

AGENDA

COUNCIL MEETING

Tuesday, June 27, 2023

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. 6/13/23 regular Council minutes.
- B. 6/22/23 special Council minutes.

IV. NEW BUSINESS:

- A. Approved of Pony Express of Iowa Fundraising
- B. Approval of Sewer Forgiveness Policy
- C. Resolution: Resolution Establishing Fees for the City of Jefferson Animal Shelter
- D. Consider approval of Pay estimate #4 to Shank Constructors, Inc, of \$1,024,287.85 for Waste Water Treatment Plant project.
- E. Set July 11,2023 as the Public Hearing date for a proposed Zoning Change from RS-6 Single to LI Light industrial at Maplewood addition Outlot 2, Blair's addition block 2 lot 6, Gray's addition Block 10, East ½ Block 14 all North of the railroad right of way, East 80' of the West ½ all North of the railroad right of way in Block 14.
- F. Set July 11,2023 as the date for public hearing for proposed land sale of Grays Addition - E1/2 of the E1/2 all N of RR Block 14 & W1/2 Vac Locust Street Adjacent to Block 14; and Gray's Addition W1/2 of the E1/2 Block 14, all being N of RR R-O-W.
- G. Set July 11,2023 as the date for public hearing on a proposed Planned Unit Development for Rowland Real Estate at Jefferson Water tower Replat.

V. REPORTS:

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

VI. ADJOURN.

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, June 27, 2023 5:30 p.m.

Pony Express Fundraising: The Pony Express of Iowa would like to hold a “boot” donation drive at the 4-way stop intersection of E. Lincoln Way & Chestnut from 4 – 6 p.m. on Friday, July 14th. This was presented to the Water, Sewer, Streets Committee and approved. Chief Clouse did not have concerns about this activity.

Sewer Adjustment Policy: The Water, Sewer, Streets committee recommends that the Sewer Forgiveness policy be changed to forgive the sewer portion of the bill under certain circumstances if that portion is at least \$675. (This had previously been \$500).

WWTP Pay Estimate: The Council will consider Pay Estimate #4 to Shank Constructors, Inc, for \$1,024,287.85 for the Wastewater Treatment Plant project.

Re-Zoning: The Commission recommends the re-zoning of four parcels from RS-6 to LI – Light Industrial. The applications for zoning change and a map are included herein. The agenda includes an item to schedule a public hearing before the Council on July 11th at which time an Ordinance making this change will be considered.

Property Sale: Two of the parcels included in the re-zoning request (in Block 14) are owned by the City. It is proposed to sell these to Tim Buenz for the construction of a storage building. The agenda includes an item to schedule a public hearing on the proposed sale for July 11th.

PUD: The P&Z also considered two issues regarding the Planned Unit Development at the Jefferson Water Tower replat.

- (1) The Commission approved recommending to the Council the rescission of the PUD previously entered into with JCorp. This will be an agenda item for July 11th.
- (2) The Commission also considered the Rowland Real Estate PUD (included herein). The P&Z approved sending the Rowland Real Estate PUD to the Council, but expressed their concern about the size of the rental units and the front yard setback of these units. The agenda includes an item to schedule a public hearing before the Council on July 11th.

COUNCIL MEETING

JUNE 13, 2023

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Zmolek
ABSENT: Wetrich

Mayor Gordon presided.

No citizens spoke during Open Forum.

On motion by Sloan, second by Jackson, the Council approved the following consent items: May 23, 2023 Council Minutes, Hy-Vee Fast and Fresh, Class E Liquor License, Hy-Vee Market Café, Class C Liquor License, Wild Rose Jefferson, LLC, Coaches Corner, Class C Liquor License (Commercial), Wild Rose Jefferson, LLC, Class C Liquor License (Commercial), Cigarette Permits for July 1, 2023 through June 30, 2024, approval to pay estimate #2 of \$33,570.63 to Tallgrass Land Stewardship Co. for City Hall front entrance improvements, pay estimate #10 to Jensen Builders of \$3,059.76 for Animal Shelter, pay estimate #11 to Jensen Builders of \$45,531.04 for Animal Shelter and payment of monthly bills from City funds.

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

On motion by Ahrenholtz, second by Sloan, the Council approved of Airport Infrastructure Grant offer #3-19-0049-019-2023 of \$597,270.00 towards construction 100x100 hangar.

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

On motion by Jackson, second by Ahrenholtz, the Council approved of Airport Infrastructure Grant offer #3-19-0049-020-2023 of \$304,000.00 towards construction 100x100 hangar.

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

On motion by Ahrenholtz, second by Jackson, the Council approved of appointment of Matt Durbin to the Jefferson Fire Department as recommended by Fire Chief Jack Williams.

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

RESOLUTION NO. 30-23

On motion by Sloan, second by Ahrenholtz, the Council approved Resolution No. 30-23, a resolution approving \$150,000 Economic Development Forgivable Loan Agreement with Corner View Properties, LLC.

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

On motion by Jackson, second by Sloan, the Council approved Change Order #2, a decrease of \$13,451.80 for the Russell Street Watermain Improvement Project.

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

On motion by Jackson, second by Sloan, the Council approved Pay estimate #6 to Morris Enterprises, Inc. in the amount of \$7,505.66 for Russell Street Watermain Improvement Project.

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

On motion by Ahrenholtz, second by Jackson, the Council approved Change Order #1, a decrease of \$14,212.00, for 2022 Sanitary Sewer CIPP Lining Project.

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

On motion by Sloan, second by Jackson, the Council approved Pay estimate #3 & Final in the amount of \$16,081.15 to Accujet, LLC for 2022 Sanitary Sewer CIPP Lining Project.

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

RESOLUTION NO. 31-23

On motion by Jackson, second by Sloan, the Council approved Certificate of Final Acceptance Certificate and Resolution approving Final Acceptance for 2022 Sanitary Sewer CIPP Lining Project.

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

On motion by Ahrenholtz, second by Sloan, the Council approved Pay estimate #4 of \$570.00 & Final in the amount of \$5,213.05 to Westbrooke Construction Company for Pool House Family Restroom Remodel.

