

AGENDA

CITY COUNCIL MEETING

Tuesday, November 11, 2025

5:30 P.M.

CITY HALL COUNCIL CHAMBERS

- I. CALL TO ORDER:**
- II. OPEN FORUM:** This is a time for any resident 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 City Council Minutes of October 28, 2025.
 - B. Approve the Promotion of Zach Barden to Sergeant at a salary of \$75,573.42.
 - C. Approval of monthly bills.
- IV. NEW BUSINESS:**
 - A. RESOLUTION Authorizing Internal Advance for Funding of Urban Renewal Projects in the Jefferson Urban Renewal Area.
 - B. Consider Short-term Contract with PeopleService.
 - C. Consider Approval of Pay Estimate #32 to Shank Constructors, Inc of \$ 195,347.31 for Wastewater Treatment Plant Project.
- V. REPORTS:**
 - A. Engineer, City Clerk, Attorney, City Administrator
 - B. Economic Development
 - C. Departments
 - D. Council & Committees
 - E. Mayor
- VI. ADJOURN.**

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, November 11, 2025 5:30 p.m.

Sergeant Promotion: Chief Clouse has announced that Zach Barden has been promoted to Sergeant. His salary is \$75,573.42 per Union contract.

Internal TIF Debt: The City Council had previously considered an internal loan of \$1.8 million from the Water Plant Construction Fund to the TIF Fund. The Finance Committee reconsidered this proposal and recommends that the amount of the proposed internal loan be decreased to \$800,000.

In order to receive TIF revenues, the City must certify TIF debt. One way to certify debt is through Internal Debt. Enclosed is a resolution proposing to borrow \$800,000 from the Water Plant Construction Project. The current balance of the Water Plant Construction Fund is \$3.09 million. This debt will be repaid over six years, prior to the anticipated construction date for the water plant updates, shown in the CIP as 2034-35. The funds will continue to accrue investment interest for the Water Plant Construction Fund. The WP Construction Fund will be reimbursed annually as the TIF revenues are received.

The \$800,000 internal debt will be used for:

- \$300,000 forgivable loan to financially support the LMI units only in the Middle School housing project.
- \$100,000 for one year (reduced from five years) to fund administrative activities needed for economic development in the Urban Renewal Area.
- \$120,000 for one year (reduced from five years) to fund Economic Development organizations.
- \$280,000 (reduced from \$400,000) to be used for other projects listed in the Urban Renewal Plan, including east side drainage.

PeopleService: With the departure of our Water Superintendent and one operator, we are exploring options about how to staff the water utility. The City's Operator in Charge is required to hold a Grade 3 water treatment license and a Grade 2 water distribution license. A Grade 3 operator is difficult to find and the market bears a salary higher than the City's existing salary.

As staff continues to work with possible candidates, we are also exploring options about contracting with a private firm. In order to provide time to research these options while remaining compliant with the DNR, it is proposed to enter into a short-term contract with PeopleService. The one-page agreement is included herein. The cost is \$3,000 per week.

WWTP Pay Application #32 in the amount of \$ 195,347.31 includes the reduction in Retainage from 2% to 1% and also includes work associated with Field Order #26. The City is still holding \$183,562.90 in retainage.

Goal-setting Session: Reminder that City staff and elected officials will hold a Goal-Setting Session on Tuesday, November 18th. This is facilitated by Pat Callahan. City Department Heads & lead employees will meet with Pat at 1:00 p.m. The Mayor & Council will meet with Pat beginning at 5:30.

RESOLUTION NO. _____

Resolution Authorizing Internal Advance for Funding of Urban Renewal Projects in the Jefferson Urban Renewal Area

WHEREAS, the City of Jefferson, Iowa (the "City"), has previously established the Jefferson Urban Renewal Area (the "Urban Renewal Area") and has established the Jefferson Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund") in connection therewith; and

WHEREAS, the City has authorized certain urban renewal projects (collectively, the "Projects") in the Urban Renewal Area consisting of (1) the Middle School Building Redevelopment Project; (2) the Parkland Development Project; (3) the Public Parking Lot Development Project; (4) the Jefferson Municipal Golf Course Improvements Project; (5) the Storm Water Drainage Improvements Project; (6) the Economic Development Demolition and Site Preparation Project (7) the Lincoln Way Economic Development Local Business Support Program; (8) the Urban Renewal Administration and Professional Support Program; (9) the 2027-2031 Greene County Development Corp. Support Program; and (10) the 2027-2031 Jefferson Matters-Main Street Support Program; and

WHEREAS, certain costs of the Projects have been or will be incurred in connection with the carrying out of such Projects; and

WHEREAS, in order to cover a portion of the costs of the Projects and to make such costs eligible to be recouped from incremental property tax revenues, it is necessary to facilitate an internal advance (the "Advance") of funds;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The City is hereby found to be current on all of its operations and maintenance expenses for the Municipal Waterworks Utility System (the "Water Utility"). Furthermore, the City is hereby found to be up-to-date and in full compliance with the covenants and requirements of all bonds, notes, pledge orders and other obligations to which the Net Revenues of said Water Utility have been pledged. It is hereby found and determined that a surplus of at least \$800,000 exists in the Water Revenue Fund. The surplus calculation is shown on Exhibit A hereto.

