

AGENDA

COUNCIL MEETING

Tuesday, May 11, 2021

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. 4/27/21 regular Council minutes.
- B. Doc's Stadium Bar and Grill. Class C Liquor License.
- C. Hire Jordan Aubrey at \$7.75 per hour as seasonal help at the Jefferson Community Golf Course.
- D. Payment of monthly bills

IV. NEW BUSINESS:

- A. Public hearing on proposed zoning change of Block 8, 10, 11, 12, 17 and 18 in Manning's Addition; Block 13, All of Block 14 (Except the West 132' thereof), in Subdivision of Outlot 9; Lots 1, 2, 3, 4 of Block 31, and all of Block 32, in Blairs Addition; and the East 125' of Outlot 1; all of the City of Jefferson, Greene County, Iowa; and Lot 23 of the NE ¼ NW ¼ of Section 8, Township 83 North, Range 30 West of the 5th P.M., Greene County, Iowa; all from Residential Single Family – 6 (RS-6) to Residential Multifamily 3 (RM-3).
- B. Consider approval of first reading of ordinance to change zoning of Block 8, 10, 11, 12, 17 and 18 in Manning's Addition; Block 13, All of Block 14 (Except the West 132' thereof), in Subdivision of Outlot 9; Lots 1, 2, 3, 4 of Block 31, and all of Block 32, in Blairs Addition; and the East 125' of Outlot 1; all of the City of Jefferson, Greene County, Iowa; and Lot 23 of the NE ¼ NW ¼ of Section 8, Township 83 North, Range 30 West of the 5th P.M., Greene County, Iowa; all from Residential Single Family – 6 (RS-6) to Residential Multifamily 3 (RM-3).
- C. Public hearing on proposed zoning change of Lots 1, 2 & 3, Potter's Subdivision of Outlot 1, Manning's Addition to the City of Jefferson, Greene County, Iowa; from Light Industrial (LI) to Residential Single Family – 6 (RS-6).
- D. Consider approval of first reading of ordinance to change Lots 1, 2 & 3, Potter's Subdivision of Outlot 1, Manning's Addition to the City of Jefferson, Greene County, Iowa; from Light Industrial (LI) to Residential Single Family – 6 (RS-6).
- E. Consider approval of pay request #8 to Caliber Concrete of \$169,086.23 for the shared use trails project.
- F. Consider approval pay request #3 to Concrete Technologies of \$107,047.38 for the Airport Runway project. Pay estimate attached
- G. Consider resolution proposing sale of property at 100 East State Street and setting public hearing.
- H. GCDC Quarterly report and approval of funding.

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 5/11/21

NEW BUSINESS

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- B. **Consider approval of first reading of ordinance to change zoning** of Block 8, 10, 11, 12, 17 and 18 in Manning's Addition; Block 13, All of Block 14 (Except the West 132' thereof), in Subdivision of Outlot 9; Lots 1, 2, 3, 4 of Block 31, and all of Block 32, in Blairs Addition; and the East 125' of Outlot 1; all of the City of Jefferson, Greene County, Iowa; and Lot 23 of the NE ¼ NW ¼ of Section 8, Township 83 North, Range 30 West of the 5th P.M., Greene County, Iowa; all from Residential Single Family – 6 (RS-6) to Residential Multifamily 3 (RM-3).
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- E. **Consider approval of pay request #8 to Caliber Concrete of \$169,086.23 for the shared use trails project.** Pay estimate attached
- F. **Consider approval pay request #3 to Concrete Technologies of \$107,047.38 for the Airport Runway project.** Pay estimate attached
- G. **Consider resolution proposing sale of property at 100 East State Street and setting public hearing.** Public hearing would be set for May 25, 2021.
- H. GCDC Quarterly report and approval of funding.

COUNCIL MEETING

April 27, 2021

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

ABSENT: None

Mayor Pro Tem Zmolek presided.

No citizens spoke during Open Forum.

