

AGENDA

COUNCIL MEETING
Tuesday, August 22, 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. Forgiveness of high sewer bill to Greene County Conservation Board.
- B. Approve Neighborhood Improvement Incentive Program application from Joel Lange.
- C. Pay Estimate #9 for \$42,755.00 of CDBG funds for 123 N. Chestnut Street.
- D. Pay Estimate #17 for \$3,596.00 of CDBG funds for 200 E. State Street.
- E. 8/8/23 regular Council minutes

IV. NEW BUSINESS:

- A. ORDINANCE: "An Ordinance Amending Code of Ordinances of the City of Jefferson, Iowa, 2017, By Amending Provisions Pertaining to Collection Fees for Solid Waste and Recycling."
- B. ORDINANCE: "Amending the Code of Ordinance of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Building Permit Fees." Second Reading
- C. ORDINANCE: "Amending the Code of Ordinance of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Speed Limit." First reading and consideration to waive second and third reading.
- D. Hire Zachary Barden as a Jefferson Patrol Officer at an annual salary of \$55,220.99
- E. RESOLUTON Establishing Access Regulations and Fees for Dog Park.
- F. Consider Change Order #3 for Wastewater Treatment Plant Project.
- G. RESOLUTON: Installing Street Lighting on south end of Riverside Drive.
- H. GCDC Quarterly Update and Approval of Funds

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, August 22, 2023 5:30 p.m.

Sewer Forgiveness: The Green County Conservation Board had a water leak at their shower house facility. The total of the sewer portion of their bill was \$1,172.26. The leak occurred in the April – May billing period when a policy was in effect to forgive sewer fees in excess of \$500. (This has since been increased to \$675). The Water, Sewer, Streets Committee recommends forgiveness of \$672.96.

Neighborhood Improvement Incentive: Joel Lange has applied for \$2,000 from the Neighborhood Improvement Incentive Program to assist with the demolition of a home at 500 S. Grimmel Road.

Yard Waste Fees: The “Yard Waste Site Fee” fee billed monthly to utility customers is proposed to increase from \$1.00 to \$3.00 and the cost of yard waste stickers is proposed to increase from \$1.00 to \$2.00. An ordinance implementing this increase begins on page 13. This will be the final reading of this ordinance. The increased fee will show on the utility bills sent at the end of September.

NOTE REGARDING SEWER FEES: In 2022, the City implemented a multi-year increase for sanitary sewer rates. This increase shows on the utility bills sent at the end of August.

Building Permit Fees: The fees included in the new fee schedule which was passed at the previous meeting are those found in the most recent edition of the International Residential Code, published by the International Code Council. It is proposed that the City of Jefferson’s building permit fees would change whenever the fees are changed in the International Residential Code. An ordinance tying the City’s fees to those listed in the IRC is on page 17. This will be the second reading of the ordinance.

Speed Limit: With the reduction of school bus routes around town, it is anticipated that there will be increased pedestrian traffic on Westwood Drive. Currently, the speed limit in the city limits from Linwood and Grimmel is 35 mph. It was suggested that the speed limit be reduced to 25 mph. The Water, Sewer, Streets committee and Chief Clouse recommend that this change be made.

On page 18 is an ordinance which makes this change. Currently, this stretch of Westwood Drive is identified as a special 35 mph zone. This ordinance eliminates this special 35 mph designation and thus the speed limit reverts to the statutory limit for a residential area of 25 mph. This is on the agenda to consider the first reading with the option to waive the second & third readings.

Police Officer: Chief Clouse recommends the hiring of Zachary Barden as a Police Officer. He will start at Step 1 of the wage matrix with a salary of \$55,220.09. Barden will need to attend the Iowa Law Enforcement Academy.

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Dog Park Access: On page 19 is a recommended policy from the Animal Shelter committee regarding access to the dog park. This requires that dogs be vaccinated for rabies and sets the fee at \$35.00 per year. As the dog park will open late in the year, it is proposed that no fee be charged for the remainder of 2023

WWTP Change Order No. 3: On pages 20 and 21 is a letter from B&M discussing options for communications between the VFD's and the SCADA system. This was presented to the Water, Sewer, Streets Committee. The committee proposes to implement Options #1 and #2. Total cost of this addition is \$117,779.30. A Change Order implementing this change is on page 22.

Street Light: A request was made to install a street light at the south end of Riverside Drive. The Water, Sewer, Streets committee recommends approval. The monthly cost will be \$8.33 for the pole and \$7.85 for the light. The Council will need to pass the resolution beginning on page 23 to authorize this street light.

GCDC Quarterly Update: Ken Paxton will present GCDC's quarterly update which begins on page 35.

City of Jefferson

Neighborhood Improvement Incentive Program

Purpose:

The purpose of this grant program is to assist organizations, residents, and business owners within the City of Jefferson to strengthen their neighborhood's appearance, to promote the area to visitors, and to improve the quality of life.

Eligible Applicants:

- ◆ Eligible applicants are property owners in the City of Jefferson who are committed to improve neighborhoods, promote the area, and improve the quality of life.

Eligible Projects to be Considered for Funding: (Must demonstrate at least one of the items listed below)

- ◆ Projects that demolish a structure, including grading and seeding the area, in residential or commercial and public or private property.
- ◆ Projects that correct violations of the 2012 International Property Maintenance Code
- ◆ Project must be completed one year from application approval date.

Funding Requirements:

- ◆ Maximum request is \$2,000.
- ◆ Grant funds are available on a reimbursement basis only.
- ◆ Grants will generally be awarded on a 50/50 cash match basis up to \$2,000.
- ◆ Before and after pictures are required for funding.

Applicant Information

Organization Name: Joel Lange Project Name: Grimmell House
Contact Person: Joel Lange Mailing Address: 1813 Chest Ave Jefferson, IA
City, State, Zip: Jefferson, IA 50119 Daytime Phone Number: 515-236-0271
Fax: _____ E-mail: lange_farms@yahoo.com
Total Project Cost: \$ 10,000 Amount requesting from this grant program: \$ 2,000
Project Address: 500 S. Grimmell Rd
Project Description: House removal

The City Administrator and the Building Official will make final recommendations to the City Council regarding which projects should be funded. However, they will solicit input by utilizing, the City Engineer, City Department Staff, and/or City Council Members.

For More Information/Questions:

Contact the City Administrator, City Clerk or Building Official at 515-386-3111.

