

AGENDA

COUNCIL MEETING
Tuesday, September 13, 2022
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. Limit of 3-5 minutes per speaker.

III. CONSENT ITEMS:

- A. 8/23/22 regular Council minutes.
- B. Pay estimate #10 of \$138,052.00 of CDBG funds for 200 E. State Street.
- C. The Printer's Box, Ltd, Class B Native Wine Permit
- D. Payment of monthly bills

IV. NEW BUSINESS:

- A. Consider approval of second reading to increase water rates by 5%
- B. Consider approval of second reading of revised sewer rate ordinance effective for FY 2023-2024.
- C. Consider resolution to write off bad debt for years 2010-2011 of \$16,647.69.
- D. Consider approval of resolution to award bid for Jefferson Municipal Pool bath house improvements.
- E. Consider approval of first reading of an ordinance to increase residential landfill fees by and residential sanitation rates.
- F. Consider Change order #2 of -\$11,953.55 for Jefferson Municipal Airport 14/32 runway extension
- G. Consider approval of pay estimate #8 (final) of \$74,440.25 to Concrete Technologies for Jefferson Municipal Airport 14/32 runway extension.
- H. Resolution of final completion for Jefferson Municipal Airport 14/32 runway extension.
- I. Consider approval of pay estimate #1 of \$117,352.55 to Morris Enterprises, Inc for Russel Street Watermain Improvement, 2022.
- J. Consider approval of Administrative Contract with Region XII for CDBG upper story grant application for property located at 100 East State Street.
- K. Main Street/Chamber Quarterly Update

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 9/13/22

NEW BUSINESS

- A. **Consider approval of second reading to increase water rates by 5%.** The water committee evaluated the increase costs of chemicals and funding necessary for anticipated plant improvements and is recommending the 5%. The rate would increase the base amount for water service for the first 134 cubic feet by 35 cents per month from \$11.86 to \$12.45 and the price per additional 100 cubic feet would increase by 37 cents from \$7.44 to \$7.81. Attached is a table showing the increase by amount of water used.
- B. **Consider approval of second reading of revised sewer rate ordinance effective for FY 2023-2024.** The Wastewater Committee and Finance committee reviewed the fee structure needed to provide the necessary funding for a \$15 million dollar upgrade of the wastewater treatment plant to meet the Department of Natural Resources discharge requirements. The annual increase would be 11% for each year (beginning July 1, 2023) for the next 5 years. The base rate would increase for sewer service in the first year by \$1.64 per month from \$14.90 to \$16.54. The price per 100 cubic feet would increase by 69 cents from \$6.29 to \$6.98. Attached is a table showing the increase by amount of sewer used along with a copy of the fee schedule.
- C. **Consider resolution to write off bad debt for years 2010-2011 of \$16,647.69.** Attached
- D. **Consider approval of resolution to award bid for Jefferson Municipal Pool bath house improvements.** The improvements were rebid to add one Family Bathroom instead of two. There was only one bid and it came in at \$89,861. The Park and Recreational Board is recommending accepting the bid along with Alternate Number One of \$14,400 for the replacement of cabinets in bathhouse. The improvements will be funded from hotel/motel funds. Attached is the bid.
- E. **Consider approval of first reading of an ordinance to increase landfill fees and sanitation rates.** The Finance and Sanitation committees reviewed the costs of operating the solid waste utility and determined the increase in fuel, equipment and disposal fees necessitated an increase in fees. The proposal is to raise fees for the current 22-23 fiscal year: Land fill fee from \$2.50 to \$3.00. Solid waste collection from \$11.45 to \$12.50. The new fees would automatically increase \$0.25 per year for the next four fiscal years. The proposed ordinance is attached with the changes highlighted.
- F. **Consider Change order #2 of -\$11,953.55 for Jefferson Municipal Airport 14/32 runway extension.** Attached
- G. **Consider approval of pay estimate #8 (final) of \$74,440.25 to Concrete Technologies for Jefferson Municipal Airport 14/32 runway extension.** Attached
- H. **Resolution of final completion for Jefferson Municipal Airport 14/32 runway extension.** Attached
- I. **Consider approval of pay estimate #1 of \$117,352.55 to Morris Enterprises, Inc for Russel Street Watermain Improvement, 2022.** Pay estimate attached
- J. **Consider approval of Administrative Contract with Region XII for CDBG upper story grant application for property located at 100 East State Street.** Karla Janning from Region XII will be at the meeting to overview. Agreement attached
- K. **Main Street/Chamber Quarterly Update.** Attached

COUNCIL MEETING

AUGUST 23, 2022

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek
ABSENT: None

Mayor Gordon presided.

No citizens spoke during Open Forum.

On motion by Wetrich, second by Jackson, the Council approved the following consent August 9, 2022 Council Minutes, Fireworks permit for Timothy Waters at the Jefferson Golf Course on October 15, 2022, Pay estimate #9 of \$37,637.00 of CDBG funds for 200 E State Street, Pay estimate #4 of \$38,641.26 to Jensen Builders, LTD for Greene County Animal Shelter, Pay estimate #5 of \$123,083.57 to Jensen Builders, LTD for Greene County Animal Shelter, and Road Use Tax finance report.

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

This was the time and place for the Public Hearing for proposal to enter into a Sewer Revenue Loan and Disbursement Agreement. Mayor Gordon called for oral or written comments and there were none. On motion by Jackson, second by Sloan, the Council closed the Public Hearing.

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

RESOLUTION NO. 59-22

On motion by Sloan, second by Wetrich, the Council approved Resolution No. 59-22, a resolution taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement.

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

On motion by Sloan, and second by Zmolek, the Council approved of Colin Shriver as a firefighter for Jefferson Fire Department.

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

On motion by Ahrenholtz, and second by Wetrich, the Council approved a Façade improvement grant for RVP 1875 at 115 South Wilson Street for \$12,500.00.

AYE: Sloan, Jackson, Ahrenholtz, Wetrich, Zmolek
NAY:

RESOLUTION NO. 60-22

On motion by Wetrich, and second by Jackson, the Council approved Resolution No. 60-22, a resolution approving the development agreement for 203 West Harrison St.

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

On motion by Sloan, second by Ahrenholtz, the Council approved the first reading of an ordinance adjusting water service rate by 5%.

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



REGION XII

COUNCIL OF GOVERNMENTS

Housing Services & Programs

Date: September 2, 2022
To: Roxanne Gorsuch
RE: GAX #10 Summary of Expenses

Please forward the following payments associated with GAX #10 within 10 days of receiving payment from IEDA.