On motion by Jackson, second by Wetrich, the Council approved the following consent agenda: April 13, 2021 Council Minutes, Set public hearing for May 25, 2021 at 5:30 p.m. for the FY 2020-2021 budget amendment, approval to adjust sewer charges by \$1,162.43 at 301 E. State Street, Employ Carter Morton and Levi Cummings for seasonal part time help at Jefferson Community Golf Course at \$7.75/hr, Item E removed, **RESOLUTION NO. 34-21** approving employee salaries for calendar year 2020.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

This was the time and place for the Public Hearing on FY 2021-2022 Budget. Mayor Pro Tem Zmolek called for oral or written comments and there were none. On motion by Sloan, second by Jackson, the Council closed the Public Hearing.

AYE: Zmolek, Wetrich, Sloan, Jackson, Ahrenholtz

NAY: None

RESOLUTION NO. 35-21

On motion by Ahrenholtz, and second by Sloan, the Council approved Resolution No. 35-21, a resolution adopting FY 2021-2022 Budget.

AYE: Jackson, Sloan, Wetrich, Zmolek, Ahrenholtz

NAY: None

Item C removed from the agenda.

Item D removed from the agenda.

This was the time and place for the Public Hearing for the sale and redevelopment of property at 206 North Wilson Avenue. Mayor Pro Tem Zmolek called for oral or written comments and there were none. On motion by Sloan, second by Wetrich, the Council closed the Public Hearing.

AYE: Ahrenholtz, Zmolek, Sloan, Jackson, Wetrich

NAY: None

RESOLUTION NO. 36-21

On motion by Jackson, second by Sloan, the Council approved Resolution No. 36-21, a resolution approving agreement for sale and redevelopment of property at 206 North Wilson Avenue.

AYE: Ahrenholtz, Sloan, Jackson, Wetrich, Zmolek

NAY: None

This was the time and place for the Public Hearing for the sale of property at 305 East Vest Street. Mayor Pro Tem Zmolek called for oral or written comments and there were none. On motion by Ahrenholtz, second by Wetrich, the Council closed the Public Hearing.

AYE: Zmolek, Sloan, Ahrenholtz, Wetrich, Jackson

NAY: None

RESOLUTION NO. 37-21

On motion by Ahrenholtz, second by Wetrich, the Council approved Resolution No. 37-21, a resolution approving agreement for sale of property located at 305 East Vest Street.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek
NAY: None

This was the time and place for Public Hearing on the sale of property at 502 West State Street. Mayor Pro Tem Zmolek called for oral or written comments and there were none. On motion by Wetrich, second by Sloan, the Council closed the Public Hearing.

AYE: Sloan, Jackson, Ahrenholtz, Wetrich, Zmolek
NAY: None

RESOLUTION NO. 38-21

On motion by Wetrich, second by Ahrenholtz, the Council approved Resolution No. 38-21, a resolution approving agreement for sale of property located at 502 West State Street.

AYE: Zmolek, Wetrich, Sloan, Jackson, Ahrenholtz
NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved hiring Randy Aponte as Police Officer for Jefferson Police Department at a salary of \$47,321/yr effective April 30, 2021.

AYE: Ahrenholtz, Sloan, Jackson, Wetrich, Zmolek
NAY: None

On motion by Sloan, second by Ahrenholtz, the Council approved of a Water Treatment Plant computer and software upgrade from Automated Systems not to exceed \$26,000.00.

AYE: Wetrich, Jackson, Zmolek, Sloan, Ahrenholtz
NAY: None

On motion by Wetrich, second by Jackson, the Council approved a service agreement with Bolton and Menk for City Hall entrance improvements in the amount of \$17,100.00.

AYE: Zmolek, Wetrich, Sloan, Jackson, Ahrenholtz
NAY: None

RESOLUTION NO. 39-21

On motion by Sloan, second by Wetrich, the Council approved Resolution No. 39-21, a resolution approving Karber plat of survey.

