

AGENDA

CITY COUNCIL MEETING

Tuesday, August 27, 2024

5:30 P.M.

CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER:

II. OPEN FORUM: This is a time for any concerned citizen of Jefferson to speak to the Council on an item that is not on the agenda. Limit of three minutes per speaker.

III. CONSENT ITEMS:

- A. Approve 8/13/24 regular Council Minutes.
- B. Hire Paul Hostetler as part-time Public Works @ \$18 / hr.
- C. Sewer forgiveness for 701 N. Cedar Street.

IV. NEW BUSINESS:

- A. PUBLIC HEARING concerning the Grant of a Transmission Line Easement to ITC Midwest, LLC.
- B. RESOLUTION Approving the Grant of a Transmission Line Easement to ITC Midwest, LLC.
- C. Consider Change Order No. 5 for the Wastewater Treatment Facility Improvement Project.
- D. Bell Tower Foundation Funding Request.
- E. Sidewalk Plan: Construction of Handicap Accessible Sidewalks.
- F. Plan to Address Dead Trees on Private Property.

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 27, 2024 5:30 p.m.

Hire Part-time Employee: Dave Morlan proposes to hire Paul “Skeeter” Hostetler as a part-time employee in Public Works to help for the next couple of months. Skeeter’s wage will be \$18.00 / hr.

Sewer Forgiveness: Les Pierce at the Meadow Park railer park has had an underground water leak in the past three months. A request to waive \$1,595.84 in sewer fees was presented to the Water, Sewer, Streets Committee and was recommended for forgiveness.

Hardin Hilltop Easement: ITC Transmission Co. has approached the City to obtain an easement to a small area for the tap line serving the Hardin Hilltop sub-station. The requested easement is 12’ wide by 25’ long. The overhead tap line for which the easement is sought already exists. The City would be paid \$515 for this easement.

The Council will hold a public hearing regarding this proposed easement. A resolution approving the easement is enclosed.

Bell Tower Foundation: Enclosed is a proposed marketing plan from the Bell Tower Foundation. The Foundation has presented a request to the Finance Committee to fund \$12,500 of this marketing plan. With the \$7,500 annual allocation, this would make the City’s contribution to the Foundation for FY 24-25 \$20,000. Representatives of the Foundation will be at the meeting.

Sidewalk Plan: Chad Stevens has put together a multi-year plan to annually construct more handicap accessible sidewalks. Background information prepared by Chad is enclosed. This information was presented to the Water Sewer Streets Committee and they recommend approval of this plan.

Dead Trees on Private Property: The Water Sewer Streets Committee discussed how to address the 417 dead trees on private property. A proposed plan of action is included herein.

Return to: Mallory Huisman – JCG Land Services – 1715 South G Avenue, Nevada, Iowa 50201 (515) 382-1698
Prepared By: Holly Fisher – ITC Holdings Corp. – 123 5th Street SE, Cedar Rapids, IA 52401 (785) 414-5483

ELECTRIC LINE EASEMENT

For good and other valuable consideration, the receipt of which is hereby acknowledged, **City of Jefferson, Iowa**, 220 N Chestnut St, Jefferson, Iowa 50129 (“Grantor”), does hereby warrant and convey unto ITC Midwest LLC, a Michigan limited liability company, 27175 Energy Way, Novi, MI 48377 (“Grantee”) a perpetual, permanent easement (“Easement”), upon, under, over and across the “Easement Area” within the “Premises” as described below and shown on Exhibit A, together with all the rights and privileges for the full enjoyment or use thereof for the purpose described below.

Premises: Lot One (1) of the Northwest fractional quarter (NW fr $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Four (4) Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., Greene County, Iowa.

Easement Area: The Primary Easement Area being a strip of land 25 feet in width, being 12.5 feet either side of a center line of the Electric Lines as determined by the placement of new or existing structures on or adjacent to the Premises as shown on Easement Exhibit.

1. **Grant of Rights.** The Easement includes the following rights:
 - (i) The right, privilege and authority to construct, reconstruct, maintain, upgrade, operate, repair, patrol, replace, relocate and remove an overhead electric and telecommunications line or lines, consisting of poles, towers, crossarms, insulators, wires, guy wires, anchors and other necessary fixtures, equipment and construction for transmission and distribution of electricity, communications and all corporate purposes (the “Electric Lines”) within the Easement Area;
 - (ii) The right to enter upon the Premises to conduct surveys, including environmental surveys, and soil engineering testing for the Electric Lines;
 - (iii) The right of ingress and egress over and across the Premises to the Easement Area for any of the Easement purposes stated herein, by means of existing field roads and lanes, if any, otherwise by the use of the most reasonable and feasible route selected by Grantee in its reasonable discretion, together with the right to construct a temporary road, at Grantee’s sole expense, across the route used for

ingress and egress, provided that upon the later of Grantee's determination that a temporary road is no longer necessary and Grantor's request to remove, Grantee shall, to the extent reasonably practicable, restore any temporary road area to its condition at the time of entering into this Agreement;

- (iv) The right to remove, cut, trim, destroy or otherwise control any or all trees, shrubs, bushes, or brush now or hereafter standing or growing upon or within the Easement Area, all at Grantee's sole and absolute discretion, together with the right to remove, cut, trim, destroy or otherwise control any or all trees, shrubs, bushes, or brush on the Premises that in the sole and absolute judgment of the Grantee may interfere with maintenance, operation, or use of the Electric Lines or which in falling might touch the Electric Lines; and
 - (v) The right to extend any or all of the rights granted in this Easement to another entity or person.
2. **Reserved Rights.** Grantor reserves the right to cultivate, use, install and maintain field tiles or other drainage apparatuses used for farming, and occupy the Easement Area in a manner that is not inconsistent with Grantee's rights granted herein, such inconsistency to be determined by Grantee in its reasonable judgment, provided that Grantor shall not perform any act which will interfere with or endanger the Electric Lines.
3. **Survey.** For one hundred eighty (180) days after completion of construction of the transmission line, Grantee shall have the right, but not the obligation, to supplement Exhibit A with a new Exhibit A-1 that will show the exact size and location of the Easement Area as determined by survey of the legal description set forth above. The survey shall be in such form and content as is acceptable to Grantee in its sole discretion. Grantor hereby agrees that Grantee shall have the right to and is hereby authorized, with or without the joinder of Grantor, to file Exhibit A-1 by affidavit, to amend this Easement to include such new Exhibit A-1 or to attach such new Exhibit A-1 to this Easement, and to record or re-record such affidavit, amendment or Easement with the new Exhibit A-1. Grantee shall provide Grantor with a copy of the recorded affidavit, amendment or re-recorded Easement.
4. **Damages and Repair.** Upon reasonable notice to Grantee that damage has occurred on the Premises, Grantor and Grantee shall work cooperatively to identify the damage and to determine the scope of repair or replacement work and/or amount of reimbursement. Notwithstanding the foregoing, at no time shall Grantee be responsible for any damages to the extent that such damage results from Grantor's negligence or willful misconduct. Consistent with Iowa Code and as provided in Grantee's most current damages statement, Grantee shall:
- (i) re-grade, repair and restore, at Grantee's sole expense, any portions of the Premises damaged by Grantee in the exercise of any of Grantee's rights in this Easement;
 - (ii) repair or replace, at Grantee's sole expense, any property damaged, including but not limited to any actual damage done to drain tiles or other farming equipment (collectively referred to as "Equipment") caused by Grantee's exercise of any of Grantee's rights under this Easement. In lieu of the foregoing, Grantor may elect to undertake such repair or replacement of the Equipment and Grantee shall reimburse the Grantor for the actual and reasonable cost of such repair or replacement; and
 - (iii) upon Grantee's completion of construction, operation, maintenance, repair, reconstruction or use of the Electric Lines, Grantee shall reimburse Grantor, or the

owner of the crops if different from the Grantor, for the value of any crops damaged by Grantee's exercise of any of Grantee's rights under this Easement.

5. **Structures, Trees, Permitted Fences.** Grantor shall not erect any buildings, structures or other objects, permanent or temporary, (collectively referred to herein as "Structures") upon the Easement Area. Grantor further agrees not to plant any trees or shrubs within the Easement Area without prior express written consent from Grantee, nor to perform any act which will interfere with or endanger the Electric Lines.

Grantee may remove, at its sole discretion, any existing Structures from the Easement Area. In addition, Grantee may remove, at its sole discretion, any prohibited future Structures from the Easement Area without prior notice and without responsibility for any damage that occurs as a result of such removal. In the event a fence currently exists within the Easement Area as of the date of this Easement (each, a "Permitted Fence"), Grantee may: (1) install and maintain a gating system in the Permitted Fence, of Grantee's choice, in order to obtain access to the Easement Area for the purposes of construction and maintenance of the Electric Lines; and (2) cause such Permitted Fence to be removed as Grantee deems necessary provided that Grantee restores such Permitted Fence to substantially the same condition as it existed prior to removal.

6. **Public Improvements.** Grantor further reserves the right to dedicate and have or permit to be improved, maintained, and used for the purposes of streets, curbs and gutters, sewers, water and underground utilities and pipelines other than field tiles/drainage apparatuses for farming (hereinafter called "Public Improvements"), the portion of said Easement Area not occupied by the structures supporting Grantee's electric system, provided that said Public Improvements do not in the opinion of Grantee impair the structural or electrical integrity of or ability to maintain said electric system or materially alter the existing ground elevations; and provided further that all such Public Improvements shall not result in a ground or other clearance of less than the minimum requirements specified by the National Electrical Safety Code and any other applicable laws or regulations or other codes in effect from time to time. Grantor, its agents or successors must submit plans of Public Improvements or other installations within the Easement Area for review, compliance, and written consent by Grantee prior to installation of the proposed Public Improvements.

7. **Grantor Representations and Warranties.** Grantor represents and warrants to Grantee that it is the sole owner(s) of the Premises; that it holds the Premises by title in fee simple; that it has the full authority and power to grant the Easement to Grantee; and that the Premises are free and clear of all liens, encumbrances, claims and charges (including, but not limited to, judgment liens, judicial liens, mechanic's liens, harvester's liens, miner's liens, landlord's liens, attorney's liens, tax liens, and special assessments). Grantor covenants to warrant and defend the Premises and Easement against any liens and the lawful claims of all persons asserting, claiming or having any liens. Grantor hereby relinquishes all rights of dower, homestead and distributive share in and to the Easement.

8. **Integration/Severability.** It is agreed and understood that this Easement contains all agreements, promises and understandings between Grantor and Grantee and that no verbal or oral agreements, promises or understandings shall be binding upon either Grantor or Grantee in any dispute, controversy or proceeding at law, and any addition, variation or modification to this Easement shall be void and ineffective unless made in writing signed by the Grantor and Grantee. In the event any provision of the Easement is found to be invalid or unenforceable, such finding shall not affect the validity and enforceability of the remaining provisions of this Easement. The failure of either party to insist upon strict performance of any of the terms or conditions of this Easement or to exercise any of its rights under the Easement shall not waive such rights and such party

shall have the right to enforce such rights at any time and take such action as may be lawful and authorized under this Easement, in law or in equity.

