

AGENDA

**COUNCIL MEETING
Tuesday, March 8, 2016
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. 2/23/16 regular council minutes.
 - B. Monthly bills.
 - C. Hire Sue Rieder at \$7.25/hr. for part-time employment at the golf course.
- IV. NEW BUSINESS:**
 - A. Public Hearing for 2016-2017 Budget.
 - B. Resolution adopting 2016-2017 Budget.
 - C. Hiring of Shane Jones for Police Patrolman.
 - D. Waive building permit fee of \$615.00 for Greene County Fair Association.
 - E. Consider third reading of ordinance amending Jefferson floodplain regulations.
 - F. Change Order No. 3 in the amount of \$7,422.21 for Hydro Klean for the 2015 Grimmell Road Lift Station Project.
 - G. Pay Estimate No. 4 in the amount of \$7,051.10 for Hydro Klean for the 2015 Grimmell Road Lift Station Project.
- V. REPORTS:**
 - A. Mayor
 - B. Engineer
 - C. City Clerk
 - D. Attorney
 - E. City Administrator
 - F. Council & Committees
- VI. ADJOURN.**

AGENDA SUMMARY

DATE 3/8/16

NEW BUSINESS

- A. Public Hearing for 2016-2017 Budget. There is no new information since the Budget Workshop. The levy will be \$15.22 – down 4 cents. To date I have not had any comments. Attached is a copy of the Public Hearing Notice that was in the newspaper.
- B. Resolution adopting 2016-2017 Budget.
- C. Hiring Shane Jones for Police Patrolman. The Law Enforcement Committee has conducted the interviews and is recommending approval of hiring Mr. Jones at a salary of \$38,552/yr. starting March 16, 2016. He will be attending the Police Academy this fall.
- D. Waive building permit fee of \$615.00 for Greene County Fair Association. Attached is a letter from the Fair Association requesting the waiver of the building permit fee for a 72'X135' Morton building at the fairgrounds.
- E. Consider third reading of ordinance amending Jefferson floodplain regulations.
- F. Change Order No. 3 in the amount of \$7,422.21 for Hydro Klean for the 2015 Grimmell Road Lift Station Project. Attached is the Change Order.
- G. Pay Estimate No. 4 in the amount of \$7,051.10 for Hydro Klean for the 2015 Grimmell Road Lift Station Project. Attached is the Pay Estimate.

COUNCIL MEETING

February 23, 2016

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Jaskey

ABSENT: Von Ahsen

Mayor Berry presided.

During Open Forum Jim Ehmen, Volunteer for Community Center, voiced his concerns on Handicap parking in the Community Center parking lot.

On motion by Ahrenholtz, second by Jaskey, the Council approved the following consent agenda: February 9, 2016 Council Minutes and February 16, 2016 Budget Meeting Minutes.

AYE: Sloan, Ahrenholtz, Jaskey, Teeples

NAY: None

On motion by Jaskey, second by Sloan, the Council approved second reading of ordinance amending Jefferson floodplain regulations.

AYE: Ahrenholtz, Teeples, Sloan, Jaskey

NAY: None

On motion by Teeples, second by Ahrenholtz, the Council approved the following tax abatement applications for 2015.

2015 Tax Abatement Applications

<u>Property Owner</u>	<u>Address</u>	<u>Project Description</u>	<u>Project Amount</u>
Terry McCollom	504 East Harrison Street	New Building	\$70,000.00
Shirley Stapleton	500 W Edgewood Ave	Garage & Breezeway	\$38,000.00
Jim Taylor	1007 W Wall Street	3 Season Porch	\$5,000.00
Duane and Betty Larson	1239 Rushridge Road	Addition & Deck	\$48,000.00
Nick Shirmbeck	700 W State Street	Addition to Shed	\$1,500.00
Mitch Mobley	600 S Grimmell Road	Pole Building	\$15,000.00
John Biggart	403 Sundown Court	Addition to House	\$50,000.00
Syngenta	300 American Avenue	Addition to Building	\$200,000.00
John Hupp	408 Edgewood Avenue	Garage	\$20,000.00
Kay Skalla	500 S Maple Street	New House	\$160,000.00
Jim Ober	1221 Rushridge Road	Addition & Deck	\$70,000.00
TD Hunter	2204 N Mulberry Street	New Building	\$500,000.00
Harry Silbaugh	502 E Adams Street	Addition to Garage	\$1,200.00