\$138,052.00	To	Jefferson City View Properties, LLC
\$ 0.00	To	Region XII COG (Administrative costs)
\$138,052.00		TOTAL GAX #10

Thank You,

Karla Janning
Housing Programs Coordinator

Proposed Water Rate for 2022

Flat Rate per month (First 134 cubic feet) \$12.45
 Charge Rate (per 100 cubic feet, all over 134) \$7.81

Total Cubic Feet Used	2022 Monthly Increase
200	\$0.88
300	\$1.27
400	\$1.66
500	\$2.05
600	\$2.45
700	\$2.84
800	\$3.24
900	\$3.63
1000	\$4.02

Average Uses

Household of 1	270 cubic feet
Household of 2	540 cubic feet
Household of 3	810 cubic feet
Household of 4	1080 cubic feet



Please call City Hall at 386-3111 for more information about your bill and the proposed water rate increases

How to find cubic feet of water used:

CITY OF JEFFERSON • 220 N. CHESTNUT • JEFFERSON, IA 50129

READING DATE	BILLING DATE	PREV BALANCE		
03/14/22	03/25/22	0.00		
PREVIOUS	PRESENT	USED	CODE	AMOUNT
1199	1218	170	MA	14.54
	GARBAGE		MB	11.45
	LANDFILL		LF	2.50
	RECYCLING		RC	4.70
	SEWER		SW	24.25
	YARDWASTE		YW	1.00
	WATER		WET	0.87
2021 CCR REPORT ON WEBSITE				

RETURN SERVICE REQUESTED

FINAL ACCOUNT NUMBER	DUE DATE
[REDACTED]	05/16/2022
TAX	AMOUNT DUE AFTER DUE DATE
0.87	59.31
PENALTY AMOUNT AFTER DUE DATE	AMOUNT DUE NOW
5.94	59.31

Presorted
First Class Mail
US Postage Paid
Jefferson, IA 50129
Permit No. 38



LOCATION: [REDACTED]

Make checks payable to: City of Jefferson
PLEASE RETURN BOTTOM STUB WITH PAYMENT

ACCOUNT NUMBER
[REDACTED]
DUE DATE
05/16/2022
AMOUNT DUE AFTER DUE DATE
59.31
AMOUNT DUE NOW
59.31

JEFFERSON IA 50129-1807

CC# [REDACTED]

Find it under "Used" on your City of Jefferson Utility Bill!

Proposed Sewer Rate for 2023

Flat Rate per month	\$16.54
Charge rate (per 100 cubic feet)	\$6.98

Total Cubic Feet Used	2022 Monthly Increase	Average Uses
200	\$3.02	Household of 1 270 cubic feet
300	\$3.71	Household of 2 540 cubic feet
400	\$4.40	Household of 3 810 cubic feet
500	\$5.09	Household of 4 1080 cubic feet
600	\$5.78	
700	\$6.47	
800	\$7.16	
900	\$7.85	
1000	\$8.54	



Please call City Hall at 386-3111 for more information about your bill and the proposed water rate increases

RESOLUTION NO. _____

A RESOLUTION APPROVING
BAD DEBT WRITE OFF FOR
2010-2011 UTILITIES

WHEREAS, the City of Jefferson has several utility accounts that have become uncollectible;
and

WHEREAS, it is the recommendation of the Finance Committee to write off the uncollectible debts, and the recommendation of the auditor to follow established procedures; and

WHEREAS, the total balance of the uncollectible debt is \$16,647.69, as shown on the attached aging report.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The accounts shown on the attached report from 2010-2011 are hereby deemed uncollectible, and the total sum of the accounts, being \$16,647.69, is hereby written off as a bad debt.

Section 2. The Mayor, City Administrator, and City Clerk are authorized and directed to take such further action as may be necessary to carry out the intent and purpose of this resolution.

Section 3. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

Passed and approved on September 13, 2022.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

BID FORM

**CITY OF JEFFERSON
POOL HOUSE FAMILY RESTROOM REMODEL
JEFFERSON, IA
PROJECT NO. 2021-147**

Date: 8-18-22

City Council
City of Jefferson
220 N Chestnut St.
Jefferson, IA 50129

Council Members:

The Undersigned Contractor being familiar with the proposed project, local conditions affecting the Cost of the Work, the Bidding and Contract Documents, including, Instructions to Bidders, Bid Form, General and Supplementary Conditions, Specifications, Form of Contract, Drawings, Addenda and Exhibits issued and attached to the Drawings and Project Manual on file in the Office of the Architects, and having visited the premises of the work to inspect and determine the extent of the work, hereby, proposes to complete all work in connection with the General Construction Contract for **City of Jefferson – Pool House Family Restroom Remodel**, Jefferson, IA, in the best possible manner in accordance with the Contract Documents prepared by Atura Architecture, Clear Lake, IA as follows:

BASE BID: _____
DOLLARS ...\$ 89,861⁰⁰

The Base Bid may be adjusted in accordance with such of the following Alternates and Unit Prices as may be selected:

Alternate No. 1 – Replace office casework..... ADD..... \$ 14,400⁰⁰

Alternate No. 2 – HDPE in lieu of phenolic..... ~~DEDUCT~~..... \$ 598⁰⁰

HDPE IS NOW HIGHER DUE TO OIL PRICING.

The Contractor Agrees, that

1. This Bid is in full compliance with the Contract Documents.
2. This Bid, it is agreed, will not be withdrawn for sixty (60) days after the opening thereof.
3. In submitting this Bid it is understood that the right is reserved by the Owner to reject any and all Bids and waive all informalities and irregularities in connection therewith if the same is judged to be in the best interests of the Owner.
4. We shall execute a Contract within ten (10) days after formal written notice of award for the above stated compensation.
5. Payment shall be received for services as set forth in the Contract Documents.
6. We shall commence work under these Contracts in accordance with the Contract Documents and thereafter co-ordinate work so that the work of this Contract will be started and ready for use by the time set forth in the Instructions to Bidders and the Contract.
7. We shall furnish all insurance certificates along with the Bid.
8. Iowa Sales Tax shall not be included in the Bid.
9. If this Bid is accepted, we will substantially complete the Work on or before, May 1, 2023, with the final completion within seven (7) calendar days of the substantial completion date.

We hereby acknowledge receipt of Addenda Nos. N/A

OFFICIAL ADDRESS FIRM NAME WESTBROOKE CONST.
7201 DOUGLAS AVE BY KEVIN CONWAY
URBANDALE, IA 50322 TITLE PRES.