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

The following bills were approved for payment from City funds:

ABC PEST CONTROL	PEST CONTRL	426.97
ACCESS SYSTEMS LEASING	CPIER LSE	1104.83
ACCO UNLIMITED CORPORATION	CHEM	4,975.08
ACUSHNET CO.	GCRSE MERCH	742.27
AFLAC	AFLAC INS W/H	35.36
AG SOURCE COOP SERV	LAB TSTG	2,418.00
ALEXANDER BATHWELL	REFUND PERMIT FEE	75.00
ALLIANT ENERGY	UTILITIES	30,396.44
AMAZON CAPITAL SERV	SUPP	2,111.04
AXON ENTERPRISE, INC.	PD CERT PLAN	2,880.00
BAKER & TAYLOR INC.	LB BOOKS;MOVIES	3,229.27
BAM PROPERTIES OF IOWA LLC	TIF 12 REBATE PMT#6	8,952.93
BARCO MUNICIPAL PRODUCTS	RUT SIGN STAND	212.40
BOHDEN BIGLER	PD REIMB FUEL	39.06
BOLAND RECREATION	HOT/MOT RUSSELL PK EQUIP	17,950.00
BOLTON & MENK INC	ENG	71,128.20
BOMGAARS	SUPP	1,758.63
BOOK FARM LLC	LB PUZZLES;PUPPETS;TOYS	273.23
BRICK GENTRY P.C.	LEGAL FEES	240.00
CAHOY PUMP SERVICE INC.	WA WELL PUMP#7 MAINT	30,533.00
CARD SERVICE CENTER	CREDIT CARD	2,524.79
CARROLL CO. SOLID WASTE	RC MRKTG FEES	209.80
CENTER POINT LARGE PRINT	LB BOOK	49.34
CENTRAL IOWA READY MIX	RUT CONCRETE	5,416.48
CINDY LAUBE	WA DEP REF	100.20
CINTAS CORP	FIRST AID	410.17
CLARION DISTRIBUTING LLC	RUT CLEANER	115.50
CLEANING SOLUTIONS INC.	RN CLEAN	2,376.00
CLOUSER PLUMBING TECH	WA VALVE INSTALLS	12,400.00
COBRAHELP	PA FEE	23.00

SPECIAL CITY COUNCIL MEETING
Thursday, June 22, 2023
City Hall Council Chambers
1:30 p.m.

PRESENT: Ahrenholtz, Jackson, Sloan, Zmolek
ABSENT: Wetrich

Mayor Pro Tem Zmolek presided.

On motion by Sloan, second by Ahrenholtz, the Council moved to go into Closed Session **per Iowa Code Section 21.5 (1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in the litigation, and in accordance with Iowa Code Section 622.10 to discuss attorney/client privileged and attorney work product matters with legal counsel.**

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

On motion by Sloan, second by Ahrenholtz, the Council moved to return to open session.

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

There being no further business the Council agreed to adjourn at 2:09 p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk

Boot Drive for Greene County Pony Express Riders of Iowa

Pony Express Riders of Iowa, Inc. is a network of volunteer "Riders" who host fundraisers in their home county throughout the year. No formal qualifications are needed to become a member of Pony Express - men, women, and children join in the common cause of helping children and adults with disabilities. The money raised is being used to benefit Camp Sunnyside in Des Moines, IA. The "Riders" receive no compensation for their time, the smiles on the children's faces and knowing they've made a difference in their lives is the truest reward!

GRAND TOTAL RAISED IN 52 YEARS:

\$11,060,977.00

We would like to do a 4-way stop sign boot drive as one of our Greene County Pony Express Riders fundraisers before the rodeo during the fair.

When: 4pm to 6pm - Friday July 14th

Where: 4-way stop sign @ E. Lincoln Way & S. Chestnut St

Insurance: We will need to know who to send the certificate to if you need one.

Safety: All the members on the corner will be wearing yellow safety vests to be more visible.

Signs: We will have signs posted so that the public will know who we are and what the cause is that we are collecting for.

Green County Chair - Petra Dawson – 515-351-834

Assistant - Kris Perisho – 515-203-0264

SEWER ADJUSTMENT POLICY

The Sewer Committee for the City of Jefferson has established the following policy when considering a monetary adjustment to a sewer bill:

- 1) Only sewer charges will be considered. All other charges and associated fees require full payment.
- 2) Sewer charge must be at least 4 times the 6 month average to be considered and no case with an amount under \$100.00. Customer shall be responsible for the first \$100.00 and anything over that amount can be considered for adjustment.
- 3) Sewer charges are reviewed as:
 - a) Charges that are attributed to water **not** entering the sewer.
 - b) Charges that are attributed to water entering the sewer. In this category, the sewer portion of the monthly city utility bill must exceed \$675.00 in order to be considered for adjustment.

Process:

- 1) A letter needs to be prepared by the applicant outlining the circumstances for the request.
- 2) The request will then be forwarded to the Sewer Committee for review and recommendation.
- 3) The city Council will act on any adjustment to the sewer bill.

RESOLUTION # 31-23

“Resolution Establishing Fees for the City of Jefferson Animal Shelter.”

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JEFFERSON,
IOWA:

Fees for utilizing services at the City of Jefferson’s Animal Shelter and Dog Park shall be:

- There shall be a \$20.00 fee for an at-large animal brought to the shelter by the Jefferson Police Department. This fee includes housing the animal for the day it was received at the shelter.
- There shall be a \$20.00 holding fee per animal for each additional 24-hours. All fees shall be billed to the animal owner and shall be paid prior to the release of the animal.
- Each city government of a community in Greene County choosing to utilize the services of the shelter shall pay the City of Jefferson \$200.00 annually.
- There shall be a \$50.00 annual fee for the use of the dog park. The permit fee for all dog park users shall expire on December 31st of each year.

BE IT FURTHERE RESOLVED THAT these fees shall become effective upon passage of this resolution.