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REGION XII
COUNCIL OF GOVERNMENTS

Housing Services & Programs

Date: August 16, 2023
To: Roxanne Gorsuch
RE: GAX #9 Summary of Expenses

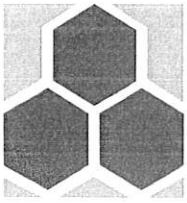
Please forward the following payments associated with GAX #9 within 10 days of receiving payment from IEDA.

\$ 37,135.00	To	Pub Adventures, LLC
\$ 5,620.00	To	Region XII COG (Administrative costs)
\$42,755.00		TOTAL GAX #9

Thank You,

Karla Janning
Housing Programs Coordinator

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REGION XII

COUNCIL OF GOVERNMENTS

COPY

June 30, 2023

Scott Peterson, City Administrator
City of Jefferson
220 N Chestnut
Jefferson IA 50129

RE: CDBG Admin. Billing #6
Second Story Housing – 123 N Chestnut (IEDA Contract 20-CVN-008)
COG Contract #BG2202

Dear Scott,

Please consider this your current invoice for administrative services provided by Region XII COG for your CDBG award for the 2nd Story project at 123 N Chestnut.

Contract Amount	\$25,000.00
Expended to Date	\$14,704.00
Previously Billed	\$9,084.00
TOTAL DUE:	\$5,620.00

We will include the CDBG share of this amount on the next Form 1 drawdown that we prepare for you. You need not pay this bill until the check arrives from the State. If you have any questions, please contact **Karla Janning** or myself at the above phone number.

Sincerely,

Richard T. Hunsaker
Executive Director

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REGION XII COUNCIL OF GOVERNMENTS INC
 Statement of Revenues and Expenditures - REPORTS
 100 - LOCAL
 00 - ADMINISTRATIVE/DEVELOPMENT FEE
 BG02 - CITY OF JEFFERSON
 From 6/1/2023 Through 6/30/2023

		<u>Current Period Actual</u>	<u>Current Year Actual</u>
REVENUES			
LOCAL	4150	0.00	9,084.00
Total REVENUES		<u>0.00</u>	<u>9,084.00</u>
EXPENSES			
ADMINISTRATIVE/TRAINING			
ACCOUNTING		0.00	2.54
ADVERTISING/MARKETING		0.79	37.04
BOARD/MEETING EXPENSE		1.14	27.23
COMMUNICATIONS		12.48	101.49
EMPLOYEE BENEFITS		354.52	3,723.32
EMPLOYEE SALARIES		929.09	8,981.36
FACILITY EXPENSE		51.00	397.75
INSURANCE		0.00	43.40
MEMBERSHIP FEES		0.00	19.06
OFFICE SUPPLIES		28.74	519.73
TRAVEL		30.27	428.31
CONTRACTED SERVICES-ADMIN		0.27	423.14
Total ADMINISTRATIVE/TRAINING		<u>1,408.30</u>	<u>14,704.37</u>
Total EXPENSES		<u>1,408.30</u>	<u>14,704.37</u>
EXCESS OF REVENUES OVER EXPENDITURES		<u>(1,408.30)</u>	<u>(5,620.37)</u>

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

2 PAGES

TO OWNER REPRESENTATIVE:

Addi Meyer - Owner
 Amanda Bills - Owner
 Chris Deal - Owner Representative
FROM CONTRACTOR:
 Woodruff Construction, LLC
 1890 Kountry Lane
 Fort Dodge, IA 50501

PROJECT: Pub. Adventure Apartments
 Jefferson, IA

APPLICATION NO: 8

PERIOD TO: 06/02/23

ARCH / ENG: John Bloom
 Schemmer

PROJECT #: 22-114

CONTRACT #:

ORDER #:

REQ / REF #:

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

- ORIGINAL CONTRACT SUM \$ 657,471.00
- Net change by Change Orders \$ 0.00
- CONTRACT SUM TO DATE (Line 1 + 2) \$ 657,471.00
- TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 657,471.00
- RETAINAGE:
 - % of Completed Work \$ 32,873.55 (Column D + E on G703)
 - % of Stored Material \$ 0.00 (Column F on G703)
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 32,873.55
- TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 624,597.45
- LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 587,461.95
- CURRENT PAYMENT DUE \$ 37,135.50
- BALANCE TO FINISH, INCL RETAINAGE (Line 3 less Line 6) \$ 32,873.55

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA® - © 1992

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

Woodruff Construction does not send nor receive wire instructions via unsecured email without confirming information via reciprocating telephone calls or direct person to person contact. Under no circumstances should you send any funds to any party without first calling Woodruff Construction at 319-545-2410 and verifying the accuracy of wire instructions provided to you.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:



By:

Date: 6-2-23

State of: Iowa

County of: Webster

Subscribed and sworn to before me this 2nd day of June 2023

Notary Public: Christine Dutcher

My Commission expires: 12-31-2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 37,135.50

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:



By:

Date: 08/03/2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-3932



CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 8

APPLICATION DATE: 6/2/2023

PERIOD TO: 6/2/2023

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN DURE)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
1	General Requirements Existing Conditions/Demolition Metals Rough Carpentry Finish Carpentry Casework Thermal & Moisture Protection Wood Doors Door Hardware Windows Plaster & Gypsum Board Assemblies Flooring Painting Specialties Plumbing HVAC Electrical Fire Alarm/Detection Owner Allowance	\$83,719.00	\$83,719.00	\$0.00	\$0.00	\$0.00	\$83,719.00	100.00%		\$4,185.95
2		\$12,826.00	\$12,826.00	\$0.00	\$0.00	\$0.00	\$12,826.00	100.00%		\$641.30
3		\$872.00	\$872.00	\$0.00	\$0.00	\$0.00	\$872.00	100.00%		\$43.60
4		\$6,297.00	\$6,297.00	\$0.00	\$0.00	\$0.00	\$6,297.00	100.00%		\$314.85
5		\$15,432.00	\$15,432.00	\$0.00	\$0.00	\$0.00	\$15,432.00	100.00%		\$771.60
6		\$53,975.00	\$53,975.00	\$0.00	\$0.00	\$0.00	\$53,975.00	100.00%		\$2,698.75
7		\$3,137.00	\$3,137.00	\$0.00	\$0.00	\$0.00	\$3,137.00	100.00%		\$156.85
8		\$16,029.00	\$16,029.00	\$10,930.00	\$5,099.00	\$0.00	\$16,029.00	100.00%		\$801.45
9		\$986.00	\$986.00	\$986.00	\$0.00	\$0.00	\$986.00	100.00%		\$49.30
10		\$2,331.00	\$2,331.00	\$2,331.00	\$0.00	\$0.00	\$2,331.00	100.00%		\$116.55
11		\$58,818.00	\$58,818.00	\$38,818.00	\$0.00	\$0.00	\$58,818.00	100.00%		\$2,940.90
12		\$41,197.00	\$41,197.00	\$39,197.00	\$2,000.00	\$0.00	\$41,197.00	100.00%		\$2,059.85
13		\$17,991.00	\$17,991.00	\$6,000.00	\$11,991.00	\$0.00	\$17,991.00	100.00%		\$899.55
14		\$4,197.00	\$4,197.00	\$4,197.00	\$0.00	\$0.00	\$4,197.00	100.00%		\$209.85
15		\$105,394.00	\$105,394.00	\$105,394.00	\$0.00	\$0.00	\$105,394.00	100.00%		\$5,269.70
16		\$105,394.00	\$105,394.00	\$105,394.00	\$0.00	\$0.00	\$105,394.00	100.00%		\$5,269.70
17		\$99,666.00	\$99,666.00	\$99,666.00	\$0.00	\$0.00	\$99,666.00	100.00%		\$4,983.30
18		\$9,210.00	\$9,210.00	\$9,210.00	\$0.00	\$0.00	\$9,210.00	100.00%		\$460.50
19		\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%		\$1,000.00
20		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
21		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
22		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
23		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
24		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
25		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
26		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
27		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
GRAND TOTALS		\$657,471.00	\$618,381.00	\$39,090.00	\$0.00	\$657,471.00	\$657,471.00	100.00%	\$0.00	\$32,873.55

