

# AGENDA

## COUNCIL MEETING

Tuesday, September 26, 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. 9/12/17 regular Council meeting minutes.
- B. The Printers Box, Class B Native Wine Permit.
- C. Sparky's One Stop Class C Beer Permit
- D. Resolution approving submitting the 2016-2017 Road Use Tax Report to the IA D.O.T.

**IV. NEW BUSINESS:**

- A. Consider third reading of an ordinance adopting the existing city code of the City of Jefferson, Iowa, 2008, as the code of ordinances of the City of Jefferson, Iowa, 2017.
- B. Consider resolution approving the Federal Recreational Trails Grant application submittal for Daubendiek Trail
- C. Consider appointment of Roxanne Gorsuch as Deputy City Clerk effective September 1, 2017
- D. Resolution approving FY 2016-2017 Transfers
- E. Consider Pay Estimate No. 4 for \$163,443.37 to Pinnacle Construction, Inc for the CDBG Jefferson Main Street Façade Project
- F. Funding of the Animal Shelter
- G. Main Street Hometown Presentation

**V. REPORTS:**

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

**VI. ADJOURN.**

## AGENDA SUMMARY

**DATE 9/26/17**

### **NEW BUSINESS**

- A. Consider third reading of an ordinance adopting the existing city code of the City of Jefferson, Iowa, 2008, as the code of ordinances of the City of Jefferson, Iowa, 2017.
- B. Consider resolution approving the Federal Recreational Trails Grant application submittal for Daubendiek Trail-Vicky Lautner will be present for an overview and any questions.
- C. Consider appointment of Roxanne Gorsuch as Deputy City Clerk effective September 1, 2017-Roxanne has finished 3 summers of Clerk's Classes. Recommendation from Wage & Benefit Committee to make the appointment at a salary of \$40,000.
- D. Resolution approving FY 2016-2017 transfers-A list will be available before the meeting
- E. Consider Pay Estimate No. 4 for \$163,443.37 to Pinnacle Construction, Inc for the CDBG Jefferson Main Street Façade Project-See attached that has been certified by the architect.
- F. Funding of the Animal Shelter-Dave Sloan and Harry Ahrenholtz will have information regarding this.
- G. Main Street Hometown Presentation- Presentation on the Smithsonian exhibit called HomeTown Teams which will be in Jefferson in 2018.

COUNCIL MEETING

September 12, 2017

5:30 P.M.

PRESENT: Ahrenholtz, Teeple, Sloan, Wetrich

ABSENT: Von Ahsen

Mayor Berry presided.

No Citizens spoke during Open Forum.

On motion by Ahrenholtz, second by Teeple, the Council approved the following consent agenda: August 22, 2017 Council Minutes, hire of Andrew Michaelson at \$7.25/hr for part-time employment at the golf course, and payment of monthly bills.

AYE: Wetrich, Sloan, Ahrenholtz, Teeple

NAY: None

**ORDINANCE NO. 580**

On motion by Ahrenholtz, second by Wetrich, the Council approved the 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 water rates.

AYE: Sloan, Wetrich, Teeple, Ahrenholtz

NAY: None

**ORDINANCE NO. 581**

On motion by Teeple, second by Sloan, the Council approved the 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 sewer user charges.

AYE: Teeple, Wetrich, Sloan, Ahrenholtz

NAY: None

**RESOLUTION NO. 31-17**

On motion by Sloan, second by Teeple, the Council approved Resolution No. 31-17, a Resolution Approving Greene County Community School District Plat of Survey Dated August 2017.

AYE: Ahrenholtz, Wetrich, Teeple, Sloan

NAY: None

On motion by Teeple, second by Sloan, the Council approved the second reading of an ordinance adopting the existing city code of the City of Jefferson, Iowa, 2008, as the code of ordinances of the City of Jefferson, Iowa, 2017.

AYE: Sloan, Ahrenholtz, Teeple, Wetrich

NAY: None

**RESOLUTION NO. 32-17**

On motion by Wetrich, second by Teeple, the Council approved Resolution No. 32-17, a resolution to amend Urban Renewal area and setting public hearing on October 10, 2017 at 5:30 p.m.

AYE: Teeple, Sloan, Wetrich, Ahrenholtz

NAY: None

**RESOLUTION NO. 33-17**

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No. 33-17, a resolution on proposed Development Agreement with Michael J. and Miranda J. Wahl, including economic development payments in an amount not to exceed \$130,000.00 and setting public hearing on October 10, 2017 at 5:30 p.m.

AYE: Wetrich, Sloan, Ahrenholtz, Teeples

NAY: None

On motion by Ahrenholtz, second by Teeples, the Council approved the Change Order No. 2 to Pinnacle Construction for \$13,475.00 CDBG Downtown Façade Project.

