

AGENDA

COUNCIL MEETING

Tuesday, September 12, 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. 8/22/17 regular Council meeting minutes.
- B. Hire Andrew Michaelsen as part-time help (\$7.25) at Jefferson Community Golf Course
- C. Payment of monthly bills

IV. NEW BUSINESS:

- A. Third reading of ordinance to increase water rates by 3%.
- B. Third reading of ordinance to increase sewer rates by 3%.
- C. Consider approval of plat of survey for Greene County Community School District.
- D. Consider 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.
- E. Consider resolution to set public hearing to amend Urban Renewal area.
- F. Consider resolution to set public hearing on proposed development agreement with Wahl-McAtee Tire.
- G. Consider approval of pay estimate number 2 to Pinnacle Construction in amount of \$13,475.00 for CDBG Façade project.
- H. Consider approval of pay estimate number 3 to Pinnacle Construction in amount of \$75,865.10 for CDBG Façade project.
- I. Consider approval of change order with Goberson-Smith Construction of \$2,496.55 for 2017 Street and Alley Reconstruction project.
- J. Consider approval of pay estimate number 1 (Sub-Final) with Goberson-Smith Construction of \$207,948.59 for 2017 Street and Alley Reconstruction project.
- K. Set priority work session.

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 9/12/17

NEW BUSINESS

- A. **Third reading of ordinance to increase water rates by 3%.**
- B. **Third reading of ordinance to increase sewer rates by 3%.**
- C. **Consider approval of plat of survey for Greene County Community School District.** The application is to reconfigure 2.5 lots owned by the school district into two lots. **Plat attached.**
- D. **Consider 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.**
- E. Consider resolution to set public hearing to amend Urban Renewal area.
- F. Consider resolution to set public hearing on proposed development agreement with Wahl-McAtee Tire.
- G. **Consider approval of change order number 2 to Pinnacle Construction in amount of \$13,475.00 for CDBG Façade project.** See attached change order.
- H. **Consider approval of pay estimate number 3 to Pinnacle Construction in amount of \$75,865.10 for CDBG Façade project.** See attached pay estimate
- I. **Consider approval of change order with Goberson-Smith Construction of \$2,496.55 for 2017 Street and Alley Reconstruction project.** See attached change order.
- J. **Consider approval of pay estimate number 1 (Sub-Final) with Goberson-Smith Construction of \$207,948.59 for 2017 Street and Alley Reconstruction project.** See attached pay estimate
- K. **Set priority work session.** Priority survey's have been distributed. The session would be to review the results and establish priorities for the 2018-2019 budget. Recommended date would be Tuesday, October 10 as part of the regular Council agenda.

COUNCIL MEETING

August 22, 2017

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Wetrich, Von Ahsen

ABSENT: None

Mayor Berry presided.

During open forum Sid Jones spoke on TIF program workshop that will be held on September 11, 2017 from 11:30 a.m. – 1:30 p.m. at the conference room at Midland Power with Bruce Nuzum from Iowa Area Development Group.

On motion by Teeples, second by Wetrich, the Council approved the following consent agenda: August 8, 2017 Council Minutes.

AYE: Ahrenholtz, Sloan, Von Ahsen, Wetrich, Teeples

NAY: None

On motion by Ahrenholtz, second by Von Ahsen, the Council approved of administrative services not to exceed \$20,000 with Region XII for rehabilitation of 6 properties under IEDA contract. The City was awarded a \$245,000 grant to revitalize up to 6 houses in Jefferson.

AYE: Teeples, Wetrich, Sloan, Ahrenholtz, Von Ahsen

NAY: None

On motion by Teeples, second by Sloan, the Council approved hiring Kyle DeMoss as Water Service worker at the Step 2 rate of \$17.47/hr. starting September 7, 2017.

AYE: Wetrich, Von Ahsen, Ahrenholtz, Teeples, Sloan

NAY: None

On motion by Ahrenholtz, second by Von Ahsen, the Council approved the second reading of ordinance adjusting water service rates by 3%.

AYE: Von Ahsen, Wetrich, Sloan, Teeples, Ahrenholtz

NAY: None

On motion by Sloan, second by Teeples, the Council approved the first reading of ordinance adjusting sewer rates by 3%.

AYE: Teeples, Von Ahsen, Ahrenholtz, Sloan, Wetrich

NAY: None

On motion by Von Ahsen, second by Ahrenholtz, the Council approved waiving the building permit fee of \$702.50 for Greene County Fair Board Association.