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



REGION XII
COUNCIL OF GOVERNMENTS

Housing Services & Programs

Date: August 16, 2023
To: Roxanne Gorsuch
RE: GAX #17 Summary of Expenses

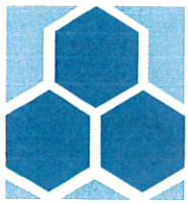
Please forward the following payments associated with GAX #17 within 10 days of receiving payment from IEDA.

\$ 0.00	To	Jefferson City View Properties, LLC
\$ 3,596.00	To	Region XII COG (Administrative costs)
\$ 3,596.00		TOTAL GAX #17

Thank You,

Karla Janning
Housing Programs Coordinator

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REGION XII

COUNCIL OF GOVERNMENTS

COPY

June 30, 2023

Scott Peterson, City Administrator
City of Jefferson
220 N Chestnut
Jefferson IA 50129

**RE: CDBG Admin. Billing #9
Second Story Housing
Contract #BG2113**

Dear Scott,

Please consider this your current invoice for administrative services provided by Region XII COG for your CDBG award.

Contract Amount	\$25,000.00
Expended to Date	\$25,000.00
Previously Billed	\$21,404.00
TOTAL DUE:	\$3,596.00

We will include the CDBG share of this amount on the next Form 1 drawdown that we prepare for you. You need not pay this bill until the check arrives from the State. If you have any questions, please contact **Karla Janning** or myself at the above phone number.

Sincerely,

Richard T. Hunsaker
Executive Director

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REGION XII COUNCIL OF GOVERNMENTS INC
 Statement of Revenues and Expenditures - REPORTS
 100 - LOCAL
 00 - ADMINISTRATIVE/DEVELOPMENT FEE
 BG13 - CITY OF JEFFERSON
 From 6/1/2023 Through 6/30/2023

		<u>Current Period Actual</u>	<u>Current Year Actual</u>
REVENUES			
LOCAL	4150	0.00	21,404.00
Total REVENUES		<u>0.00</u>	<u>21,404.00</u>
EXPENSES			
ADMINISTRATIVE/TRAINING			
ACCOUNTING		0.00	6.52
ADVERTISING/MARKETING		0.00	36.95
BOARD/MEETING EXPENSE		0.00	47.17
COMMUNICATIONS		0.00	193.98
EMPLOYEE BENEFITS		0.00	6,302.35
EMPLOYEE SALARIES		0.00	15,868.25
FACILITY EXPENSE		0.00	822.97
INSURANCE		0.00	45.53
MEMBERSHIP FEES		0.00	22.39
MISCELLANEOUS		0.00	1.65
OFFICE SUPPLIES		0.00	889.43
TRAVEL		0.00	690.70
CONTRACTED SERVICES-ADMIN		0.00	300.56
Total ADMINISTRATIVE/TRAINING		<u>0.00</u>	<u>25,228.45</u>
Total EXPENSES		<u>0.00</u>	<u>25,228.45</u>
EXCESS OF REVENUES OVER EXPENDITURES		<u>0.00</u>	<u>(3,824.45)</u>

12

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 AND RECYCLING FEES

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

SECTION 1. Subsections Amended. Subsections 1 and 2 of Section 106.08 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, are 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 – a fee of \$11.45 per month per container.

B. For each dwelling unit of a multiple-family dwelling containing four or more apartments or dwelling units – a fee of \$6.95 per month per apartment or dwelling unit. If collection for such units is made through the use of a dumpster the charges shall be \$5.65 per month per apartment or dwelling unit.

C. For each mobile home in a mobile home court or mobile home park – a fee of \$11.45 per month per mobile home. If collection for the mobile home units is made through the use of a dumpster the charge shall be \$8.20 per month per mobile home.

D. Landfill fee of \$2.50 per month.

E. Recycling fee of \$4.70 per month.

F. Yard waste site fee of \$3.00 per month.

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

A. A base fee of \$11.45 per month for each commercial premises.

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

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2½ yards.....\$ 10.25
 3 yards.....\$ 11.40

C. Recycling fee of \$4.70 per month.

3. Yard Waste. The charges for collection of yard waste are:

A. The charge for yard waste stickers to be used for pick up of yard waste bags or bundles shall be \$2.00 per sticker.

B. For all yard waste that is not placed in bags or bundles as required by this chapter or by resolution, there will be a charge imposed on the basis of \$20.00 per hour per person required to make such pick up, with a minimum charge of \$5.00.

4. Special Items. The following charges apply to special items:

A. For each refrigerator, freezer, dehumidifier, air conditioning unit and equipment, and other appliance or equipment containing Freon.....\$ 40.00

B. For each stove, microwave, washer, dryer, hot water heater and other appliance not containing Freon\$ 25.00

C. For each chair, recliner, hide-a-bed, sofa, love seat, and other item of comparable size\$ 10.00

D. For each window.....\$ 5.00

E. Carpeting and pad (for each 12 x 12-foot piece or part thereof)\$ 20.00

F. For each computer mouse, circuit board, CD-Rom drive, hard drive, keyboard, pair of speakers, cellular phone, pager, external modem, external drive, network hub or router, laptop battery, telephone, CPU for desktop computer, VCR and typewriter.....\$ 5.00

G. For each computer monitor less than 19 inches, TV less than 19 inches, printer for computer, computer server, laptop or portable computer, Macintosh computer/screen, fax machine, scanner and UPS\$ 20.00

H. For each computer monitor 19 inches and up, TV 19 inches and up and cash register.....\$ 30.00

I. For each photocopier.....\$ 50.00

J. For each mainframe computer\$ 75.00

K. For collection of construction or demolition debris, such as from fences, decks, buildings and remodeling projects, there shall be a charge of \$20.00 per hour per person required to make such collection.