AYE: Ahrenholtz, Wetrich, Sloan, Teeples

NAY: None

On motion by Teeples, second by Wetrich, the Council approved the Pay Estimate No. 3 to Pinnacle Construction for \$75,865.10 for CDBG Downtown Façade Project.

AYE: Sloan, Teeples, Wetrich, Ahrenholtz

NAY: None

On motion by Ahrenholtz, second by Teeples, the Council approved the Change Order with Goberson-Smith Construction of \$2,496.55 for 2017 Street and Alley Reconstruction Project.

AYE: Wetrich, Ahrenholtz, Sloan, Teeples

NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved Pay Estimate No. 1 (Sub-Final) with Goberson-Smith Construction of \$207,948.59 for 2017 Street and Alley Reconstruction Project.

AYE: Sloan, Ahrenholtz, Wetrich, Teeples

NAY: None

The Council will hold the 2017-2018 Budget Priority Workshop on October 10, 2017.

The following bills were approved for payment from City funds:

64 SECONDS	WA NETWORK	4,000.00
ABC PEST CONTROL	PEST CONTR	288.15
ACCESS ELEVATOR & LIFTS	LB LIFT REPR	310.20
ACCESS SYSTEMS INC	RN CPIER LSE	630.74
ACCESS SYSTEMS LEASING	PA CPIER LSE	336.13
ACCO UNLIMITED CORP	WA CHEM	3,849.40
ADVANCED WASTE SOLUTION	GCRSE TOILETS	160.00
AFLAC	AFLAC INS W/H	256.61
AFSCME/IOWA COUNCIL 61	UNION DUES	289.52
AG SOURCE LAB	WA TSTG	117.50
ALAN FERGUSON	RN REFUND	250.44
ALEX AIR APPARATUS INC	JFD PANELS	101.50
ALL FLAGS, LLC	FLAGS	1,526.00
ALLIANT ENERGY	UTILITIES	36,853.58
AMAZON	LB SUPP	547.14
AXON ENTERPRISE, INC.	PD TASER PLAN	205.00
BAKER & TAYLOR INC.	LB BOOKS	1,810.53
BEE & HERALD	PA LEGAL/PUB	482.18
BLOHM INSPECTION/ENVIRO	305 E VEST ASBEST	580.00
BOLTON & MENK INC	ENG	4,834.50
BOMGAARS	SUIPP	1 170 67

**Project Endorsement and Certification**

**Resolution # \_\_\_\_\_**

**CITY OF Jefferson**

**RESOLUTION APPROVING THE FEDERAL RECREATIONAL TRAILS APPLICATION**

**BE IT RESOLVED BY THE CITY COUNCIL, JEFFERSON, AND IOWA:**

**WHEREAS**, The City of Jefferson is interested in the development of a recreational trail in Jefferson for the enjoyment of the citizenry of the city, the surrounding area, and the entire State of Iowa; and,

**WHEREAS**, The City of Jefferson has determined that the Daubendiek Trail is an essential corporate purpose, which will foster economic and community development, and,

**WHEREAS**, Federal Recreational Trail funds are sought to provide financial assistance for the development of such facilities.

**NOW THEREFORE BE IT RESOLVED** by the City of Jefferson that the Federal Rec Trails application be authorized and approved; and,

**BE IT FURTHER RESOLVED** that the City of Jefferson will make application to the Iowa Department of Transportation and maintain the trail, once completed, for a minimum of 20 years,

**BE IT FURTHER RESOLVED** that the City of Jefferson certifies to the following:

1. That it is in complete accord with the grant proposal and that it will carry out the development in the manner described in the proposal and any plans and specifications attached thereto unless prior approval for any change has been received from the IDOT.
2. That it has the ability and intention to finance its share of the cost of the project and that the project will be operated and maintained at the expense of the county for public recreational use.
3. That it will maintain adequate financial records on the proposed action to substantiate claims for cost-sharing.

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Mayor, Craig J. Berry

attest:

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City Clerk, Diane M. Kennedy

**APPLICATION AND CERTIFICATE FOR PAYMENT**

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

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

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

**PROJECT:**  
 90138, CDBG Jefferson Main Street Façade  
 220 N Chestnut Street  
 Jefferson, IA 50129  
**VIA ARCHITECT:**  
 The Franks Design Group  
 410 First Street  
 Glenwood, IA 51534

**APPLICATION #:** 4  
**PERIOD TO:** 09/15/17  
**PROJECT NOS:** 90138  
**CONTRACT DATE:** 05/22/17

**Distribution to:**  
 Owner  
 Const Mgr  
 Architect  
 Contractor

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM-----	\$	741,365.00
2. Net change by Change Orders-----	\$	14,080.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	755,445.00
4. TOTAL COMPLETED & STORED TO DATE-\$		360,363.65