LIST OF MAJOR SUBCONTRACTORS TO BE USED:

	<u>NAME</u>	<u>CITY & STATE</u>
<u>MASONRY</u>	<u>CED MASONRY</u>	<u>JEFFERSON, IA</u>
<u>CASEWORK</u>	<u>KITCHEN CONCEPTS</u>	<u>CARRON</u>
<u>TOILET PARTITIONS</u>	<u>J LORENZO</u>	<u>URBANDALE</u>
<u>PLUMBING</u>	<u>TEEPLES</u>	<u>JEFFERSON</u>
<u>ELECTRICAL</u>	<u>COMMERCIAL AUTOMATION SYSTEMS</u>	<u>GRIMES</u>

RESOLUTION NO. _____

A RESOLUTION AWARDING CONTRACT AND APPROVING CONTRACT
AND BOND FOR THE CITY OF JEFFERSON POOL HOUSE FAMILY
RESTROOM REMODEL PROJECT

WHEREAS, pursuant to notice duly published in the manner and form prescribed by resolution of this Council and as required by law bids and proposals were received by the City Engineer and reported to this Council for the City of Jefferson Pool House Family Restroom Remodel Project (the "Project"); and

WHEREAS, all of the bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project; and

WHEREAS, the City Engineer has recommended that the bid be accepted, and the City Council finds that it is in the best interests of the City of Jefferson that it award a contract for that part of the Project.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project previously approved by the Council and is the lowest responsible bid received, such bid being as follows:

<u>Name and Address of Contractor</u>	<u>Amount of Base Bid</u>	<u>Additional Bid</u>	<u>Total Bid</u>
<u>Westbrooke Construction</u> <u>7207 Douglas Ave.</u> <u>Urbandale, IA 50322</u>	<u>\$89,861.00</u>	<u>\$ _____</u>	<u>\$ _____</u>

Section 2. The contract for the bid part of the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications, and the terms of the bidder's written proposal.

Section 3. The amount of the contractor's performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.

Section 4. The City Engineer shall arrange for the execution of the contract and bond by the successful bidder and its surety, and upon review of said contract and bond by the City Administrator and City Attorney and their recommendation that it be signed by the City, the Mayor and City Clerk are authorized and ordered to execute said contract.

Section 5. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

ORDINANCE NO. [#]

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO COLLECTION FEES FOR SOLID WASTE

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

SECTION 1. Subsections Amended. Sections 106.08, Subsections 1 and 2 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

1. Residential Fees. The residential fees for solid waste collection and disposal service, used or available, are:

A. For each residential premises – the following monthly rate per container will apply during the applicable year :

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$12.50	\$12.75	\$13.00	\$13.25	\$13.50

B. For each dwelling unit of a multiple-family dwelling containing four or more apartments or dwelling units – the following monthly rate per apartment or dwelling unit will apply during the applicable year:

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$8.00	\$8.25	\$8.50	\$8.75	\$9.00

If collection for such units is made through the use of a dumpster the following monthly rate per apartment or dwelling unit will apply during the applicable year:

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$6.70	\$6.95	\$7.20	\$7.45	\$7.70

C. For each mobile home in a mobile home court or mobile home park – the following monthly rate per mobile home will apply during the applicable year:

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$12.50	\$12.75	\$13.00	\$13.25	\$13.50

If collection for the mobile home units is made through the use of a dumpster the following monthly rate per mobile home will apply during the applicable year :

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$9.25	\$9.50	\$9.75	\$10.00	\$10.25

D. Landfill fee – the following monthly rates will apply during the applicable year:

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$3.50	\$3.75	\$4.00	\$4.25	\$4.50

E. Recycling fee of \$4.70 per month.

F. Yard waste site fee of \$1.00 per month.

2. Commercial. The commercial fees for solid waste collection and disposal service, used or available, are:

A. For each commercial premises, the following monthly base fee will apply during the applicable year:

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
\$12.50	\$12.75	\$13.00	\$13.25	\$13.50

B. An additional monthly charge shall be made for commercial premises where dumpsters are being used, which shall be calculated by multiplying the number of pickups per month (which shall be determined by multiplying the normal number of pickups per week times four) times the following amounts, based on the size of dumpster picked up:

Size	Amount
1 yard	\$ 6.85
1½ yards.....	\$ 8.00
2 yards.....	\$ 9.00
2½ yards.....	\$ 10.25
3 yards.....	\$ 11.40

C. Recycling fee of \$4.70 per month.

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.

CHANGE ORDER

No. 002 - Final

PROJECT: Jefferson Municipal Airport
Runway 14/32 Extension

DATE OF ISSUANCE: September 30, 2022

EFFECTIVE DATE: September 30, 2022

OWNER: Jefferson Municipal Airport

ENGINEER'S Project No.: T51.119027

CONTRACTOR: Concrete Technologies Inc.

ENGINEER: Bolton & Menk, Inc.

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

Description:

CO-2.1 Reconciliation of Quantities from "As-Bid" to "As-Built" – See Attached Spreadsheet/Summary

Reason for Change Order:

CO-2.1 Final payment is based on actual work completed and minor adjustments of quantities occur during construction. This change order item adjusts the contract value to match that of the actual work constructed by adjusting original estimated "as-bid" quantities to actual final "as-built" quantities

Cost Adjustments:

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
CO-2.1	Reconciliation of Quantities – "As-Bid" to "As Built"	1	LS	\$(11,963.55)	\$ (11,963.55)
TOTAL					\$ (11,963.55)

Attachments: (List of documents supporting change):

- Reconciliation of Final Quantities Spreadsheet (3 pages)

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$ 1,476,733.30	Original Contract Times Substantial Completion : <u>109 Working Days</u> Ready for final payment : <u> </u> days or dates
Net changes from previous Change Orders No. <u>(1)</u> \$ 24,035.30	Net changes from previous Change Orders <u>(1)</u> <u>Increase 6 Working days</u>
Contract Price Prior to this Change Order \$ 1,500,768.60	Contract Times prior to this Change Order Substantial Completion : <u>115 Working Days</u> Ready for final payment : <u> </u> days or dates
Net decrease of this Change Order \$ (11,963.55)	Net Working Day (No Change) of this Change Order <u>0 Working days</u>
Contract Price with all approved Change Orders \$ 1,488,805.05	Contract Times with all approved Change Orders Substantial Completion : <u>115 Working Days</u> Ready for final payment : <u> </u> days or dates