AYE: Sloan, Teeples, Ahrenholtz, Von Ahsen, Wetrich

NAY: None

On motion by Wetrich, second by Teeples, the Council approved the first 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: Von Ahsen, Ahrenholtz, Wetrich, Teeples, Sloan

NAY: None

The Council discussed a development agreement for a new McAtee Tire facility to be built in the GCDC Business Park #1. General consensus was to move forward.

RESOLUTION NO. 30-17

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No. 30-17 a resolution approving tenth amendment to City Administrator Employment Agreement extending the term of the Employment Agreement through June 30, 2018 and by adjusting City Administrator's salary to \$93,600/yr effective July 1, 2017.

AYE: Teeples, Ahrenholtz, Wetrich, Sloan, Von Ahsen
Nay: None

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

There being no further business the Council agreed to adjourn.

Craig J. Berry, Mayor

Diane M. Kennedy, City Clerk

APPLICATION FOR APPROVAL OF PLAT OF SURVEY

TO: City Council of Jefferson

The undersigned owner(s) of the land described in the attached plat of survey request the City Council of the City of Jefferson to approve the division of land reflected in the attached plat of survey pursuant to Section 166.22 of the Code of Ordinances of the City of Jefferson. The following information is submitted in support of this application:

1. A pre-application conference regarding this proposed subdivision was held with the City Administrator on 8/28/2017.
2. A copy of a plat of survey prepared by Gene Dreyer, an Iowa registered land surveyor, dated August, 2017, showing the land proposed to be divided is attached to this application.
3. The purpose of this proposed division is: Reconfiguration of 2-1/2 Lots in the Subdivision of Lot 15 in the NW ¼ of Section 17, Township 83 North, Range 30 West in the City of Jefferson, Greene County, IA.
4. The name(s), address(es) and telephone number(s) of all the owners of the land described in the attached plat are as follows:
Greene County Community School District, c/o Mumma & Pedersen 114 S. Wilson Ave. Jefferson, IA 50129
5. The names and addresses of all adjoining property owners are set forth below, and the approximate locations of their properties are shown on the attached plat.
Murphy, Brandon, 909 S. Chestnut St., Jefferson, IA 5019
Sheridan, Phillip H., & Hannah E., 208 E. Wilcox Way, Jefferson, IA 50129
6. (a) The existing zoning classification of the property covered by the plat is RS. (There is no pending plan or proposal to change this zoning classification).

(b) The zoning classification(s) for the adjoining properties is/are as follows: RS. (There is no pending plan or proposal to change any zoning classification for any of the adjoining properties)
7. (Check applicable paragraph:)

 There are no structures located on the property proposed to be divided.

 X There are one or more structures located on the property proposed to be divided, and the location of such structures and their distance from existing and proposed boundary lines has been shown by a registered land surveyor either on the attached plat or on a separate drawing attached to this application.