AYE: Wetrich, Sloan, Jackson, Ahrenholtz, Zmolek
NAY: None

On motion by Wetrich, second by Jackson, the Council approved setting a public hearing for May 11, 2021 at 5:30 p.m. on proposed zoning change of Blocks 8, 10, 11, 12, 17 and 18 in Manning's Addition; Block 13, All of Block 14 (Except the West 132' thereof), in Subdivision of Outlot 9; Lots 1, 2, and 4 of Block 31, and all of Block 32, in Blairs Addition; and the East 125' of Outlot 1; all of the City of Jefferson, Greene County, Iowa; and Lot 23 of the NE ¼ NW ¼ of Section 8, Township 83 North, Range 30 West of the 5th P.M., Greene County, Iowa; all from Residential Single Family - 6 (RS-6) to Residential Multifamily - 3 (RM-3).

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek
NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved setting a public hearing for May 11, 2021 at 5:30 p.m. on proposed zoning changes of Lots 1, 2 & 3, Potter's Subdivision of Outlot 1, Manning's Addition to the City of Jefferson, Greene County, Iowa; locally known as 504 and 506 East Clark Street; from Light Industrial (LI) to Residential Single Family – 6 (RS-6).

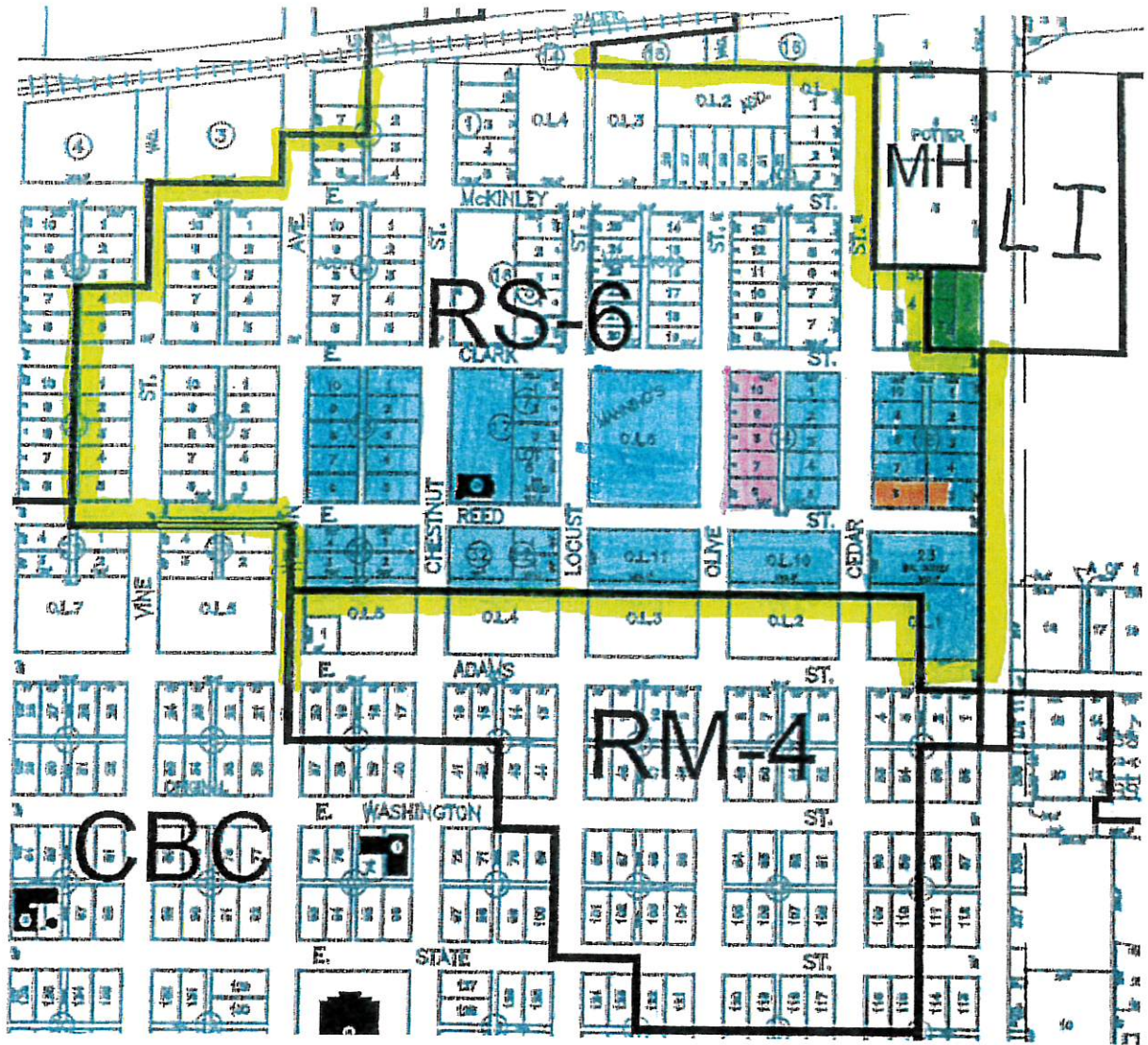
AYE: Jackson, Sloan, Wetrich, Zmolek, Ahrenholtz