RECOMMENDED:

By: 
Engineer (Authorized Signature)

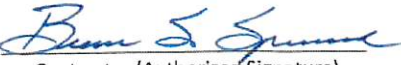
Date: 08/30/2022

APPROVED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 08/30/22

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
City of Jefferson		CONTRACTOR (1)
Runway 14/32 Extension		OWNER (1)
Jefferson, IA		ENGINEER (1)
BMI PROJECT NO.T51.119027		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$1,476,733.30
TOTAL, COMPLETED WORK TO DATE		\$1,488,805.05
RETAINED PERCENTAGE (5%)		\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$1,488,805.05
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$1,414,364.80
PAY CONTRACTOR AS ESTIMATE NO.	8 (Eight) - Final	\$74,440.25

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 amount for the Final Estimate, that applicable provisions of the Iowa Administrative Code have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

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

By *Paul S. Sprouse* *Paul S. Sprouse* ^{Director of} OPERATIONS
Name Title

Date 08/30/22

Merchants Bonding Company (Mutual)

Bond No. IAC590590

Approved *Dione R. Young*
Contractor's Surety Dione R. Young, Attorney-in-Fact



CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 301 West McKinley Street, P.O. Box 68, Jefferson, IA 50135

By *John G. Coffey*, PROJECT ENGINEER

Date 08/30/2022

APPROVED FOR PAYMENT:

OWNER:

By _____
Name Title Date

And _____
Name Title Date

RESOLUTION NO. _____

A RESOLUTION ACCEPTING COMPLETED CONSTRUCTION AND
APPROVING FINAL PAYMENT FOR THE CITY OF JEFFERSON AIRPORT
RUNWAY 14/32 EXTENSION PROJECT

WHEREAS, the City of Jefferson Airport Runway 14/32 Extension Project (the "Project") was considered substantially complete as of September 29, 2021 with a formal final inspection completed on November 10, 2021 leading to the creation of a punch list; and

WHEREAS, all punch list requirements of the Project have been completed; and

WHEREAS, the Project Engineer, Bolten & Menk, Inc., and the City Engineer have recommended the acceptance of the project's completion and the approval of final payment, following acceptance of all change orders, and the City Council finds that it is in the best interests of the City of Jefferson that it accepts the completion of the project and renders final payment.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The Project Engineer and signed request for release of retainage from the Contractor, showing the cost of the construction of the Airport Runway 14/32 Extension Project, 092019001, in accordance with the contract approved between Concrete Technologies, Inc., Beau S. Sprouse, Director of Operations, 1001 SE 37th Street, Grimes, IA 50111, dated May 6, 2019, and the City of Jefferson, and recommending the acceptance thereof, be and the same is hereby approved, and accepted.

Section 2. That \$1,488,805.05 is the total cost, of which \$1,414,364.80 has been paid to the Contractor, it is hereby approved as final partial payment for the above project, the remaining balance of \$74,440.25 is to be paid at the end of thirty days, with funds retained for unresolved claims on file in accordance with Iowa Code Chapter 573.

Section 3. That the City Administrator and City Clerk be and are hereby authorized to release said retainage if suit is not filed as above provided.

Section 4. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

ENGINEER'S STATEMENT OF PROJECT COMPLETION

To: City of Jefferson, Iowa Date: 08/30/2022
Jefferson Municipal Airport Project: **Runway 14/32 Extension**
220 N Chestnut Street Jefferson Municipal Airport (EFW)
Jefferson, IA 50129 BMI Project Number: T51.119027

The project was considered **substantially complete as of September 29, 2021**. A formal final inspection of the above-referenced project was completed on November 10, 2021. The Project Manager and Airport Manager inspected the project. Thereafter, a punch list was developed and forwarded to attendees and the Contractor. All items on the punch list have now been completed.

Therefore, Bolton & Menk recommends the City of Jefferson formally accept the project as Complete. A final change order reconciling quantities and establishing the exact final construction cost has been completed. The final construction cost is One Million, Four Hundred Eighty-Eight Thousand, Eight Hundred Five and 05/100 dollars (\$1,488,805.05), which is slightly above the original contract value of One Million, Four Hundred Seventy-Six Thousand, Seven Hundred Thirty-Three and 30/100 dollars (\$1,476,733.30).

Following acceptance of Project Completion, after the required 30-day waiting period has passed, we recommend final acceptance of the project and release of retainage on the project. At that time, the project warranty period will also begin.

Bolton & Menk, Inc.

BY:  08/30/2022
Joseph P. Roenfeldt, P.E. Date

TITLE: Aviation Project Manager

ACCEPTANCE OF PROJECT COMPLETION

The City of Jefferson, Iowa formally accepts the project noted above as **COMPLETE as of August 30, 2022**, this the _____ day of _____, 2022.

BY: _____

TITLE: _____

Contractor's Application for Payment

Owner: <u>CITY OF JEFFERSON, IOWA</u>	Owner's Project No.: _____
Engineer: <u>BOLTON & MENK, INC.</u>	Engineer's Project No.: <u>OA1.126809</u>
Contractor: <u>MORRIS ENTERPRISES, INC.</u>	Agency's Project No.: _____
Project: <u>RUSSELL STREET WATERMAIN IMPROVEMENT, 2022</u>	
Contract: _____	
Application No.: <u>1</u>	Application Date: <u>9/1/2022</u>
Application Period: From <u>8/1/2022</u> to <u>9/1/2022</u>	

1. Original Contract Price		\$	395,763.00
2. Net change by Change Orders		\$	-
3. Current Contract Price (Line 1 + Line 2)		\$	395,763.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)		\$	123,529.00
5. Retainage			
a. <u>5%</u> X \$ <u>99,996.00</u> Work Completed		\$	4,999.80
b. <u>5%</u> X \$ <u>23,533.00</u> Stored Materials		\$	1,176.65
c. Total Retainage (Line 5.a + Line 5.b)		\$	6,176.45
6. Amount eligible to date (Line 4 - Line 5.c)		\$	117,352.55
7. Less previous payments		\$	-
8. Amount due this application		\$	117,352.55

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Morris Enterprises, Inc.