Section 2. It is hereby directed that an amount not in excess of Eight Hundred Thousand Dollars (\$800,000) be advanced (the "Advance") from the Water Plant Construction Fund (a subfund of the Water Revenue Fund) (the "Source Fund") in order to pay a portion of the costs of the Projects. The Advance shall be repaid to the Source Fund, without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area.

It is intended that the Advance shall be repaid to the Source Fund in one or more installments of principal on or before June 1, 2032, provided, however, that repayment of the Advance is subject to the determination of future City Councils that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax

Increment Fund relative to the Advance, and the City Council reserves the right to appropriate funds to the repayment of the Advance, or to withhold such appropriation, at its discretion.

Section 3. A copy of this Resolution shall be filed in the office of the County Auditor of Greene County, Iowa to evidence the Advances. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify the Advances no later than December 1, 2025.

Section 4. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this November 11, 2025.

Mayor

Attest:

City Clerk

EXHIBIT A

Water Revenue Fund
Surplus Calculation
(reflect below or attach)

Water Revenue Fund Gross Revenue and Operating Expense Listing for the Fiscal Year
Ended June 30, 2025:

	Water Fund June 30, 2025 Fiscal Year Amount
Gross Revenues	\$ 2,078,296.54
Less: Operating Expenses	<u>\$ 1,421,540.12</u>
Water Fund Net Revenues	\$ 656,756.42

June 30, 2025 Water Fund Ending Cash
Balance: \$ 5,192,380.88



209 S. 19th Street Suite 555
Omaha, NE 68102

Local: 402-344-4800
Fax: 402-344-4799

November 4, 2025

Mayor Craig Berry
City of Jefferson
220 N Chestnut St
Jefferson, IA 50129

Dear Mayor Berry:

Based on recent discussions with The City of Jefferson, IA it is our understanding that the City is looking for limited temporary assistance with the operation and maintenance of your water facilities and to cover the certification required for it. PeopleService would like to submit this letter as our offer to assist the City. Following are the terms and conditions of this offer:

- **Term:** November 10, 2025 – December 12, 2025. Either party may terminate the agreement at any time by providing the other party with a ten day (10) notice of termination.
- **Services Provided:** One (1) site visit per day Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. to the facilities. Site visits will include normal operational checks of the facilities, collection of required regulatory samples, perform process control testing, oversight and guidance for city staff, and certification coverage as required by regulatory agency. PeopleService staff will be on call for emergency situations and any needed response will be billed at the hourly rates below to include travel time. Any additional services requested by the City and provided by PeopleService will be billed at the hourly rates below.
- **Compensation:** The daily site visits will be billed at \$3,000 per week. Hourly rates for any, and all, work performed outside the normal daily visits will be billed at \$80 per hour (Monday thru Friday 8 a.m. to 5 p.m. excluding holidays) and \$120 per hour at all other times. Time billed will include travel time.
- **Invoicing:** The Owner will be invoiced on the 15th of every month for the previous month's service. Invoices are due and payable in ten (10) days.

Please indicate your acceptance of the terms and conditions as outlined above by signing letter below and returning the letter to the address provided. If you have any questions, please do not hesitate to contact me either on my cell at 612-756-3549 or email me at cmeyer@peopleservice.com.

Sincerely,

Chad Meyer

Chad Meyer, President
PeopleService, Inc.

Signature: _____

Mayor

Date: _____

Contractor's Application for Payment No.

32 (thirtytwo)

To (Owner): City of Jefferson 200 N Chestnut St, Jefferson, IA		Application Period: 10/1/2025 to 10/31/2025		Application Date: 10/31/2025	
Owner's DWSRF Number: 1445		From (Contractor): Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN		Via (Engineer): Bolton & Menk Ames, IA	
Project: Jefferson WWTP		Contractor's Contract Number: 1316		Engineer's Project Number: 134997	
Contract:					

Application For Payment - Change Order Summary			
Approved Change Orders			
Number	Additions	Deductions	
CO 1	\$ 185,359.09		
CO 2	\$ 62,089.77		
CO 3	\$ 117,779.30		
CO 4	\$ 51,468.45		
CO 5	\$ 156,971.11		
CO 6	\$ 113,226.99		
CO 7	\$ -		
CO 8	\$ 107,703.37		
CO 9	\$ 95,218.49		
Totals:	\$ 889,816.57	\$ -	
Net Change by Change Order:	\$ 889,816.57		