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L. Miscellaneous items which do not fit any of the above descriptions (for each garbage truck hopper or part thereof).....\$ 10.00

5. Dumpster Rental. Persons who rent a dumpster on a temporary basis shall be charged rental of \$35.00 for each month or part thereof used plus the following fee for each collection, based on dumpster size:

Size	Amount
1½ yards	\$20.00
2 yards	\$30.00
3 yards	\$50.00
4 yards	\$75.00

Dumpsters may not be rented for more than two months.

6. Payment of Bills. All fees are due and payable under the same terms and conditions provided for payment of a combined service account as contained in Section 92.04 of this Code of Ordinances. Solid waste collection service may be discontinued in accordance with the provisions contained in Section 92.05 if the combined service account becomes delinquent, and the provisions contained in Section 92.08 relating to lien notices shall also apply in the event of a delinquent account.

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.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

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I hereby certify that the foregoing ordinance was published in The Jefferson Herald on

_____.

Roxanne Gorsuch, City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS RELATING TO
BUILDING PERMIT FEES

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

SECTION 1. Section Amended. Section 155.09 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

155.09 BUILDING PERMIT FEES. On buildings, structures or alterations requiring a permit, the City hereby adopts for its building permit fee schedule and incorporates by reference the Permit Fee Schedule published in the appendices of the most recently published edition of the International Residential Code, published by the International Code Council, an official copy of which is on file in the office of the City Clerk. The International Residential Code is partially adopted by reference for the limited purposes of this section unless otherwise provided in the Code of Ordinances. The fees shall be based on the total construction costs of the proposed work, exclusive of the cost of land or costs for which other permit fees are required. No permits required by the Building Code shall be issued until the fee prescribed in this chapter has been paid nor shall any amendment to a permit be approved until the additional fee, if any, due to an increase in estimated cost of the building or structure, has been paid.

SECTION 2. 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 3. When effective. This ordinance shall be effective as of the beginning of the monthly water and sewer billing cycle that commences immediately after this ordinance is published as required by law.

Finally passed by the Council and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on _____, 2023.

Roxanne Gorsuch, City Clerk

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ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JEFFERSON, IOWA, 2017, BY PROVISIONS PERTAINING TO THE SPEED LIMIT FOR WESTWOOD DRIVE BETWEEN GRIMMELL ROAD AND LINWOOD AVENUE

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

SECTION 1. Paragraph Amended. Section 63.04, Subsection 1, Paragraph D of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is amended, and the following adopted in lieu thereof:

D. On Central Avenue from Elm Street to Mulberry Street.

The result of the amendment is that the speed limit for Westwood Drive between Grimmell Road and Linwood Avenue shall revert to the speed limit for residential districts.

SECTION 2. Paragraph Repealed. Section 63.04, Subsection 1, Paragraph E of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed.

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed

SECTION 4. 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 5. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

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Access & Fees for Dog Park

Recommended by Animal Shelter Committee August 10, 2023

Dogs must be licensed with the City of Jefferson or another city of residence. Dogs residing outside of corporate limits need to provide proof of rabies vaccination.

Dog Park use passes shall cost \$ 35.00 for the remainder of the calendar year. Passes may be purchased at City Hall, the Greene County Community Center, the Animal Shelter, or on-line. There shall be no fee for the use of the dog park for the remainder of 2023.

Visitors may purchase a 3-day pass for \$ 5.00 upon providing proof of rabies vaccination or a license issued by another city of residence.

Chad is inquiring about costs for a key fob access system. In the meantime...

The gates at the Dog Park are locked. Once you purchase your pass, you will receive a code for the padlock (or provided information for Bluetooth access from your cell phone). Please do not share this code with others. If caught sharing, the City reserves the right to revoke your membership without a refund. If for any reason the code needs to be changed during the calendar year, this will be communicated to pass holders via text message.



MEMORANDUM

Date: August 14, 2023
To: City of Jefferson Water, Sewer, and Street Committee
From: Katie Sterk, P.E.
Subject: Existing VFD and Power Monitor Communication Options with New SCADA
WWTF Improvements Project
City of Jefferson, Iowa
Project No.: 0M2.123801

As discussed at an on-site walkthrough on Monday, August 7, 2023 and at our progress meeting last Wednesday, August 9, 2023, there are 10 existing VFDs and 3 existing Power Monitors that currently communicate with the SCADA through a now-obsolete system that will not be able to communicate with the new plant SCADA as currently designed. At the meeting on 8/7, Shank and Automatic System Company (ASC) were asked to provide costs and timelines for at least two options for resolving this issue.

They have provided three options which can be selected independently or in combination with each other and are summarized below.

Option 1: Replace 10 existing VFDs with new VFDs that can communicate with the new PLCs via ethernet

- Cost: \$102,049.87
- Timeline: Equipment available in Q1 2024
- Advantages:
 - New VFDs will most likely last the remaining life of the plant.
 - Communication through ethernet will match communication type of rest of new VFDs and equipment provided through this project.
 - ASC (or other integrator in the future) will be able to more effectively maintain and service the entire system.
 - Technology is readily available and hardware and software are fully supported.
- Disadvantages:
 - New VFDs have a slightly longer lead time and cost more than analog connection.
 - Does not provide communication between power monitors and new PLCs/plant SCADA.

Option 2: Replace 3 existing Power Monitors with new models that can communicate with the new PLCs via ethernet

- Cost: \$15,729.43
- Timeline: Equipment available in Q1 2024

- Advantages:
 - Allows viewing of power usage on SCADA system.
 - New power monitors will most likely last the remaining life of the plant.
 - Communication through ethernet will match communication type of rest of new VFDs and equipment provided through this project.
 - ASC (or other integrator in the future) will be able to more effectively maintain and service the entire system.
- Disadvantages:
 - Does not provide communication between VFDs and new PLCs/plant SCADA as a stand-alone option.
- If not selected, power monitoring will still exist, but will not be viewable on the plant SCADA. Power usage would need to be viewed at each individual MCC.