Signature: _____ **Date:** _____

Name: _____ **Title:** _____

<p>Recommended by Engineer</p> <p>By: _____</p> <p>Name: <u>James D. Leiding, P.E.</u></p> <p>Title: <u>Project Manager</u></p> <p>Date: _____</p>	<p>Approved by Owner</p> <p>By: _____</p> <p>Name: <u>Matt Gordon</u></p> <p>Title: <u>Mayor</u></p> <p>Date: _____</p>
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LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT

CITY OF JEFFERSON

ENVIRONMENTAL REVIEW FOR HOUSING APPLICATION

Article 1.0 IDENTIFICATION OF PARTIES. This contract is entered into by and between the Region XII Council of Governments, hereinafter referred to as COG, and the City of Jefferson, hereinafter referred to as the City.

Article 2.0 STATEMENT OF PURPOSE. The City intends to submit a Community Development Block Grant (CDBG) application to the Iowa Economic Development Authority (IEDA) for upper story conversion to housing. The City wishes to engage the COG to provide certain technical and professional services for this application.

Article 3.0 AREA COVERED. The COG shall perform all the work and services required under this contract in connection with and respecting required up-front environmental work in order for the City to submit a complete CDBG-Housing application to IEDA. The application will be on behalf of a private sub-recipient proposing to convert space on the second story of 100 E State Street in Jefferson to housing units.

Article 4.0 STATEMENT OF WORK AND SERVICES. The COG shall perform in a satisfactory and proper manner as determined by the City, the following work and services:

Specific activities completed by the COG shall include:

- Completing the necessary environmental review actions needed to submit a competitive application;
- Coordinating with the developer(s) for his or her chosen properties that will be the subject of the application to ensure proper information for the selected properties is included;
- Attendance at public hearings and other meetings as needed or desired; and
- Submission of the CDBG application to IEDA.

Responsibilities of the City or its designees shall include but are not limited to:

- Provision of information needed for completion of the application;
- Serving as a liaison to the developer, if necessary, and
- Convening of any required meetings, including public hearings.

Article 5.0 TIME PERFORMANCE. The services of the COG are to be undertaken in such a manner as to assure their expeditious completion. All of the services required hereunder shall be completed on or before November 1, 2022.

Article 6.0 CONDITION OF PAYMENTS. The City will pay the COG \$1,000.00 for services outlined in Article 4.0. The City will also reimburse the COG for any publication costs related to the application not directly paid by the City.

Article 7.0 AMENDMENTS. Any changes to the Contract that are mutually agreed upon by both the COG and the City shall be incorporated into this Contract through written amendment signed by both parties.

Article 8.0 TERMINATION. Upon written agreement between the City and the COG, this contract may be declared null and void, whereupon all work completed to date of nullification shall be turned over to the City and the City shall reimburse the COG for the work completed.

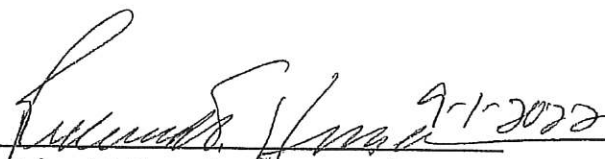
Article 9.0 INDEMNIFICATION. The City will defend, indemnify and hold harmless the COG and its officers, commissioners and employees from liability and claims for damages because of bodily injury, death, property damage, sickness, disease or loss and expense arising from any actions under this Contract.

Article 10.0 GRANT ADMINISTRATION. If the CDBG application is funded, the City will enter into a separate contract with the COG for administration of the CDBG at a cost not to exceed the administrative costs as identified in the CDBG application.

IN WITNESS THEREFORE, the parties hereto have executed this Contract on the day and year specified below.

REGION XII COG

THE CITY OF JEFFERSON

BY:  9-1-2022 BY: _____
Richard T. Hunsaker Date Matt Gordon Date
Executive Director Mayor



Jefferson Matters: A Main Street & Chamber Community
City Quarterly Report
September 13, 2022

Purpose: *Our organization's purpose is to support, promote, and preserve the historic downtown of Jefferson, Iowa, while contributing to the greater community's continued vitality.*

Jefferson Matters: A Main Street & Chamber Community 2022 Board Members:

Matt Wetrich has been named Interim Jefferson Matters Executive Director on July 1 with Beth Vander Wilt taking a leave of absence.

Jamie Daubendiek: President

Peg Raney: Vice-President, Economic Vitality

Carol Ahrenholtz: Secretary, Organization Team

Danille Curtis: Treasurer

Pete Bardole: County Supervisor representative & Events Team

Emily Dyer: Economic Vitality Team & Events Team

Jean Feldmann: Promotions Team

Karen Lawton: Design Team

Deb McGinn: Tourism Team & Tower View Team

Bonnie Silbaugh: Promotions Team

Dave Sloan: City representative

Chad Stevens: Economic Vitality Team

2022 Priorities

- 1. Fill 2 downtown buildings with businesses that provide a net positive effect on the community.*
- 2. Teams filled with energized volunteers of all ages*
- 3. Successful fundraising campaign that includes educating the public & creates awareness of our organization*
- 4. Promote and create experiences that showcase Jefferson as a culturally vibrant destination to shop, eat, play, and stay.*
- 5. New executive team in place and succession plans for all board positions*
- 6. Secure funding from county and create a farmer's market experience*
- 7. Receive Iowa Great Place designation*

Design Team:

- Building façade mini grants – Beginning a new cycle of offering façade and signage mini-grants, \$3,000 budgeted for façade mini-grant & \$2,500 budgeted for signage
- Empty window displays – Mason Building
- Pillar planters and cluster planters- thanks to watering crew
 - Adopt A Planter volunteers
 - Pillar planters will be getting centerpiece installed from GCHS industrial arts program
 - Pillar planters & clusters scheduled to be updated for fall
- Main Street Iowa design assistance in 2022–Apothecary, The Centennial, barber shop, TJG, the Stitch, Hearing Unlimited, Breadeaux, Homestead bldg

➤ **Economic Vitality Team (including Ambassadors):**

- Rural Return Grant Received for \$20,000 - www.experiencejeffersoniowa.com, social media & Jefferson Wants You Incentives to 4 new businesses and 2 remote workers so far. Applications in English & Spanish
- Ambassadors Ribbon-cutting events at Warm Wishes, the Stitch, ReMAX, Midwest Behavioral Health, Chitty Chitty Bean Bean
- Java & Juice events on Friday mornings at 9:30 - 10 am
- Newcomer Bags continue given to new residents to promote local businesses/organizations and welcome new residents
- Challenge Grant submitted for Nikki Uebel's property on Wilson
- Support Greene County Extension, ICCC and other business workshops offered in Jefferson
- New business incentive brochure, information about community and resources for potential businesses & financial incentives for new and existing businesses and contacts
- Existing Business Visits being conducted
- Support for City's acquired buildings & other available buildings