1. Original Contract Price.....	\$ 17,504,700.00
2. Net change by Change Orders.....	\$ 889,816.57
3. Current Contract Price (Line 1 ± 2).....	\$ 18,394,516.57
4. Total Completed and Stored to Date (Column F on Progress Estimate).....	\$ 18,356,290.83
5. Retainage	
a. 1.0% X \$ 18,356,290.83 Work Completed.....	\$ 183,562.90
b. 1.0% X \$ - Stored Material.....	\$ -
c. Early Release of Retainage.....	\$ -
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$ 183,562.90
6. Amount Eligible to Date (Line 4 - Line 5d).....	\$ 18,172,727.93
7. Less Previous Payments (Line 6 from prior Application).....	\$ 17,977,380.62
8. Amount Due This Application.....	\$ 195,347.31
9. Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above).....	\$ 221,788.64

Contractor's Certification	
The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
By: <i>Walter Smith</i>	Date: 10/31/2025

Payment of:	\$195,347.31	(Line 8 or other - attach explanation of the other amount)
is recommended by:	<i>[Signature]</i> (Engineer)	11/06/2025 (Date)
Payment of:		(Line 8 or other - attach explanation of the other amount)
is approved by:		(Owner) (Date)
Approved by:		Funding Agency (if applicable) (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): 0		32 (thirtytwo)					
Application Period:	10/1/2025	to	10/31/2025		Application Date:	10/31/2025	
A		B	Work Completed		E	G	
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (G+D)	This Period	Total Completed to Date (C + D)	% (F/B)	Balance to Finish (B - F)
			C	D			
Division 01 - General Requirements							
	Mobilization	\$ 525,200.00	\$ 525,200.00		\$ 525,200.00	100.00%	\$ -
	Allowances	\$ 556.05	\$ 556.05		\$ 556.05	100.00%	\$ -
	Allowances - Enviromix	\$ 525,000.00	\$ 525,000.00		\$ 525,000.00	100.00%	\$ -
	Chemical Feed Allowance	\$ 127,140.00	\$ 127,140.00		\$ 127,140.00	100.00%	\$ -
	PCO#03 Temporary Main Power Relocation	\$ 6,076.00	\$ 6,076.00		\$ 6,076.00	100.00%	\$ -
	PCO#04 Slide Gate Removal From Contract	\$ (28,401.00)	\$ (28,401.00)		\$ (28,401.00)	100.00%	\$ -
	PCO#09 UV Cabinet Support	\$ 6,943.36	\$ 6,943.36		\$ 6,943.36	100.00%	\$ -
	PCO#10 Digester Blower Soft Starts	\$ 16,305.35	\$ 16,305.35		\$ 16,305.35	100.00%	\$ -
	PCO#13 Operation Building VCT Tile Add	\$ 1,894.59	\$ 1,894.59		\$ 1,894.59	100.00%	\$ -
	PCO#17 Aeration Tanks Coating	\$ 218,335.52	\$ 218,335.52		\$ 218,335.52	100.00%	\$ -
	PCO#19 Underground Piping Conflict	\$ 35,968.20	\$ 35,968.20		\$ 35,968.20	100.00%	\$ -
	PCO#20 UV Trough Drain	\$ 3,559.76	\$ 3,559.76		\$ 3,559.76	100.00%	\$ -
	PCO#21 Access Hatches Drains and Plumbing	\$ 7,691.83	\$ 7,691.83		\$ 7,691.83	100.00%	\$ -
	PCO#22 18" DIP Underground Removal	\$ 15,375.60	\$ 15,375.60		\$ 15,375.60	100.00%	\$ -
	PCO#23 V-GS-1&2 Explosion Proof Change	\$ 12,646.83	\$ 12,646.83		\$ 12,646.83	100.00%	\$ -
	PCO#24 Aeration Tank Collection Box Height Change AT3	\$ 6,729.85	\$ 6,729.85		\$ 6,729.85	100.00%	\$ -
	PCO#25 Reroute ATH3 EDI (Sump Pit)	\$ 7,252.16	\$ 7,252.16		\$ 7,252.16	100.00%	\$ -
	PCO#27 Underground Rework Add 45	\$ 4,489.47	\$ 4,489.47		\$ 4,489.47	100.00%	\$ -
	PCO#28 V-WAS-24&25 Relocate	\$ 4,111.86	\$ 4,111.86		\$ 4,111.86	100.00%	\$ -
	PCO#29 Stainless Sleeves Control Complex	\$ 3,718.77	\$ 3,718.77		\$ 3,718.77	100.00%	\$ -
	PCO#31 V-PP-1 Operator Access	\$ 1,565.44	\$ 1,565.44		\$ 1,565.44	100.00%	\$ -
	PCO#34 Pretreatment Slide Gate	\$ 862.03	\$ 862.03		\$ 862.03	100.00%	\$ -
	PCO#35 Control Complex Roofing Mod.	\$ 1,226.30	\$ 1,226.30		\$ 1,226.30	100.00%	\$ -
	PCO#36 Clarifier 1 Center Pier Plumbing	\$ 11,464.13	\$ 11,464.13		\$ 11,464.13	100.00%	\$ -
	PCO#37 Reusing Ductwork For ERU-2	\$ (1,490.00)	\$ (1,490.00)		\$ (1,490.00)	100.00%	\$ -
	PCO#38 OAL-8 Louver Size Change	\$ 1,072.32	\$ 1,072.32		\$ 1,072.32	100.00%	\$ -