9. **Captions.** The captions contained in this Easement are inserted for convenience only and are not intended to be part of the Easement. They shall not affect or be utilized in the construction or interpretation of the Easement.
10. **Governing Law.** This Easement and the performance thereof shall be governed, interpreted, construed and regulated by the laws of the State of Iowa.
11. **Limited Use/Non-Use.** Limited use or non-use of the rights granted herein shall not prevent later use to the full extent herein conveyed.
12. **Perpetual Conveyance.** This conveyance shall be permanent, shall run with the land and shall be binding upon the parties' successors, personal representatives, heirs, and assigns.
13. **Right of Cancellation.** Grantor shall have the right to cancel this Easement by mailing to Grantee a notice of cancellation by certified mail, with return receipt requested, to Grantee's principal place of business. Said notice must be received by Grantee within seven (7) days, excluding Saturday and Sunday, of the date of this agreement Grantor acknowledges that by signing this Easement, it has been notified by Grantee of its right to cancel this Easement and acknowledges receipt from Grantee of a duplicate copy of the "Notice of Cancellation." Grantee agrees that it will not record this agreement until after the cancellation period has expired. This right of cancellation may be exercised only once for this transmission line project.

[REMAINDER OF PAGE INTENTIONALLY BLANK; SIGNATURES FOLLOW]

IN WITNESS WHEREOF, Grantor has executed and delivered this agreement and the agreement shall be dated as of the date of Grantor's execution of the agreement.

GRANTOR: City of Jefferson, Iowa

Print: _____

Title: _____

Date: _____

Print: _____

Title: _____

Date: _____

STATE OF _____)
)ss:
 COUNTY OF _____)

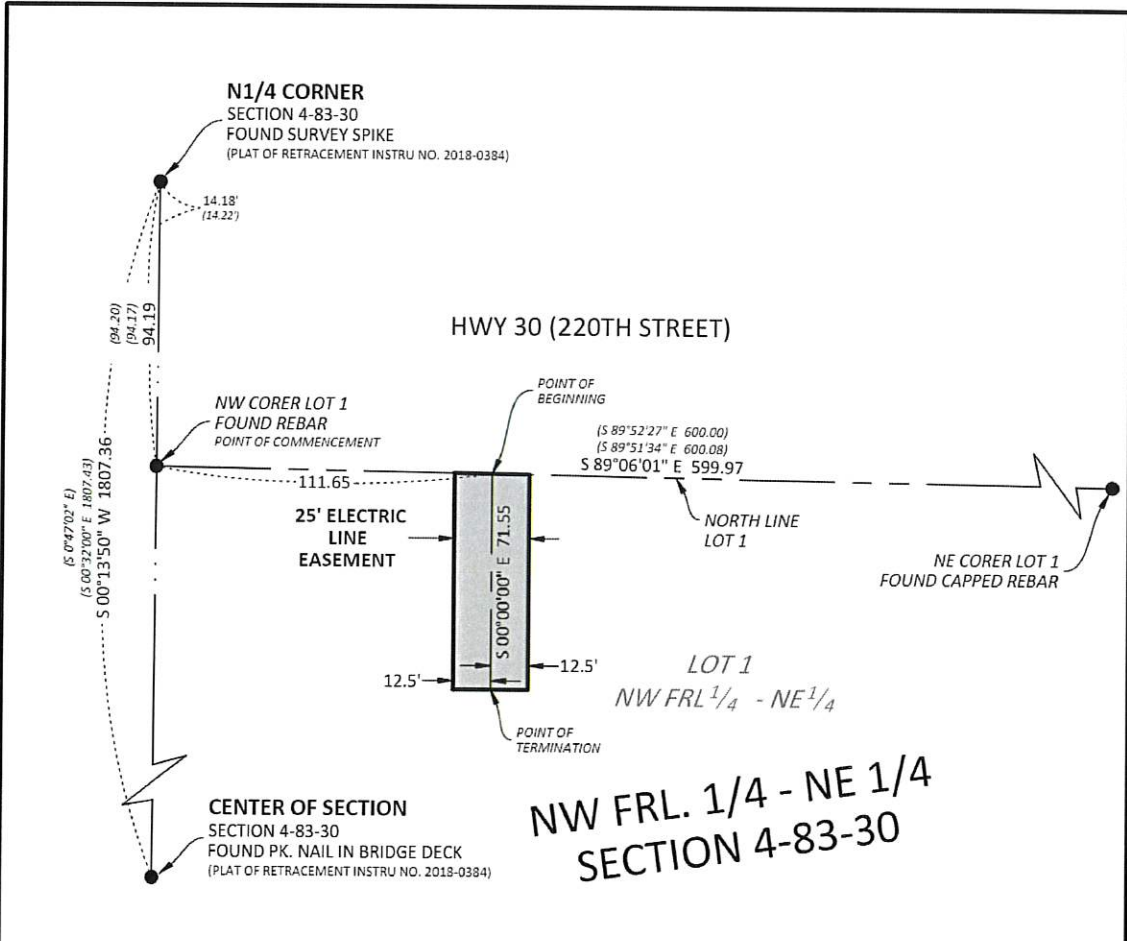
This instrument was acknowledged before me on this ____ day of _____, 20__ by
 _____ as _____ of City of Jefferson, Iowa.

 Notary in and for the State of _____

STATE OF _____)
)ss:
 COUNTY OF _____)

This instrument was acknowledged before me on this ____ day of _____, 20__ by
 _____ as _____ of City of Jefferson, Iowa.

 Notary in and for the State of _____

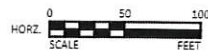


EASEMENT AREA

A strip of land 25.00 feet in width in Lot 1 of the NW FRL1/4 of the NE1/4, Section 4, Township 83 North, Range 30 West, Greene County, Iowa. The centerline of said easement is described as follows:

Commencing at the Northwest Corner of said Lot 1; thence South 89 degrees 06 minutes 01 seconds East, along the north line of said Lot 1, a distance of 111.65 feet, to the point of beginning of the centerline to be described; thence South 00 degrees 00 minutes 00 seconds East, a distance of 71.55 feet and said centerline there terminating.

The sidelines of said easement shall shortened or extended to terminate on the north at the north line of said Lot 1.



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I hereby certify that this land surveying document was prepared by me and the related field work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Joseph Haefner
 JOSEPH HAEFNER
 LICENSE NUMBER 17901 DATE: 6/6/2024
 MY LICENSE RENEWAL DATE IS 12/31/2025
 PAGES OR SHEETS COVERED BY THIS SEAL:
 THIS SHEET

EASEMENT EXHIBIT
 NW FRL1/4 - NE1/4 SECTION 4-83-30
 GREENE COUNTY, IOWA



1519 BALTIMORE DRIVE
 AMES, IA 50010
 (515) 233-6100

SHEET
 1
 OF
 1

Date _____

Parcel # 1104200001

Easement Payment Calculation Sheet

A.	Value / Acre	\$12,897.00	/Acre
B.	Easement Value (100% of value per acre of line A above)	\$12,897.00	/Acre
C.	Easement Acreage (from easement plat - Exhibit A)	0.04	Acres
D.	Guy and Anchor Easement Payment		
E.	Temporary Construction & Access Easement Payment		
F.	Total Payment for Easement	\$515.88	

City of Jefferson, Iowa

Landowner Name _____

By _____
Landowner

By _____
Landowner

By _____
Representing ITC Midwest LLC

Supporting notes:

Easement area = 0.04 acres

Value per acre based on the Iowa State Land Value Survey

Current Use: Exempt

All Proceeds Shall be Made Payable to:

Additional Comments:

RESOLUTION NO. _____

A RESOLUTION APPROVING THE GRANT OF A TRANSMISSION LINE EASEMENT
TO ITC MIDWEST, LLC

WHEREAS, ITC Midwest, LLC seeks to construct and maintain an electric transmission line tapping into the Hardin Hilltop substation located near the intersection of U.S. Highway 30 and Orchard Avenue; and

WHEREAS, ITC Midwest, LLC requests the City grant an electric line easement for an area consisting of approximately .04 acres and measuring approximately 12.5 feet wide on both sides of the transmission line and 71.5 feet in length (the "Easement"); and

WHEREAS, ITC Midwest, LLC has therefore offered compensation of \$515.88 to the City in exchange for the Easement; and

WHEREAS, notice of public hearing on the City's proposal to grant the proposed Easement has been published as required by law; and

WHEREAS, that public hearing has been held at the time and place as specified in the notice and any and all objections or other comments relating to such proposal have been heard; and

WHEREAS, a proposed form of the electric line easement agreement has been prepared by ITC Midwest, LLC and reviewed and approved by the City Attorney; and

WHEREAS, it is deemed to be in the best interests of the City of Jefferson, Iowa, that the proposed Easement be approved.

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

Section 1. The electric line easement with ITC Midwest, LLC, is hereby approved and granted in exchange for the consideration of \$515.88.

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 27, 2024.

Craig Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

SECTION 00991 – CHANGE ORDER

(Instructions on reverse side)

No. 5

PROJECT: Wastewater Treatment Facility Improvements

DATE OF ISSUANCE: August 27, 2024

EFFECTIVE DATE: August 27, 2024

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:

Replacement of the existing digester aeration system with a new EDI system.

Reason for Change Order:

Existing digester sheer and draft tubes are in poor condition and need to be replaced. Their existing supports are failing, impeding the structural integrity of the proposed air piping. Their condition was unknown prior to emptying existing digesters.

Attachments: (List documents supporting change)

Contractor's Potential Change Order #033, dated 8/02/2024.

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>4</u>	Net changes from previous Change Orders No. <u>--</u> to No. <u>3</u>
<u>\$416,696.61</u>	<u>200/166</u> days
Contract Price Prior to this Change Order	Contract Times prior to this Change Order
<u>\$17,921,396.61</u>	Substantial Completion : <u>810</u> days or dates Ready for final payment : <u>901</u> days or dates
Net increase (Increase/Decrease/No Change) of this Change Order	Net increase (Increase/Decrease/No Change) of this Change Order
<u>\$156,971.11</u>	<u>00</u> days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
<u>\$18,078,367.72</u>	Substantial Completion : <u>810</u> days or dates Ready for final payment : <u>901</u> days or dates

RECOMMENDED:

By: 
Engineer (Authorized Signature)

Date: 08/19/2024

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.

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed, any effect of a Change Order thereon should be addressed.

For supplemental instructions and monitor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachment based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.