Promotion Team (formerly Retail Revamped):

- Second Saturday promotions each month
- Planning for upcoming holiday promotions

Tourism Team:

- Iowa tourism award awarded for Deal's Orchard for Outstanding Retail Experience
- ICAN tourism videos on cable TV through Jefferson Telecom
- KKRL Advertising every month
- Year of the Road Trip: Purchased ad space in Midwest Living, Our Iowa and The Iowan magazines with trips being planned to Jefferson
- Update Jefferson IA App with all Jefferson businesses
- Jefferson Area Day Trip Itineraries on website & Travel Iowa website

Organization Team:

- Contribution Drive for 2023 will begin this fall
- ABC Award nominations will be available soon to be presented at Community Appreciation Night

Tower View Team:

- 2022 Ring Out for Art sculpture selected by popular vote to stay
- Imagination Alley Subcommittee: rehabilitating west side alley
- Rooftop Art plans
- Back Alley mural completed
- Art on the Square, Saturday, September 24

Events Team:

- BRAG (Bike Ride Around Greene County) May 28- very successful!
- Bell Tower Festival 2022 June 9, 10, 11 - very successful!
- Jefferson Matters Golf Tournament, June 24 - very successful!
- Cruisin' to the Square, August 11 - very successful!

- Winter Festival in the planning stages

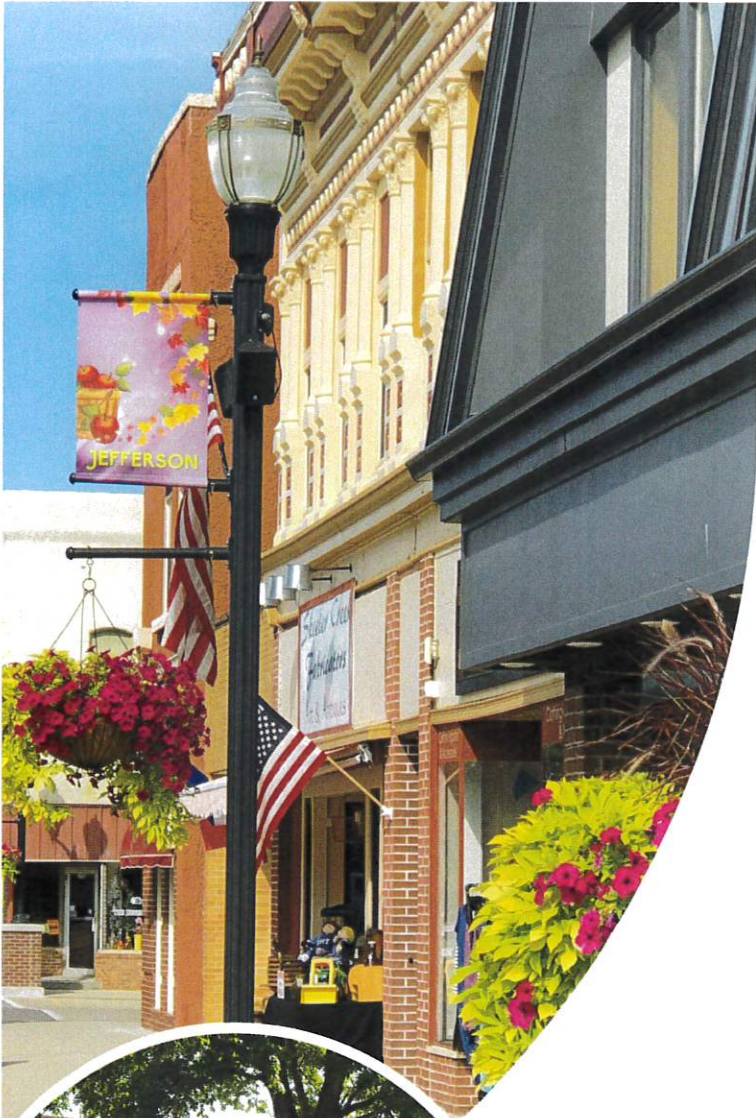
Board of Directors:

- Jefferson is an Iowa Great Place by receiving designation
- National Main Street Accreditation
- Main Street Iowa Awards received
- Main Street Iowa Fall Conference in Spencer; October 18 & 19 - Topic: Grant writing
- Main Street Iowa Partnership Visit, November 9

Upcoming Local Events

Art on the Square	September 24
Winter Festival	TBD

****Total Volunteer Hours since 2012: 44,979**



Resident Guide

-  cityofjeffersoniowa.org
-  Jefferson Matters: A Main Street & Chamber Community
-  JeffersonMatters
-  JtownMatters

New Resident Checklist

Visit the Welcome Center

Located at 201 E Lincoln Way, the Welcome Center can connect you with everything you need to know! Whether you have a question about where something is located, different kid programs, how to get involved, or what is offered here, the Jefferson Matters: Main Street & Chamber staff at the Welcome Center are always able to help. Be sure to stop by and get your Welcome Bag filled with great info, coupons, swag, and so much more!

Change Mailing Address

Visit the Jefferson Post Office at 106 W Harrison Street or go online to www.usps.com.

Check on Property Taxes

If you are a homeowner with property taxes not built into a mortgage, please call the Greene County Treasurer at 515-386-5675 to inquire about your property taxes.

Sign Up for Utilities

- Water, sewer, recycling, and garbage are City of Jefferson-run utilities for most residents. Visit Jefferson City Hall at 220 N. Chestnut Street to set up utilities in person and pay deposits. The utility deposit is \$150 and needs to be in cash or check form. Please bring your ID with you.
- Electricity and gas can be activated by calling Alliant Energy at 1-800-255-4268 or by visiting www.alliantenergy.com.
- Jefferson Telecom can take care of your telephone, internet, and cable needs. Call 515-386-4141 or visit www.jeffersontelecom.com to get started.

Update Driver's License

The Greene County Treasurer's Office is for Greene County residents to obtain a driver's license. Call 515-386-5675 to make an appointment today.



Register Motor Vehicles

- If you are moving here from another Iowa county, by updating your driver's license, your vehicle registration will automatically transfer to Greene County. Be sure to check that your annual registration renewal mailing is indeed sent by Greene County. It is not required that you change out your license plates; however, you can do so for \$5. Call 515-386-5675 with questions.
- If you are moving here from out of state, please visit the Greene County Treasurer's Office located inside the Courthouse at 114 N Chestnut Street in Jefferson.