NAY: None

There being no further business the Council agreed to adjourn at 5:55 p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk




Out lined in **yellow** Current RS-6 Zoning - Single Family
Pink is currently RM-3 - Andy Rowlands Rentals
Orange is where Rowland wants to build new rental
Green is currently Light Industrial needs changed to RS-6
Blue is currently RS-6 - Single Family this is the area
 I would propose to change to RM-3 multi-Family
 that would include the area in orange

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
Jefferson Shared Use Path Improvements		CONTRACTOR (1)
City of Jefferson, Iowa		OWNER (1)
BMI PROJECT NO. A14.119874		ENGINEER (1)
		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$954,755.79
TOTAL, COMPLETED WORK TO DATE		\$901,939.14
RETAINED PERCENTAGE (5%)		\$45,096.96
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$856,842.19
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$687,755.96
PAY CONTRACTOR AS ESTIMATE NO. 8	4/30/2021	\$169,086.23

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: CALIBER CONCRETE LLC
309 AUDUBON STREET
ADAIR, IOWA 50002

By  Name _____ Title Cowman
5/6/21

Date 5/6/21

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: BOLTON & MENK, INC., ENGINEERS, 300 WEST MCKINLEY STREET, PO BOX 68, JEFFERSON, IA 50129

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

Date 5/6/21

APPROVED FOR PAYMENT:

OWNER:

By _____ Mayor _____ Title _____ Date _____
Matt Gordon

And _____ City Clerk _____ Title _____ Date _____
Roxanne Gorsuch

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
City of Jefferson		CONTRACTOR (1)
Runway 14/32 Extension		OWNER (1)
Jefferson, IA		ENGINEER (1)
BMI PROJECT NO.T51.1190247		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$1,476,733.30
TOTAL, COMPLETED WORK TO DATE		\$295,037.85
RETAINED PERCENTAGE (5%)		\$14,751.89
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$280,285.96
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$173,238.58
PAY CONTRACTOR AS ESTIMATE NO.	3 (THREE)	\$107,047.38

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: Concrete Technologies Inc.
1001 SE 37th Street
Grimes, IA 50111

By _____
Name Title

Date _____

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 300 West McKinley Street, PO Box 68, Jefferson, IA 50129

By _____, PROJECT ENGINEER

Date _____

APPROVED FOR PAYMENT:

OWNER:

By _____
Name Title Date

And _____
Name Title Date

GREENE COUNTY DEVELOPMENT CORP.
MONTHLY STATUS REPORT- 5/5/21

-GCDC, Chamber/Main Street, and our local retailers officially began the Retail Revamped Social Media Project on Monday, May 3. The project provides interns for social media training to help our local businesses deal with problems related to the COVID Pandemic. In the past year foot traffic has declined and our businesses need support to maintain and grow their sales. Multiple businesses formed a committee within Chamber/Mainstreet called Retail Revamped.