A		Work Completed			E	F		G
Specification Section Number	Description	B	C	D		Total Completed to Date (C + D)	% (F/B)	
	PCO#39 Biosolids Loadout Compressor Pads	\$ 7,126.51	\$ 7,126.51			\$ 7,126.51	100.00%	\$ -
	PCO#41 Grit Tank Baffle Wall Replacement	\$ 9,884.85	\$ 9,884.85			\$ 9,884.85	100.00%	\$ -
	PCO#42 Blower 8 Additional Conduit and Conductors	\$ 1,250.30	\$ 1,250.30			\$ 1,250.30	100.00%	\$ -
	PCO#44 New Wall Brackets For Mechanical Units	\$ 1,043.77	\$ 1,043.77			\$ 1,043.77	100.00%	\$ -
	PCO#49 Grit Classifier Solenoid Wiring	\$ 1,262.25	\$ 1,262.25			\$ 1,262.25	100.00%	\$ -
	PCO#50 Demo Buried Digester	\$ 2,814.04	\$ 2,814.04			\$ 2,814.04	100.00%	\$ -
	PCO#51 Digester Temp Heat and Roofing	\$ 13,865.47	\$ 13,865.47			\$ 13,865.47	100.00%	\$ -
	PCO#53 UV Disinfection Exterior Stairs	\$ 2,720.98	\$ 2,720.98			\$ 2,720.98	100.00%	\$ -
	PCO#54 Added Bollards Near Loadout	\$ 3,841.58	\$ 3,841.58			\$ 3,841.58	100.00%	\$ -
	PCO#55 V-MLR-3&6 Electric Actuator	\$ 9,289.18	\$ 9,289.18			\$ 9,289.18	100.00%	\$ -
	PCO#56 T&M Broken Connection INT-1	\$ 527.41	\$ 527.41			\$ 527.41	100.00%	\$ -
	PCO#57 T&M Yard Hydrant Delete Splitter Strct.	\$ 2,279.28	\$ 2,279.28			\$ 2,279.28	100.00%	\$ -
	PCO#58 Exhaust Fan 8&9 Class1 Div1	\$ 8,426.23	\$ 8,426.23			\$ 8,426.23	100.00%	\$ -
	PCO#59 T&M Clarifier 3 Center Pier Plumb	\$ 5,000.68	\$ 5,000.68			\$ 5,000.68	100.00%	\$ -
	PCO#63 Digester Instrumentation	\$ 6,753.45	\$ 6,753.45			\$ 6,753.45	100.00%	\$ -
	PCO#65 T&M Demo Existing Ductbank	\$ 2,398.15	\$ 2,398.15			\$ 2,398.15	100.00%	\$ -
	PCO#66 T&M Grit Baffle Wall Rework	\$ 3,614.09	\$ 3,614.09			\$ 3,614.09	100.00%	\$ -
	PCO#68 VFD Harmonic Filter Deduct	\$ (10,768.00)	\$ (10,768.00)			\$ (10,768.00)	100.00%	\$ -
	PCO#69 T&M Modified Subbase Under 8" PCC	\$ 6,723.46	\$ 6,723.46			\$ 6,723.46	100.00%	\$ -
	PCO#70 T&M UV Railing Bracket Support	\$ 1,779.87	\$ 1,779.87			\$ 1,779.87	100.00%	\$ -
	PCO#72 T&M Grit Baffle Wall Remodifications	\$ 5,072.03	\$ 5,072.03			\$ 5,072.03	100.00%	\$ -
FO#27	PCO#088 Installation of U-Bolts for MLR Piping support	\$ 1,201.90				\$ -	0.00%	
FO#27	PCO#107 WAS and PST Pump Pressure Switch	\$ 4,245.68	\$ 4,245.68			\$ 4,245.68	100.00%	
FO#27	PCO#108 Remaining Harmonic Filter Credits	\$ (6,861.78)	\$ (6,861.78)			\$ (6,861.78)	100.00%	
Division 02			\$ -			\$ -	#DIV/0!	\$ -
	Site Removals	\$ 86,400.00	\$ 86,400.00			\$ 86,400.00	100.00%	\$ -
	Demo SST Tank	\$ 445,800.00	\$ 445,800.00			\$ 445,800.00	100.00%	\$ -