Get a Library Card

Visit the Jefferson Public Library at 200 W Lincoln Way. Children (with an adult present) must be 3 or older to sign up for a card. Adults must show a photo ID, proof of current address (if photo ID address is not current), and phone number.

License Pets

To register pets with the City, please visit City Hall. Proof of rabies vaccination is required.



Enroll in Greene County Schools

Visit <https://www.gccsd.k12.ia.us/page/school-enrollment-registration-resources> to enroll in the Greene County School District any time of year! For questions or assistance in enrollment please call 515-386-4168.

Register to Vote

- There are several ways to register to vote in Greene County:
- If you have updated your Iowa Driver's License with your current Jefferson address, you can register electronically at <http://sos.iowa.gov/>.
- You may register to vote in person at the Greene County Auditor's Office located at 114 N. Chestnut Street in Jefferson. Please call 515-386-5680 with questions.



Welcome to Jefferson!

We are so excited you have decided to make Jefferson your home. We can't wait to have you as part of this progressive community that has rediscovered rural living! As you establish your residency here, we hope you take the time to experience this exuberant community and see why it is an amazing place to "Live Here. Play Here. and Thrive Here!"



Keep your eyes open to the character around every corner, visit our captivating alleys and view our rooftop art when you experience our 168' Mahanay Bell Tower. Our Courthouse plaza displays creative art sculptures and our many historic buildings share their brick-and-mortar with beautifully painted canvases.

Our community offers many family fun activities, kid and adult programs, child care centers with creative learning curriculums, and a variety of outdoor recreational activities. Whether you are interested in biking on 89 miles of a paved trail, taking advantage of the great outdoors at our many local parks, or hitting the green at our local golf & disc golf courses- there is something for everyone to get out and enjoy!

Be sure to relish in our many iconic attractions, rich history, amazing locally owned shops, delicious restaurants, lively events, and get involved with a variety of community lead organizations! With so many to choose from, we know you will be able to find the perfect opportunity to get involved with an organization that aligns with your interests and passion.

This is truly an exciting time to be part of our community. Jefferson has made its mark on the map as a small town, tech hub providing all with high-speed fiber internet, offering a space for remote workers to thrive, and partnering with Silicon Valley leaders to bring technology education into our schools and community. Our Greene County Community School District has been heavily invested in providing opportunities for your kids to experience outstanding learning environments, passionate staff, an abundance of extracurricular activities, multiple facets of curriculum, and continuing educational opportunities. Our schools and community are dedicated to giving your kids the ability to learn and grow in a dynamic school district.

We welcome those with an entrepreneurial heart to help grow our economic vitality by bringing new and established businesses to the area. We are also proud of the huge manufacturing and agricultural backbone that has been created within our county over the years, allowing local roots to have a global impact! Greene County consists of six nationally recognized manufacturing companies: American Athletic Inc./Spalding, Bauer Built, B&D Manufacturing, John Deere, Power Lift, and Scranton Manufacturing and Jefferson is home to three large agriculture companies: Landus, NEW Cooperative, and Syngenta. From employing a substantial number of residents to making a positive impact all over the world, these industries enrich the lives of our community.



I am so honored to be the mayor of this vibrant community and hope you'll enjoy your experience as a Jefferson resident as much as we do.

Matt Gordon, Mayor of Jefferson

Important City Information



Codes & Regulations

Snow Removal/Parking:

Property owners are expected to remove snow, ice, and accumulations from sidewalks within 24 hours of a weather event. Once there is a one-half inch of snow until snow ceases to fall, there is no parking on any public street, alley, or City-owned street parking.

Lawn & Weed Maintenance:

Lawns and weeds should not be allowed to grow more than 8 inches on developed properties. Violations will result in a \$130 fee for City-hired maintenance.

Golf Carts & UTVs:

Golf carts/UTVs are allowed to be operated within City limits. Golf carts/UTVs are prohibited on any City street that is a primary road extension through the City, such as Highway 4 or Highway 30. Carts/UTVs are only able to cross these streets. Must have a valid driver's license and must have a slow-moving vehicle sign and bicycle safety flag.

Garbage & Recycling

Curbside solid waste occurs weekly, blue trash carts must be streetside by 6am. If you are unsure of your trash day, please call City Hall at 515-386-3111. If you are moving to a newly constructed home, please call 515-386-3111 for the delivery of a new blue trash cart.

Curbside recycling occurs every other week. Please see the recycling calendar for future dates. All recyclables must be in green containers. If you do not have a green container, please pick one up at City Hall. Questions about what is recyclable? [Click here!](#) Recyclables can also be taken to our recycling drop boxes located at 905 N Cedar Street.

Free residential dumpsters are available for use once a year for one week. To reserve a free dumpster, please call City Hall at 515-386-3111 or fill out this [form](#).

Curbside yard waste happens the last week of the month starting in April on your normal trash day. Yard waste must be in compostable paper bags, marked with an orange yard waste sticker. Stickers can be bought at City Hall for \$1.00 per sticker. Yard waste can always be dropped at the yard waste site located near 605 W Russell Street, near Daubendiek Park.

Building Permits

Building permits are needed for new constructions, renovations, fences, pools, etc. A building permit form can be filled out [here](#). Please call 515-386-4660 for more information or questions.

Report a Concern

Report a concern or request information by going to www.cityofjefferson.com/forms. For power and streetlight outages please call Alliant Energy at 1-800-255-4268. For Police or Fire Emergencies, dial 911.

Local Businesses

Jefferson has a vibrant and growing business community. For more information on local business, download the FREE app called **Jefferson, IA** today!



