

AGENDA

COUNCIL MEETING
Tuesday, November 26, 2013
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. 11/12/13 Council meeting minutes.

IV. NEW BUSINESS:

- A. Main Street report.
- B. Trees Forever report.
- C. Appointment of Jason McDowell and Steve Scheffler to Jefferson Fire Department.
- D. Resolution approving the submittal of the Annual TIF Report to the State of Iowa.
- E. Resolution authorizing the submittal of a five year capital improvement plan for the Jefferson Municipal Airport.
- F. Consider resolution proposing vacation and sale of alley lying north of intersection of McKinley and Locust Streets and setting public hearing.
- G. Consider first reading of ordinance amending Section 70.02 of the Code of Ordinances to increase amount of parking fines.
- H. Approval of payment to Brett Madsen for winterizing golf course.
- I. Presentation by Steve and Joe Cuddy to operate Jefferson Municipal Golf Course for 2014.

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 11/26/13

NEW BUSINESS

- A. **Main Street report.**
- B. **Trees Forever report.**
- C. **Appointment of Jason McDowell and Steve Scheffler to Jefferson Fire Department.**
- D. **Resolution approving the submittal of the Annual TIF Report to the State of Iowa.**
- E. **Resolution authorizing the submittal of a five year capital improvement plan for the Jefferson Municipal Airport.** Attached is a copy of the 5-year \$2.3M capital improvement plan for the airport.
- F. **Consider resolution proposing vacation and sale of alley lying north of intersection of McKinley and Locust Streets and setting public hearing.** Attached is the location of the alley.
- G. **Consider first reading of ordinance amending Section 70.02 of the Code of Ordinances to increase amount of parking fines.** The Street Committee reviewed a request by the police chief to increase parking fines. Attached is the ordinance with the proposed changes.
- H. **Approval of payment to Brett Madsen for winterizing golf course.** MALH provided notice that they will be unable to renew their contract with the City to operate the golf course. The greens keeper, Brett Madsen, was utilized by the City for 46 hours to winterize the irrigation system, provide a final cut to the greens and tee boxes and apply the necessary winter chemical applications to the course.
- I. **Presentation by Steve and Joe Cuddy to operate Jefferson Municipal Golf Course for 2014.**

COUNCIL MEETING

November 12, 2013

5:30 P.M.

PRESENT: Black, Figenshaw, Teeples, Jaskey, Von Ahsen

ABSENT: None

Alan Robinson, Main Street Program Director, updated the Council during Open Forum on activities with Main Street Program.

On motion by Jaskey second by Teeples, the Council approved the following consent agenda: October 22, 2013 Council Minutes, a Special Class C Liquor License for Peony Chinese Restaurant, and payment of monthly bills from City funds.

AYE: Black, Von Ahsen, Figenshaw, Teeples, Jaskey

NAY: None

A public hearing was held during the regular City Council Meeting on November 12, 2013. The notice of the public hearing was published November 7, 2013. A representative from Region XII Council of Governments, as grant administrator, provided a report on the status of the overall program. This information included the addresses of the recipients, the expenditures to date, the amount of work to be completed, performance targets, and the remaining activity schedule.

It was noted that the public has reasonable access to all local meetings, project records and other information relating to the use of these CDBG funds at either the City Hall or at the Region XII Council of Government buildings.

Number Attended: 6

Mayor Berry called for any oral or written comments and there were none. On motion by Jaskey second by Von Ahsen, the Council approved closing the Public Hearing.

AYE: Figenshaw, Teeples, Jaskey, Von Ahsen, Black

NAY: None

ORDINANCE NO. 549

On motion by Teeples second by Figenshaw, the Council approved third and final reading of Ordinance No. 549, an ordinance amending the Code of Ordinances of the City of Jefferson, Iowa, 2008, by adding permitted uses to Light Industrial District.

AYE: Von Ahsen, Teeples, Black, Jaskey, Figenshaw

NAY: None

RESOLUTION NO. 49-13

On motion by Teeples second by Von Ahsen, the Council approved Resolution No. 49-13, a resolution obligating funds from the Mark Bauer Subfund of the City of Jefferson Urban

Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment obligations scheduled to be paid in the next succeeding fiscal year.

AYE: Teeples, Figenshaw, Jaskey, Black, Von Ahsen
NAY: None

On motion by Black second by Figenshaw, the Council approved a quote from ACCO for \$82,556.63 for improvements to Jefferson Municipal swimming pool.

AYE: Teeples, Black, Von Ahsen, Jaskey, Figenshaw
NAY: None

RESOLUTION NO. 50-13

On motion by Jaskey second by Black, the Council approved Resolution No. 50-13, a resolution adopting the Greene County Multi-Jurisdictional Hazard Mitigation Plan.

