrate Spring Lake and what it has meant to so many living in our community throughout the years. The Historical Plaque project is a continuation of a city project that was given to Jefferson Matters: Main Street to try and complete.

How Does It Promote Jefferson

The Promotion Committee's mission is to promote our downtown district. When people are downtown longer they are more apt to visit our businesses or eat at our restaurants. These plaques now provide one more thing to do in our district with a great walking tour. These plaques help them form a strong connection not only to our present but also to our past. For younger people in our community it promotes the history and tells the story of us.

Date of event or project start and end date

This depends on when we receive this money to proceed and the weather. Most plaques after ordering arrive in 6 - 8 weeks. But it would be installed as soon as it comes in and Dave Sloan has the time to install it. This 15th plaque would be located on north east corner of Chestnut and State Street.

What is the amount requested and how is the money going to be used?

\$2193.50 - Purchase Bronze Plaque

We will install one bronze plaque on the lamp post that sits on the corner of Chestnut and State Street. This plaque will feature Spring Lake. The lake was voted as one of the top suggestions from our Nomination Plaque Walk to receive a plaque. The lake, the skating rink, the dance hall and the camp grounds all generated many great memories for people that day. Spring Lake has one of the longest running skating rinks left in Iowa. They opened the rink in 1929 and it still is providing entertainment today for kids and adults from Jefferson and the surrounding areas. The public beach no longer has a 10 cent admission price but hundreds use the beach and lake today. The park is 240 acres of fun and now has great cabins to rent. The memories that this plaque will generate will be varied and fun.

The plaque will feature a QR code that people with smartphones can click on to see a picture of what is featured on the plaque and a few more "fun" facts about this very special place.

Does the applicant have other funding sources and if so how much are they funding?

We hope that this will become a yearly expenditure for the city through hotel motel funds as it relates directly to tourism. The Promotion Committee of Main Street also has a presence on the Chamber tourism committee. We are now featuring tour packages with the Historical Plaque Walk as one of the things to do in Jefferson for those groups that are interested in early Iowa history and Americana. This walking tour is now a self-guided tour with a map that has been created. We are hoping that the city will fund the total cost of \$2193.50 to keep this joint City and Main Street project viable for tourists and Jefferson's residents to enjoy. A new plaque a year will keep people returning to see what we have added and will make the walking tour longer and more interesting each year.

AGENDA

WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, JANUARY 15, 2019, 12:00 NOON JEFFERSON CITY HALL

I. SEWER

- A. Proposal for replacement of blower motors for aeration tanks at sewer plant

II. WATER

- A. Water usage report
- B. Review of water bill

III. STREETS

IV. SANITATION/RECYCLE

- A. Discussion of trash truck replacement
- B. Waste collection report
- C. Recycling report

Jefferson Park & Recreation Commission AGENDA

Wednesday, January 16, 2019

12:00 pm Greene County Community Center

- I. Call to Order
- II. Roll Call
- III. Open Forum: This is a time for any concerned citizen to speak to the Board on an item that is not on the agenda. (Limit 3-5 minutes).
- IV. Approval of minutes for December
- V. Approval of bills for December 15-January 15
- VI. Old Business
 - a. LED light proposal
 - b. Discuss Pool Manager
- VII. New Business
 - a. Hess Fund Approval
 - b. Lee Horbach
- VIII. Reports
 - a. Wellness Report
 - b. Program Report
 - c. Directors Report
 - d. Parks Report
- IX. Adjournment-Next meeting Wednesday, February 20, 2019 at noon at the GCCC

AGENDA

Cemetery Committee
Thursday, January 17, 2019
@ noon
At City Hall

- I Call to Order
- II Open Forum
- III Old Business
 - A. Cemetery Software Progress
 - B. Dave Morlan report on the Cemetery Repair with Sloan
 - C. Raising prices update from Harry Ahrenholtz
- IV. New Business
 - A. Change pricing at the Cemeteries
 - B. Future Agenda Items
 - C. Department Report
- V Adjourn

Agenda Summary

Open Forum

Old Business.

- A. Mike Palmer has taken over the training on the software. I have not had time to do this as I am training a new assistant.
- B. Dave Morlan will report on the Cemetery Repair
- C. Discussion of raising prices at the Cemetery

New Business

- A. Pricing to be changed I have information from several cemeteries for discussion. Harry was going to check with Diane and Mike about updating the prices.
- B. Future Agenda Items
- C. Department Report
 - a. Report on burials from Sept 18-January 12 there have been 12 burials.
 - b. The new roof and trim have been put on the shed at the Cemetery.

Next meeting on Thursday, March 21 @ Catholic Cemetery at noon.