BE IT FURTHERE RESOLVED THAT all resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 27th day of June, 2023.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk



Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

VIA EMAIL

June 20, 2023

Michael Palmer, City Administrator
City of Jefferson
220 N. Chestnut St.
Jefferson, IA 50129
michaelp@cityofjeffersoniowa.org

RE: WWTF Improvements
City of Jefferson, Iowa
Project No.: OM2.123801

Dear Mr. Palmer,

Attached is Pay Request No. 4 in the amount of \$1,024,287.85, with retainage.

Please present these documents to the City Council. Once everything is satisfactory and approved, please sign and return one copy to the Contractor with payment and a PDF copy to me for our files.

If you have any questions, please feel free to contact me by email at Kathryn.Sterk@bolton-menk.com or at mobile number 515-520-9037.

Sincerely,

Bolton & Menk, Inc.

A handwritten signature in black ink, appearing to read 'KES', is written over a horizontal line.

Kathryn E. Sterk, P.E.
Principal Environmental Engineer

KES:bj



Contractor's Application for Payment No. 4 (four)

Application Period: 5/1/2023 to 5/31/2023 Application Date: 5/30/2023

To (Owner):	City of Jefferson 200 N Chestnut St, Jefferson, IA	From (Contractor):	Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN	Via (Engineer):	Bolton & Menk Ames, IA
Owner's DWSRF Number:	1445	Contractor's Contract Number:	1316	Engineer's Project Number:	134997
Project:	Jefferson WWTP		Contract:		

Application For Payment - Change Order Summary			
Approved Change Orders			
Number	Additions	Deductions	
CO 1	\$ 185,359.09		
Totals:	\$ 185,359.09	\$ -	
Net Change by Change Order:	\$		185,359.09

1. Original Contract Price.....	\$	17,504,700.00
2. Net change by Change Orders.....	\$	185,359.09
3. Current Contract Price (Line 1 ± 2).....	\$	17,690,059.09
4. Total Completed and Stored to Date (Column F on Progress Estimate).....	\$	3,374,425.20
5. Retainage		
a. 5.0% X \$ 2,854,995.09 Work Completed.....	\$	142,749.75
b. 5.0% X \$ 519,430.11 Stored Material.....	\$	25,971.50
c. Early Release of Retainage.....	\$	-
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$	168,721.25
6. Amount Eligible to Date (Line 4 - Line 5d).....	\$	3,205,703.95
7. Less Previous Payments (Line 6 from prior Application).....	\$	2,181,416.10
8. Amount Due This Application.....	\$	1,024,287.85
9. Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above).....	\$	15,003,785.25

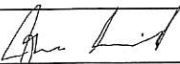
Contractor's Certification

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

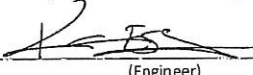
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(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.

By:  Date: 6/20/2023

Payment of: \$1,024,287.85
(Line 8 or other - attach explanation of the other amount)

is recommended by:  6/20/2023
(Engineer) (Date)