Helen Zollars	306 N Cedar Street	Addition to House	\$17,700.00
Jim Andrew	507 Edgewood Avenue	Addition to House	\$270,000.00
Oly's Corner	208 W Lincoln Way	Car Wash	\$360,000.00
Don Sievers	217 E Lincoln Way	Building Addition	\$50,000.00
Habitat for Humanity	901 W Washington St	Renovation	<u>\$90,000.00</u>
		Total Project Amt	\$1,966,400.00

AYE: Jaskey, Teeples, Sloan, Ahrenholtz
NAY: None

On motion by Teeples, second by Sloan, the Council approved to create and advertise for the position of Assistant Golf Course Manager.

AYE: Ahrenholtz, Sloan, Teeples, Jaskey
NAY: None

RESOLUTION NO. 8-16

On motion by Jaskey, second by Ahrenholtz, the Council approved Resolution No. 8-16, a resolution approving contract and performance and payment bonds for the City of Jefferson 2015 Grimmell Road Lift Station Access Improvements Project.

AYE: Teeples, Ahrenholtz, Jaskey, Sloan
NAY: None

Randy Love, Fire Chief, gave an overview of fire department air packs.

On motion by Jaskey, second by Teeples, the Council approved of the City insurance policy with Unger Insurance.

AYE: Sloan, Jaskey, Teeples, Ahrenholtz
NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved of Union Contract with AFSCME/Iowa Council 61 Local 3949 effective July 1, 2016 to June 30, 2021.

AYE: Sloan, Teeples, Ahrenholtz, Jaskey
NAY: None

A quarterly workshop with Main Street Committee was held to update the Council on activities with the Main Street Program.

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of Jefferson, Iowa

The City Council will conduct a public hearing on the proposed Budget at City Hall
 on 03/08/2016 at 5:30 p.m.
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.
 Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,
 City Clerk, and at the Library.

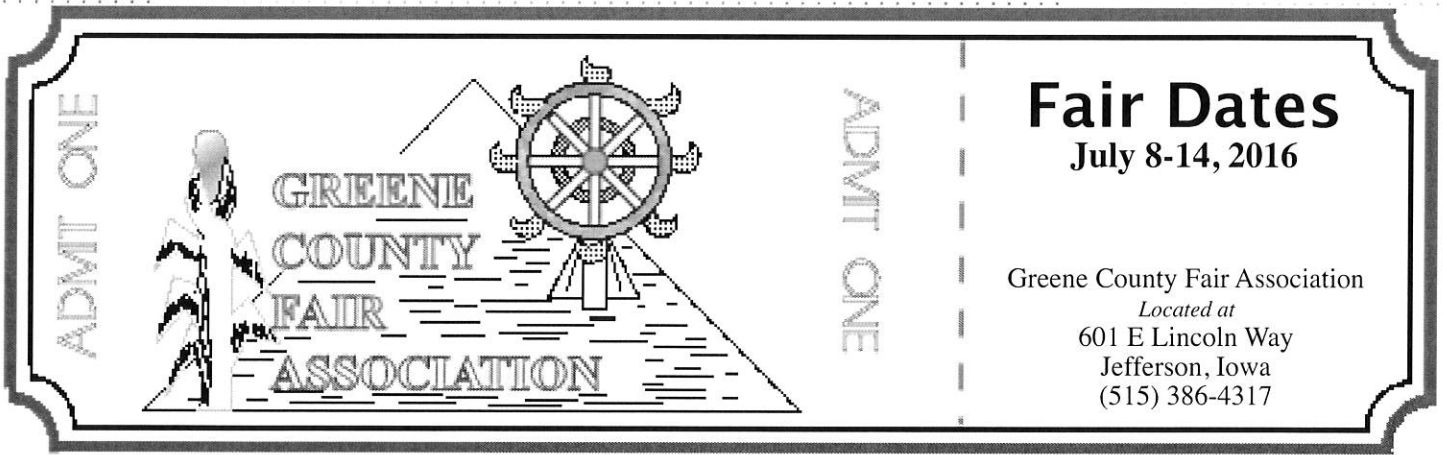
The estimated Total tax levy rate per \$1000 valuation on regular property \$ 15.22513
 The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