Option 3: Interface between Existing VFDs/Power Monitors and new PLCs using a Third-Party analog Module

- Cost: \$39,228.29
- Timeline: Equipment available in Q4 2023
- Advantages:
 - Less expensive option overall
 - Slightly shorter lead time
- Disadvantages:
 - Using a third-party module makes maintenance and servicing difficult for ASC in the future, should there be communications issues. Directly quoting ASC:
 - “While this option would permit communication to the existing equipment, any kind of VFD failure would require an emergency retrofit. We typically avoid these third-party modules because options, availability, and support are very limited, our experience has shown unreliability, they’re very expensive, and we firmly believe that critical infrastructure should be supported by robust solutions.”
 - Existing VFDs were installed in the last improvements project in 2003/2004 and are approximately 20 years old. While they are still in good functioning condition, they may not last the remaining life of the plant.

The costs provided in this summary include materials, labor and overhead and profit costs from the Contractor and are complete. Depending on the alternative chosen, the cost change will likely require a Change Order to the project. If a decision is made quickly, the timelines involved in any of the presented options should not have an impact on the overall project schedule.

The choices among these options are as follows:

- Choose between Option 1 or Option 3 to enable equipment control (via VFD)
- Either accept or decline Option 2

Attachments: PCO#006, 007, 008 from Shank Constructors with attachments.

SECTION 00991 – CHANGE ORDER

(Instructions on reverse side)

No. 3

PROJECT: Wastewater Treatment Facility Improvements

DATE OF ISSUANCE: August 4, 2023

EFFECTIVE DATE: August 22, 2023

OWNER: City of Jefferson, IA

ENGINEER'S Project No.: OM2.123801

CONTRACTOR: Shank Constructors

ENGINEER: Bolton & Menk, Inc.

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

Description:

Replace 10 existing VFDs and 3 existing power meters per attachments to allow communication between equipment and new PLCs provided as part of the contract.

Reason for Change Order:

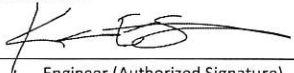
Original contract included upgrading PLCs in MCCs 1, 2, and 3 but not replacing referenced existing VFDs and power meters. The referenced equipment currently uses an obsolete communication protocol that cannot communicate with the new PLCs.

Attachments: (List documents supporting change)

Contractor's Potential Change Orders #006 and #007 from Shank Constructors, both dated August 14, 2023
 Letter from Tri-City Electric Co., dated 8/11/2023 (Options #1 and #2 are approved, Option #3 is rejected)
 Change Order Proposal #001 from Automatic Systems Company, dated August 10, 2023 (modifications A-K are approved, modifications L-Q are rejected)

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price	Original Contract Times
<u>\$17,504,700.00</u>	Substantial Completion : <u>610</u> days or dates Ready for final payment : <u>735</u> days or dates
Net changes from previous Change Orders No. <u>1</u> to No. <u>2</u>	Net changes from previous Change Orders No. <u>--</u> to No. <u>1</u>
<u>\$247,448.86</u>	<u>00</u> days
Contract Price Prior to this Change Order	Contract Times prior to this Change Order
<u>\$17,752,148.86</u>	Substantial Completion : <u>610</u> days or dates Ready for final payment : <u>735</u> days or dates
Net Increase (Increase/Decrease/No Change) of this Change Order	Net No Change (Increase/Decrease/No Change) of this Change Order
<u>\$117,779.30</u>	<u>00</u> days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
<u>\$17,869,928.16</u>	Substantial Completion : <u>610</u> days or dates Ready for final payment : <u>735</u> days or dates

RECOMMENDED:

By: 
 Engineer (Authorized Signature)

Date: 8/16/2023

APPROVED:

By: _____
 Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
 Contractor (Authorized Signature)

Date: _____

EJCDC No. 1910C8-B (1990 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.



RESOLUTION NO. _____

A RESOLUTION APPROVING THE INSTALLATION OF STREET LIGHTING ON THE SOUTH END OF RIVERSIDE DRIVE

WHEREAS, the City of Jefferson has received a request for the installation of public street lighting on the south end of Riverside Drive.

WHEREAS, the City staff have determined that it is appropriate for the City to install and maintain new street lights along the south end of Riverside Drive.

WHEREAS, it is deemed to be in the best interests of the City of Jefferson, Iowa, that the requested street lights be installed.

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

Section 1. The City approves the installation of new street lights on the south end of Riverside Drive.

Section 2. The Mayor, City Clerk, and City Administrator are authorized 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 August 22, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

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STREET LIGHTING RESOLUTION

The following Resolution _____ was adopted by the City Council of the City of _____ JEFFERSON _____ at a meeting held on _____, 20 23 .

Be it resolved by the City Council of the City of _____ JEFFERSON _____, that Alliant Energy Inc. is hereby directed to make the following changes to the existing system, at the locations described below (or shown on an attached map made a part of this Resolution) according to the terms expressed in the IPL Tariff regarding street lights:

Table with 6 columns: ADD NUMBER, DELETE NUMBER, WATTAGE, STYLE OF LUMINAIRE, TYPE AND HEIGHT OF POLE, WIRING (check one). Row 1: 1, 0, 45, ST LT - ROADFOCUS LED, 35' WOOD, [] OH, [x] UG.

Table with 1 column: LOCATION OF NEW INSTALLATION OR CHANGES. Row 1: R.O.W. BETWEEN 1306 & 1308 RIVERSIDE DR.

City Official _____ declared said Resolution duly passed and adopted the _____ day of _____, 20 _____.

Attest _____ Title _____

Handwritten signature '24'

**Interstate Power & Light Company (Applicable to the Iowa Service Area)
ESTIMATE**

Customer Name: CITY OF JEFFERSON
 Contact Name: DAVE MORLAN
 Mailing Address: 220 N CHESTNUT ST
 JEFFERSON, IA 50129

Date: 8/16/2023

Phone # 515-386-3111

Project Address: RIVERSIDE DR
 JEFFERSON, IA 50129

Account ID 9278093140

SA ID

SP ID

Lighting WR #

Contract #

The lighting contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
LIGHTING UNDERGROUND CABLE	S-30	0 feet	\$0.00
TRENCH/PLOW	I-19	0 feet	\$0.00

Iowa Total Free Conductor Footage = 0 feet
 Iowa Total Free Cable Footage = 5 feet
 Iowa Free Trenching Footage = 5 feet

Street Lighting Facilities Installed Standard Charge = \$0.00

Iowa Contribution Tax Adder = 7.985%

Tax Amount = \$0.00

Non-Refundable Contribution In Aid of Construction Required = \$0.00

Reimbursable Charge Description	Billing Code	Amount
---------------------------------	--------------	--------