Payment of: \$1,024,287.85
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding Agency (if applicable) _____ (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): 0				Application Number: 4 (four)				
Application Period:		5/1/2023 to 5/31/2023		Application Date: 5/30/2023				
A		B	Work Completed		E	F		G
			C	D		Total Completed to Date (C + D)	% (F/B)	
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period				
Division 01 - General Requirements								
	Mobilization	\$ 525,200.00	\$ 525,200.00			\$ 525,200.00	100.00%	\$ -
	Allowances	\$ 1,075,000.00	\$ -			\$ -	0.00%	\$ 1,075,000.00
Division 02								
	Site Removals	\$ 86,400.00	\$ 67,900.00			\$ 67,900.00	78.59%	\$ 18,500.00
	Demo SST Tank	\$ 445,800.00	\$ 445,800.00			\$ 445,800.00	100.00%	\$ -
	Strip Top Soil	\$ 25,700.00	\$ 7,800.00	\$ 17,300.00		\$ 25,100.00	97.67%	\$ 600.00
	Site Prep Sludge Tank	\$ 215,500.00	\$ 202,600.00	\$ 12,900.00		\$ 215,500.00	100.00%	\$ -
	Excavation Sludge Tank	\$ 338,700.00	\$ 243,000.00	\$ 95,700.00		\$ 338,700.00	100.00%	\$ -
	Excavation Sludge Loadout	\$ 78,400.00	\$ -			\$ -	0.00%	\$ 78,400.00
	Excavation AET Lift Station	\$ 326,185.00	\$ 61,200.00			\$ 61,200.00	18.76%	\$ 264,985.00
	Excavation Rapid Mix Tank	\$ 98,200.00	\$ 7,500.00	\$ 10,000.00		\$ 17,500.00	17.82%	\$ 80,700.00
	Excavation Ferric Slab	\$ 9,500.00	\$ -			\$ -	0.00%	\$ 9,500.00
	Splitter Box Bypass	\$ 55,100.00	\$ -			\$ -	0.00%	\$ 55,100.00
	Grading Sidewalks	\$ 9,900.00	\$ -			\$ -	0.00%	\$ 9,900.00
	Top Soil Placement	\$ 12,900.00	\$ -			\$ -	0.00%	\$ 12,900.00
2370.0	Erosion Control	\$ 20,000.00	\$ 11,500.00			\$ 11,500.00	57.50%	\$ 8,500.00
	Site Concrete	\$ 75,600.00	\$ -			\$ -	0.00%	\$ 75,600.00
2920.0	Seeding	\$ 5,000.00	\$ -			\$ -	0.00%	\$ 5,000.00
	30" & 24" PP to Splitter Box	\$ 444,950.00	\$ -			\$ -	0.00%	\$ 444,950.00
	6" & 8" ST & 4" PD East	\$ 155,920.00	\$ 27,800.00			\$ 27,800.00	17.83%	\$ 128,120.00
	Piping Rapid Mix Area	\$ 253,380.00	\$ -			\$ -	0.00%	\$ 253,380.00
	6" ST & 12" RAS by AET Lift Station	\$ 172,880.00	\$ -			\$ -	0.00%	\$ 172,880.00
	16" MLR to Aeration	\$ 558,620.00	\$ -			\$ -	0.00%	\$ 558,620.00
	HDPE/Utility Water	\$ 161,250.00	\$ -			\$ -	0.00%	\$ 161,250.00
	Aeration Tank Demo	\$ 28,770.00	\$ -			\$ -	0.00%	\$ 28,770.00
	Headworks Demo	\$ 11,150.00	\$ -			\$ -	0.00%	\$ 11,150.00
	Blower Building Demo	\$ 8,150.00	\$ -			\$ -	0.00%	\$ 8,150.00
	Clarifiers Demo	\$ 421,920.00	\$ -	\$ 140,640.00		\$ 140,640.00	33.33%	\$ 281,280.00
	Biosolids Demo	\$ 83,510.00	\$ -			\$ -	0.00%	\$ 83,510.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
	Disinfection Demo	\$ 6,500.00	\$ -			\$ -	0.00%	\$ 6,500.00
Division 03								
	Concrete - Anoxic Basin	\$ 1,155,800.00	\$ 25,400.00			\$ 25,400.00	2.20%	\$ 1,130,400.00
	Concrete - Biosolids Loadout	\$ 132,700.00	\$ 2,500.00			\$ 2,500.00	1.88%	\$ 130,200.00
	Concrete - Rapid Mix	\$ 127,900.00	\$ 2,400.00			\$ 2,400.00	1.88%	\$ 125,500.00
	Concrete - Biosolids Control	\$ 33,600.00	\$ 700.00			\$ 700.00	2.08%	\$ 32,900.00
	Concrete - Ferric Chloride	\$ 33,600.00	\$ 700.00			\$ 700.00	2.08%	\$ 32,900.00
	Concrete - Misc	\$ 39,395.00	\$ 750.00			\$ 750.00	1.90%	\$ 38,645.00
	Precast Plank	\$ 30,500.00	\$ -			\$ -	0.00%	\$ 30,500.00
Division 04								
	Masonry	\$ 155,440.00	\$ 2,500.00			\$ 2,500.00	1.61%	\$ 152,940.00
Division 05								
	Metals Installation	\$ 44,650.00	\$ -			\$ -	0.00%	\$ 44,650.00
	Misc Metals Supply	\$ 111,960.00	\$ 11,500.00			\$ 11,500.00	10.27%	\$ 100,460.00
Division 06								
	Wood Blocking	\$ 56,600.00	\$ -			\$ -	0.00%	\$ 56,600.00
Division 07								
7535.0	Roofing & Sheet metal	\$ 169,000.00	\$ -			\$ -	0.00%	\$ 169,000.00
	Sealants	\$ 33,500.00	\$ -			\$ -	0.00%	\$ 33,500.00
Division 08								
	HM Doors & Frams	\$ 6,705.00	\$ -			\$ -	0.00%	\$ 6,705.00
	Hatches & Door Instalaltion	\$ 39,500.00	\$ -			\$ -	0.00%	\$ 39,500.00
	Hatches & Door Instalaltion	\$ 25,000.00	\$ -			\$ -	0.00%	\$ 25,000.00
Division 09								
	Coatings	\$ 765,550.00	\$ -	\$ 20,000.00		\$ 20,000.00	2.61%	\$ 745,550.00
Division 11	Equipment							
11000.0	Vessco direct Supplied Equipment	\$ 1,348,516.00	\$ 27,000.00			\$ 27,000.00	2.00%	\$ 1,321,516.00
11266.0	UV Disinfection Equipment	\$ 247,600.00	\$ 25,000.00			\$ 25,000.00	10.10%	\$ 222,600.00
11315.0	Rotary Lobe Pumps	\$ 114,118.00	\$ 5,706.00			\$ 5,706.00	5.00%	\$ 108,412.00
11330/31	Bar Screens & Dewatering Press	\$ 88,677.00	\$ 4,400.00			\$ 4,400.00	4.96%	\$ 84,277.00
11351.0	Clarifier Equipment	\$ 356,634.00	\$ 35,820.00			\$ 35,820.00	10.04%	\$ 320,814.00
11372.0	Blowers	\$ 129,230.00	\$ 6,460.00			\$ 6,460.00	5.00%	\$ 122,770.00
11374/75	Fine Pore Membrane Aeration Equip	\$ 159,150.00	\$ 15,960.00			\$ 15,960.00	10.03%	\$ 143,190.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
Division 11	Installation							
	Aeration Splitter Box	\$ 3,900.00	\$ -			\$ -	0.00%	\$ 3,900.00
	Secondary Splitter Box	\$ 3,900.00	\$ -			\$ -	0.00%	\$ 3,900.00
	Aeration Tank Install	\$ 56,700.00	\$ -			\$ -	0.00%	\$ 56,700.00
	MLR 1, 2, 3	\$ 7,100.00	\$ -			\$ -	0.00%	\$ 7,100.00
	Headworks Equipment	\$ 20,500.00	\$ -			\$ -	0.00%	\$ 20,500.00
	Blower Building Equipment	\$ 31,300.00	\$ -			\$ -	0.00%	\$ 31,300.00
	Clarifiers Install	\$ 71,600.00	\$ -			\$ -	0.00%	\$ 71,600.00
	Was Pumps	\$ 4,830.00	\$ -			\$ -	0.00%	\$ 4,830.00
	Disinfection Install	\$ 3,990.00	\$ -			\$ -	0.00%	\$ 3,990.00
	RAS/PST Pumps	\$ 49,350.00	\$ -			\$ -	0.00%	\$ 49,350.00
	Flexzone - Anoxic Basin	\$ 20,680.00	\$ -			\$ -	0.00%	\$ 20,680.00
	Flexzone - Storage Tank	\$ 68,550.00	\$ -			\$ -	0.00%	\$ 68,550.00
	Flexzone - Aeration	\$ 61,450.00	\$ -			\$ -	0.00%	\$ 61,450.00
	Course Bubble Digester	\$ 17,800.00	\$ -			\$ -	0.00%	\$ 17,800.00