Shank Constructors
 3501 85th Ave N
 Minneapolis, Minnesota 55443
 Phone: (763) 424-8300

Project: 1316 - Jefferson WWTF Improvements
 605 W. Russell St.
 Jefferson, Iowa 50129
 Phone: 515-386-4711

Prime Contract Potential Change Order #033: CE #075 - Digesters Replacement

TO:	City of Jefferson 605 W. Russell St. Jefferson, Iowa 50129	FROM:	Shank Constructors 3501 85th Ave N Brooklyn Park, Minnesota 55443
PCO NUMBER/REVISION:	033 / 0	CONTRACT:	1 - Waste Water Treatment Facilities Improvements - Jefferson, IA
REQUEST RECEIVED FROM:		CREATED BY:	Josh Carr (Shank Constructors)
STATUS:	Pending - In Review	CREATED DATE:	8/2/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$156,971.11

POTENTIAL CHANGE ORDER TITLE: CE #075 - Digesters Replacement

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #075 - Digesters Replacement
 Cost are replacement of existing digester system with new EDI system

ATTACHMENTS:

#	Budget Code	Description	Amount
1	7000-276.000.Material PCO #76.Material	Crane	\$19,000.00
2	7000-276.000.Labor PCO #76.Labor	Supervision	\$6,508.70
3	7000-276.000.Labor PCO #76.Labor	Demo Labor	\$31,360.00
4	30-3245.000.Equipment Fine Bubble Aeration	New Digester System	\$23,340.00
5	20-2072.000.Subcontract Roofing Contractor	EPDM Patching	\$2,500.00
6	7000-276.000.Material PCO #76.Material	Scaffolding Rental	\$4,000.00
7	7000-276.000.Material PCO #76.Material	Concrete Material	\$5,000.00
8	7000-276.000.Labor PCO #76.Labor	Labor Credit For Contract System	\$(25,088.00)
9	7000-276.000.Labor PCO #76.Labor	Labor Roof Penetration Patching	\$10,752.00
10	7000-276.000.Labor PCO #76.Labor	Piers and Core Drills	\$13,888.00
11	7000-276.000.Labor PCO #76.Labor	New Air System Install	\$26,880.00
12	7000-276.000.Material PCO #76.Material	Air Header Conversion Material	\$4,672.00



#	Budget Code	Description	Amount
13	7000-276.000.Labor PCO #76.Labor	Air Header Conversion Labor	\$7,295.00
		Subtotal:	\$130,107.70
		Small Tools (5.00% Applies to Labor.):	\$3,579.79
		Safety (0.50% Applies to Material, Other, Labor, Equipment, and Subcontract.):	\$668.44
		Clean Up (0.25% Applies to Material, Other, Labor, Equipment, and Subcontract.):	\$335.89
		Subcontract Fee (5.00% Applies to Subcontract.):	\$125.00
		Contractor Fee (15.00% Applies to Material, Other, Labor, and Equipment.):	\$19,825.95
		Bond (0.75% Applies to Material, Other, Labor, Equipment, and Subcontract.):	\$1,159.82
		Insurance (0.75% Applies to Material, Other, Labor, Equipment, and Subcontract.):	\$1,168.52
		Grand Total:	\$156,971.11

Katie Sterk (Bolton & Menk, Inc. - MN)
 1960 Premier Drive
 Mankato, Minnesota 56001-5900

City of Jefferson
 605 W. Russell St.
 Jefferson, Iowa 50129

Shank Constructors
 3501 85th Ave N
 Brooklyn Park, Minnesota 55443

 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE



So St Paul Steel Supply Co., Inc.

200 Hardman Ave N, South St Paul, MN 55075
Phone (651)451-6666/Fax (651)451-5929
www.sspss.com

ISO 9001 Certified

QUOTATION

SOLD TO: CASH SALE TAXABLE SOUTH SAINT PAUL MN 55075 SHIP TO: WILL CALL SOUTH ST PAUL MN 55075 QUOTATION NUMBER 01176853 P.O.#: SHANK CONSTRUCTORS	PAGE 1 OF 1
	BID DATE 8/02/24
	F.O.B. POINT SHIPPING POINT
	TERMS (SUBJECT TO CREDIT APPROVAL) COD
** ALUMINUM, STAINLESS, GALVANIZED, CARBON & MORE - CERTIFIED WELDING, FABRICATING & FIELD INSTALLATIONS **	

IN RESPONSE TO YOUR INQUIRY, WE ARE PLEASED TO QUOTE AS FOLLOWS.

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	SHIPMENT DATE
HAAFB	3.000	SS BEAM 304/L W6 X 15# Length 240.0000 EA	\$3934.0000EA	\$11802.00	0/00/00
HAAFB	3.000	SS BEAM 304/L W8 X 18# Length 240.0000 EA	\$6520.8000EA	\$19562.40	0/00/00
14375	4.000	SS FLAT T304 3/4 X 4" Length 12/16' RL EA	\$536.0000EA	\$2144.00	0/00/00

* * * * *

ALL SALES ARE FINAL-NO RETURNS NO REFUNDS-NO CREDITS

* * * BUYER BEWARE "NO EXCEPTIONS" * * *

* * * * * * * * * * * * * * *

SALES TAX/ \$2,722.57
SALES TOTALS \$36,230.97

Quote subject to prior sale. Quantity changes (up or down) subject to re-quote

BY: JIM RAKOS

SIGNATURE:

** THANK YOU! ** ** YOUR BUSINESS IS APPRECIATED **



ROBERT-JAMES SALES, INC
 10499 W. 164TH PLACE
 ORLAND PARK, IL 60467
 PHONE: 708-333-2200
 FAX: 708-333-2255

CUSTOMER # 519081
SHANK CONSTRUCTORS INC. Q
JOB REF:

QUOTE: 281406
 DATE: 2024-08-02
 QUOTED BY: MIKE ROSS
 MROSS@RJSALES.COM
 FOB: DELIVERED PRICING AS QUOTED
 REQ SHIP DATE: 2024-08-02
 TERMS: 1/2% 10 DAYS NET 30
 OUTSIDE REP: SCOTT LARSON

TO: KATIE TART
 EMAIL: KATIE@SHANKCONSTRUCTORS.COM
 PHONE/CELL: 763-488-4009/

ADDRESS: SHANK CONSTRUCTORS INC. Q
 3501 85TH AVE. NORTH
 BROOKLYN PARK, MN 55443-1997

NOTES: * MTR'S REQUIRED * USA MANUFACTURED ONLY MELT SOURCE UNKNOWN * LONG PRODUCT SOLD IN RANDOM LENGTH, TOTAL FOOTAGE / WEIGHT MAY VARY * PRICE IN EFFECT AT TIME OF SHIPMENT * SUBJECT TO PRIOR SALE OF FINISHED & RAW MATERIAL *

LINE	CODE	DESCRIPTION	INFORMATION LINE	FT/QT	UNIT PRICE	EST WEIGHT	EXT PRICE	
1	04010600018-D	12 PIPE WLD 40S 375W A312 316/L DOMESTIC 21 FT SRL	TWO WEEKS	105.00	\$265.02	5,203.80	\$27,827.10	
2	04010800018-D	12 PIPE WELD 80S 500W A312 316/L DOMESTIC 21 FT SRL	TWO WEEKS	105.00	\$560.35	6,869.10	\$58,836.75	
3	01019000000-D	54 .500 WALL 316/L WELDED PIPE SA312 DOMESTIC 4 PCS 7 FT SRL	LENGTHS +/- 10% HYDROTEST NOT PERFORMED PLAIN ENDS	28.00	\$3,095.00	0.00	\$86,660.00	
4	01019000000-D	54 1/4 WALL 316/L WELDED PIPE A778 3 PCS @ 10 FT DOMESTIC	SHIP IN 6 WEEKS	30.00	\$981.00	0.00	\$29,430.00	
5	04010300018-D	12 PIPE WELD S10 A312 316/L DOMESTIC	IL	105.00	\$132.97	2,541.00	\$13,961.85	
TOTAL							14,613.90	\$216,715.70

Robert-James Sales, Inc.
 * Pricing based on receiving an order for ENTIRE bill of material. * Any deviations are subject to our acceptance and/or request. *
 * Inventory subject to prior sale. * Order acceptance subject to approval of R-J's Credit Department. *
 * REGRET SUITABILITY FOR POLISH OF WELDED AND SEAMLESS PIPE: BACK CHARGES OR RETURNS WILL NOT BE ACCEPTED FOR THIS REASON. *
 * STANDARD SHIPPING TOLERANCES OF PLUS OR MINUS 10% WILL APPLY TO ALL PIPE AND TUBE ORDERED IN RANDOM LENGTHS. *

ALL PRICING IS TO BE REVIEWED BEFORE ORDER ACCEPTANCE DUE TO RAW MATERIAL VOLATILITY AND ALL NEW ORDERS WILL BE PRICE IN EFFECT AT TIME OF SHIPMENT UNTIL FURTHER NOTICE

Impact of Mahanay Memorial Carillon Tower as a tourist attraction
for the community of Jefferson

It is a DIAMOND!

Last year: Broke the tower's attendance record: 6,900

Goal is 10,000

Why promote the tower?

Tourism marketing is a marathon, not an overnight wonder. People's lives can get in the way for scheduling tourist travel, so marketers must be constantly reminding prospective visitors of their sites to visit.

The goal of marketing the tower is building awareness for the tower and the experience and to promote what else visitors can do in Jefferson and Greene County.

4 Ps of successful marketing: **Product**-the tower and the experience in the community and county, **Pricing** - \$5 but all under 18 are free because of sponsorships the foundation seeks each year. **Place** (distribution) -downtown Jefferson with parking, easy access from highways, dining and retail opportunities, business services (accounting, law, investments, health) and **Promotion** – all the tactics we employ to build awareness for the tower, Jefferson and Greene County.

In one week, this season's tower visitors came from Missouri, Illinois, California, Texas, Wisconsin, Arizona, Virginia, Washington state and Tennessee.

Another week, Mason City, Carlisle, Boone, Pleasant Hill, LeClaire, Perry, Griswold, Des Moines, Cedar Rapids, Iowa City, Fort Dodge, Altoona, Luther, Halbur, Carroll, Jamaica, Webster City, Council Bluffs, Ankeny, Waukee and Jefferson.

Past revenue impact history from Iowa Tourism Office

Latest figures – 2022

Greene County - \$12.1 million in visitor spending:

Lodging, food and beverage, transportation (gas stations), retail, recreation (outdoor), arts, entertainment, movies

Tax data – 2022

Visitors generated \$1.9 million in state and local taxes

Local taxes generated - \$780,000

July '22-June '23 - \$141,000 hotel motel tax revenue

July '23 -March '24 - \$106,000 hotel/motel tax revenue

2023 wages generated attributed to tourism - \$1.7 million

Proposed promotions seeking a Jefferson city investment

1. Initial archives of owned photography \$2,250 The tower, externally and internally, for a variety of promotional uses – print advertising, social media advertising, promotional videos. Dan Meythaler Photography – 50 photos produced during the first year.
\$2,250

Why? To promote the tower, the Historic downtown, and other Jefferson amenities to prospective tower visitors, we need to create an archive of appropriate, updated photographs for a myriad promotional uses.

2. ICAN project: \$8,500

3 months

Audience: Moms, grandparents, retirees, groups within a 2-hour drive to Jefferson

Cable TV 32% of retirees in the Midwest get their TV programming from local cable TV service. 42,000 households Fox News, ESPN, Hallmark, Freeform

Streaming TV estimated impressions 64,285 large screen TVs with segments also running on small-screen devices such as laptops and tablets.

Programmatic video – ads that play before video content on a website. Estimated impressions 121,334.

Retargeting -retargeting website visitors and those who have made relevant keyword searches.

