

# AGENDA

## COUNCIL MEETING Tuesday, November 22, 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. 11/8/16 regular Council meeting minutes.
- B. Treasurer's Report.
- C. Set a public hearing on 12/13/16 for the application for Community Development Block Grant funds from the Iowa Economic Development Authority to provide funds for an owner-occupied housing rehabilitation program.
- D. Hy-Vee Market Café, Special Class C Liquor License
- E. Hy-Vee, Class E Liquor License

**IV. NEW BUSINESS:**

- A. Swearing in of Dan Benitz as City Councilman.
- B. Appoint Amelia Carman as volunteer firefighter.
- C. Consider approval to establish City/County impound lot at on west side of City street shop facility.
- D. Consider approval to add additional police patrolman.
- E. Consider approval to appointment police sergeant.
- F. Consider approval for engineering services with Bolton and Menk for downtown alley replacement and pavement replacement project.
- G. Consider resolution approving annual appropriation for Lincoln Ridge Estates Development Agreement rebate payments.
- H. Consider resolution approving annual appropriation for Jefferson Hotel Group, LLC Development Agreement rebate payments.
- I. Consider approval of health insurance premium.
- J. Main Street Quarterly meeting

**V. REPORTS:**

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

**VI. ADJOURN.**

## AGENDA SUMMARY

DATE 11/22/16

### NEW BUSINESS

- A. **Swearing in of Dan Benitz as City Councilman.** Dan Benitz was elected to fill a vacated Council position through December 2019.
- B. **Appoint Amelia Carman as volunteer firefighter.**
- C. **Consider approval to establish City/County impound lot at on west side of City street shop facility.** Due to local towing companies' loss of money in towing abandoned vehicles, they will no longer offer towing services for these vehicles. A larger Impound Lot will be needed to house these vehicles until an auction can be held annually. Greene County is offering to purchase 150' X 150' chain link fence and gates. Greene County will provide and will haul all white rock for lot. City of Jefferson would need to provide city owned ground for Impound Lot and costs to trench power line from Cold Storage Building to new lot for lighting. With input from Dave Morlan, we have proposed the most practical location would be the city owned property at Perry and North Locust Streets. The exact size of Impound Lot will be determined to fit the lot size in accordance with city setbacks, etc. Satellite photo attached.
- D. **Consider approval to add additional police patrolman.** The Police Department has requested an 8<sup>th</sup> position at the Police Department to accommodate the rising demand of police services. The new position would also benefit the department in staffing available to cover all shifts and allow officers to ability to request earned time off, vacation, etc. There would be a one-time equipment purchase of \$2932.86. The cost of additional monies added to Budget for Holiday Pay, Court Time, etc. would be \$2980.00 per budget year at current expenditures. The starting wage for 8<sup>th</sup> position would be \$37,146.00 annually under 2016 contract numbers. Total amount added per year would be \$43,058.86, plus benefits. Estimated benefit cost would be \$17,000.00 - \$20,000.00. If 8<sup>th</sup> position is added now, 16-17 Budget would be amended to include one-time equipment purchase of \$2932.86 and half of the aforementioned other costs (\$20,063.00 + benefits). Attached are cost sheet and proposed timeline for immediate hire and 17-18 Budget hire.
- E. **Consider approval to appointment police sergeant.** Interviews for the position were held on Thursday 11/17/16. A recommendation will be made to fill the position at the meeting.
- F. **Consider approval for engineering services with Bolton and Menk for downtown alley replacement and pavement replacement project.** The Streets Committee reviewed a recommendation from Bolton and Menk for alley replacement within the block bordered by Lincoln Way, Locust St, Harrison St and Chestnut St and the replacement of 350 feet of street pavement of Deer Run Road in Lincoln Ridge Estates. The estimated engineering services for the project would be \$30,350.
- G. Consider resolution approving annual appropriation for Lincoln Ridge Estates Development Agreement rebate payments.
- H. Consider resolution approving annual appropriation for Jefferson Hotel Group, LLC Development Agreement rebate payments.
- I. **Consider approval of health insurance premium.** The Broker for the City, Rod Brooks from Paradigm Benefits, has reviewed our health insurance plan and has gone