AYE: Teeples, Black, Jaskey, Figenshaw, Von Ahsen
NAY: None

On motion by Teeples second by Von Ahsen, the Council approved the Fire Dept. applying for a grant up to \$150,000 for air packs. This is a FEMA Assistance to Firefighters Grant.

AYE: Jaskey, Black, Teeples, Von Ahsen, Figenshaw
NAY: None

The following bills were approved for payment from City funds:

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE CITY OF JEFFERSON, IOWA, 2008, BY AMENDING
PROVISIONS PERTAINING TO PARKING FINES

Be it enacted by the City Council of Jefferson, Iowa:

SECTION 1. Section Amended. Section 70.02 of the Code of Ordinances of the City of Jefferson, Iowa, 2008, is repealed and the following adopted in lieu thereof:

70.03 PARKING VIOLATIONS: ALTERNATE. Violations of parking restrictions imposed by this Code of Ordinances may be charged upon a simple notice of a fine payable at the office of the City Clerk. Fines for violations of parking restrictions imposed by this Code shall be:

1. \$75.00 for unlawful truck, recreational vehicle or trailer parking under Section 69.09.
2. \$50.00 for unlawful parking during snow removal under Section 69.10.
3. \$100.00 for improper use of a persons with disabilities parking permit.
4. \$25.00 for all other parking violations.

Any such fine not paid within 30 days shall be increased by \$5.00. If payment of a fine is not made within 30 days the violation shall be deemed contested and may then be charged and prosecuted in district court the same as other traffic violations.

(Code of Iowa, Sec. 321.236 [1a] & 321L.4[2])

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP)

Airport Name: Jefferson Municipal Airport Telephone: 515-386-3111

Prepared By: DGR Engineering/Jefferson Airport Commission Date Approved: _____

Date Prepared: October 2013

Project Description	Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Relocate County Road	Federal	\$ 725,275.08	\$	\$	\$	\$
	State	\$ 0.00	\$	\$	\$	\$
	Local	\$ 80,586.12	\$	\$	\$	\$
	Total	\$ 805,861.20	\$	\$	\$	\$
Extend Runway 32 to ultimate length of 4,000 feet (Design Only)	Federal	\$	\$ 135,000.00	\$	\$	\$
	State	\$	\$ 0.00	\$	\$	\$
	Local	\$	\$ 15,000.00	\$	\$	\$
	Total	\$	\$ 150,000.00	\$	\$	\$
Extend Runway 32 to ultimate length of 4,000 feet (Construction Only)	Federal	\$	\$	\$ 1,060,351.20	\$	\$
	State	\$	\$	\$ 0.00	\$	\$
	Local	\$	\$	\$ 117,816.80	\$	\$
	Total	\$	\$	\$ 1,178,168.00	\$	\$
AWOS III installation	Federal	\$	\$	\$	\$ 135,000.00	\$
	State	\$	\$	\$	\$ 0.00	\$
	Local	\$	\$	\$	\$ 15,000.00	\$
	Total	\$	\$	\$	\$ 150,000.00	\$
	Federal	\$	\$	\$	\$	\$
	State	\$	\$	\$	\$	\$
	Local	\$	\$	\$	\$	\$
	Total	\$	\$	\$	\$	\$
	Federal	\$	\$	\$	\$	\$
	State	\$	\$	\$	\$	\$
	Local	\$	\$	\$	\$	\$
	Total	\$	\$	\$	\$	\$



Jefferson Park & Recreation Commission
Revised Agenda
November 20, 2013
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 October
- V. Approval of bills for October16-November15
- VI. Old Business
 - a. Hess fund list approval
- VII. New Business
 - a. Request for gym from Library for Toddler fest
 - b. Budget approval recommended by committee
 - c. Board members term ending Rosemary Hoyt and Heather Ruzicka
 - d. Request from Life Serve Blood Center to use a meeting room at no charge
- VIII. Reports
 - a. Wellness Report
 - b. Program Report
 - c. Directors Report
 - d. Parks Report
- IX. Adjournment-Next meeting Wednesday, December 18, 2013 at noon at the GCCC

Agenda Summary

Old Business

- A. Simeon has put together a list in order of urgency for the Hess Fund board to consider.

