

# AGENDA

## COUNCIL MEETING

Tuesday, July 17, 2017

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. 6/27/17 regular Council meeting minutes.
- B. Payment of monthly bills

**IV. NEW BUSINESS:**

- A. Consider approval of pay estimate number 1 to Pinnacle Construction in amount of \$21,945.00 for CDBG Façade project.
- B. Consider approval of pay estimate number 3 (Final) to Kingston Construction for \$13,132.52 for 2017 Paving Project.
- C. Consider approval to hire Paul Keeland patrol officer for Jefferson Police Department.

**V. REPORTS:**

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

**VI. ADJOURN.**

COUNCIL MEETING

June 27, 2017

5:30 P.M.

PRESENT: Teeples, Sloan, Von Ahsen

ABSENT: Ahrenholtz

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Von Ahsen, second by Sloan, the Council approved the following consent agenda: June 13, 2017 Council Minutes with the following corrections from June 13, 2017: On motion by Von Ahsen, second by Teeples, the Council approved a Letter of Intent to transfer vacant lots at 506 East Clark, 507 S Locust, and 507 N Cedar to Region XII Council of Governments. Said lots will be transferred, in accordance with Iowa Code Section 364.7, if Region XII is successful in receiving grant funds for building Low to Moderate Income homes on these lots for resale. AYE: Sloan, Ahrenholtz, Von Ahsen, Teeples NAY: None.

AYE: Teeples, Von Ahsen, Sloan

NAY: None

**ORDINANCE NO. 579**

On motion by Teeples, second by Sloan, the Council approved third reading and final adoption of an ordinance amending The Code of Ordinances of the City of Jefferson, Iowa, 2008, by amending provision pertaining to pertaining to customer utility service account.

AYE: Von Ahsen, Teeples, Sloan

NAY: None

**RESOLUTION NO. 23-17**

On motion by Von Ahsen, second by Sloan, the Council approved Resolution No. 23-17, a resolution waiving right to review plat of survey for property located at Lot 1 of the Northeast Quarter of the Southeast Quarter of Section 25, Township 84 North, Range 31 West of the 5<sup>th</sup> P.M., in Greene County, Iowa.

AYE: Sloan, Von Ahsen, Teeples

NAY: None

**RESOLUTION NO. 24-17**

On motion by Sloan, second by Teeples, the Council approved Resolution No. 24-17, a resolution waiving right to review plat of survey for property located at Lot A of Lot 3, of the North Half of the Northeast Quarter of Section 31, Township 84 North, Range 30 West of the 5<sup>th</sup> P.M., in Greene County, Iowa.

AYE: Teeples, Von Ahsen, Sloan

NAY: None

**RESOLUTION NO. 25-17**

On motion by Teeples, second by Von Ahsen, the Council approved Resolution No. 25-17, a resolution approving Bingham plat of survey located at approximately 1004 N. Elm Street, in Jefferson, Iowa.

AYE: Von Ahsen, Sloan, Teeples

NAY: None

**RESOLUTION NO. 26-17**

On motion by Teeples, second by Sloan, the Council approved Resolution No. 26-17, a resolution approving purchase agreement for property located at 305 East Vest Street.

AYE: Teeples, Sloan, Von Ahsen

NAY: None

On motion by Sloan, second by Teeples, the Council approved the fireworks permit for Terry Semke at 1202 S. Grimmell Rd for July 1 – July 5, 2017 with only 2 days allowed during that time frame.

AYE: Von Ahsen, Teeples, Sloan  
NAY: None

On motion by Teeples, second by Sloan, the Council approved the fireworks permit for Roger Chesler at 1202 W. Lincoln Way for July 1 – July 8, 2017 with only 2 days allowed during that time frame.

AYE: Sloan, Von Ahsen, Teeples  
NAY: None

On motion by Ahrenholtz, second by Von Ahsen, the Council approved a Change Order No. 1 in the amount of \$14,080.00 for removal of asbestos for the Community Development Block Grant Downtown Revitalization Grant.

AYE: Sloan, Teeples, Von Ahsen  
NAY: None

On motion by Sloan, second by Von Ahsen, the Council approved hiring Teresa Chapman as Utility Clerk at the rate of \$12.92/hr starting July 10, 2017.

AYE: Teeples, Von Ahsen, Sloan  
NAY: None

**RESOLUTION NO. 27-17**

On motion by Von Ahsen, second by Sloan, the Council approved Resolution No. 27-17 a resolution making appointment to fill City Council Vacancy. Matt Wetrich was appointed to fill vacancy until next regular city election (November, 2017).

AYE: Von Ahsen, Sloan, Teeples  
NAY: None

There being no further business the Council agreed to adjourn.