out for quotes from Wellmark, Coventry, United Health Care and Health Alliance. Wellmark (our current carrier for several years) came back the most favorable. There is a 6.87% increase for next year. Of the 6.87% increase, the Base Rate change for a pool of employees (2-50) is a mandatory 6.40%. All the parameters of the plan remain the same as current. Recommendation to stay with Wellmark.

**J. Main Street Quarterly meeting**

COUNCIL MEETING

November 8, 2016

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Von Ahsen

ABSENT: None

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Sloan, second by Teeples, the Council approved the following consent agenda: October 25, 2016 Council Minutes, and payment of monthly bills from City funds.

AYE: Ahrenholtz, Sloan, Teeples, Von Ahsen

NAY: None

This was the time and place for a Public Hearing on the proposed development agreement with Thomas Jefferson Gardens. Mayor Berry called for any oral or written comments and there were none. On motion by Von Ahsen, and second by Ahrenholtz, the Council closed the Public Hearing.

AYE: Sloan, Von Ahsen, Teeples, Ahrenholtz

NAY: None

**RESOLUTION NO. 32-16**

On motion by Von Ahsen, second by Ahrenholtz, the Council approved the Resolution No. 32-16, a resolution approving development agreement with Thomas Jefferson Gardens.

AYE: Teeples, Ahrenholtz, Sloan, Von Ahsen

NAY: None

On motion by Ahrenholtz, second by Von Ahsen, the Council approved a contract with The Franks Design Group for architect services for CDBG Façade Rehabilitation project in the amount of \$100,000.

AYE: Ahrenholtz, Von Ahsen, Sloan, Teeples

NAY: None

On motion by Teeples, second by Sloan, the Council approved to proceed with procurement for technical services as part of the CDBG Owner Occupied Rehabilitation Grant application due January 15, 2017.