515-386-3111
 phone number

Diane M. Kennedy
 City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,845,283	1,809,509	1,902,407
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	1,845,283	1,809,509	1,902,407
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	126,100	123,100	109,844
Other City Taxes	6	720,590	631,061	501,572
Licenses & Permits	7	14,900	30,500	49,859
Use of Money and Property	8	103,540	92,377	37,808
Intergovernmental	9	630,844	519,090	917,231
Charges for Fees & Service	10	3,194,960	3,113,986	2,819,227
Special Assessments	11	0	0	0
Miscellaneous	12	44,550	41,550	260,304
Other Financing Sources	13	0	25,000	2,727,669
Transfers In	14	2,005,979	1,548,894	852,794
Total Revenues and Other Sources	15	8,686,746	7,935,067	10,178,715
Expenditures & Other Financing Uses				
Public Safety	16	629,332	641,050	617,762
Public Works	17	696,797	416,784	435,811
Health and Social Services	18	14,000	14,000	24,399
Culture and Recreation	19	1,256,432	1,159,903	1,056,589
Community and Economic Development	20	295,250	367,978	1,417,934
General Government	21	444,779	507,383	524,614
Debt Service	22	465,750	331,000	466,270
Capital Projects	23	0	304,000	275,450
Total Government Activities Expenditures	24	3,802,340	3,742,098	4,818,829
Business Type / Enterprises	25	2,194,905	2,020,259	2,029,496
Total ALL Expenditures	26	5,997,245	5,762,357	6,848,325
Transfers Out	27	2,005,979	1,548,894	852,794
Total ALL Expenditures/Transfers Out	28	8,003,224	7,311,251	7,701,119
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	683,522	623,816	2,477,596
Beginning Fund Balance July 1	30	8,797,355	8,173,539	5,695,943
Ending Fund Balance June 30	31	9,480,877	8,797,355	8,173,539



Secretary

Mailing Address

Douglas Hawn
650 190th St
Scranton, IA 51462
(712) 652-3685
dehawn@netins.net

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Grounds

Gary Schiltz, Jefferson

March 1, 2016

To the members of the Jefferson City Council and staff:

The Greene County Fair Association and the Greene County Fair Foundation are continuing on our major building project at the fairgrounds. Our long range plans call for replacing six aging open pole buildings with modern facilities to further benefit exhibitors and citizens of Greene County giving value twelve months of the year.

This past fall we demolished two more pole barns directly east of the showing that have recently housed sheep during the fair.

We held our second annual agricultural products auction and have raised the funds to construct a second 72'x135' Morton building that will have a full concrete floor. The new structure will be available not only for housing animals during the Greene County Fair, but will also provide space for other exhibitions and storage to better utilize the facility during the interim months of county fair.

At this time the Greene County Fairboard would respectfully request that the building permit fee be waived for this project. The Greene County Fair Association operates under 501c(5) status as a non-profit organization.

Annually, the fairgrounds is host to many activities such as district horse shows, wedding receptions, and commercial events each year that bring people to the community.