A		B	Work Completed		E	F		G
Specification Section Number	Description	Scheduled Value (\$)	C	D		Total Completed to Date (C + D)	% (F/B)	Balance to Finish (B - F)
			From Previous Application (C+D)	This Period				
	Strip Top Soil	\$ 25,700.00	\$ 25,700.00			\$ 25,700.00	100.00%	\$ -
	Site Prep Sludge Tank	\$ 215,500.00	\$ 215,500.00			\$ 215,500.00	100.00%	\$ -
	Excavation Sludge Tank	\$ 338,700.00	\$ 338,700.00			\$ 338,700.00	100.00%	\$ -
	Excavation Sludge Loadout	\$ 78,400.00	\$ 78,400.00			\$ 78,400.00	100.00%	\$ -
	Excavation AET Lift Station	\$ 326,185.00	\$ 326,185.00			\$ 326,185.00	100.00%	\$ -
	Excavation Rapid Mix Tank	\$ 98,200.00	\$ 98,200.00			\$ 98,200.00	100.00%	\$ -
	Excavation Ferric Slab	\$ 9,500.00	\$ 9,500.00			\$ 9,500.00	100.00%	\$ -
	Splitter Box Bypass	\$ 55,100.00	\$ 55,100.00			\$ 55,100.00	100.00%	\$ -
	Grading Sidewalks	\$ 9,900.00	\$ 9,900.00			\$ 9,900.00	100.00%	\$ -
	Top Soil Placement	\$ 12,900.00	\$ 12,900.00			\$ 12,900.00	100.00%	\$ -
2370.0	Erosion Control	\$ 20,000.00	\$ 20,000.00			\$ 20,000.00	100.00%	\$ -
	Site Concrete	\$ 75,600.00	\$ 75,600.00			\$ 75,600.00	100.00%	\$ -
2920.0	Seeding	\$ 5,000.00	\$ 5,000.00			\$ 5,000.00	100.00%	\$ -
	30" & 24" PP to Splitter Box	\$ 444,950.00	\$ 444,950.00			\$ 444,950.00	100.00%	\$ -
	6" & 8" ST & 4" PD East	\$ 155,920.00	\$ 155,920.00			\$ 155,920.00	100.00%	\$ -
	Piping Rapid Mix Area	\$ 253,380.00	\$ 253,380.00			\$ 253,380.00	100.00%	\$ -
	6" ST & 12" RAS by AET Lift Station	\$ 172,880.00	\$ 172,880.00			\$ 172,880.00	100.00%	\$ -
	16" MLR to Aeration	\$ 558,620.00	\$ 558,620.00			\$ 558,620.00	100.00%	\$ -
	HDPE/Utility Water	\$ 161,250.00	\$ 161,250.00			\$ 161,250.00	100.00%	\$ -
	Aeration Tank Demo	\$ 28,770.00	\$ 28,770.00			\$ 28,770.00	100.00%	\$ -
	Headworks Demo	\$ 11,150.00	\$ 11,150.00			\$ 11,150.00	100.00%	\$ -
	Blower Building Demo	\$ 8,150.00	\$ 8,150.00			\$ 8,150.00	100.00%	\$ -
	Clarifiers Demo	\$ 421,920.00	\$ 421,920.00			\$ 421,920.00	100.00%	\$ -
	Biosolids Demo	\$ 83,510.00	\$ 83,510.00			\$ 83,510.00	100.00%	\$ -
	Disinfection Demo	\$ 6,500.00	\$ 6,500.00			\$ 6,500.00	100.00%	\$ -