	Course Bubble WAS	\$ 4,800.00	\$ -			\$ -	0.00%	\$ 4,800.00
	Aeration Overflows	\$ 12,350.00	\$ -			\$ -	0.00%	\$ 12,350.00
Division 13								
13216.0	Tank Mobilization	\$ 120,000.00	\$ -	\$ 120,000.00		\$ 120,000.00	100.00%	\$ -
13216.0	Tank De-Mobilization	\$ 40,000.00	\$ -			\$ -	0.00%	\$ 40,000.00
13216.0	Design Drawings & Calcs	\$ 104,000.00	\$ 104,000.00			\$ 104,000.00	100.00%	\$ -
13216.0	Footing Forms	\$ 24,000.00	\$ -	\$ 24,000.00		\$ 24,000.00	100.00%	\$ -
13216.0	Reinforcing	\$ 56,000.00	\$ -	\$ 56,000.00		\$ 56,000.00	100.00%	\$ -
13216.0	Place Floor/Footing Concrete	\$ 80,000.00	\$ -	\$ 80,000.00		\$ 80,000.00	100.00%	\$ -
13216.0	Install Beds	\$ 29,000.00	\$ -	\$ 29,000.00		\$ 29,000.00	100.00%	\$ -
13216.0	Form/Reinforce/Pour Panels	\$ 129,000.00	\$ -	\$ 129,000.00		\$ 129,000.00	100.00%	\$ -
13216.0	Erect Panels	\$ 72,000.00	\$ -			\$ -	0.00%	\$ 72,000.00
13216.0	Joints and Curb	\$ 29,000.00	\$ -			\$ -	0.00%	\$ 29,000.00
13216.0	Shotcrete Diaphragm	\$ 29,000.00	\$ -			\$ -	0.00%	\$ 29,000.00
13216.0	Erect Shoring	\$ 31,000.00	\$ -			\$ -	0.00%	\$ 31,000.00
13216.0	Erect Formwork	\$ 23,000.00	\$ -			\$ -	0.00%	\$ 23,000.00
13216.0	Reinforcing	\$ 54,000.00	\$ -			\$ -	0.00%	\$ 54,000.00
13216.0	Place Dome Concrete	\$ 16,000.00	\$ -			\$ -	0.00%	\$ 16,000.00
13216.0	Remove Formwork	\$ 23,000.00	\$ -			\$ -	0.00%	\$ 23,000.00
13216.0	Prestress	\$ 45,000.00	\$ -			\$ -	0.00%	\$ 45,000.00
13216.0	Wire Coat	\$ 19,000.00	\$ -			\$ -	0.00%	\$ 19,000.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
13216.0	Body Coat	\$ 17,000.00	\$ -			\$ -	0.00%	\$ 17,000.00
13216.0	Final Coat	\$ 4,000.00	\$ -			\$ -	0.00%	\$ 4,000.00
13216.0	Tank Pipe, Fittings & Appurtenances	\$ 64,000.00	\$ -			\$ -	0.00%	\$ 64,000.00
13216.0	Decorative Paint - Exterior	\$ 23,000.00	\$ -			\$ -	0.00%	\$ 23,000.00
Division 14								
14620.0	Hoists	\$ 9,620.00	\$ -			\$ -	0.00%	\$ 9,620.00
Division 15								
	Grit Separation Piping	\$ 34,900.00	\$ -			\$ -	0.00%	\$ 34,900.00
	Process Piping	\$ 290,100.00	\$ -			\$ -	0.00%	\$ 290,100.00
	Mixed Liquor Return Piping	\$ 289,560.00	\$ -			\$ -	0.00%	\$ 289,560.00
	Sludge Transfer Piping	\$ 50,080.00	\$ -			\$ -	0.00%	\$ 50,080.00
	Aeration Piping	\$ 391,900.00	\$ -			\$ -	0.00%	\$ 391,900.00
	RAS Piping	\$ 121,280.00	\$ -			\$ -	0.00%	\$ 121,280.00
	WAS Piping	\$ 68,040.00	\$ -			\$ -	0.00%	\$ 68,040.00
	Supernatant Piping	\$ 5,520.00	\$ -			\$ -	0.00%	\$ 5,520.00
	Chemical Piping	\$ 158,881.00	\$ -			\$ -	0.00%	\$ 158,881.00
	Mechanical Mobilization	\$ 93,320.00	\$ -			\$ -	0.00%	\$ 93,320.00
	Plumbing Demolition	\$ 12,995.00	\$ -			\$ -	0.00%	\$ 12,995.00
	HVAC Demolition	\$ 40,565.00	\$ -			\$ -	0.00%	\$ 40,565.00
	Plumbing Rough-In	\$ 51,605.00	\$ -			\$ -	0.00%	\$ 51,605.00
	Plumbing Insulation	\$ 6,300.00	\$ -			\$ -	0.00%	\$ 6,300.00
	HVAC Ductwork Rough-In	\$ 78,125.00	\$ -			\$ -	0.00%	\$ 78,125.00
	HVAC Equipment	\$ 643,105.00	\$ -			\$ -	0.00%	\$ 643,105.00
	Temperature Controls	\$ 54,935.00	\$ -			\$ -	0.00%	\$ 54,935.00
	Ductwork Insulation	\$ 4,400.00	\$ -			\$ -	0.00%	\$ 4,400.00
	Testing and Balancing	\$ 13,750.00	\$ -			\$ -	0.00%	\$ 13,750.00
Division 16								
	Preliminary Documents and Submittals	\$ 25,000.00	\$ -	\$ 10,000.00		\$ 10,000.00	40.00%	\$ 15,000.00
	Mobilization	\$ 35,000.00	\$ 15,000.00			\$ 15,000.00	42.86%	\$ 20,000.00
	Temporary Power	\$ 20,000.00	\$ 14,000.00			\$ 14,000.00	70.00%	\$ 6,000.00
	Integration Engineering	\$ 100,000.00	\$ -			\$ -	0.00%	\$ 100,000.00
	Site Electrical Labor	\$ 150,000.00	\$ -			\$ -	0.00%	\$ 150,000.00
	Site Electrical Materials	\$ 210,000.00	\$ -			\$ -	0.00%	\$ 210,000.00
	Generator Labor	\$ 65,000.00	\$ -			\$ -	0.00%	\$ 65,000.00
	Generator Materials	\$ 448,000.00	\$ 25,000.00			\$ 25,000.00	5.58%	\$ 423,000.00
	Blower Building Labor	\$ 80,000.00	\$ -			\$ -	0.00%	\$ 80,000.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
	Blower Building Materials	\$ 285,000.00	\$ -			\$ -	0.00%	\$ 285,000.00
	Final Clarifiers Labor	\$ 37,000.00	\$ -			\$ -	0.00%	\$ 37,000.00
	Final Clarifiers Materials	\$ 15,000.00	\$ -			\$ -	0.00%	\$ 15,000.00
	Bio Solids Control Complex Labor	\$ 50,000.00	\$ -			\$ -	0.00%	\$ 50,000.00
	Bio Solids Control Complex Materials	\$ 155,000.00	\$ -			\$ -	0.00%	\$ 155,000.00
	Disinfection Building Labor	\$ 40,000.00	\$ -			\$ -	0.00%	\$ 40,000.00
	Disinfection Building Materials	\$ 95,000.00	\$ -			\$ -	0.00%	\$ 95,000.00
	Preliminary Treatment Building Labor	\$ 25,000.00	\$ -			\$ -	0.00%	\$ 25,000.00
	Preliminary Treatment Building Materials	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	Rapid Mix Structure Labor	\$ 20,000.00	\$ -			\$ -	0.00%	\$ 20,000.00
	Rapid Mix Structure Materials	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	Aeration Tanks Labor	\$ 20,000.00	\$ -			\$ -	0.00%	\$ 20,000.00
	Aeration Tanks Materials	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	Bio Solids Loadout Building Labor	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	Bio Solids Loadout Building Materials	\$ 185,000.00	\$ -			\$ -	0.00%	\$ 185,000.00
	Anoxic Basin Labor	\$ 35,000.00	\$ -			\$ -	0.00%	\$ 35,000.00
	Anoxic Basin Materials	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	Communication/Fiber Labor	\$ 45,000.00	\$ -			\$ -	0.00%	\$ 45,000.00
	Communication/Fiber Materials	\$ 100,000.00	\$ -			\$ -	0.00%	\$ 100,000.00
	Demobilization	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	As-Builts/Close Out Documents	\$ 5,509.00	\$ -			\$ -	0.00%	\$ 5,509.00
Approved Project Change Orders								
CO 1	Unknown Tank Demo & Removal	\$ 185,359.09		\$ 185,359.09		\$ 185,359.09	100.00%	\$ -
Total								
		\$ 17,690,059.09	\$ 1,925,096.00	\$ 929,899.09	\$ -	\$ 2,854,995.09	16.14%	\$ 14,835,064.00