AYE: Von Ahsen, Sloan, Teeples, Ahrenholtz

NAY: None

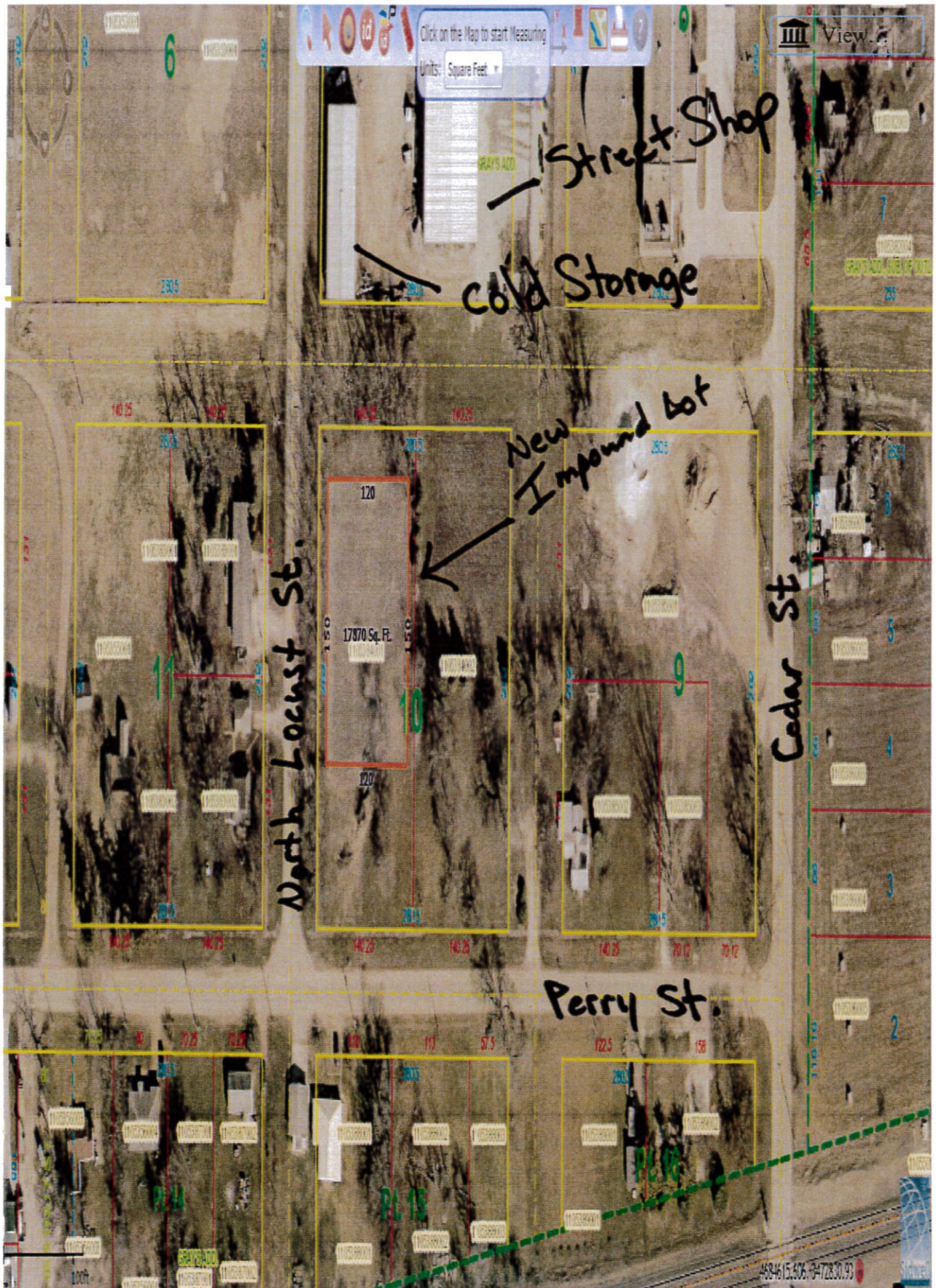
**RESOLUTION NO. 33-16**

On motion by Sloan, second by Von Ahsen, the Council approved a Resolution No. 33-16, a resolution approving to waive plat of survey review for property located at 1504 225<sup>th</sup> St Jefferson, IA.

AYE: Sloan, Ahrenholtz, Teeples, Von Ahsen

NAY: None

Recognition of RVP 1875 as winner of Best Rural Tourism Attraction in Iowa.



## Timeline if Approved on 11.22.2016 to Immediately Hire

Applications:

11.23.2016 thru 12.23.2016

Interview / Testing:

01.03.2017 thru 01.06.2017

New Hire Process: (ears, eyes, physical, MMPI, written test)

01.09.2017 thru 01.27.2017

Start Date:

01.30.2017

Field Training:

01.30.2017 thru until Academy begins

Fall Academy: (The hire will be too late to send to spring academy)

09.04.2017 thru 11.10.2017

**New trained Certified officer on the Street:**

**11.13.2017 (1 year)**

## Timeline if Approved for 2017 – 2018 Budget

Applications:

05.01.2017 thru 05.31.2017

Interview / Testing:

06.05.2017 thru 06.09.2017

New Hire Process: (ears, eyes, physical, MMPI, written test)

06.12.2017 thru 06.30.2017

Start Date:

07.01.2017

Fall Academy: (The hire will be too late to send to spring academy)

09.04.2017 thru 11.10.2017

Field Training:

11.13.2017 thru until 06.01.2018

**New trained Certified officer on the Street:**

**06.01.2018 (1.5 Years)**

# Cost of an additional officer

EQUIPMENT

(2) Uniform Pants	\$59.99 each	\$119.98
(2) Short Sleeve Shirts	\$54.99 each	\$109.98
(2) Long Sleeve Shirts	\$67.99 each	\$135.98
(2) Winter Undershirts	\$22.99 each	\$45.98
(1) Summer Jacket	\$59.99	\$59.99
(1) Winter Coat	\$149.99	\$149.99
(1) Boots	\$129.99	\$129.99
(1) Duty Belt / Inner Belt	\$58.98	\$58.98
(1) Taser Holster	\$54.99	\$54.99
(1) Glock 40 Cal. Handgun	\$545.00	\$545.00
(1) Patrolman Badge	\$83.00	\$83.00
(1) Digital Ally Body Cam	\$795.00	\$795.00
(1) Voice Recorder	\$110.00	\$110.00
(1) Portable Radio	\$500.00	\$500.00

*one time equip-  
purchase.*

**TOTAL: \$2,932.86**

SALARY & BENEFITS

Patrol Grade 1 Salary	\$37,146.00
Budget Amendment to accommodate	\$2,980.00

Overtime	\$560.00
Holiday Pay	\$1,075.00
Court Time	\$210.00
Clothing	\$550.00
Training / School	\$585.00

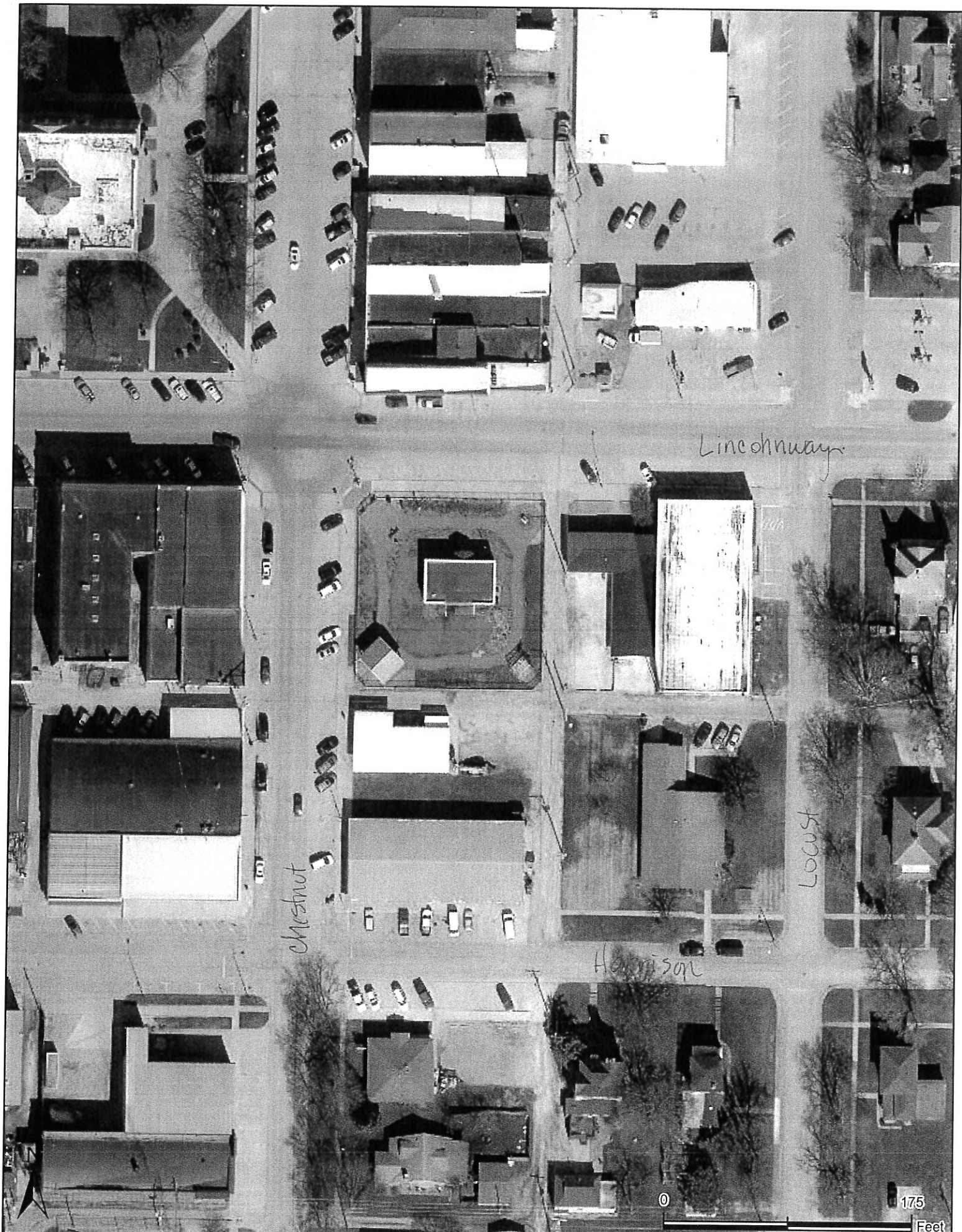
**Total Cost (Excluding benefits): \$43,058.86**