5. RETAINAGE: (Column G on Continuation Sheet)

a. 5.0% of Completed Work (Columns D+E on Continuation Sheet)	\$	18,018.18
b. 5.0% of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet-----)	\$	18,018.18

6. TOTAL EARNED LESS RETAINAGE-----

(Line 4 less Line 5 Total)	\$	342,345.47
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7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)-----

	\$	178,902.10
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8. CURRENT PAYMENT DUE-----

(Line 6 from prior Certificate)	\$	163,443.37
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9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)

	\$	413,099.53
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**CHANGE ORDER SUMMARY**

CHANGES APPROVED IN PREVIOUS MONTHS BY OWNER	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$14,080.00	
Total approved this Month		
<b>TOTALS</b>	<b>\$14,080.00</b>	
<b>NET CHANGES BY CHANGE ORDER</b>	<b>\$14,080.00</b>	

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.

**CONTRACTOR:**  
 By: [Signature] Date: 9/15/17

State of: Iowa  
 County of: Mills  
 Subscribed and sworn to before me this 15th day of September, 2017

Notary Public: [Signature]  
 My Commission expires: 2-20-18

Kimberly J Allen  
 Notary Public Iowa  
 Commission No. 771744  
 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** \$ 163,443.37  
 (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: 9-22-17

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.

# **AGENDA**

## ***WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, SEPTEMBER 19, 2017, 12:00 NOON JEFFERSON CITY HALL***

### **I. SEWER**

- A) Update on proposal to dispose of bulk waste water.
- B) Review of charges to sewer charges.
- C) Review of preliminary nutrient reduction study.

### **II. WATER**

- A) Review of water line expansion along Mulberry Road.

### **III. STREETS**

- A. East Lincoln Way entryway update.
- B. Discussion of Street improvements for 2018-2019 budget

### **IV. SANITATION/RECYCLE**

**Jefferson Park & Recreation Commission**  
Wednesday September 20, 2017  
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 August
- V. Approval of bills for August 15-September 15
- VI. Old Business
  - a. Greene County Community Center 20 year celebration
  - b. Pool Update
- VII. New Business
  - a. Chris Durlam and Bruce Bahnson PACE board members to address the board.
- VIII. Reports
  - a. Wellness Report
  - b. Program Report
  - c. Directors Report
  - d. Parks Report
- IX. Adjournment-Next meeting Wednesday, October 18, 2017 at noon at the GCCC



## AGENDA

Cemetery Committee  
Thursday, September 21, 2017  
@ noon

At Jefferson Cemetery if weather permits  
Otherwise at Greene County Community Center

- I Call to Order
- II Old Business
  - A. Cemetery Software update
  - B. Dave Morlan report
    - a. Progress on Lean To at Jefferson Cemetery
    - b. Progress with 2 trees taken down at the Jefferson Cemetery
  - C. Report by Dave Sloan on repairs at cemetery
- III. New Business
  - A. Flag Replacements for Memorial Day
  - B. Future Agenda Items
  - C. Department Report
- IV. Adjourn

### Agenda Summary

#### Old Business.

- A. Dave Davis, Dewey Onken and Vicky Lautner met with Austin Scott on Wednesday, August 16. We talked about the fields we needed to have on the sight. Some things that did not show up was the service information and some other information. He was going to check into that and have the software people make adjustments. The overlay map had not been installed at the time of the meeting. We also needed to add a description and ownership of the plots. That will need to be entered from the city information. Each individual grave will need to be mapped.
- B. Dave Morlan will report on the progress of the Lean To at the Jefferson Cemetery and tree removal,
- C. Dave Sloan on repairs to the Jefferson Cemetery I have attached the information on the work he has completed and what he will work on next if there is \$5,000 in the budget for this fiscal year.

#### New Business

- A. There were 28 flags replaced in the cemetery for Memorial Day. We have money in the Flag fund, but I would not like to see it get depleted. I would like to start listing the names in the paper of the flags that need to be replaced if anyone would like to sponsor the flag

or possibly relatives replace the flags. We could still replace the flags but get reimbursed for some of them.

**B. Future Agenda Items**

**C. Department Report**

- a. Report on burials from July 1-Sept. 14 there have been 5 full burials and 5 cremations.
- b. Mowing
- c. Roads have been sprayed
- d. Sealer was put on the trash receptacles
- e. On trash can moved the other was left on the South East end
- f. They will be spraying for dandelions in a couple of weeks

Next meeting on Thursday, November 16, noon @ Greene County Community Center.