PETITION TO AMEND THE ZONING ORDINANCE
OF THE CITY OF JEFFERSON, IOWA

The City Council of the City of Jefferson:

The undersigned is the owner of the following described property located in Jefferson, Iowa, and requests that an Amendment be made to the Zoning Ordinance of the City of Jefferson, Iowa.

Change Zoning From Residential to Light Industrial
Requested Action:

Maplewood addition outlet ~~Q~~ 2
Legal Description:

Layman's Description or Address:

Size of Tract:

Comprehensive Land Use Plan Reference:

RS-6
Topography:

Flat
Available Utilities:

Present Use:

none

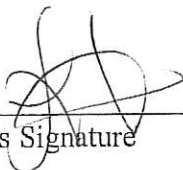
Proposed Use: Residential _____ (Multi-Family _____)
(Single-Family _____)
Commercial X
Industrial _____

Additional Comments:

Applicant's Name: Les Pierce
Address: 701 N Cedar St # 19
Jefferson, Iowa 50129
Telephone: 691-414-2360

Date Property Purchased: 02/28/2022

Is an Offer on Property Pending? Yes _____ No X

 Applicant's Signature _____ Date March 2023

Planning Certification _____ Date _____

Case Number: _____

Filing Fee Paid: _____

City Clerk's Office _____ Date _____

Routing: To City Council _____ / _____ / _____

To Planning & Zoning _____ / _____ / _____

PETITION TO AMEND THE ZONING ORDINANCE
OF THE CITY OF JEFFERSON, IOWA

The City Council of the City of Jefferson:

The undersigned is the owner of the following described property located in Jefferson, Iowa, and requests that an Amendment be made to the Zoning Ordinance of the City of Jefferson, Iowa.

Change Zoning from RS-6 to LI
Requested Action:

Grays Addition E 80' w 1/2 of all N & RR Bk 14
Grays Addition Block 10 E 1/2 Bk 14 All N of RR ROW
Legal Description:

300 E Perry 203 - 207 E Perry
Layman's Description or Address:

one Block
Size of Tract:

RS-6
Comprehensive Land Use Plan Reference:

Flat
Topography:

Available Utilities:

Impound lot
Present Use:

Proposed Use: Residential _____ (Multi-Family _____)
(Single-Family _____)
Commercial X
Industrial _____

Additional Comments:

Applicant's Name: City of Jefferson
Address: _____
Telephone: _____

Date Property Purchased: ____/____/____

Is an Offer on Property Pending? Yes X No _____

East 1/2 Block 14 Not RR Right of Way

Applicant's Signature _____ Date _____

Planning Certification _____ Date _____

Case Number: _____

Filing Fee Paid: _____

City Clerk's Office _____ Date _____

Routing: To City Council ____/____/____

To Planning & Zoning ____/____/____

PETITION TO AMEND THE ZONING ORDINANCE
OF THE CITY OF JEFFERSON, IOWA

The City Council of the City of Jefferson:

The undersigned is the owner of the following described property located in Jefferson, Iowa, and requests that an Amendment be made to the Zoning Ordinance of the City of Jefferson, Iowa.