Douglas Hawn, Secretary
Greene County Fair Association

CHANGE ORDER

M H F ENGINEERING, P.C.
 300 WEST MCKINLEY, P.O. BOX 68
 JEFFERSON, IOWA 50129
 515-386-4101

No.: Three (3) (Final)

Project No.: 13052

Date: December 8, 2015

Project: 2015 Sanitary Sewer & Manhole Rehabilitation
 Grimmell Road Lift Station to Wall Street
 Jefferson, Iowa

The Contractor, Hydro-Klean, LLC, is hereby ordered to make the following changes from the plans and specifications or do the extra work on your contract dated March 10, 2015. The adjustment in compensation that will be due the Contractor, by reason of these changes, will be made on the following basis.

ITEM NO.	ITEM	QUANTITY		UNIT PRICE	AMOUNT	
					INCREASE	DECREASE
<u>DIVISION 2 - SANITARY SEWER REPAIRS</u>						
4	Pipe Lining, Cured-In-Place, 12 Inch Sanitary Sewer	22	LF	\$34.40	\$756.80	
7	Injection Grout for Manholes 12 and 15	1	LS	\$5,610.00	\$5,610.00	
8	Sales Tax Reimbursement (J&K Contracting, LLC)	1	LS	\$1,055.41	\$1,055.41	
TOTAL					\$7,422.21	

Total increase in compensation due the Contractor is \$7,422.21.

The Contract completion date is hereby extended _____ days to _____, 20____.

Contractor: HYDRO-KLEAN, LLC

By: Paul W. Hoover Date: 2/26/2016

Recommended By Engineer: MHF ENGINEERING, P.C.

By: John R. Milligan Date: 2/29/16
 John R. Milligan

Approval of Owner: CITY OF JEFFERSON, IOWA

By: _____ Date: _____
 Craig Berry, Mayor

Attest for Owner:

By: _____ Date: _____
 Diane M. Kennedy, City Clerk

1. Necessity for change: Adjust Quantities / Additional Work
2. Effect of this change on other prime contractors: None
3. Has consent of surety been obtained? _____ Yes _____ X Not Necessary
4. Will this change affect expiration _____ Yes _____ X No
 or extent of insurance coverage?
 If "Yes", will the policies be extended? _____ Yes _____ No
5. Effect on operation and maintenance costs: None

APPLICATION FOR PARTIAL PAYMENT

M H F ENGINEERING, P.C.
 300 W. MCKINLEY, P. O. BOX 68
 JEFFERSON, IOWA 50129
 PHONE: (515) 386-4101

PROJECT: 2015 Sanitary Sewer & Manhole Rehabilitation
 Grinnell Road Lift Station to Wall Street
 Jefferson, Iowa

PAYMENT NO.: Four (4) (Sub-Final)

ENGINEERING PROJECT NO.: 13052

OWNER: City of Jefferson, Iowa

CONTRACT DATE: March 10, 2015

CONTRACTOR: Hydro-Klean, LLC
 333 NW 49th Place
 Des Moines, Iowa 50313
 Phone: 515-283-0500