Data collecting – to know what of these tactics get the most traction for awareness.

Why? We need to expand our reach of making potential tourists aware of Jefferson's gem landmark and tourist attraction and these media opportunities take into account our target audiences' viewing habits.

3. Paid social media campaign: \$5,000

ZLR Ignition

A 2023 Statista study states that Instagram and Facebook are the top platforms used for trip inspiration and planning. In-feed and story ads will promote the Mahanay Memorial Bell Tower, Facebook will drive clicks to the website, and Instagram will drive engagement on ads.

Target audience: Adults 45+

Geography: 150-miles radius around Jefferson

Facebook and Instagram – interests: hotels, tourism, travel and leisure, restaurants, travel, travel website, Iowa, day trip, staycation, road trip

Impressions: 434,780

Why? We need to make impressions with potential visitors whose media experiences are much more diversified than ever before. We need to build awareness wherever our

audiences can see our message. Research shows that potential visitors are making trip decisions by what they see on Facebook and Instagram (Meta).

4. **Scranton Journal ad:** \$585 Scranton Journal has established itself as a viable deliverer of information to our audiences. This ad is consistent with other brand advertising for the tower: Come for the View. Stay for the Bells campaign.

Why? We cannot forget the hundreds of people and their extended families who read this newspaper and see a reminder to visit the tower and other Jefferson amenities.

5. **Tower atrium video:** \$2,750 The video that plays in th tower atrium for visitors always had segments about Jefferson and what else the community and Greene County have to offer. The old video is very outdated and needs to be totally revised.

Why? Almost 7,000 visitors can not only learn about the tower and its history, but also about other attractions such as dining, recreation, lodging, retail, outdoor and entertainment venues in Jefferson

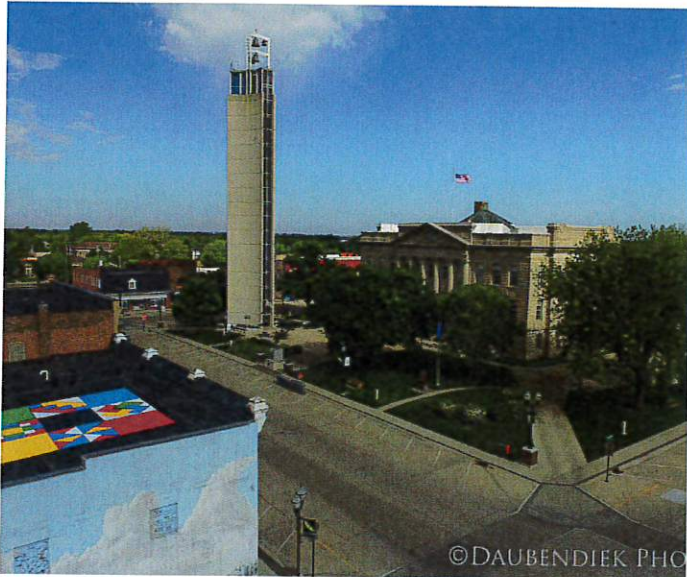
Total: \$19, 335 requested

Bell Tower Community Foundation

8-10-24

JEFFERSON MATTERS MAIN STREET

JEFFERSON, IOWA



MARKET SNAPSHOT

Esri 2023

Jefferson Matters Main Street and their community partners are taking a pro-active approach to planning for the future prosperity of Jefferson's historic downtown district.

The efforts of the Jefferson Matters Main Street organization and its partners, along with investments made by the public and private sectors, are working to heighten the appeal of the downtown district among consumers, investors and entrepreneurs. Moving forward, it will be critical for the community to capitalize upon and leverage these investments and ongoing Jefferson marketing efforts to position the district as a local economic engine and center for commerce.

This Market Snapshot, prepared as part of a more comprehensive Market Study & Strategies technical service provided by Main Street Iowa, highlights and summarizes demographic, lifestyle and retail data, characteristics and trends in the marketplace. The information, along with market insights gained through local survey data, provides groundwork, benchmarks and a basis for important decision-making processes that will help guide future business development strategies for the Jefferson downtown district.

Main Street Iowa is a downtown revitalization program through the Iowa Downtown Resource Center at the Iowa Economic Development Authority. Jefferson has participated in this program since 2012.



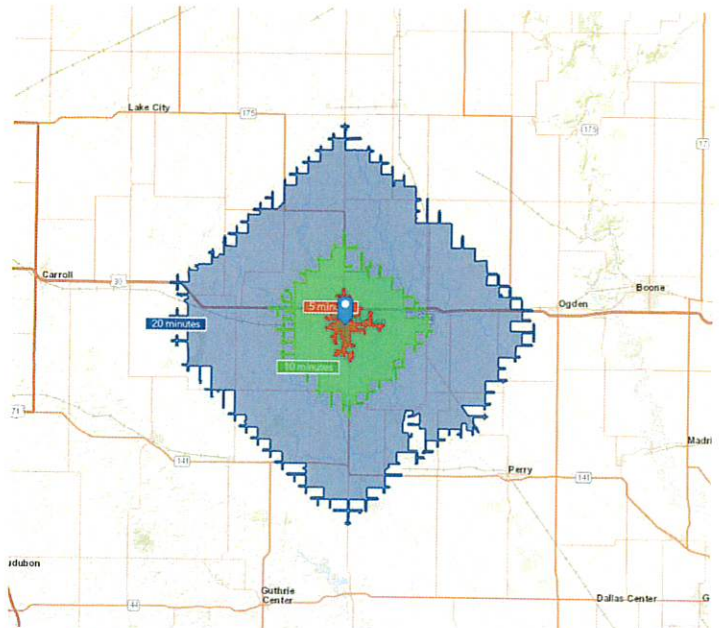
Jefferson is a Main Street Iowa community.

The mission of the Main Street Iowa Program is to improve the social and economic well-being of Iowa's communities by assisting selected communities to capitalize on their unique identity, assets and character of their historic commercial district.

JEFFERSON DRIVE TIME MARKET

DEMOGRAPHIC FAST FACTS

Esri 2023



POPULATION

4,643

10 MINUTE DRIVE TIME | 2023
2023—28 GROWTH: -0.36%

Population	5 Min	10 Min	20 Min
2023 Estimate	3,782	4,643	8,684
Growth (2023-28)	-0.44%	-0.36%	-0.39%

i Est. State Pop Growth (2023-28) .19%



DAYTIME POP

5,389

10 MINUTE DRIVE TIME | 2023

Daytime Population	5 Min	10 Min	20 Min
Total Daytime Pop	4,286	5,389	8,222
Workers	2,229	2,892	3,721



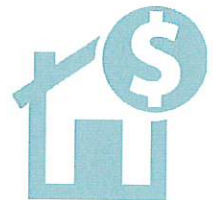
HOUSEHOLDS

2,094

10 MINUTE DRIVE TIME | 2023
2023—28 GROWTH: -0.14%

Households	5 Min	10 Min	20 Min
2023 Estimate	1,661	2,094	3,796
HH Growth (2023-28)	-0.22%	-0.14%	-0.17%

i Est. State HH Growth (2023-28) .33%



MEDIAN HH INCOME

\$54,186

10 MINUTE DRIVE TIME | 2023

Median HH Income	5 Min	10 Min	20 Min
2023 Estimate	\$53,101	\$54,186	\$57,215
2028 Estimate	\$58,564	\$60,202	\$63,696

i 2023 State: \$67,730 2028 State: \$76,227

Source: [Esri Market Profile](#) | 1.24

JEFFERSON DRIVE TIME MARKET



HOUSING UNITS

2023 HOUSING UNITS SUMMARY

Housing Units	5 Min	10 Min	20 Min
2023 Estimate	1,872	2,363	4,380
- Owner Occupied	63.5%	64.2%	65.8%
- Renter Occupied	25.2%	24.5%	20.8%
- Vacant	11.3%	11.4%	13.3%

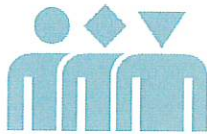
Estimated State Percent Vacant (2023) 9.4%



TENURE AND MORTGAGE

HOUSEHOLDS BY TENURE AND MORTGAGE STATUS

2020 Tenure/Status	5 Min	10 Min	20 Min
Owner Occupied	74.4%	74.7%	77.1%
— With Mortgage	42.9%	41.9%	41.5%
— Free and Clear	31.4%	32.8%	35.6%
Renter Occupied	25.6%	25.3%	22.9%



DIVERSITY

2023 DIVERSITY INDEX

Drive Time Households	5 Min	10 Min	20 Min
2023 Diversity Index	20.5	19.3	17.7

The Diversity Index summarizes racial and ethnic diversity. The index shows the likelihood that two persons, chosen at random from the same area, belong to different race or ethnic groups. The index ranges from 0 (no diversity) to 100 (complete diversity).



\$32,937

PER CAPITA INCOME
5 MINUTES | 2023

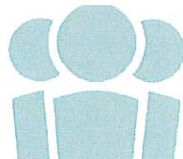
10 Minutes	\$33,609
20 Minutes	\$35,011
State	\$38,239



47.7

MEDIAN AGE
5 MINUTES | 2023

10 Minutes	48.1
20 Minutes	47.5
State	39.7



98.0%

2023 EMPLOYED
5 MIN. CIVILIAN POP 16+

10 Minutes	98.0%
20 Minutes	96.9%
State	97.6%



2023 EMPLOYMENT BY OCCUPATION

2023 Employed 16+	5 Min	10 Min	20 Min
Total Estimate	1,731	2,157	4,202
- White Collar	55.3%	55.7%	53.7%
- Services	11.4%	12.6%	14.4%
- Blue Collar	33.3%	31.6%	32.0%

Source: [Esri Market Profile](#) | 1.24

Prepared by MSI for Jefferson Matters Main Street

JEFFERSON | IOWA

Esri's Community Tapestry is a geodemographic segmentation system that integrates consumer traits with residential characteristics to identify markets and classify U.S. neighborhoods. Tapestry Segmentation combines the "who" of lifestyle demography with the "where" of local geography to create a classification with 67 distinct behavioral market segments (Tapestry Segments).

Top Drive Time Area Esri Tapestry Segments



Midlife Constants (5E) | #1 in 5 & 10 drive times

5 Minutes		10 Minutes		20 Minutes	
HHs	Percent	HHs	Percent	HHs	Percent
1,420	85.5%	1,420	67.8%	1,420	37.4%

Midlife Constants residents are seniors at or approaching retirement. They live outside the central cities, in smaller communities. Primarily married couples, with a growing share of singles. They prefer settled neighborhoods with slow rates of change and residents have lived in the same house for years. Their lifestyle is more country than urban. They are generous but not spendthrifts.

Avg. HH Size: 2.31 Median Age: 47.0 Med. HH Income: \$53K

- ▶ Almost 42% of households are receiving Social Security; 27% also receive retirement income.
- ▶ Traditional, not trendy; opt for convenience and comfort not cutting edge. Technology has its uses, but the bells and whistles are a bother.
- ▶ 63% have a high school diploma or some college.
- ▶ Attentive to price, but not at the expense of quality.