-Over the past months several meetings have been held with Retail Revamped, GCDC, Chamber/Main Street, Greene County High School, and Chatterkick.

-The result of those meetings is a program for social media training through the Career Academy. Interns from the technology program at the high school will provide on-site training for our local businesses on how to best utilize social media. The students will help the businesses expand their presence on social media for pay and credits. The interns will gain valuable knowledge about our local businesses and how they are run.

-A grant was received from Greene County Community Foundation for equipment and programs to be used by the interns and the development of a learning library that can be used by local businesses.

-GCDC voted to approve matching funds for the grant application that are being used for training webinars with Chatterkick.

-On April 8, the six retailers selected for the first three-month program attended a training session run by Chatterkick to help them establish their goals for the program. On April 12, the retailers met with the interns at Thomas Jefferson Gardens followed by a tour of the businesses.

-The interns are working at each business two hours per week for three months (two retailers per intern) with follow-up work at the Career Academy.

-The program is being coordinated by Jen Badger working through the high school.

-Jen has also developed a contract between the interns and the businesses and criteria to measure the success of the program.

-During the three-month program Chatterkick will provide two help sessions each month to answer questions about the program and provide general social media training. These sessions are open to all Greene County businesses. The sessions are being recorded as part of a social media training archive on You Tube. This archive will be available to our businesses and high school students.

-In addition to the Chatterkick webinars for the Retail Revisited Social Media Project, Region XII provided a series of seminars to help with social media training for small businesses. The seminars, presented in February and March, have been recorded and will also be a part of the social media library on You Tube. For access to these sessions please contact GCDC.

-The Middle School Project continues to move forward and GCDC provided additional approved funding during April. An update on the project will be presented at the June GCDC Membership Meeting. The Middle School is a key component of the Three Block Project which also includes the new Greene County Early Learning Center building and a Waterpark.

-The proposed new animal shelter received a grant from Grow Greene County at their banquet on April 6 and support from the City of Jefferson. They intend to utilize the lot provided by GCDC in the West Business Park. With this financial support the project should be completed.

-GCDC has two potential buyers interested in our land located next to Power Lift. Information has been provided and we continue to answer their questions.

-GCDC continues to work with Mike Bierl (the County Veterans Service Officer), Home Base Iowa, and Chamber/Main Street to develop a marketing program to attract veterans to Greene County and support the Home Base Iowa Initiative.

-A summary of current veteran incentives was compiled, and a Zoom meeting was held on May 3 with the State Home Base Iowa Office to get their input and approval.

We also met with the Director of Economic Development from Clinton to review their successful program. These incentives will be features on the State HBI site.

-GCDC has also provided a press release to announce our enhanced effort to recruit veterans to Greene County and our new website location that provides all the relevant information for veterans to learn about Greene County, our businesses, and opportunities.

-Two new marketing pieces and the incentive package were developed for distribution through the HBI website and through direct mail by utilizing a mailing list provided monthly by the Veterans Administration. Letters will be sent to veterans with home addresses in 20 counties closest to Greene County. The welcome letters will include the link to our Veterans Relocation section on the GCDC website.

-Mike Bierl and GCDC are the points of contact for resumes sent from HBI that match the types of jobs in Greene County. We will work directly with our major employers to get the resumes to them and help them access veterans on the HBI home website.

-Housing development continues to be a focus for GCDC:

-GCDC continues to meet with Andy Rowland to finalize the Scranton rental housing project. The goal is to follow the Scranton development with similar projects in the other smaller Greene County communities.

-Because of significant increases in the cost of lumber and other building materials, Andy will be applying for a Workforce Housing Tax Credits. Region XII will help with the application.

-The White Apartments began interior construction in March with completion this Fall.