Greene County, IA

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# Greene County, IA

Date Printed: October 19, 2018

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**PROPOSAL**

CITY OF JEFFERSON  
PAVING IMPROVEMENTS



**BOLTON  
& MENK**

Preliminary - Probable Cost Opinion Lincoln Ridge Estates					
Item No.	Description	Unit	Quantity	Unit Cost Kingston Construction	Amount
1	Excavation	CY	600	\$12.00	\$7,200
2	Subgrade Preparation	SY	1,361	\$2.80	\$3,811
3	Modified Sub-base	SY	1,361	\$8.00	\$10,888
4	PCC Pavement, 8 inch	SY	1,206	\$53.00	\$63,918
5	Pavement Removal	SY	1,206	\$14.00	\$16,884

Sub Total	\$102,701
20% Contingencies	\$20,540
Engineering Fees	\$18,050
<b>Project Total</b>	<b>\$141,291</b>

Preliminary - Probable Cost Opinion City of Jefferson, Original Town, Block 24 (Thomas Jefferson Gardens Block) East/West Alley and North/South Alley, Paving Improvements					
Item No.	Description	Unit	Quantity	Unit Cost Kingston Construction	Amount
1	Excavation	CY	212	\$12.00	\$2,544
2	Subgrade Preparation	SY	1,162	\$2.80	\$3,254
3	Modified Sub-base	SY	1,162	\$8.00	\$9,296
4	PCC Pavement, 7 inch	SY	845	\$51.00	\$43,095
5	Pavement Removal	SY	845	\$14.00	\$11,830

Sub Total	\$70,019
20% Contingencies	\$14,004
Engineering Fees	\$12,300
<b>Project Total</b>	<b>\$96,322</b>

<b>Total Both Projects</b>	<b>\$237,613</b>
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# **AGENDA**

## ***WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY NOVEMBER 15, 2016, 12:00 NOON JEFFERSON CITY HALL***

### **I. SEWER**

- A. Storm water proposal for north Jefferson.
- B. Sump pump discharge.
- C. Review of 2017-2018 budget items

### **II. WATER**

- A. Discussion of Smart Point water meter.
- B. Review of 2017-2018 budget items

### **III. STREETS**

- A. East Lincoln Way entryway proposal.
- B. Bike lane painting on East Lincoln Way.
- C. Discussion of bike/walking trail along West Lincoln Way.
- D. Alley improvements within block of Lincoln Way, Locust, Harrison and Chestnut.
- E. Pavement Improvements at Lincoln Ridge Estates.
- F. Quiet Zone update.
- G. Review of 2017-2018 budget items

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

- A. Review of 2017-2018 budget items