Absolut Group

Absolut Group

A		Work Completed			E	F		G
Specification Section Number	Description	B	C	D		Total Completed to Date (C + D)	% (F/B)	
		Scheduled Value (\$)	From Previous Application (C+D)	This Period				Balance to Finish (B - F)
Division 03								
	Concrete - Anoxic Basin	\$ 1,155,800.00	\$ 1,155,800.00			\$ 1,155,800.00	100.00%	\$ -
	Concrete - Biosolids Loadout	\$ 132,700.00	\$ 132,700.00			\$ 132,700.00	100.00%	\$ -
	Concrete - Rapid Mix	\$ 127,900.00	\$ 127,900.00			\$ 127,900.00	100.00%	\$ -
	Concrete - Biosolids Control	\$ 33,600.00	\$ 33,600.00			\$ 33,600.00	100.00%	\$ -
	Concrete - Ferric Chloride	\$ 33,600.00	\$ 33,600.00			\$ 33,600.00	100.00%	\$ -
	Concrete - Misc	\$ 39,395.00	\$ 39,395.00			\$ 39,395.00	100.00%	\$ -
	Precast Plank	\$ 30,500.00	\$ 30,500.00			\$ 30,500.00	100.00%	\$ -
Division 04								
	Masonry	\$ 155,440.00	\$ 155,440.00			\$ 155,440.00	100.00%	\$ -
Division 05								
	Metals Installation	\$ 44,650.00	\$ 44,650.00			\$ 44,650.00	100.00%	\$ -
	Misc Metals Supply	\$ 111,960.00	\$ 111,960.00			\$ 111,960.00	100.00%	\$ -
Division 06								
	Wood Blocking	\$ 56,600.00	\$ 56,600.00			\$ 56,600.00	100.00%	\$ -
Division 07								
7535.0	Roofing & Sheet metal	\$ 169,000.00	\$ 169,000.00			\$ 169,000.00	100.00%	\$ -
	Sealants	\$ 33,500.00	\$ 33,500.00			\$ 33,500.00	100.00%	\$ -
Division 08								
	HM Doors & Frams	\$ 6,705.00	\$ 6,705.00			\$ 6,705.00	100.00%	\$ -
	Hatches & Door Instalation	\$ 39,500.00	\$ 39,500.00			\$ 39,500.00	100.00%	\$ -
	Hatches & Door Instalation	\$ 25,000.00	\$ 25,000.00			\$ 25,000.00	100.00%	\$ -
Division 09								
	Clarifier 1	\$ 98,560.00	\$ 98,560.00			\$ 98,560.00	100.00%	\$ -
	Clarifier 2	\$ 102,070.00	\$ 102,070.00			\$ 102,070.00	100.00%	\$ -
	Clarifier 3	\$ 98,560.00	\$ 98,560.00			\$ 98,560.00	100.00%	\$ -
	Sludge Storage Tank	\$ 160,373.00	\$ 160,373.00			\$ 160,373.00	100.00%	\$ -
	Anoxic Basin	\$ 56,328.00	\$ 56,328.00			\$ 56,328.00	100.00%	\$ -
	Aeration Lift Station	\$ 78,692.00	\$ 78,692.00			\$ 78,692.00	100.00%	\$ -
	Biosolids Building	\$ 33,512.00	\$ 33,512.00			\$ 33,512.00	100.00%	\$ -
	Operations Building	\$ 68,924.00	\$ 68,924.00			\$ 68,924.00	100.00%	\$ -
	Pump room	\$ 36,941.00	\$ 36,941.00			\$ 36,941.00	100.00%	\$ -
	Rapid Mix Tank	\$ 31,590.00	\$ 31,590.00			\$ 31,590.00	100.00%	\$ -
Division 11								
	Equipment							
11000.0	Vessco direct Supplied Equipment	\$ 1,348,516.00	\$ 1,348,516.00			\$ 1,348,516.00	100.00%	\$ -
11266.0	UV Disinfection Equipment	\$ 247,600.00	\$ 247,600.00			\$ 247,600.00	100.00%	\$ -
11315.0	Rotary Lobe Pumps	\$ 114,118.00	\$ 114,118.00			\$ 114,118.00	100.00%	\$ -