Change from residential to Commercial
Requested Action:

Blairs Add. Lot ~~6~~ Block 2
Legal Description:

703 N Wilson Ave
Layman's Description or Address:

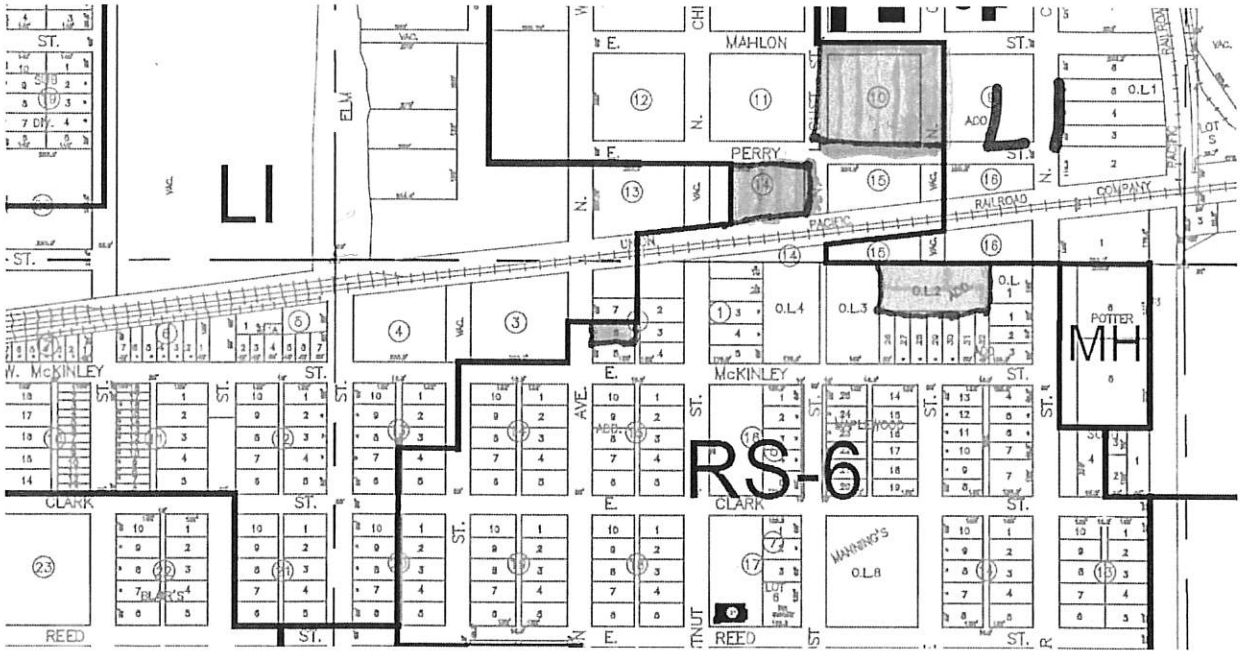
17,424 sq. ft. 0.4 acres
Size of Tract:

RS-6
Comprehensive Land Use Plan Reference:

Flat
Topography:

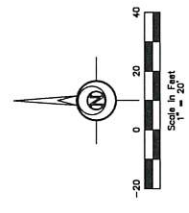
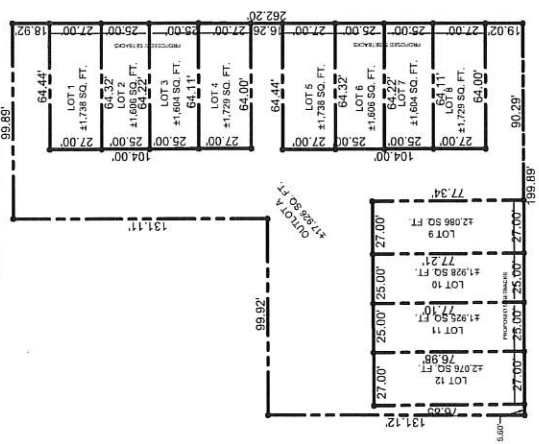
Water + Sewer
Available Utilities:

Vacant
Present Use:



EXISTING ROADS

PUD MASTER PLAN



- LEGEND:**
- #1 - MORE OR LESS
 - #2 - MORE OR LESS
 - #3 - MORE OR LESS
 - #4 - MORE OR LESS
 - #5 - MORE OR LESS
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2220 Dixon Street, Des Moines, Iowa 50319 | PO Box 4202, Des Moines, Iowa 50325 | PH: 515.263.8196

LOT 13, WATER TOWER REPLAT
JEFFERSON, IOWA

PRELIMINARY

MINUTES

**WATER/SEWER, STREET/SANITATION COMMITTEE
TUESDAY, JUNE 20, 2023, 12:00 NOON
JEFFERSON CITY HALL**

ATTENDEES: Scott Peterson, Mike Palmer, Harry Ahrenholtz, Dave Sloan, Dave Morlan, Marty Murphy, Danny Moranville, Mark Clouse, Chad Stevens, Joyce Richardson, Kris Perisho with Greene County Pony Express Riders of Iowa

Meeting called to order at 12:00pm

Kris Spoke of a boot drive at the 4-way stop at E. Lincoln way and S. Chestnut Streets on Friday, July 14th from 4pm to 6pm to raise money for Easter Seals. Mike explained that currently the city does not have a soliciting for nonprofit policy. The committee agreed that Pony Express could have it at this time and that the committee should also try to get some sort of nonprofit solicitor policy in place so it can be followed in the future. This will need to be placed on the City Council Agenda for final approval.

I. SEWER

A. Sewer Adjustment – Dave M to follow up as this could possibly be an insurance claim. Customer to pay their average normal bill for now. Dave M to give us an update at the next meeting. This will need to be placed on the Committee agenda for the next meeting.