New Business

- A. The library has requested using the whole gym for Toddler fest from 8 am-1 pm on Saturday, April 5 at no charge. This is a free event for families to come play at the rec center and get important information that Jefferson offers families.
- B. Budget information worked on by Heather Ruzicka and Mary Pedersen on Thursday, November 7 needs approval by the Jefferson Park and Recreation Board to be submitted to the City Clerk, Diane Kennedy by Friday, November 25.
- C. Rosemary and Heather terms end this year. We invite them both to continue with new terms.
- D. Shelly Beger and Reilly Cady visited the GCCC today to see if our meeting rooms would host a blood drive once a month. The drive usually takes place at Public Health, but since they are making changes at the Greene County Medical Center they need a room in the community to do the donations. I have attached the letter of request.

Jefferson Park & Recreation Commission

Minutes

October 16, 2013

Greene County Community Center

Board Members Present: Rosemary Hoyt, Mary Pedersen, Heather Ruzicka, Lee Horbach, Steve Hauptert, Shannon Black, Sam Harding

Others Present: Vicky Lautner, Libby Towers, Simeon Lang

Meeting called to order at 12:02. Ruzicka presided over the meeting.

Open Forum

No one in attendance for open forum.

Motioned by Pedersen seconded by Hoyt to approve September minutes. All were in favor.

Motioned by Hauptert seconded by Black to approve the September 16- October 15 bills. All were in favor.

Under Old Business

Bids on replacing pipes to take care of leak at the pool.

Lautner explained rusty filters were discovered, when investigating the leaking pipes. The filters are over 25 years old and are at risk of becoming inoperable. This would make operating the pool impossible.

Motioned by Hoyt to accept bid from ACCO to replace filters and fix leaking pipes, if funding could be secured. Seconded by Pedersen. All were in favor.

Bids on replacing the countertops, roof on concession stand and old shade structure at the pool.

Board decided to table cosmetic updates pending purchase of the new pool filters.

Under New Business

Request for room and gym for Relay for Life

Motioned by Pedersen to accept request from Peg Raney/Relay for Life to use the gym and a room on Saturday, April 26 for their annual event and use of a meeting room once a month. Seconded by Hauptert. All were in favor

Bids for replacement filters at pool

Topic was discussed under old business.

Hess Fund List

Lautner requested board inform her of any possible equipment the Greene County Community Center would benefit from. The ideas will be put on the Hess Fund wish list.

Form Budget Committee

Ruzicka and Pedersen will be assisting Lautner with the 2014-2015 budget.

Discuss Hall of Fame Wall on East Exterior Wall of Building

Lautner mentioned request from citizen regarding adding names to the side of current GCCC exterior. Board decided they were not interested in tampering with the exterior of the building or providing a location for a Wall of Fame.

Wellness, Program, Director's reports and GCCC visit reports were included in meeting packets for board members to review on own time.

Meeting was adjourned at 12:31 pm—Next meeting will be Wednesday, November 20.

AGENDA

Cemetery Committee
Thursday, November 21, 2013
@ noon
At City Hall

- I. Call to Order

- III. Old Business
 - A. Action on Resolution in regards to vandalism
 - B. GCCC Sign for Cemetery
 - C. Progress on Directory with Region XII
 - D. Update with Mike Bravard option to buy
 - E. Water line leaks

- IV. New Business
 - A. Future Agenda Items
 - B. Department Report

- V. Adjourn

Agenda Summary

Old Business

- A. Bob Swartzkopf, Diane Kennedy and myself met about making changes to the resolution about vandalism. After reading the resolution Bob determined that everything was covered between the Iowa laws and our resolution. No changes will be made.
- B. The sign at the Greene County Community Center is in cold storage. The inside needs to be taken out and determined what will be needed to hold the information. The Greene County Community Center will need to be taken off and the Jefferson Cemetery added.
- C. I met with Sam Parker of Region XII about making the cemetery information in map form and to possibly put it on line. He will need to check with his boss and figure out how much this will cost.
- D. Mike Palmer said that the option to buy is on the lawyers list for January.
- E. Water line leaks at the cemetery. Diane was going to visit with Tom about the leaks and if the city could bore the holes needed for repair.

New Business

- A. Future Agenda items.
 - a. Repair of storage building at the cemetery
 - i. The trim on the lean-to needs replaced
 - ii. Tin the roof of the main building
 - iii. The overhead door of the main building needs replace with a spring door

B. Department Report

a. Burials

- i. May 16-July 12 6 burials
- ii. July 13-August 16 9 burials
- iii. August 17-November 18 12 burials

- b. The park staff has kept the cemeteries mowed. They plan to take down 3 dead trees at the Catholic Cemetery and 2 trees at the Jefferson Cemetery (1 large and 1 small crab apple tree)

Next meeting on Thursday, January 16 @ City Hall at noon.