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Craig J. Berry, Mayor

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Diane M. Kennedy, City Clerk

**APPLICATION AND CERTIFICATE FOR PAYMENT**

**TO OWNER:**  
 City of Jefferson Iowa  
 220 N Chestnut Street  
 Jefferson, IA 50129

**PROJECT:**  
 90138, CDBG Jefferson Main Street Façade  
 220 N Chestnut Street  
 Jefferson, IA 50129

**FROM CONTRACTOR:**  
 Pinnacle Construction, Inc.  
 22060 221st Street South  
 Glenwood, IA 51534

**VIA ARCHITECT:**  
 The Franks Design Group  
 410 First Street  
 Glenwood, IA 51534

**APPLICATION #:** 1  
**PERIOD TO:** 06/15/17  
**PROJECT NOS:** 90138  
**Distribution to:**  
 Owner  
 Const. Mgr  
 Architect  
 Contractor

**CONTRACT DATE:** 05/22/17

**CONTRACT FOR:** CDBG Jefferson Main Street Façade Program

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

1. ORIGINAL CONTRACT SUM-----	\$	741,365.00
2. Net change by Change Orders-----	\$	
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	741,365.00
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)	\$	23,100.00

**5. RETAINAGE:**

- a. 5.0% of Completed Work  
(Columns D+E on Continuation Sheet) \$ 1,155.00
- b. 5.0% of Stored Material  
(Column F on Continuation Sheet) \$

Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)-----	\$	1,155.00
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 less Line 5 Total)	\$	21,945.00

**7. LESS PREVIOUS CERTIFICATES FOR PAYMENT**

(Line 6 from prior Certificate)-----	\$	
8. CURRENT PAYMENT DUE-----	\$	21,945.00

**9. BALANCE TO FINISH, INCLUDING RETAINAGE**

(Line 3 less Line 6) \$ 719,420.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
<b>NET CHANGES by Change Order</b>		

**CONTRACTOR:**

By: *Asl*

Date: 6/23/17

State of: Iowa  
 County of: Mills  
 Subscribed and sworn to before me this 23rd day of June, 2017

Kimberly J Allen  
 Notary Public Iowa  
 Commission No. 771744  
 My Commission Expires 2-20-18

Notary Public: *Kimberly J Allen*  
 My Commission expires: 2-20-18

**CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ----- \$ 21,945.00  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ARCHITECT:**

By: *[Signature]*

Date: 7.5.2017

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

<b>CONTRACTOR'S PAY REQUEST</b>		<b>DISTRIBUTION:</b>
2017 PAVING IMPROVEMENTS		CONTRACTOR (1)
DIVISION I, II, III & IV		OWNER (1)
CITY OF JEFFERSON, IOWA		ENGINEER (1)
BMI PROJECT NO. A14.111568		
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$262,650.50
TOTAL, COMPLETED WORK TO DATE		\$262,650.50
RETAINED PERCENTAGE ( 0% )		\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$262,650.50
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$249,517.98
PAY CONTRACTOR AS ESTIMATE NO. (Final) 3		\$13,132.52

**Certificate for Partial Payment**

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: KINGSTON SERVICES, LLC  
1444 ILLINOIS STREET  
DES MOINES, IOWA 50314

By \_\_\_\_\_, PROJECT ENGINEER  
Name Title

Date \_\_\_\_\_

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:  
ENGINEER: BOLTON & MENK, INC., ENGINEERS, 300 W. MCKINLEY STREET, JEFFERSON, IOWA 50129

By \_\_\_\_\_, PROJECT ENGINEER  
James D. Leiding, P.E.

Date \_\_\_\_\_

APPROVED FOR PAYMENT:  
OWNER: CITY OF JEFFERSON, IOWA

By \_\_\_\_\_ Mayor Date  
Craig Berry

And \_\_\_\_\_ City Clerk Date  
Diane M. Kennedy

# Jefferson Public Library

Meeting of the Board of Trustees  
July 10, 2017 6:30 PM  
Library Basement Meeting Room

## AGENDA

- I. Call to Order
- II. Open Forum: this is a time for any concerned citizen to speak to the trustees about an item that is not on the agenda.
- III. Approval of Minutes of Previous Meeting
- IV. Approval of Expenditures
- V. Director's Report
  - A. Monthly Circulation & Usage Report
  - B. Year-to-Date Monthly Financial Reports
  - C. Fiscal Year-End Reports
- VI. Old Business
  - A. Landscaping improvement project
  - B. Upcoming events
- VII. New Business
  - A. Basement humidity level
  - B. Election of officers
  - C. Personnel
  - D. Staff continuing education
  - E. Computer upgrades
- VIII. Next Meeting – August 7 at 6:30 p.m.
- IX. Adjournment