Prairie Living (6D) | #2 in 5 & 10 drive times

5 Minutes		10 Minutes		20 Minutes	
HHs	Percent	HHs	Percent	HHs	Percent
241	14.5%	674	32.2%	2,376	62.6%

Prairie Living is the most rural market, with a predominance of self-employed farmers. These agricultural communities are dominated by married-couple families that own single family dwellings and many vehicles. Faith is important to this market. When they find time to relax, they favor outdoor activities.

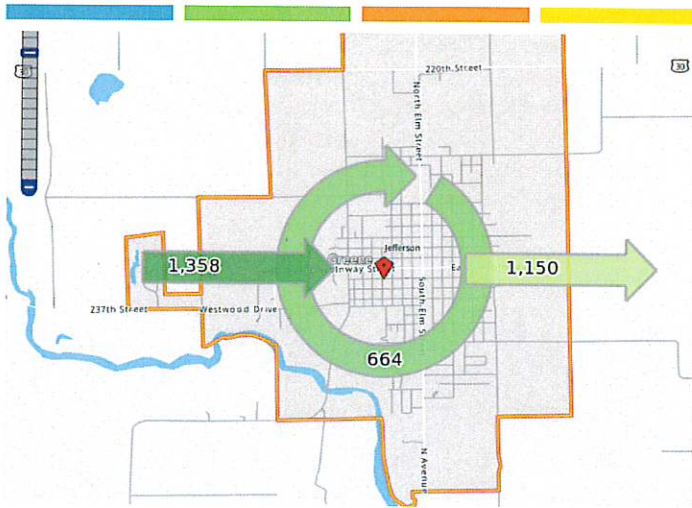
Avg. HH Size: 2.51 Median Age: 44.4 Med. HH Income: \$54K

- ▶ More than half have completed some college or hold a degree.
- ▶ Somewhat resistant to new technology.
- ▶ Tend to buy things when they need them rather than when they want them or to be trendy.
- ▶ Leisure activities include fishing, hunting, boating, camping, and attending country music concerts.

Information on Esri Tapestry methodology and applications, along with descriptions for Tapestry's 67 segments, are available from the Esri website at: <http://doc.arcgis.com/en/esri-demographics/data/tapestry-segmentation.htm>

Source: [Esri Community Tapestry Segmentation](#) | 1.24

JEFFERSON | IOWA WORKFORCE PATTERNS



Note: Overlay arrows do not indicate directionality of worker flow between home and employment locations | Data year—2021

Workforce issues have risen to the top of the list as a major concern for businesses all across Iowa. Finding the right people with the proper skills to fill the positions available is a challenge every community is facing, no matter your size or location in the state. Understanding where your workforce comes from, who lives and works in your community, and who travels outside your community for employment can have a direct effect on your downtown commercial district.

The US Census Bureau's On The Map feature is a resource to help communities better understand this data.

Inflow/Outflow Job Counts (All Jobs)

2021

	Count	Share
Employed in the Selection Area	2,022	100.0%
Employed in the Selection Area but Living Outside	1,358	67.2%
Employed and Living in the Selection Area	664	32.8%
Living in the Selection Area	1,814	100.0%
Living in the Selection Area but Employed Outside	1,150	63.4%
Living and Employed in the Selection Area	664	36.6%

Source: US Census Bureau, Center for Economic Studies | 2021

JEFFERSON DRIVE TIME MARKET

Esri's Retail Demand Outlook compares consumer spending and calculates forecasted demand for goods and services in several categories of consumer spending. The Consumer Spending data is household-based and represents the amount spent for a product or service by all households in the area. Detail may not sum to totals due to rounding. This report is not a comprehensive list of all consumer spending variables therefore the variables in each section may not sum to totals.

Source: Esri forecasts for 2023 and 2028; Consumer Spending data are derived from the 2019 and 2020 Consumer Expenditure Surveys, Bureau of Labor Statistics.

RETAIL DEMAND OUTLOOK | JEFFERSON (10 MINUTE DRIVE)

Category	2023 Consumer Spending	2028 Forecasted Demand	Projected Growth
Apparel and Services	\$3,109,212	\$3,439,007	\$329,795
Computer	\$417,148	\$461,575	\$44,427
Entertainment & Recreation	\$6,690,798	\$7,418,930	\$728,132
Food at Home	\$10,547,583	\$17,509,297	\$1,128,854
Food Away from Home	\$5,273,021	\$5,832,860	\$559,839
Health (drugs, eyewear)	\$1,253,331	\$1,389,223	\$135,892
Home (mortgage & basics)	\$19,287,038	\$21,327,753	\$2,040,715
Household Furnishings & Equipment	\$2,867,608	\$3,175,171	\$307,563
Housekeeping Supplies	\$1,525,643	\$1,689,449	\$163,806
Insurance	\$14,730,311	\$16,314,861	\$1,584,550
Transportation	\$11,552,366	\$12,801,827	\$1,249,461
Travel	\$2,713,157	\$3,002,508	\$289,351

Source: Esri Retail Demand Outlook | 1.24

2023 HOUSING UNITS BY VALUE

Median Home Value	5 Min	10 Min	20 Min
2023 Estimate	\$108,333	\$125,093	\$133,023
2028 Estimate	\$113,358	\$131,274	\$141,176
Average Home Value			
2023 Estimate	\$136,974	\$147,391	\$172,131
2028 Estimate	\$144,005	\$154,798	\$183,460

Trip - State Dispersion Insights Portal

Download



Summary

During this time period, **31.0%** of visitors spent at least one night in the destination, and **69.0%** took day-trips. The average time spent in the destination was **0.6** nights.

Average Nights in Destination

0.6

↓ 43.1% vs Previous Year

Share of Day-Trips

69.0%

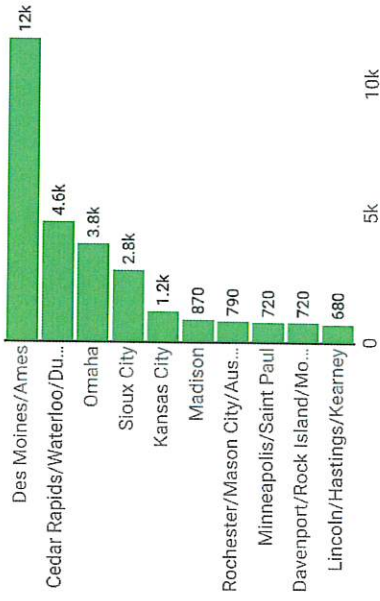
↑ 18.3% vs Previous Year

Share of Overnights

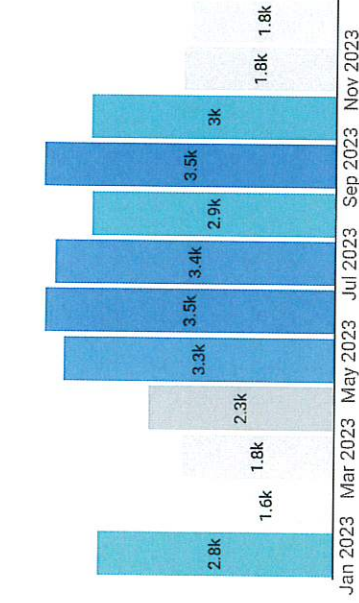
31.0%

↓ 18.3% vs Previous Year

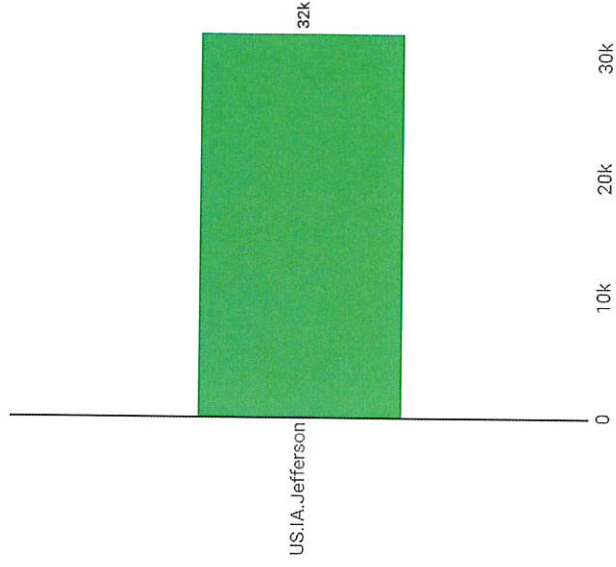
Top Origin DMAs



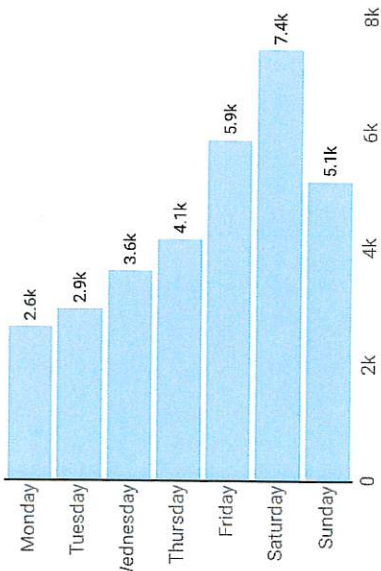
Trips by Month



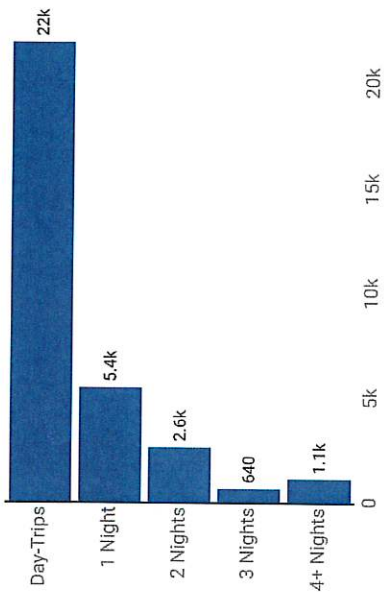
Top Destinations



Trips by Day of Week



Trips by Length of Stay



Charts and graphs are dynamic.

A selection in one module will update metrics in the other modules.