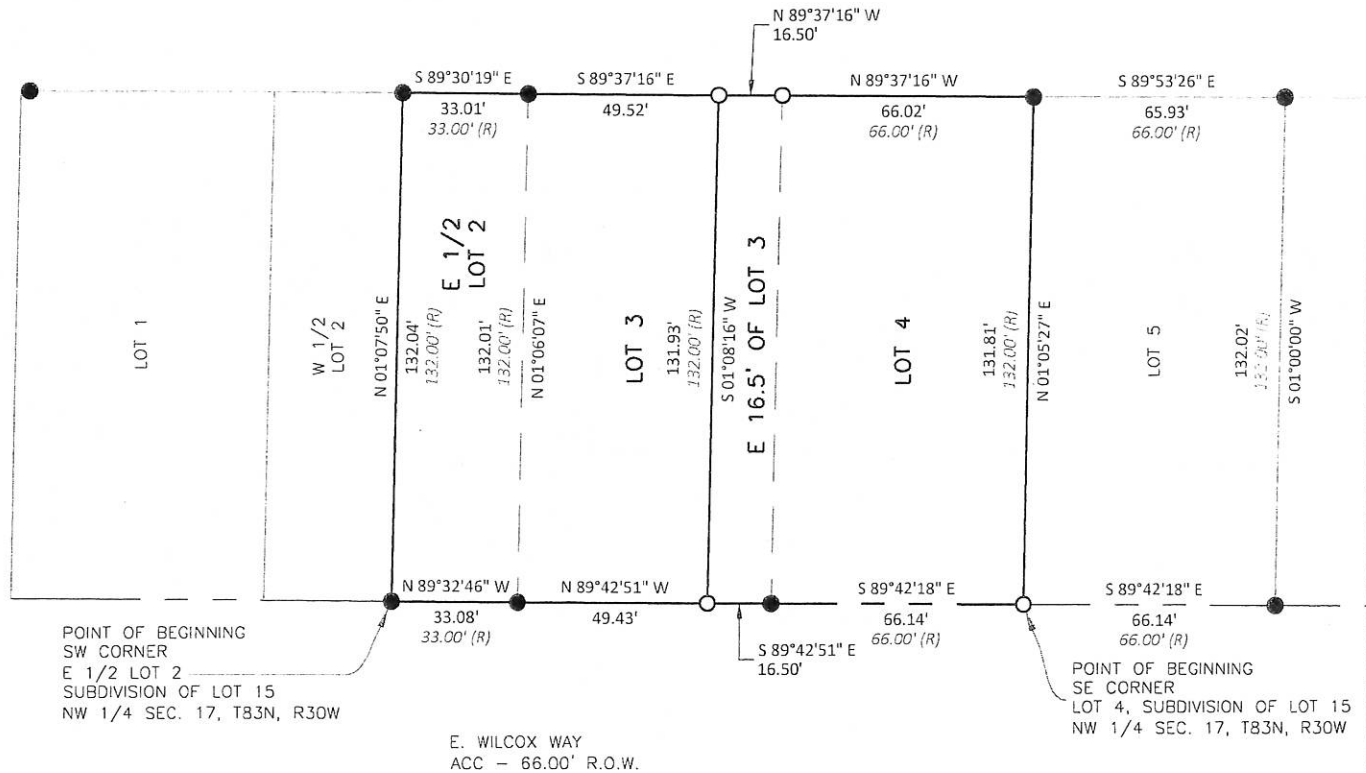
REQUESTOR:	KEITH PEDERSEN
PROPRIETOR:	GREENE COUNTY COMMUNITY SCHOOL DISTRICT C/O MUMMA & PEDERSEN 114 S. WILSON AVENUE JEFFERSON, IA 50129
SURVEYOR:	EUGENE DREYER
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	EUGENE DREYER, BOLTON & MENK, INC. 300 WEST MCKINLEY STREET, JEFFERSON, IA 50129 (515)-386-4101

FOR RECORDER USE ONLY

PLAT OF SURVEY

E 1/2 LOT 2 AND LOT 3, EXCEPT EAST 16.5 FEET OF LOT 3 AND
EAST 16.5 FEET OF LOT 3 AND ALL OF LOT 4,
ALL IN THE SUBDIVISION OF LOT 15, NW 1/4 OF SEC. 17, T83N, R30W
JEFFERSON, GREENE COUNTY, IOWA

AUGUST 2017



LEGEND:

- FOUND 5/8" REBAR WITH NO CAP (UNLESS OTHERWISE NOTED)
- SET 5/8"x24" REBAR WITH YELLOW PLASTIC CAP #17535
- (R) RECORDED DIMENSION
- YPC YELLOW PLASTIC CAP

LEGAL DESCRIPTION:

(E 1/2 OF LOT 2 AND LOT 3 EXCEPT THE EAST 16.5 FEET OF LOT 3) THAT PORTION OF THE SUBDIVISION OF LOT 15 IN THE NORTHWEST QUARTER OF SECTION 17, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE EAST HALF OF SAID LOT 2; THENCE N 01°07'50" E, 132.04 FEET ALONG THE WEST LINE OF THE EAST HALF OF OF LOT 2; THENCE S 89°30'19" E, 33.01 FEET ALONG THE NORTH LINE OF SAID EAST HALF OF LOT 2; THENCE S 89°37'16" E, 49.52 FEET ALONG THE NORTH LINE OF LOT 3; THENCE S 01°08'16" W, 131.93 FEET ALONG THE WEST LINE OF THE EAST 16.50 FEET OF LOT 3; THENCE N 89°42'51" W, 49.45 FEET ALONG THE NORTH RIGHT OF WAY LINE OF EAST WILCOX WAY; THENCE N 89°32'46" W, 33.08 FEET ALONG THE NORTH RIGHT OF WAY LINE OF EAST WILCOX WAY TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS THE EAST HALF OF LOT 2 AND LOT 3 EXCEPT THE EAST 16.5 FEET IN THE SUBDIVISION OF LOT 15 IN THE NORTHWEST QUARTER OF SECTION 17, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA.