Molin

Seedorf

Bruer Metal

Central Iowa

CCP

ABC

Trojan/ electric
boeinger

A		B	Work Completed		E	F		G
Specification Section Number	Description	Scheduled Value (\$)	C	D		Total Completed to Date (C + D)	% (F/B)	Balance to Finish (B - F)
			From Previous Application (C+D)	This Period				
11330/31	Bar Screens & Dewatering Press	\$ 88,677.00	\$ 88,677.00			\$ 88,677.00	100.00%	\$ -
11351.0	Clarifier Equipment	\$ 356,634.00	\$ 356,634.00			\$ 356,634.00	100.00%	\$ -
11372.0	Blowers	\$ 129,230.00	\$ 129,230.00			\$ 129,230.00	100.00%	\$ -
11374/75	Fine Pore Membrane Aeration Equip	\$ 159,150.00	\$ 159,150.00			\$ 159,150.00	100.00%	\$ -
Division 11	Installation							
	Aeration Splitter Box	\$ 3,900.00	\$ 3,900.00			\$ 3,900.00	100.00%	\$ -
	Secondary Splitter Box	\$ 3,900.00	\$ 3,900.00			\$ 3,900.00	100.00%	\$ -
	Aeration Tank Install	\$ 56,700.00	\$ 56,700.00			\$ 56,700.00	100.00%	\$ -
	MLR 1, 2, 3	\$ 7,100.00	\$ 7,100.00			\$ 7,100.00	100.00%	\$ -
	Headworks Equipment	\$ 20,500.00	\$ 20,500.00			\$ 20,500.00	100.00%	\$ -
	Blower Building Equipment	\$ 31,300.00	\$ 31,300.00			\$ 31,300.00	100.00%	\$ -
	Clarifiers Install	\$ 71,600.00	\$ 71,600.00			\$ 71,600.00	100.00%	\$ -
	Was Pumps	\$ 4,830.00	\$ 4,830.00			\$ 4,830.00	100.00%	\$ -
	Disinfection Install	\$ 3,990.00	\$ 3,990.00			\$ 3,990.00	100.00%	\$ -
	RAS/PST Pumps	\$ 49,350.00	\$ 49,350.00			\$ 49,350.00	100.00%	\$ -
	Flexzone - Anoxic Basin	\$ 20,680.00	\$ 20,680.00			\$ 20,680.00	100.00%	\$ -
	Flexzone - Storage Tank	\$ 68,550.00	\$ 68,550.00			\$ 68,550.00	100.00%	\$ -
	Flexzone - Aeration	\$ 61,450.00	\$ 61,450.00			\$ 61,450.00	100.00%	\$ -
	Course Bubble Digester	\$ 17,800.00	\$ 17,800.00			\$ 17,800.00	100.00%	\$ -
	Course Bubble WAS	\$ 4,800.00	\$ 4,800.00			\$ 4,800.00	100.00%	\$ -
	Aeration Overflows	\$ 12,350.00	\$ 12,350.00			\$ 12,350.00	100.00%	\$ -
Division 13								
13216.0	Tank Mobilization	\$ 120,000.00	\$ 120,000.00			\$ 120,000.00	100.00%	\$ -
13216.0	Tank De-Mobilization	\$ 40,000.00	\$ 40,000.00			\$ 40,000.00	100.00%	\$ -
13216.0	Design Drawings & Calcs	\$ 104,000.00	\$ 104,000.00			\$ 104,000.00	100.00%	\$ -
13216.0	Footing Forms	\$ 24,000.00	\$ 24,000.00			\$ 24,000.00	100.00%	\$ -
13216.0	Reinforcing	\$ 56,000.00	\$ 56,000.00			\$ 56,000.00	100.00%	\$ -
13216.0	Place Floor/Footing Concrete	\$ 80,000.00	\$ 80,000.00			\$ 80,000.00	100.00%	\$ -
13216.0	Install Beds	\$ 29,000.00	\$ 29,000.00			\$ 29,000.00	100.00%	\$ -
13216.0	Form/Reinforce/Pour Panels	\$ 129,000.00	\$ 129,000.00			\$ 129,000.00	100.00%	\$ -
13216.0	Erect Panels	\$ 72,000.00	\$ 72,000.00			\$ 72,000.00	100.00%	\$ -
13216.0	Joints and Curb	\$ 29,000.00	\$ 29,000.00			\$ 29,000.00	100.00%	\$ -
13216.0	Shotcrete Diaphragm	\$ 29,000.00	\$ 29,000.00			\$ 29,000.00	100.00%	\$ -
13216.0	Erect Shoring	\$ 31,000.00	\$ 31,000.00			\$ 31,000.00	100.00%	\$ -
13216.0	Erect Formwork	\$ 23,000.00	\$ 23,000.00			\$ 23,000.00	100.00%	\$ -
13216.0	Reinforcing	\$ 54,000.00	\$ 54,000.00			\$ 54,000.00	100.00%	\$ -
13216.0	Place Dome Concrete	\$ 16,000.00	\$ 16,000.00			\$ 16,000.00	100.00%	\$ -

vulcan
evoqua

A		B	Work Completed		E	F		G
			C	D		Total Completed to Date (C + D)	% (F/B)	
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period				Balance to Finish (B - F)
13216.0	Remove Formwork	\$ 23,000.00	\$ 23,000.00			\$ 23,000.00	100.00%	\$ -
13216.0	Prestress	\$ 45,000.00	\$ 45,000.00			\$ 45,000.00	100.00%	\$ -
13216.0	Wire Coat	\$ 19,000.00	\$ 19,000.00			\$ 19,000.00	100.00%	\$ -
13216.0	Body Coat	\$ 17,000.00	\$ 17,000.00			\$ 17,000.00	100.00%	\$ -
13216.0	Final Coat	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00	100.00%	\$ -
13216.0	Tank Pipe, Fittings & Appurtenances	\$ 64,000.00	\$ 64,000.00			\$ 64,000.00	100.00%	\$ -
13216.0	Decorative Paint - Exterior	\$ 23,000.00	\$ 23,000.00			\$ 23,000.00	100.00%	\$ -
Division 14								
14620.0	Hoists	\$ 9,620.00	\$ 9,620.00			\$ 9,620.00	100.00%	\$ -