PAYMENT PERIOD FROM: October 6, 2015

TO: December 8, 2015

ITEM	ITEM DESCRIPTION	CONTRACT ITEMS*			COMPLETED WORK		
		QUANTITY	UNIT COST	TOTAL COST	QUANTITY	VALUE	%
DIVISION 1 - SANITARY SEWER MANHOLE ADJUSTMENTS							
1	Precast Manhole Adjustment, Major	10 EA	\$2,310.00	\$23,100.00	10	\$23,100.00	100%
* 1a	Additional Work on Manhole #12	1 LS	\$1,817.89	\$1,817.89	1	\$1,817.89	100%
2	Casting, Sanitary Sewer, SW-601 Type A, Bolt Down Frame	14 EA	\$1,102.50	\$15,435.00	14	\$15,435.00	100%
* 3	Chimney Seal, Rubber, Internal	20 EA	\$945.00	\$18,900.00	20	\$18,900.00	100%
	Subtotal, Division 1			\$59,252.89		\$59,252.89	
DIVISION 2 - SANITARY SEWER REPAIRS							
* 4	Pipe Lining, Cured-In-Place, 12 Inch Sanitary Sewer	2944 LF	\$34.40	\$101,273.60	2944	\$101,273.60	100%
* 4a	Pipe Lining, Cured-In-Place, 8 Inch Sanitary Sewer (Westwood Drive)	433 LF	\$30.00	\$12,990.00	433	\$12,990.00	100%
* 5	Cleaning, Video Inspection	3074 LF	\$0.98	\$3,012.52	3074	\$3,012.52	100%
6	Precast Manhole Rehabilitation, Centrifugally Cast Cementitious Mortar Liner With Epoxy Seal	61.5 VF	\$350.00	\$21,525.00	61.5	\$21,525.00	100%
* 7	Injection Grout for Manholes 12 and 15	1 LS	\$5,280.00	\$5,610.00	1	\$5,610.00	100%
	Subtotal, Division 2			\$144,411.12		\$144,411.12	
* 8	Reimbursement of Sales Tax (J&K Contracting, LLC)	1 LS	\$1,055.41	\$1,055.41	1	\$1,055.41	100%
*Previous Payments							
Pay Estimate No. 1: \$56,290.25							
+							
Invoice No. 51579-2: \$3,012.52 (Paid Directly By City)							
+							
Pay Estimate No. 2: \$87,059.75							
+							
Pay Estimate No. 3: \$41,069.83							
Total Payments: \$187,432.35							
TOTAL CONTRACT AMOUNT TO DATE				\$204,719.42	\$204,719.42	100%	

*INCLUDES ALL CHANGE ORDERS ISSUED TO DATE AS SCHEDULED ON NEXT PAGE.

SCHEDULE OF CONTRACT CHANGE ORDERS				
Contract Change Order		Description	Additions To Contract Price As Shown On Change Orders	Deductions From Contract Price As Shown On Change Orders
No.	Date			
1	04/24/2015	Division 1 - Adjust Quantities	\$4,652.89	
2	08/31/2015	Division 2 - Adjust Quantities / Additional Work	\$13,280.08	
3	12/08/2015	Division 2 - Adjust Quantities / Additional Work / Sales Tax Reimbursement	\$7,422.21	
Total			\$25,355.18	\$0.00

ANALYSIS OF ADJUSTED CONTRACT AMOUNT TO DATE:

(a) Original Contract Amount \$179,364.24
 (b) Plus: Additions Selected Above \$25,355.18
 (c) Less: Deductions Scheduled Above \$0.00
 (d) Adjusted Total Contract Amount To Date \$204,719.42

ANALYSIS OF WORK PERFORMED:

(a) Cost of Contract Work Performed To Date \$204,719.42
 (b) Less: Amount Retained In Accordance With Contract Terms 5% \$10,235.97
 (c) Materials Stored At Close Of This Period \$0.00
 (d) Less: Amount Retained In Accordance With Contract Terms 5% \$0.00
 (e) Net Amount Earned On Contract Work To Date \$194,483.45
 (f) Less: Amount Of Previous Payments * \$187,432.35
 (g) BALANCE DUE THIS PAYMENT \$7,051.10

CERTIFICATION OF CONTRACTOR: HYDRO-KLEAN, LLC

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, being Applications for Payment numbered 1 through inclusive; and (2) all materials and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment are free and clear of all liens, claims, security interests and encumbrances.

By: *Paul W. Brown* Date: 2/26/2016

RECOMMENDATION OF ENGINEER: MHF ENGINEERING, P.C.

In accordance with above contract, the undersigned recommends payment to the Contractor of the Amount Due as shown hereon.

By: *John R. Milligan* Date: 2/29/16
 John R. Milligan

APPROVAL OF OWNER: CITY OF JEFFERSON, IOWA

Amount Paid: _____ Date Paid: _____

By: _____ Attest: _____
 Craig Berry Diane M. Kennedy
 Mayor City Clerk
 Title: _____ Title: _____