Important Phone Numbers

City Numbers:

- Airport: 515-386-4429
- City Hall/ General Questions: 515-386-311
- Building/Zoning/Code Compliance: 515-386-4660
- Cemetery: 515-386-3111
- Jefferson Matters: Main Street & Chamber: 515-386-2155
- Fire Department: 515-386-3112
- Golf Course: 515-386-4178
- Greene County Rec Center: 515-386-3412
- Greene County Development Corporation: 515-386-8255
- Library: 515-386-2835
- Maintenance Shed: 515-386-3252
- Police: 515-386-2136
- Parks & Rec: 515-386-4173
- PAWS: 515-386-9814
- Recycling: 515-386-3252
- Sanitation: 515-386-8260
- Swimming Pool: 515-386-9171
- Utility Billing: 515-386-311
- Water Department: 515-386-2611
- Wastewater Department: 515-386-4711

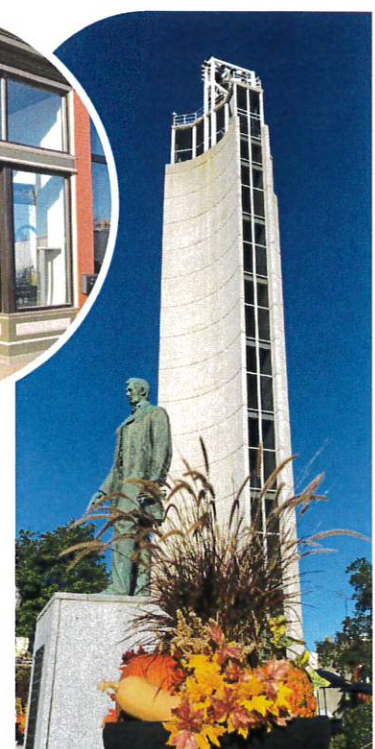


City Amenities:

- City Hall: 220 N Chestnut Street, 515-386-3111
- Fire Station: 220 N Chestnut Street, 515-386-3112
- Greene County Community Center: 204 W Harrison Street, 515-386-3412
- Greene County Community School District: 101 Ram Drive, 515-386-4168
- Jefferson Community Golf Course: 501 Greenwood Road, 515-386-4178
- Jefferson Public Library: 200 W Lincoln Way, 515-386-2835
- Police Department: 1005 E Lincoln Way, 515-386-2136
- Public Works: 305 E Head, 515-386-3252
- Parks:
 - Chautauqua Park
 - Playground equipment, shelter house, basketball court
 - Daubendiek Park
 - Walking trail, bathrooms, shelter house, disc golf course
 - Head Park
 - Playground equipment, shelter house, bathrooms, sand volleyball pit
 - Kelso Park
 - Playground equipment, shelter house, soccer field, bathrooms
 - Russell Park
 - Playground equipment, basketball hoops, tennis court, shelter house, bathrooms
 - Washington Park
 - Playground equipment, basketball hoops, shelter house, bathrooms

County Numbers:

- Assessor: 515-386-5660
- Auditor: 515-386-5680
- Drivers License: 515-386-5675
- Motor Vehicle: 515-386-5675
- Recorders: 515-386-5670
- Sheriff: 515-386-2136
- Treasurer: 515-386-5675
- Voter Registration: 515-386-5680



MINUTES

WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, AUGUST 16, 2022, 12:00 NOON JEFFERSON CITY HALL

Attendees: Jim Leiding, Jason Neville, Mark Clouse, Coltrane Carlson, Harry Ahrenholtz, Mike Palmer, Dave Morlan, Dave Sloan, Marty Murphy, Chad Stevens, Joyce Richardson

Meeting called to order at 12:04 pm

Open Forum – Tim Pound requested the committee to re-evaluate the UTV ordinance to allow ATV use. He asked for the city to match the ordinance that the state has currently in place. After some discussion it was decided to continue this request for next meeting so as the city and committee have time to discuss with the law enforcement committee, get feedback from officers and other personnel. This will need to be put on the agenda for next time to further discuss options.

I. SEWER

A. Wastewater Treatment Improvement Project – *Jim Leiding and Jason Neville talked about updated costs for his project. The cost is currently approximately \$16.6 million. Costs have gone up due to a number of things, such as supply prices, HVAC updates, plumbing updates, electrical updates, etc. Some of these were not in the original estimate but it was recommended by the mechanical engineer that they be done due to them only being good for about half the time the other improvements should last. Mike mentioned that the requested bond amount was for \$15 million max and this cost of this project far exceeds that. he said he will need to discuss with Tim. The bond vote will need to be tabled until he figures out if can go over the \$15 million. The bond vote will still be on*

agenda and at that time it will be requested to be tabled until a proper amount can be decided. As of right now, Katie is working with the DNR to try to get an extension of when the work needs to be completed. Currently with the delays, it will be difficult for a contractor to get the work completed in the allotted time that is left. Jason to get a further breakdown of costs of the additions so committee can see where the increases are at. Mike to update next committee meeting.

B. WATER

A. Water Rates – *water rates are typically increased at 3%. They have not been increased since July 2021. With only a 3% increase, we are not staying ahead. Mike handed out paperwork showing 3%, 4%, and 5% increases. Harry and Dave S. both moved for the 5% increase. Will need 3 readings before increasing, looking to increase in December 2022. Harry questioned Jim about an update on the water project. Need the plant assessment and questioning if we do it immediately.*

C. STREETS/IMPROVEMENTS

A. West Lincoln Way Improvement Project - *Jim handed out an opinion of probable costs report for the West Lincoln Way improvement project. Approximately \$5.4 million for this project and could take near of two years to complete if project is split in half. We need to get priorities for time wise. Mike to discuss with Tim about TIF funds for this and Jim said April to November to get it done. He said to make sure bidding happens late year or early year before spring so work can be started early spring.*

B. Speed limit on Greenwood - *Mark discussed speed limit signs on Greenwood from Highway turn to golf course. He is getting speeding complaints. He is not sure speed limit signs will help the issue but currently there are just “slow” signs. Committee agreed to change the “slow” signs to actual speed limit signs. Mark to study ordinance so proper speed can be posted.*

D. SANITATION/RECYCLING

- A. Waste collection to landfill was 216.36 tons*
- B. Recycling collection to Carroll was 20.11 tons*
- C. **Commercial Recycling** – Three businesses have agreed to share a dumpster for trash. The dumpster will be located in an enclosure in the city parking, west end, near the electrical box. This area will also house their recycling so there should be no more issues.*
- D. **Sanitation Rates**- falling behind on these, not increased for a while. Harry requested to put this in front of the finance committee. Will need to put this on agenda to revisit after the finance committee.*

Meeting adjourned at 1:05 pm

Jefferson Public Library

Meeting of the Board of Trustees
Monday, September 12, 2022 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 Reports
 - B. Year-to-Date Monthly Financial Reports
 - C. Fiscal Year-End Reports
- VI. Old Business
 - A. Personnel – update on open positions
 - B. Project updates: outdoor landscaping, security systems
 - C. Youth and adult program updates
 - D. New Trustee orientation
 - E. Fall hours
 - F. Investments
- VII. New Business
 - A. Planning for presentation of Architect's report in October
- VIII. Next Meeting – Monday, September October 10 at 6:30 p.m.
(Columbus Day, Library Closed)
- IX. Adjournment