Sidewalk Replacement 2022

City ROW Curb Cut & Pad		Property Owner								
Location	Quantity	Contractor	\$ Est	Property Owner	Address	Agreement	Amt Financed	\$ Est	Contractor	City Reimburse
				Rowland	E Reed	N	\$0	\$10,000	Rowland	\$5,000
				Noah Winkleman	206 N Maple	N	\$0	\$4,500	Taylor	\$2,200
				Chad Sloan	201 S Cedar	N	\$0	\$4,800	Binkley	\$2,500
				Sue Taylor	407 S Cedar	Y	\$1,660	\$3,900	Taylor	\$0
				Jeff Lamoureux	403 S Locust	N	\$0	\$2,000	Taylor	\$1,160
				Jeramie Hinote	405 S Locust	Y	\$810	\$1,890	Taylor	\$0
				Ryan Mobley	407 S Locust	Y	\$780	\$1,820	Taylor	\$0
				Tashina Taylor	411 S Locust	Y	\$975	\$2,275	Taylor	\$0

Sidewalk Replacement 2023

City ROW Curb Cut & Pad		Property Owner								
Location	Quantity	Contractor	\$ Est	Property Owner	Address	Agreement	Amt Financed	\$ Est	Contractor	City Reimburse
Animal Shelter Sidewalk		Taylor	\$49,480	Steve Brant	401 N Pinet	N	\$0	\$373	Taylor	\$124
				Bill Monroe	300 S Chestnut	N	\$0	\$6,800	Proficient Concrete	\$3,400
				Chris Milligan	600 S Vine	N	\$0	\$5,500	Geo	\$3,000
				Chris Constantine	100 S Maple	N	\$0	\$8,796	Kinsey	\$4,048
				Dan Woodley	801 W State	N	\$0	\$6,500	Kinsey	\$5,750
				Steve Kohl	610 S Vine	N	\$0	\$4,280	self	\$1,639

Sidewalk Replacement 2024

FP

City ROW Curb Cut & Pad				Property Owner						
Location	Quantity	Contractor	\$ Est	Property Owner	Address	Agreement	Amt Financed	\$ Est	Contractor	City Reimburse
S. Maple & W. Monroe	4	Geo	\$5,040	Dave Morlan	301 S Maple	N	\$0	\$4,200	Geo	\$2,300
S. Maple & W. Harrison	8	Geo	\$9,000	Greg Hacker	214 E State	N	\$0	\$11,979	BW Concrete	\$11,979
S. Maple & S. West	4	Geo	\$3,750	Marlene Van Sickler	800 S Chestnut	Y	\$1,520	\$3,000	Geo	\$0
S. Maple & Bracket	1	Geo	\$850	Jennifer Happe	802 S Chestnut	Y	\$665	\$1,350	Geo	\$0
S. Maple & Park	5	Geo	\$3,000	Sue Smith	712 S Chestnut	Y	\$2,470	\$4,950	Geo	\$0
S Chestnut & W Wilcox Way	1	Geo	\$1,000	Ben Barron	708 S Chestnut	Y	\$1,900	\$4,500	Geo	\$0
S Chestnut & Harding	1	Geo	\$750	Andy Rowland	W Head	N	\$0	\$21,850	Rowland	\$10,925
S Chestnut & E Park	2	Geo	\$1,600							
S Chestnut & E Madison	4	Geo	\$3,600							
S Chestnut & E Monroe	2	Geo	\$2,100							
S Oak & E Park	1	Geo								
			\$30,690							
							\$6,555	\$51,829		\$25,204

Sidewalk Replacement 2025

City ROW Curb Cut & Pad				Property Owner			
Location	Quantity	Contractor	\$ Est	Property Owner	Address	Agreement	\$ Est
S Chestnut & E Harrison	1		\$1,364	Carrie Jensen	206 S Walnut		
S Locust & E Harrison	2		\$2,900	Andy Rowland	N Pinet		
S Locust & E Monroe	7		\$8,373	Andy Rowland	105/107 N Olive		
S Locust & E Madison	6		\$7,215				
S Locust & Garfield	1		\$550				
S Locust & E Park	4		\$4,315				
S Locust & E Russell	7		\$6,320				
S Olive & E Harrison	2		\$2,540				
S Olive & E Monroe	4		\$5,170				
S Olive & E Madison	3		\$3,655				
S Olive & Garfield	1		\$3,340				
S Olive & E Park	2		\$1,820				
S Olive & E Russell	2		\$1,550				
			\$49,112				

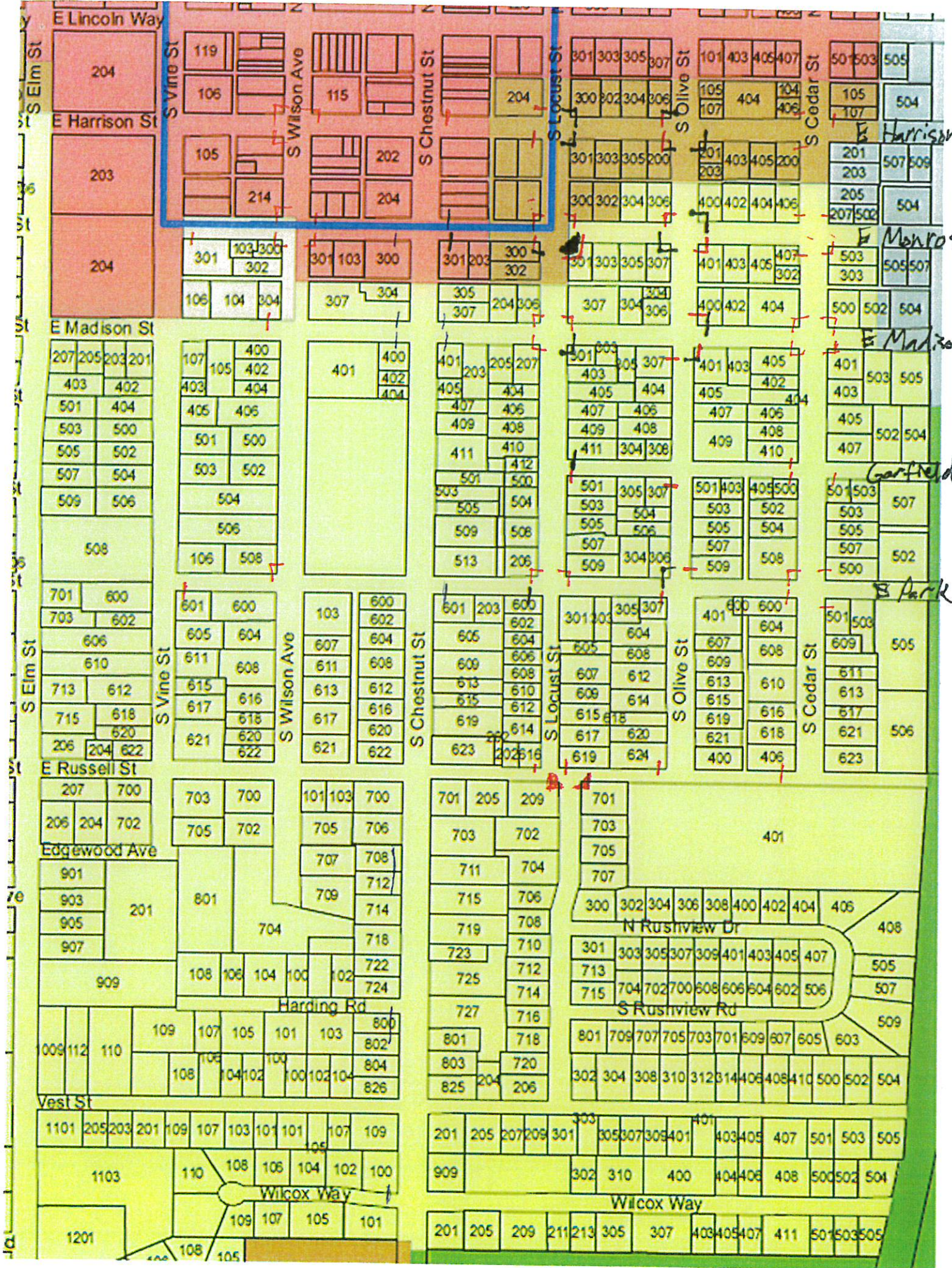
Curb cut & pad \$150 each 42 \$6,300

Sidewalk Replacement 2027

City ROW Curb Cut & Pad

Location	Quantity	Contractor	\$ Est	Property Owner	Address	Agreement	Amt Financed	\$ Est	Contractor	City Reimburse
S Vine & E Monroe	1									
S Vine & E Park	1									
S Oak & W Lincoln Way	2									
S Oak & W Harrison	7									
S Oak & W Monroe	4									
S Oak & W Madison	6									
S Oak & W South	4									
S Oak & Bracket	6									
S Oak & W Park	3									
S Pinet & W Harrison	4									
S Pinet & W Monroe	6									
S Pinet & W Madison	3									
S Pinet & W South	1									
Total	48									

Property Owner



E Lincoln Way
204
E Harrison St
203
204

S Elm St
S Vine St
S Wilson Ave
S Chestnut St
S Locust St
119
106
115
204
105
214
202
204

S Olive St
S Cedar St
301 303 305 307
101 403 405 407
105 107 404 406
301 303 305 200
201 403 405 200
300 302 304 306
400 402 404 406
501 503 505
105 504
201 203 205 207 502
503 504 505 506 507 508

E Madison St
207 205 203 201
403 402
501 404
503 500
505 502
507 504
509 506
508
701 600
703 602
606
610
713 612
715 618
620
206 204 622

S Elm St
S Vine St
S Wilson Ave
S Chestnut St
S Locust St
107 105 400
403 404
405 406
501 500
503 502
504
506
106 508
601 600
605 604
611 608
615 616
617 618
621 620
622
103 600
607 604
611 608
613 612
617 616
621 620
622
401 400
402 404
401 203 205 207
405 404
407 406
409 408
411 410
412
501 500
503 504
505 506
509 508
513 206
601 203 600
602 604
606 608
609 608
613 610
615 612
619 614
623 620 616

S Olive St
S Cedar St
401 403 405 407
405 404
407 406
409 408
411 304 306
501 305 307
503 504
505 506
507 304 306
509 508
501 403 405 500
503 502
505 504
507 508
401 600 600
607 608
609 610
613 610
615 616
619 618
621 618
400 406
501 503 505
507 502
509 504
505
507 502
500
501 503
609 505
611
613
617
621 506
623

E Russell St
207 700
206 204 702
Edgewood Ave
901 201
903
905
907
909
109 107 105 101 103 800
108 104 102 100 102 802
110 804
112 806