Non-Refundable Reimbursement Required = \$0.00

Tariff Item Description	Rate Code	QTY	Total Charge
Roadway: 28-86 Watts / 100 & below HPS	640	1 each	\$7.85
New Dedicated Wood	640	1 each	\$8.33

**Interstate Power & Light Company (Applicable to the Iowa Service Area)
ESTIMATE**

Customer Name: CITY OF JEFFERSON
 Contact Name: DAVE MORLAN
 Mailing Address: 220 N CHESTNUT ST
 JEFFERSON, IA 50129

Date: 8/16/2023
 Phone # 515-386-3111

Monthly Tariff cost without energy charge and taxes = \$16.18

\$0.00

NO COST FOR INSTALLATION OF UNDERGROUND CABLE AND NEW DEDICATED WOOD POLE FOR STREET LIGHT - ADDED MONTHLY CHARGE OF \$16.18 WILL BE ADDED TO YOUR BILLING.

Pricing valid for 30 calendar days. (until 09/15/2023)

The lighting contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
LIGHTING UNDERGROUND CABLE	S-30	0 feet	\$0.00
TRENCH/PLOW	I-19	0 feet	\$0.00

Iowa Total Free Conductor Footage = 0 feet
 Iowa Total Free Cable Footage = 5 feet
 Iowa Free Trenching Footage = 5 feet

Street Lighting Facilities Installed Standard Charge = \$0.00

Iowa Contribution Tax Adder = 7.985%

Tax Amount = \$0.00

Non-Refundable Contribution In Aid of Construction Required = \$0.00

Reimbursable Charge Description	Billing Code	Amount
---------------------------------	--------------	--------

Non-Refundable Reimbursement Required = \$0.00

Tariff Item Description	Rate Code	QTY	Total Charge
Roadway: 28-86 Watts / 100 & below HPS	640	1 each	\$7.85

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NEW 45W LED ST LIGHT
LOCATION ON 35' WOOD
POLE - FACING TOWARD
THE NORTHEAST

COUNCIL MEETING

AUGUST 8, 2023

5:30 P.M.

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

Mayor Gordon presided.

On motion by Sloan, second by Wetrich, the Council approved the following consent items: July 25, 2023 council minutes, FY 22-23 street financial report and payment of monthly bills from City funds.

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

This was the time and place for the Public Hearing on grant of an easement for Hardin Hilltop Wind. 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: Zmolek, Wetrich, Sloan, Jackson, Ahrenholtz
NAY: None

RESOLUTION NO. 43-23

On motion by Ahrenholtz, second by Jackson, the Council approved Resolution No. 43-23, a resolution approving the grant of an easement to Hardin Hilltop Wind, LLC. Hardin Hilltop Wind, LLC offered \$5,000 for compensation to the City in exchange for a new easement.

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

RESOLUTION NO. 44-23

On motion by Wetrich, second by Ahrenholtz, the Council approved Resolution No. 44-23, a resolution supporting the Designation of the LCPL Benjamin Carman Memorial Highway. Nelson and Marie Carman were present and thanked the City for their support.

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

ORDINANCE NO. 621

On motion by Sloan, second by Zmolek, the Council approved the third and final adoption of an ordinance changing zoning classification for property in water tower subdivision for a Planned Unit Development by Rowland Real Estate, L.L.C.

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

On motion by Jackson, second by Zmolek, the Council approved the second reading of an ordinance amending codes of ordinances of the City of Jefferson, Iowa, 2017, amending provisions pertaining to collection fees for solid waste and recycling.

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

RESOLUTION NO. 45-23

On motion by Sloan, second by Zmolek, the Council approved Resolution No. 45-23, a resolution adopting new and revised fees for the City of Jefferson.

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

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On motion by Zmolek, second by Wetrich, the Council approved the first reading of an ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, by amending provisions relating to building Permit fees.

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

On motion by Jackson, to waive the second and third reading of an ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, by amending provisions relating to building permit fees. Failed due to lack of no second on motion.

On motion by Ahrenholtz, second by Sloan, the Council approved Change Order #2 of \$62,089.77 for the Wastewater Treatment Plant Project.

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

On motion by Zmolek, second by Jackson, the Council approved Pay Estimate #6 to Shank Constructors, Inc., of \$804,790.10 for Wastewater Treatment Plant Project.

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

On motion by Ahrenholtz, second by Wetrich, the Council approved the proposal for Callahan Municipal Consultants, LLC for the Strategic Planning / Goal Setting with not to exceed \$2,000.00.

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

The following bills were approved for payment from City funds:

ABC PEST CONTROL	PEST CONTR	413.51
ACCESS SYSTEMS LEASING	CPIER LSE	1,114.83
ACCO UNLIMITED CORP	CHEM	5,862.00
ACCUJET LLC	CIPP LINING PAY EST#3 & FINAL	16,081.15
ACUSHNET CO.	GCRSE MERCH	2,500.36
AFLAC	AFLAC INS W/H	17.68
AG SOURCE COOP SERV	SW/WA TSTG	1,972.50
ALLIANT ENERGY	UTILITIES	35,795.90
AMAZON CAPITAL SERV	SUPP	1,592.44
ANNA POUND	PL PARTY FOOD	69.99
ART ON THE FLY LLC	RN ART CLASS	486.00
BAKER & TAYLOR INC.	LB MOVIES	2,337.06
BIG STATE INDUSTRIAL SUPPLY	WA SUPP	503.00
BOLTON & MENK INC	ENG	9,543.00
BOMGAARS	SUPP	1,069.54
BRICK GENTRY P.C.	PA LEGAL FEES	60.00
BYTESPEED COMPUTERS, LLC	PD VERKADA CAMERA	2,008.00
CALLAWAY	GCRSE MERCH	1,769.44
CARD SERVICE CENTER	CREDIT CARD	2,877.39
CARROLL COUNTY SOLID WASTE	RC MRKTG FEES	289.05
CARROLL HYDRAULICS CO INC	GCRSE MAINT	100.25
CENTRAL IOWA SYSTEMS	PL SERV MONITOR	120.00
CENTRAL IOWA TOWING	PD TOW	894.45
CHAD STEVENS	BLDG INSP TUITION	988.83
CINTAS CORP	FIRST AID	680.81
COBRAHELP	PA FEE	25.00

MINUTES

WATER/SEWER, STREET/SANITATION COMMITTEE TUESDAY, AUGUST 15, 2023, 8:00 A.M. JEFFERSON CITY HALL

**ATTENDEES: Harry Ahrenholtz, Dave Sloan, Scott Peterson, Dave Morlan, Dave Teeples, Danny Moranville, Marty Murphy, Mark Clouse, Chad Stevens, Joyce Richardson, Katie Sterk with Bolton & Menk, and the following residents...
John Danielson, Susan Smith, and Ben Barron**

Called to order 8:00 A.M.