LEGAL DESCRIPTION:

(EAST 16.5 FEET OF LOT 3 AND ALL OF LOT 4) THAT PORTION OF THE SUBDIVISION OF LOT 15 IN THE NORTHWEST QUARTER OF SECTION 17, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 4; THENCE N 01°05'27" E, 131.81 FEET ALONG THE EAST LINE OF SAID LOT 4; THENCE N 89°37'16" W, 66.02 FEET ALONG THE NORTH LINE OF SAID LOT 4; THENCE N 89°37'16" W, 16.50 FEET ALONG THE NORTH LINE OF THE EAST 16.50 FEET OF LOT 3; THENCE S 01°08'16" W, 131.93 FEET ALONG THE WEST LINE OF THE EAST 16.50 FEET OF LOT 3; THENCE S 89°42'51" E, 16.50 FEET ALONG THE NORTH RIGHT OF WAY LINE OF EAST WILCOX WAY; THENCE S 89°42'18" E, 66.14 FEET ALONG THE NORTH RIGHT OF WAY LINE OF EAST WILCOX WAY TO THE POINT OF BEGINNING.

NOTES:

1. THIS PLAT IS SUBJECT TO EASEMENTS APPARENT OR OF RECORD.
2. THIS SURVEY MEETS OR EXCEEDS IOWA CODE 355.
3. BEARINGS SHOWN ARE IOWA STATE PLANE, NORTH ZONE.
4. THE EAST 1/2 OF LOT 2 AND LOT 3 EXCEPT THE EAST 16.5 FEET CONTAINS 10,893 SQUARE FEET.
5. THE EAST 16.5 FEET OF LOT 3 AND ALL OF LOT 4 CONTAINS 10,888 SQUARE FEET.



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

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 #: 3

PERIOD TO: 08/15/17
PROJECT NOS: 90138

Distribution to:

<input checked="" type="checkbox"/>	Owner
<input type="checkbox"/>	Const. Mgr
<input checked="" type="checkbox"/>	Architect
<input type="checkbox"/>	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 -----	\$	14,080.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	755,445.00
4. TOTAL COMPLETED & STORED TO DATE -\$	\$	188,318.00

(Column G on Continuation Sheet)

5. RETAINAGE:

a. 5.0% of Completed Work (Columns D+E on Continuation Sheet)	\$	9,415.90
b. 5.0% of Stored Material (Column F on Continuation Sheet)	\$	

Total Retainage (Line 5a + 5b or

Total in Column 1 of Continuation Sheet-----	\$	9,415.90
6. TOTAL EARNED LESS RETAINAGE -----	\$	178,902.10

(Line 4 less Line 5 Total)

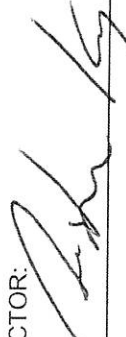
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate)-----	\$	103,037.00
8. CURRENT PAYMENT DUE -----	\$	75,865.10

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6)
 \$ 576,542.90

CONTRACTOR:

By: 

Date: 8/17/17

State of: Iowa

County of: Mills

Subscribed and sworn to before

me this 17th day of August, 2017

Notary Public: 

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 ----- \$ 75,865.10
 (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: 

Date: 8.23.2017

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.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$14,080.00	
TOTALS	\$14,080.00	
NET CHANGES by Change Order		\$14,080.00

CHANGE ORDER

No. 1

PROJECT: 2017 Street and Alley Re-Construction

DATE OF ISSUANCE: September 5, 2017

EFFECTIVE DATE: September 5, 2017

OWNER: City of Jefferson, Iowa

ENGINEER'S Project No.: A13.112906

CONTRACTOR: Godbersen-Smith Construction Co.

ENGINEER: Bolton & Menk, Inc.

You are directed to make the following changes in the Contract Documents.

Description: See Attachment "A" for Quantity Changes

Reason for Change Order: Quantity Changes

Attachments (List documents supporting change): Attachment "A"

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price <u>\$216,396.70</u>	Original Contract Times Substantial Completion : ___ days or dates Ready for final payment : ___ days or dates
Net changes from previous Change Orders No. <u>0</u> to No. <u>0</u> <u>\$0</u>	Net changes from previous Change Orders No. ___ to No. ___ ___ days
Contract Price Prior to this Change Order <u>\$216,396.70</u>	Contract Times prior to this Change Order Substantial Completion : ___ days or dates Ready for final payment : ___ days or dates
Net <u>Increase</u> of this Change Order <u>\$2,496.55</u>	Net (Increase/Decrease/No Change) of this Change Order ___ days
Contract Price with all approved Change Orders <u>\$218,893.25</u>	Contract Times with all approved Change Orders Substantial Completion : ___ days or dates Ready for final payment : ___ days or dates