- The two new Prison Industry Homes constructed in Jefferson have both been sold and residents have taken possession.
- The Rowland Apartments are fully rented, and the developer has purchased a second lot in Jefferson within a block of the first location. That lot will be used for three additional units.
- GCDC provided approved funding support during April for the new second-story apartments above the Gravitare co-working location.
- Construction is complete on the new Gravitare Coworking facility in the old City View building next to the Forge. Chris Deal and Geoff Wood formed a development group that requested financial support from GCDC. The GCDC Voting Board approved funding to support the project.
 - The coworking space will attract entrepreneurs and other business representatives working from home or looking for a local office or place to work while in the area. Gravitare is excellent support for our local businesses and the Forge.
 - Gravitare has a new flyer that describes the project. It will be sent during May to potential users throughout the region. It is also available on the GCDC website and Facebook page. GCDC toured the facility and took pictures for future promotions.
- Chris and Geoff are also constructing second floor housing above their coworking space location. They requested funding for this project from GCDC and it was approved by the Voting Board. The housing will be a significant asset for downtown and attract new residents and businesses.
- GCDC continues to work with several potential new businesses who are in various stages of development and/or working on loan applications through the Greene County Revolving Loan Fund or Regional XII RLF funding.
 - GCDC approved a new RLF application at the May Executive Board Meeting. These funds will be used for business development in Greene County.
 - GCDC provides funding for SBDC so they are available to assist new business by creating financials and business plans at no cost. Anyone interested in using their services can contact Ken Paxton at 515-386-8255. SBDC will help with your business plan and financials at no cost.
 - If anyone is aware of someone with a new business idea who is looking for help with financing or business planning, please call Ken Paxton at 515-386-8255.
 - Region XII has lowered the interest rates on several of their RLF sources to 0% to stimulate interest in larger loans. GCDC can assist with these applications.

MEETINGS

- GCDC continues to distribute updated economic development information to site selectors in Chicago and Minneapolis as well as local developers. Two site selector meetings were held in Ames during April. One meeting provided a lead interested in the GCDC land next to Power Lift.
- GCDC held an introductory meeting with Carlos Arguello, the Vice President of Latino IQ. Latino IQ provides assistance in locating employees for companies in Iowa and potential new businesses. Carlos will be speaking at the May GCDC Membership Meeting.
- GCDC attended the monthly Iowa Economic Development Marketing Meeting via Zoom April 21. The meeting covered future projects for the IED group. GCDC updated the group on our housing projects, the coworking space, and our social media support for local businesses.
- GCDC was a presenter at the recent IED Conference for Economic Development. Topics covered included our success with recent housing projects and the Retail Social Media Project.
- The Retail Social Media Project is generating significant interest at the State level. The Governor, Lt. Governor, IED, Joni Ernst, and other legislators have indicated they are following our progress and want to be kept up to date.
- The monthly WIAD meeting was held on April 12. The meeting focused on review of the modifications/improvements to the WIAD website.
 - Region XII also reviewed the upcoming seminars to help regional small businesses.
 - WIAD completed our annual report, and it will be available on the website. The new playground facilities in Churdan were used for the cover photograph.
 - Region XII is producing a video for their website and promotions. They will feature several locations in Greene County including filming at Greene Bean Coffee.
- There have been several Highway 30 Coalition meetings during the past two months. The last one was April 8 by Zoom. The Coalition had representatives speaking at the DOT meeting in Ames on April 16. The Coalition continues to push for a four-lane expansion of Hwy 30.
- GCDC attended the Region XII Loan Review Committee meeting on April 7. Two new regional loan applications were presented and approved.
- Met with Hy-Vee to discuss the current price of the Hy-Vee Drug building in Jefferson. A local business was considering locating in the building. Hy-Vee has dropped their asking price to \$160,000 and said they would be willing to negotiate. This makes the building a more viable option for new businesses.
 - GCDC has two contacts with interest in the building. Information is being provided.
- GCDC is working with John Deere to apply for grant funding through the Deere Foundation. This could be used for local housing or to support the new GCELC building.