III. STREETS/PUBLIC IMPROVEMENTS

C. Consider a new streetlight at the south end of Riverside Drive – John Danielson spoke of how the residents, in this area, are requesting a streetlight installed because of how dark it is there. Dave Morlan checked, and the cost would be a total of \$16.00 per month. Alliant Energy requires an application and then a resolution will have to be done with the city council. Dave M to continue taking care of this.

I. SEWER

B. Wastewater treatment Controls – Katie Sterk from Bolton & Menk was present. She said that they found an issue. Currently the system is being installed and upgraded and the new building has a new motor control system. This is not installed in the old buildings. She spoke of the programmable logic controller and how it will not communicate with the old system because the parts are obsolete. There are three options to fix it. Option #1 is to replace all 10 VFD's – this option will update all to new so less chance of one not working after the new system is up and running. Katie said these older VFD's might only last another 5 or 10 years and if replace them all now, they should last for life of plant. The cost for this is \$102,000.00. Option #2 replace the monitors with new, updated ones so that the staff can easily check on things by monitor instead of going directly to the area. The cost of the new monitors

\$672.26. The committee agreed to this amount. This will need to be placed on the next council agenda for final approval.

II. WATER

A. Water rate increase – Propose 3% water rate increase. The committee would like to do the multi-year increase chart like with sewer. Have an automatic provision of increase, if not enough or is too much than it can be changed. Scott to narrow down for the next committee meeting.

B. Ordinance change for 1 inch meter – currently nothing in writing but going back many years, it was \$2.00 surcharge. This should be incorporated in the new water rate change. Scott to include this in his rate change work up for the next committee meeting.

C. Safety compliance – Dave M said safety meetings are the first Thursday of every month at 7:15 A.M. Paul has a checklist to go through. He has done hearing tests, fall protection plan, and confined spaces. Currently they are using chlorine gas in the water plant and Marty talked about switching to hypochlorite. Chlorine gas is about \$550 per month and hypochlorite is about \$1500 per month (high end). If we switch to hypochlorite, it will increase the ph level slightly. Chlorine gas isn't as safe to use and it can start a fire. Currently we have 6 tanks in the plant of chlorine gas. There is no written safety plan at this time. Harry recommends taking a closer look at this. Scott would like to bring in the engineering firm and be DNR compliant. Marty said if we switch to hypochlorite, ACCO is willing to lease the tanks to the city. Marty is getting more information from ACCO and he will discuss his findings at the next committee meeting.

III. STREETS/ PUBLIC IMPROVEMENTS

A. Policy examples – fundraising on right of way – Scott handed out a draft of a policy. Scott and Harry recommended for all to look it over and at the next committee meeting we will discuss.

B. Doe's fundraising on hwy 30 and hwy 4 - applied for permit from city to do the fundraising.

E. Sidewalk – Westwood and Lincoln Way – Bolton and Menk believes they have plans from a previous time, they would need brought to date and committee would like for Jim L. to bring to next meeting.

F. Westwood speed limit – Mark C. recommendation is to drop the speed limit from 35mph to 25mph, may not fix the issue but could be safer for kids walking in that area. Deer Run to top of Linwood be at 35mph, then drop to 25mph at Linwood to Grimmell. One question is if city or county, Mark C to check with county to find out where county ends and city begins. Mark C to update at the next committee meeting.

G. Street projects/funding – need to find out the amount of funding that is left to use. The two blocks of Grimmell is still #1 priority. It was also brought up that the Elks parking lot is city owned and it is in bad shape. This could be #2 on the list. Dave T said there is an old estimate from Black Top Services. He will call them to get an updated estimate for repair or replacement. Dave T to update at the next meeting.

IV. SANITATION/RECYCLING

A. Recycling overcharge – still have not had anyone contact Scott back yet on this so this will need to be held until the next committee meeting.

B. Brush pile site: permits for commercial users – residents already paying for yardwaste on their bill, commercial companies will charge the fee back to the resident so potentially the resident can be charged twice. The committee opted to table this, we will be doing the last reading for the yardwaste increase. This is to be placed on the agenda for the next committee meeting.

C. Waste collection report - 227.07 tons

D. Recycle report - 19.27 tons

Add on – Marty – water loss report - meter read dates and water plant dates are different which can also affect the water loss. Marty does not believe the well meters are truly accurate. Marty to check into alternatives to track the water coming into the plant from the wells.

Meeting adjourned 9:32 A.M.

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GREENE COUNTY DEVELOPMENT CORP.
MONTHLY STATUS REPORT- 8/16/23

-During July GCDC moved closer to finalizing the agreement with Kading Properties to build a large housing development in the GCDC East Business Park. After several meetings in July with GCDC, headed up by John Rigler, Kading submitted a development agreement contract with a set of stipulations. Those requests were reviewed by the Exec. Board and agreed to. Next an approval vote by taken at the July GCDC Voting Board Meeting. Once a couple small modifications were made to the agreement it was signed and returned to Kading. The next step is to finalize the location of the northern access road. After meetings with the engineers and AAI the final location has been established and will be submitted to Kading. Once this is done, they will begin development with their engineers. The project will include 100 to 140 new housing units on a 27-acre parcel, including a drainage pond.

-GCDC has started working with the City of Jefferson to apply for a RISE Grant to help fund the construction. Region XII will help prepare the grant application.

-AAI/Spalding has an interest two of the lots north of the old railroad bed, located behind their warehouse. The possibility of a commercial land customer could have a positive impact on the RISE Grant application.

-Representatives from Kading Properties were in Greene County during July to meet with several of our major employers to get their input as to what type of housing we need in the development. Kading met with New Way, Wild Rose, GCMC, and AAI/Spalding. Kading will use their input as they design the project.

-Midwest Mission provided an update on their new operation at the July GCDC Full Board Meeting. They invited the community to their official grand opening on Saturday, June 17. The building is being used as a distribution center for disaster relief aid servicing suppliers and volunteers in the western portion of the Midwest. Several groups of volunteers have stayed in Greene County for multiple days working on projects. This has had a positive impact on our community.