S Elm St
S Vine St
S Wilson Ave
S Chestnut St
S Locust St
703 700
705 702
707 708
709 712
714
718
722
724
701 205 209
703 702
711 704
715 706
719 708
723 710
725 712
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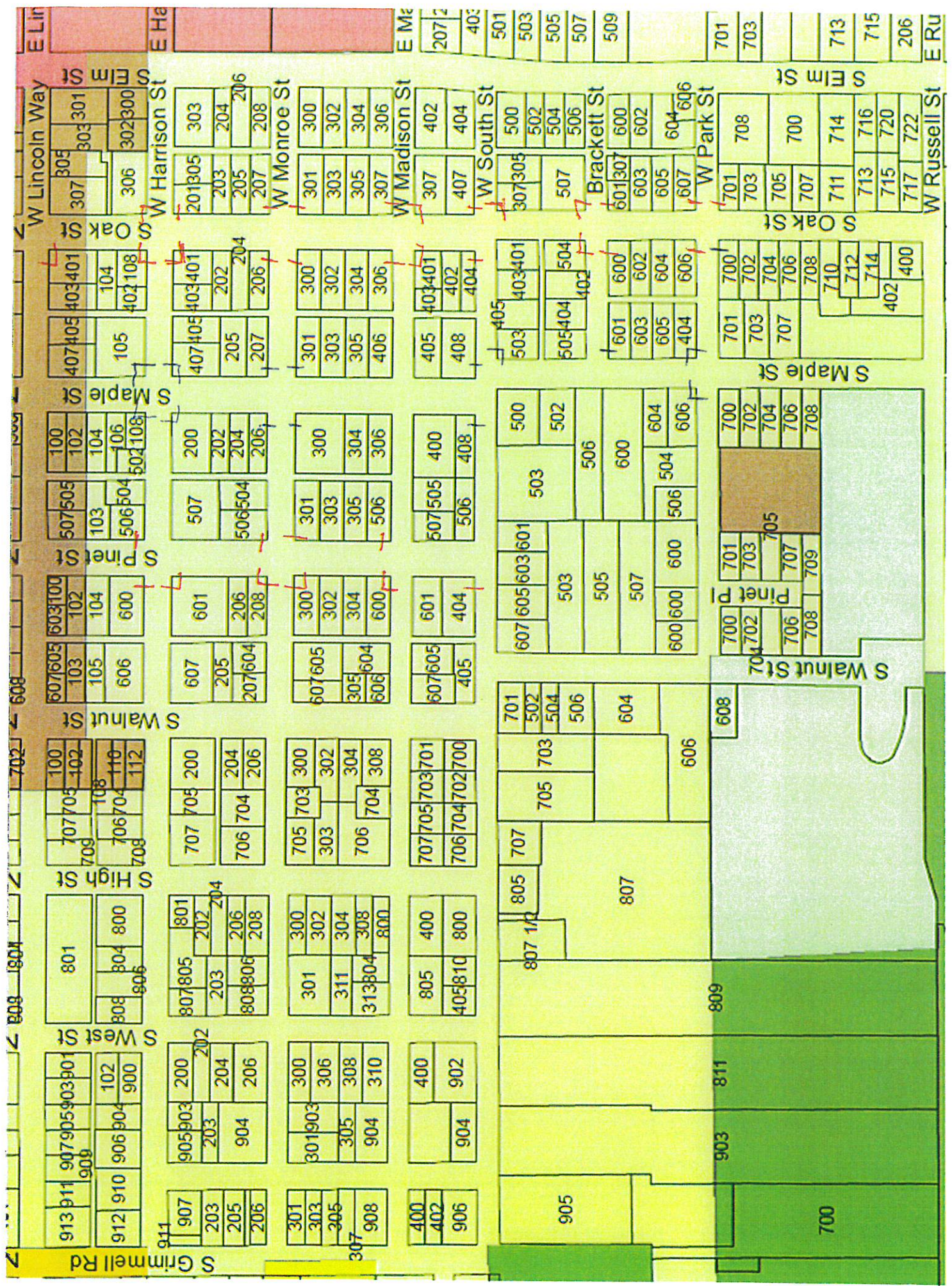
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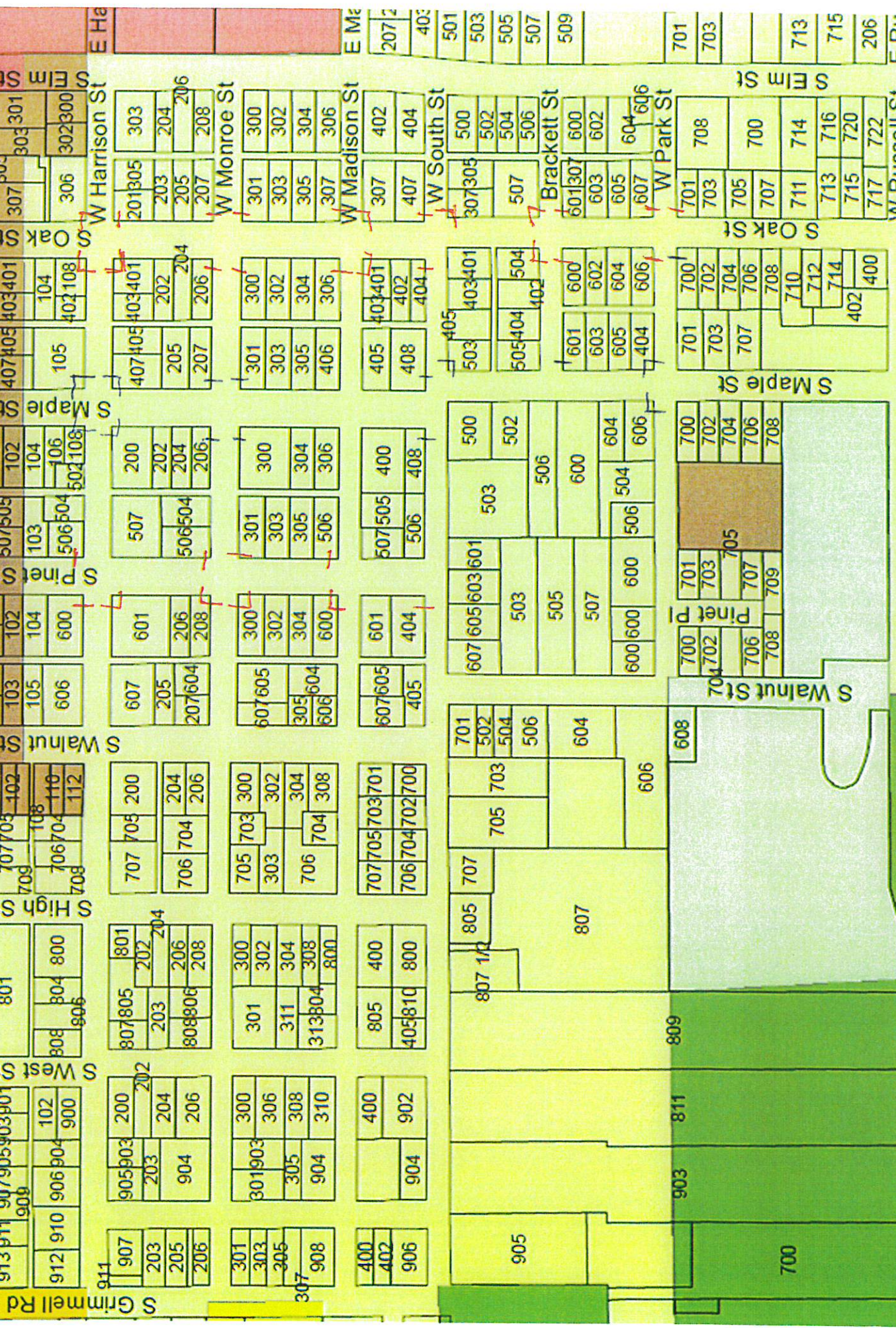
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Geo Villa Services LLC

Perry, Iowa 50220

(515) 726-9670

Email- geoveservices.com

Website- www.geovservices.com

INVOICE NO. 1138

DATE 07/27/2024

City of Jefferson
220 N Chestnut Street
Jefferson, IA

ITEM

PROJECT

South Locust

- 117 S chestnut (12x8) 4 handy cap \$1,364.00
- 207 E Harrison ST. (28x5) 1 handy cap \$1,450.00
- 204 E Harrison ST. (28x5) 1 handy cap \$1,450.00
- 206 S locust (25x5), (20x5) 2 handy cap \$ 2,405.00
- 300 S Locust (16x5), (27x5) 2 handy cap \$2,315.00
- ~~304 S Locust (31x5), (22x5) 2 handy cap \$2,765.00~~
- 300 E Monroe (25x5) (22x5) 2 handy \$2,495.00
- 306 S Locust (24x5), (20x5) 2 handy cap \$2360.00
- 207 E Madison ST (26x5), (20x5) 2 handy cap \$2,450.00
- 307 S locust (23x5), (22x5) 2 handy cap \$2,405.00
- 501 S Locust (8x5) 1 handy cap \$550.00
- 206 E Park ST (23x5), (15x5) 2 handy cap \$2,090.00
- 509 S Locust (18x5), (23x5) 2 handy cap \$2,225.00
- 616 s locust (17x5), (6x5) 2 handy cap \$1,400.00
- 209 E Russel St (6x5), (22x5) 2 handy cap \$1,640.00
- 701 E Russel (10x16),(21x5) 3 handy cap \$2,775.00
- 619 S Locust (7x5) 1 handy cap \$505.00
- S olive and E Russell (16x5) 1 handy cap \$910.00

* We are not responsible for alkaline pops, de-ice salt sealing and concrete cracking. This estimate includes up to 2 inches of gravel, if project requires more, it will cost extra.

* If you would like to move forward and save a date in our calendar, we require a 50% non-refundable deposit, the remaining balance is due once the project is completed. Time frame can be changed to the future if client desires. Depending on weather thew project may be pushed back but it will be next in line.

TOTAL

\$33,554.00

Geo Villa Services LLC

Perry, Iowa 50220

(515) 726-9670

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<u>TOTAL</u>	<u>\$33,554.00</u>
<u>Tax</u>	<u>\$17,951.00</u>
<u>Subtotal</u>	<u>\$35,902.00</u>

DEAD TREES ON PRIVATE PROPERTY

Timeline for Removal

Now – September	Informational marketing regarding private responsibility & timeline for removal – using radio, newspaper, & social media.
October	Send individually addressed letters to homeowners explaining their responsibility and that dead trees will become a public nuisance is not addressed by spring, 2025.
February, 2025	Inventory remaining trees. Seek bids from contractors for tree removal. Send official nuisance notices with 60-day notice to remove tree or have documented arrangements made for removal.
April, 2025	Award bid to contractor.
April – June, 2025	Tree contractor removes trees.
July, 2025	Send invoices to citizens who had trees removed. 30-day notice to pay.
September, 2025	For those who have not paid, authorize re-payment through property taxes as a special assessment. Establish interest rate to be charged.

If financing is needed to have funds to pay the contractor:

April, 2025	Begin process to issue debt secured by future special assessment revenues.
May, June	Complete debt issuance process.
Years 1 – 10	Revenue generates from special assessment pays the annual debt service.

RESOLUTION NO. 75-24

On motion by Wetrich, second by Ahrenholtz, the Council approved Resolution No. 75-24, a resolution setting time and place for a Public Hearing concerning the Grant of a Transmission Line Easement to ITC Midwest, LLC with setting Public Hearing date August 27, 2024 at 5:30 p.m.

AYE: Zmolek, Wetrich, Sloan, Ahrenholtz, Jackson

NAY: None

RESOLUTION NO. 76-24

On motion by Ahrenholtz, second by Jackson, the Council approved Resolution No. 76-24, a resolution regarding the Rural Housing Assessment Workshop and Rural Housing Committee.

AYE: Jackson, Sloan, Zmolek, Ahrenholtz, Wetrich

NAY: None

On motion by Wetrich, and second by Jackson, the Council approved hiring/promoting Nathan Kral to Park and Recreation Director at an annual salary of \$68,000.00 with begin date of September 1, 2024.

AYE: Ahrenholtz, Zmolek, Sloan, Jackson, Wetrich

NAY: None

On motion by Zmolek, and second by Wetrich, the Council approved the final change order to reconcile quantities from "As-Bid" to "As-Built." Change order amount was a decrease of \$25,385.80.