RECOMMENDED:

By: James D. Leiding
James D. Leiding, P.E., Bolton & Menk
Date: 9-6-17

APPROVED:

By: _____
City of Jefferson, Owner
Date: _____

ACCEPTED:

By: [Signature]
Godbersen-Smith Construction Co, Contractor
Date: 9/4/17

Change Order No. 1, Attachment A

Item No.	Description	Quantity	Units	Unit Price	Increase	Decrease
3	Excavation, Class 13	71	CY	\$16.00	\$1,136.00	
4	Subgrade Preparation	3	SY	\$3.00	\$9.00	
5	Modified Subbase, 6 In.	3	SY	\$11.00	\$33.00	
6	Subgrade Treatment, Geo Grid, Type 1	3	SY	\$2.50	\$7.50	
7	Pavement, PCC, 7 In.	3	SY	\$44.95	\$134.85	
8	Driveway, Granular	-33	SY	\$10.00		(\$330.00)
9	Pavement Removal	4	SY	\$7.50	\$30.00	
10	Wattles, Straw, 9 In.	-100	LF	\$5.00		(\$500.00)
11	Silt Fence or Silt Fence Ditch Check	-23	LF	\$5.00		(\$115.00)
12	Inlet Protection Device, Filter Sock, 8 In.	-2	EA	\$200.00		(\$400.00)
16	Subgrade Preparation	222	SY	\$3.00	\$666.00	
19	Pavement, PCC, 7 In.	62	SY	\$49.95	\$3,096.90	
21	Pavement Removal	58.7	SY	\$9.00	\$528.30	
22	Wattles, Straw, 9 In.	-50	LF	\$5.00		(\$250.00)
23	Silt Fence or Silt Fence Ditch Check	-230	LF	\$5.00		(\$1,150.00)
24	Inlet Protection Device, Filter Sock, 8 In.	-2	EA	\$200.00		(\$400.00)
					\$5,641.55	(\$3,145.00)

NET INCREASE IN CONTRACT PRICE \$2,496.55

CONTRACTOR'S PAY REQUEST

2017 Street and Alley Re-Construction

Division 1 & Division 2

City of Jefferson, Iowa

BMI Project No. A13.112906

DISTRIBUTION:

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$218,893.25
TOTAL, COMPLETED WORK TO DATE	\$218,893.25
RETAINED PERCENTAGE (5%)	\$10,944.66
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$207,948.59
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	
PAY CONTRACTOR AS ESTIMATE NO. 1 (Sub-Final)	\$207,948.59

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:

GODBERSEN-SMITH CONSTRUCTION CO.

5784 STATE HIGHWAY 175

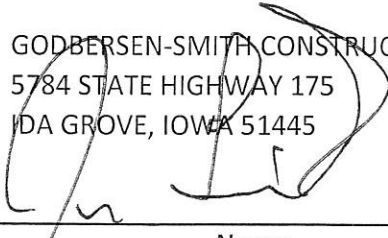
IDA GROVE, IOWA 51445

By

Name

Title

Date



 9/6/17

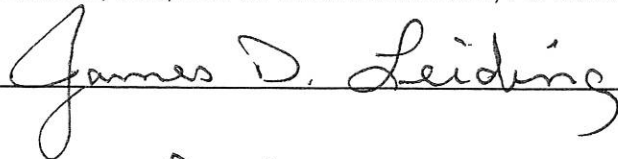
PM

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 300 W. MCKINLEY STREET, PO BOX 68, JEFFERSON, IOWA 50129

By

PROJECT ENGINEER



Date

9-6-17

APPROVED FOR PAYMENT:

OWNER: CITY OF JEFFERSON, 220 N. CHESTNUT STREET, JEFFERSON, IOWA 50129

By

Name

Title

Date

And

Name

Title

Date

Jefferson Public Library

Meeting of the Board of Trustees
September 11, 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. Project Updates – landscape improvements, computer upgrades
- VI. Old Business
 - A. Basement humidity level
 - B. Building repairs
 - C. Rental agreement with Greene Co. Genealogical Society
- VII. New Business
 - A. State Library building consultant
 - B. Estate gifts
 - C. Equipment purchase
 - D. Trustee training – Tues, Nov. 6, 6-8 pm @ Rippey P.L.
 - E. Holiday hours
- VIII. Next Meeting – October 9 at 6:30 p.m. (Columbus Day – Library Closed)
- IX. Adjournment