B. Sewer Forgiveness Policy – Currently the customer is responsible for the first \$500 of sewer charges if it goes in the sewer, the committee agreed to increase that to \$675 as the policy has been that amount for quite some time. This will need to be placed on the City Council agenda for final approval.

C. Danny M. gave an update on the tanks at wastewater – MVP (Midwest Vac Professionals from Panora) has been hired to clean the grit from the bottom

of the aeration tanks. Currently they are mixing it with sawdust and are hauling it to the Perry Landfill. There are a total of 5 possibly 6 tanks needing the process done. Danny said they will continue hauling it to Perry unless Perry says they will not take anymore.

II. WATER

A. WRITE-OFFS – Joyce gave an update, numbers way down, the lien and collection practices are a strong reason for low numbers.

B. Marty quit using potassium permanganate to treat the manganese level. Due to the ammonia level in TOC's, it wasn't producing particles big enough to filter out through the grain size of sand we had. This reduced the biological activity in the filters and made the manganese level go up a little. The level was not harmful. Filters 1 and 2 are both working well. Filter 3 has been through the cleaning process. Filter 3 did show improvement and kept improving but now Marty feels it has plateaued. Filter 4 is suspected to have sand plugging it. Marty discussed the option of a camera to be able to see these kinds of things. Currently the city does not have one. Marty to find a contractor to scope the underdrains of the filters.

C. Well 4 was lost on the Friday before Memorial Day, pump motor quit working. Current cost is approximately \$5000 for a new motor and \$7000 to pull the old one and install the new one. This will have to hit next year's budget. This is one of the main wells for the city. Marty recommended that if the motors break down and are 10 years old or over, we just buy new ones.

D. Maguire Iron gave estimates for several different repairs. The water tower mixer and roof vent are \$45,370, cleaning the tower is \$6500, and \$3000 for things at water plant. Their estimates are the lowest. \$85,000 was budgeted this year and the estimates total almost \$30,000 lower than the budgeted amount. Committee agreed for Marty to set it up and get started.

E. Meter for Apartments – Currently there are apartments with shared lines so the city cannot shut them off should they not pay the bill. In some instances, where the meters are kept, is a locked area so the city cannot get in. Also, some people that get shut off, turn their own water back on. There are meters that you

can shut off by the handheld and the water department has installed a few of those, however, they are costly and now the question is, can these meters be charged to the owner of the property. By installing these meters, residents will not be able to turn their water back on without coming up to city hall to pay for it. Also, should it need to be shut off or turned back on for any reason, the water dept. will not have to wait until someone unlocks the door for them to get in. Mike said he believed this would need to be an ordinance change. Chad also brought up that some of these may not zoned multi-family dwellings but are in fact zoned single family dwellings. He recommended that when they come across these types of places, that they check with him on the zoning.

III. STREETS/IMPROVEMENTS

A. RAGBRAI traffic plan – the city will do the best they can with traffic control in the areas outlined on the map. Each intersection will have something to deflect traffic but not all areas will physically be manned. Some people may move cones as a block and may move those to get through anyway.

B. Discussion of alley improvements – Street budgeted the concrete behind the meat locker to be done this summer, alley by Shadran, will need to be next year's budget for blacktop. One alley will need to be completely resurfaced. That alley will need to be closed down during this time. Scott P and Dave M will get together and go take a look at this alley. This is to be placed on the Committee agenda for the next meeting.

C & D. Road improvement 100 block E Mahlon and other street improvements – Dave M. gave an estimate from Blacktop Service Co. which had a breakdown of 11 different items to be repaired. Items 4 – 9 they would like to get done this summer. The Committee agreed for Dave M. to prioritize the list, and this will be placed on the Committee agenda for the next meeting.

E. Discussion of amending 2018 fee schedule – Dave M. passed out a list of charges he would like updated and Marty discussed meter charges as they are out of date and the city is losing money on those. Chad to meet with the housing committee to discuss any possible changes to building and zoning fees. Scott P. to discuss with Dave Morain how we can rewrite this so some of these fees can

fluctuate with current pricing of items. This is to be placed on the agenda for the next Committee meeting.

F. Sidewalk/shared paths – Chad spoke of the priority areas are the pool, elementary and middle school areas, S. Maple Street from Lincoln Way and S. Chestnut Street from Lincoln way. Each curb cut out along with handicap pad will cost approximately \$1,000. Chad said there are in excess of 30 of them. Chad to get an estimate for all to be replaced and will present it to the Committee at the next meeting. Sidewalk reimbursement is currently \$3.50 per sq foot and Chad recommended increasing that to \$5.00 per sq foot. Chad said that is still well within range and the amount hadn't been changed since 2014. Committee agreed with the \$5.00 right now, but this will also need to be re-written that it will be figured at current market rate. This change will need to be discussed with Dave Morain. This is to be placed on the Committee agenda and the Committee to be updated in the next meeting.

G. Trees Forever – credits for trees – Scott discussed a carbon credit incentive program from Trees Forever. The city would get to pick out of a list of species to be planted on city property and Trees Forever would keep track of it and inventory it's growth each year. City would get a minimal return on having these trees every year. The program is a 25 year program. Should the city remove the tree for any work or projects, the city will need to refund the cost of the tree back to Trees Forever. Should a tree die on it's own then the city will not have to refund the cost to Trees Forever as they are expecting to lose a small number of new trees planted. Trees Forever would like an answer in the next few months. This is to be placed on the Committee agenda for the next meeting.

IV. SANITATION/RECYCLING

A. Waste to landfill was 239.16 tons

B. Recycling to Carroll was 20.98 tons

Jefferson Public Library

Meeting of the Board of Trustees
Monday, June 26, 2023 6:30 PM
Library Meeting Area

AGENDA

1. Call meeting to order.
2. Open Forum: This is a time for any concerned citizen to speak to the trustees about an item not on the agenda
3. New Business
 - a. Closed session pursuant to Iowa Code Section 21.5.1.i to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
 - b. Return to open session.
4. Next Meeting – Monday, July 10
5. Adjournment