AYE: Wetrich, Zmolek, Ahrenholtz, Jackson, Sloan

NAY: None

On motion by Wetrich, and second by Sloan, the Council approved pay estimate #7 (Final-Retainage) to Jensen Builders, Ltd of \$60,654.61 for the Airport Hangar Project.

AYE: Ahrenholtz, Zmolek, Sloan, Wetrich, Jackson

NAY: None

RESOLUTION NO. 77-24

On motion by Zmolek, second by Sloan, the Council approved Resolution No. 77-24, a resolution accepting Completed Construction and Approving Final Payment for Airport Box Hangar Construction Project.

AYE: Sloan, Jackson, Zmolek, Wetrich, Ahrenholtz

NAY: None

On motion by Zmolek, second by Wetrich, the Council approved pay estimate #1 to InRoads, LLC of \$182,765.94 for East Lincoln Way Project.

AYE: Wetrich, Sloan, Jackson, Ahrenholtz, Zmolek

NAY: None

On motion by Zmolek, and second by Sloan, the Council approved pay estimate #18 to Shank Constructors, Inc of \$1,082,569.81 for Wastewater Treatment Plant Project.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

MINUTES

WATER/SEWER, STREETS/SANITATION COMMITTEE TUESDAY, AUGUST 20, 2024 AT 8:00 A.M. JEFFERSON CITY HALL, 2ND FLOOR

ATTENDEES: Scott Peterson, Harry Ahrenholtz, Chad Sloan, Jim Leiding, Kyle DeMoss, Danny Moranville, Dave Morlan, Chad Stevens, Coltrane Carlson, Joyce Richardson

Meeting called to order at 8:05 a.m. by Harry Ahrenholtz

No concerned citizens were present

I. WATER

A. Lead Service Line Inventory – Kyle updated the numbers to the committee – 8 known lead lines, 175 galvanized needing replaced, 514 total city side unknown, 228 on the customer side, 1371 are okay. Joyce will continue making appointments when the water department schedule permits.

B. Water Rates – Scott went over paperwork in the packet for a projected 3%, 4%, or 5% increase in water rates. The committee had a difference in thought so this will be placed on the city council agenda for the meeting on September 1, 2024. The city council can further discuss the issue. (Please refer to items in the packet.)

Add- on – Andy Rowland condos – Kyle said that 8 total curb boxes were installed. They were able to use the new bore machine for the project, Kyle said it was still a lot of work, but the machine made the job faster and easier. As far as the financial side, Andy is aware that he will be charged time and materials as due to the size of the line. The cost is \$11,000.00 and that covers all work for the hookup.

II. SEWER

A. Sewer Forgiveness – Meadow Park Trailer Court- water leak underground from the meter location to the trailers. This leak was for several months before being repaired on July 4, 2024. This affected the bills with April/May, May/June and June/July usages on them. The recommended forgiveness amounts are the following: April/May \$354.56, May/June \$454.28, June/July \$487.52 for a total of \$1,296.36. The committee

agreed to the adjustment and has also agreed to a 60-day time frame for sewer adjustments. It will be the account holder and/or property owners' responsibility to notify the utility clerk within two out of range bills of them seeking an adjustment. The utility clerk will continue to courtesy call all customers with usage out of range each month after meter read.

Add-on – Jim presented change order #5 for the wastewater treatment facility improvement. This change order is to replace both existing digester aeration systems with new EDI systems. The existing digester sheer and draft tubes are in poor condition, and they need to be replaced. The current supports are failing, impeding the structural integrity of the proposed piping. Their condition was unknown prior to the emptying of the existing digesters. The committee accepted the change order, and this will need to be placed on the city council agenda. (Please refer to the attachment.)

III. SEWER

A. Drainage – Ravine Repairs – This is the area of Hawthorne Drive. Dave M. said they are currently saving the concrete they have torn out to use there. He would like to get the city attorney involved for an easement and to put together an agreement to keep the city out of further litigation. Dave M. and Scott to work with the city attorney and bring an update to the next committee meeting.

B. Capital Improvements Plan Update – Scott spoke of the CIP updates and the West Lincoln Way project. He will continue to keep the committee updated. (Please refer to the attachment.)

C. Highway 4: Proposed 4 to 3 lane project – Reminder that the DOT public meeting is scheduled for Monday, September 23rd at 5:30 p.m. at the Rec Center. Scott said it wouldn't hurt if the department heads could be there.

D. Sidewalks – Chad Stevens updated the committee about the sidewalks and potential curb cuts. He wants to move forward for the fiscal year. He has also done an A.D.A. Curb Cut Plan that he would like to present to the city council. By having this plan in place, the city will continue to be A.D.A. compliant. The committee agreed with the plan and so this will be sent to the city council for final approval. (Please refer to items in the committee meeting packet.)

E. Dead Trees on Private Property – Chad Stevens said that he has counted 417 dead or dying trees on private property. This count did not include the trees along the bike trail. Scott presented a drafted timeline for dead tree removal to the public. Scott to work on communication with the public, on social media side of things and to research potential organizations that may help with tree replacement. Chad Stevens to work on mailings for the public. The committee made two changes to the

proposed draft. March 2025 timeline has been changed to February 2025 and the 30-day notice has been changed to a 60-day notice. The committee has agreed to these updated changes to the proposed draft. This will be sent to the city council as an agenda item.

IV. SANITATION/RECYCLE

A. Single-Stream Recycling Update – Dave M. said the new truck is here. The fuel gauge was not working correctly and there was a hydraulic leak on the front of the truck, so those items are to be repaired next week. The loaner truck has been turned back in. New Way has offered to contract with someone local to install UV tint on both trucks. They said this was for all the inconvenience.

B. Westview Village Apartments Recycling – Joyce made an adjustment of \$3,093.61 to the account. This will bring the account to current billing and penalty and remove all old charges. This amount has been subtracted from the total overcharge. The new current balance of the overcharge is now lowered to \$25,541.82. Scott will sign off on this adjustment. Neither Scott nor Joyce has received any contact back from the owners. An update will be given to the committee should something change.

C. Waste Collection – 232.9 tons

D. Recycling Report – Recycling to Carroll was 17.82 tons. Overall participation is up for recycling. Stops: Mondays – 296, Tuesdays 257, Wednesdays – 368.

Meeting adjourned at 9:38 a.m. by Harry Ahrenholtz.

Minutes recorded by Joyce Richardson, Utility Billing Clerk, City of Jefferson.

MINUTES

AIRPORT COMMISSION MEETING TUESDAY, AUGUST 20, 2024 12:00 PM AIRPORT OFFICE

ATTENDEES: Ryan Stott, Larry Teeples, Steve Harrison, Chad Sloan, Joyce Richardson, Mike Wahl, Birton Davis, Carl Byers – by telephone

I. CALL TO ORDER –

A. Chairman Ryan Stott called the meeting to order at 12:10 p.m.

II. OPEN FORUM –

A. Joyce brought forth a discussion about the random losses of electricity that have started to happen and the loss of some of the streetlights. This started after the work crew was out digging for Alliant Energy natural gas. Joyce said she had spoken with Midland and started a work order for the airport house, and she had also mentioned the streetlights on the work order. After the meeting, Larry also talked to Midland and Alliant. Alliant was going to check with the crew that did the work to find out when they were going to come back and fill all the holes in that they bored through the concrete and take care of other miscellaneous items that they left unfinished.

III. MINUTES FROM PREVIOUS MEETING –

A. Joyce did quick read of the minutes from the previous meeting held on June 26, 2024. Larry made a motion to approve the minutes, Steve seconded.

IV. NEW BUSINESS

A. Jet Fuel Project – Federal grant was approved but the State grant was denied. Carl offered options for the commissioners to think about. First, we can go ahead with the Federal grant and do the jet fuel system and try again next year for the State grant for the av gas. Second, we can push back the project and try again next year. Carl said if we up the local match, it could potentially increase the chances for State approval. Third, we can keep the grant for the Federal and next fiscal year we can apply for another Federal to do the av gas. Carl said they could possibly okay the funds to be used for av gas as well depending on how old our fuel system is and if we have used any of their funds on the fuel system in the past. Fiscal year 2024 is finishing now and fiscal year 2025 is just starting so within the upcoming weeks, it

would need to be decided. Fiscal year 2026 we would lose the federal funds; they all must be spent by October 2025. FAA should be sending the go letter out within a week or so. The latest to respond to the go letter will be March 2025. The commissioners that were present decided the first choice would be to push the project back a year and ask the feds to do it all in one, if not then push back a year and ask the state again. Joyce and Carl are to research information on tanks and potentially how old they are. What if any possible funds have been used to repair/replace any portions of the fuel system. Through the paperwork Joyce found, it appears that the underground tanks were removed and replaced with the above ground tanks around July 1990. Joyce will forward copies of the paperwork on to Carl and Ryan. The card reader is early 2000's. Fuel Master Brand. The card reader is old enough that it is getting harder and harder to find replacement parts for. Carl is to check with the feds to see if they will also help provide a replacement card reader system since this one is out of date. The fuel system/card reader will be tabled until the next airport commission meeting.

B. New Commission Member – The commission has had a member resign his post so there is a position open. His term would be up December 31, 2025. The new member will finish out the term and will then need to reapply for a post of 6 years. The commissioners will vote and recommend their choice and then it will be placed on the city council agenda for the final approval. The terms for the members are the following:

<i>Guy Richardson</i>	<i>term is up 12/31/2025</i>	<i>(currently open)</i>
<i>Steve Harrison</i>	<i>term is up 12/31/2025</i>	<i>(will be up, needs to decide now)</i>
<i>Jim Unger</i>	<i>term is up 12/31/2027</i>	
<i>Ryan Stott, Chairman</i>	<i>term is up 12/31/2027</i>	
<i>Larry Teeples</i>	<i>term is up 12/31/2029</i>	

There will need to be a commission meeting in September of the prior year (2024, 2026, and 2028) to make it known which commissioners are coming open, if that commissioner chooses to be reappointed, or for the commission to nominate someone new. The commission will take a vote and then the decision will go to the city council for final approval. All of this will have to be done before the term of the current commissioner expires in the month of December. Currently Guy's position is open, and Steve will need to decide by the September 2024 meeting if he would like to have another 6-year term. If Steve chooses not to have another 6-year term, then the commission will need to find another person interested in filling Steve's position when his term ends in 2025. The commission voted to set a closed meeting for discussion and voting on a new commissioner for Wednesday, September 4, 2024 at noon at the airport office. The only persons to be present will be the Commission Chairman, the three current commissioners and Joyce Richardson to record voting.

C. 14/32 PAPI not working – The pin switch is bad, and Ryan has a note into the FAA until it gets repaired.

D. Office and Hangar MX issues – Carl would like to close out the hangar project. Ryan said the door jumps in warm weather but when it is cool out it works fine. Hangar #17 door has been repaired. Hangar #23 has the holes in the roof and the commission thought it would be best to get the spray stuff on it while it was still hot outside. Derek Teeples is going to repair the water damage from when the a/c was off.

Ryan made a motion to adjourn the meeting at 1p.m.

Steve seconded the motion

Larry third.

Joyce Richardson, Utility Billing Clerk, recorded the minutes.