-GCDC continues to work with the Greene County School System, the City of Jefferson, the Board of Supervisors, and our major employers to develop a

Multicultural Family Resource Center (MFRC) to be located in Greene County. The Center will provide assistance to new and current residents getting established in the County. The Center will provide language and translation services, help residents locate community services, support our schools, and help our businesses recruit and bring in new employees. The Center will work directly with the school system, local government, County Board of Supervisors, law enforcement, church community, GCDC, Jefferson Matters, retail community, local organizations, and especially our employers.

- GCDC held several update meetings with the School Superintendent to finalize sharing the Center Director position between the community, businesses, and the school system. The school system has agreed to be the primary employer of the Director and share that position with the businesses and community.

- A job description for the Multicultural Family Resource Center Director has been approved by the GCDC Voting Board and the Greene County School System.

- A description/overview of the MFRC was developed based on input from the school, GCDC, City, major employers, and BOS. That description was presented to the GCDC Voting Board on May 9th and approved.

- Meetings are now being scheduled with the major employers, Jefferson City Council, and Board of Supervisors to establish funding for the Center and the Director position. The first meeting with our local businesses is scheduled for Monday, September 18 at the Career Academy at 5:30 pm. On September 19 two Zoom meetings will be held at 7:30 am and 4:00 pm for those businesses that cannot attend the in-person meeting.

- GCDC has received final approval for a \$100,000 USDA Grant that will be used to fund the Center for the first year, starting in October 2023. Additional funding support will be requested for the next three years.

- The Greene County School System has agreed to contribute 25% (up to \$15,000) of the Director salary and 25% of benefits (up to \$2000).

- Funding for the Director and the Center is proposed to be 25% from local businesses, 25% from the City of Jefferson, 25% from the school, and 25% from the BOS. These are tentative funding goals and could change.

- Once funding is secured the school system will begin recruiting for the Director position with a possible start date for the Center of Fall 2023.
- GCDC has received a purchase offer for one of our West Business Park lots. This request will be reviewed by the Exec. Board and presented at the August Voting Board Meeting. Details on the project will be released later.
- GCDC and the City of Jefferson met with Happe Homes, a large housing developer located in Ankeny. GCDC talked with them several years ago and at that time they were not ready to expand into rural communities. They are now ready to make that move because they believe Greene County represents the best opportunity for success in a rural county due to our progressive projects.
 - Happe Homes has indicated they will present a project proposal for housing on the land next to GCMC off the Lincoln Highway. This project would be for single family homes and could start in 2024.
 - Their interest in a project in Jefferson was enhanced based on Jefferson's recent designation as an Iowa Thriving Community (covered later in this Monthly Status)
- GCDC held meetings with Region XII to discuss several housing development funding sources they offer. This information was presented to Churdan to support housing projects currently underway in their community. The information was also presented the 144 CHI Project for them to expand their funding options. Discussions were also held on housing project support in Scranton. All three communities will follow up with Region XII.
- Andy Rowland received notification that he was granted Workforce Housing Tax Credits so will begin his housing project near the high school this year. He plans to construct 12 new apartments with garages, and 8 single family homes.
 - Andy believes the Thriving Community designation will help him with future projects.
- GCDC continues to work with Mike Bierl (the County Veterans Service Officer) and Home Base Iowa on our marketing program to attract veterans to Greene County and support the Home Base Iowa Initiative. One veteran moved to Greene County during July and others have shown interest. GCDC presented to a HBI meeting on June 20.

-GCDC continues to work with several potential new businesses who are in various stages of development and/or working on loan applications through the Greene County Revolving Loan Fund or Region XII RLF funding.

-GCDC provides funding to the SBDC, so they are available to assist new business by creating financials and business plans at no cost. If anyone is aware of someone with a new business idea who is looking for help with financing or business planning, please call Ken Paxton at 515-386-8255.

-GCDC is now part of the SBDC Advisory Board and attended the first meeting on May 24.

-A new housing project in Churdan was just completed. Andy Minnehan headed up the effort that added nine apartments to the community. They have additional locations for single family homes on in-fill lots. GCDC is helping connect them with Region XII for access to their housing funds.

-GCDC is currently working with a new business that has an interest in acquiring the vacant Electrolux site in Jefferson. Because the land was designated as a Brownfield Site, all past restrictions need to be addressed.

The potential buyer is in the final stages of closing the deal. Details of the project will be released once the sale is completed.

MEETINGS

-GCDC worked with the City of Jefferson to apply for "Thriving Community" designation. This designation will give the City of Jefferson a scoring advantage for any housing developer applying for Workforce Housing Tax Credits to build units in Jefferson. This will help the community recruit developers and would be an asset for current projects including Kading Construction and Happe Homes.

-Jefferson submitted a detailed application and was chosen as a finalist to present to IED and IFA. The presentation was made at their offices on 8/9 and the following week we were notified that we were awarded one of only 11 designations as an Iowa Thriving Community. There were over 80 applications from communities of all sizes.

- The presentation group included Scott Peterson, John Rigler, Chris Deal, Mary Nieto, Matt Wetrich, and Kristin Russell. The presentation was a group effort.
- Next steps include having a booth and presenting at the Iowa Housing Conference held in Cedar Rapids, September 5,6,7. Jefferson will make a presentation as a designation winner.
- This designation has already had a very positive impact on the Kading Project, Happe Homes, and Rowland Construction. The City of Jefferson will be exposed to multiple other developers at the conference.
- Nate Adams provided an update on the Middle School Housing Project at the GCDC July Full Board Meeting. Danille Curtis also provided an update on the new Midwest Mission operation.
 - Amber Rodgers will provide an update on IED projects at the August Full Board Meeting.
- GCDC attended the monthly Iowa Economic Development Marketing Meeting on July 24. The meeting covered future projects for the IED group. GCDC presented an update on our projects and focused on our need for new housing. We talked about the MFRC project and possible grant options.
- The GCDC Annual Meeting will be changed this year. The business meeting portion of the event will be held as a regular Zoom meeting on Tuesday, September 12th at noon. The event portion of the meeting will be held at Wild Rose Casino on Monday, October 2nd with an open bar starting at 6 pm and presentation starting at 6:30 pm. For the first time, GCDC will invite the community to attend the event and learn more about our projects and what we have accomplished. Invitations will be sent out through local media. An open bar and appetizers will be provided at no cost. There will be presentations including an update on the Kading Housing Project, the new Thriving Community designation, the Multicultural Family Resource Center, and introductions from new local businesses.
- GCDC will welcome a new member in August with the addition of Syngenta, represented by Dennis Smidt, their plant manager.

-GCDC is working with the Career Academy to plan for Manufacturers Day on October 6. The current plan is for students to tour AAI/Spalding and Power Lift. This exposes our students to the business opportunities in Greene County.