superior

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
Division 15								
	Grit Separation Piping	\$ 34,900.00	\$ 34,900.00			\$ 34,900.00	100.00%	\$ -
	Process Piping (Valve Repl)	\$ 290,100.00	\$ 290,100.00			\$ 290,100.00	100.00%	\$ -
	Mixed Liquor Return Piping	\$ 289,560.00	\$ 289,560.00			\$ 289,560.00	100.00%	\$ -
	Sludge Transfer Piping	\$ 50,080.00	\$ 50,080.00			\$ 50,080.00	100.00%	\$ -
	Aeration Piping	\$ 391,900.00	\$ 391,900.00			\$ 391,900.00	100.00%	\$ -
	RAS Piping	\$ 121,280.00	\$ 121,280.00			\$ 121,280.00	100.00%	\$ -
	WAS Piping	\$ 68,040.00	\$ 68,040.00			\$ 68,040.00	100.00%	\$ -
	Supernatant Piping	\$ 5,520.00	\$ 5,520.00			\$ 5,520.00	100.00%	\$ -
	Chemical Piping	\$ 158,881.00	\$ 158,881.00			\$ 158,881.00	100.00%	\$ -
	Mechanical Mobilization	\$ 93,320.00	\$ 93,320.00			\$ 93,320.00	100.00%	\$ -
	Plumbing Demolition	\$ 12,995.00	\$ 12,995.00			\$ 12,995.00	100.00%	\$ -
	HVAC Demolition	\$ 40,565.00	\$ 40,565.00			\$ 40,565.00	100.00%	\$ -
	Plumbing Rough-In	\$ 51,605.00	\$ 51,605.00			\$ 51,605.00	100.00%	\$ -
	Plumbing Insulation	\$ 6,300.00	\$ 6,300.00			\$ 6,300.00	100.00%	\$ -
	HVAC Ductwork Rough-In	\$ 78,125.00	\$ 78,125.00			\$ 78,125.00	100.00%	\$ -
	HVAC Equipment	\$ 643,105.00	\$ 643,105.00			\$ 643,105.00	100.00%	\$ -
	Temperature Controls	\$ 54,935.00	\$ 54,935.00			\$ 54,935.00	100.00%	\$ -
	Ductwork Insulation	\$ 4,400.00	\$ 4,400.00			\$ 4,400.00	100.00%	\$ -
	Testing and Balancing	\$ 13,750.00	\$ 13,750.00			\$ 13,750.00	100.00%	\$ -
Division 16								
	Preliminary Documents and Submittals	\$ 25,000.00	\$ 25,000.00			\$ 25,000.00	100.00%	\$ -
	Mobilization	\$ 35,000.00	\$ 35,000.00			\$ 35,000.00	100.00%	\$ -
	Temporary Power	\$ 20,000.00	\$ 20,000.00			\$ 20,000.00	100.00%	\$ -
	Integration Engineering	\$ 100,000.00	\$ 100,000.00			\$ 100,000.00	100.00%	\$ -
	Site Electrical Labor	\$ 150,000.00	\$ 150,000.00			\$ 150,000.00	100.00%	\$ -
	Site Electrical Materials	\$ 210,000.00	\$ 210,000.00			\$ 210,000.00	100.00%	\$ -
	Generator Labor	\$ 65,000.00	\$ 65,000.00			\$ 65,000.00	100.00%	\$ -
	Generator Materials	\$ 448,000.00	\$ 448,000.00			\$ 448,000.00	100.00%	\$ -
	Blower Building Labor	\$ 80,000.00	\$ 80,000.00			\$ 80,000.00	100.00%	\$ -
	Blower Building Materials	\$ 285,000.00	\$ 285,000.00			\$ 285,000.00	100.00%	\$ -
	Final Clarifiers Labor	\$ 37,000.00	\$ 37,000.00			\$ 37,000.00	100.00%	\$ -
	Final Clarifiers Materials	\$ 15,000.00	\$ 15,000.00			\$ 15,000.00	100.00%	\$ -
	Bio Solids Control Complex Labor	\$ 50,000.00	\$ 50,000.00			\$ 50,000.00	100.00%	\$ -
	Bio Solids Control Complex Materials	\$ 155,000.00	\$ 155,000.00			\$ 155,000.00	100.00%	\$ -
	Disinfection Building Labor	\$ 40,000.00	\$ 40,000.00			\$ 40,000.00	100.00%	\$ -
	Disinfection Building Materials	\$ 95,000.00	\$ 95,000.00			\$ 95,000.00	100.00%	\$ -

All Iowa

tri-city

A		B	Work Completed		E	F		G
			C	D		Total Completed to Date (C + D)	% (F/B)	
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period				Balance to Finish (B - F)
	Preliminary Treatment Building Labor	\$ 25,000.00	\$ 25,000.00			\$ 25,000.00	100.00%	\$ -
	Preliminary Treatment Building Materials	\$ 75,000.00	\$ 75,000.00			\$ 75,000.00	100.00%	\$ -
	Rapid Mix Structure Labor	\$ 20,000.00	\$ 20,000.00			\$ 20,000.00	100.00%	\$ -
	Rapid Mix Structure Materials	\$ 10,000.00	\$ 10,000.00			\$ 10,000.00	100.00%	\$ -
	Aeration Tanks Labor	\$ 20,000.00	\$ 20,000.00			\$ 20,000.00	100.00%	\$ -
	Aeration Tanks Materials	\$ 10,000.00	\$ 10,000.00			\$ 10,000.00	100.00%	\$ -
	Bio Solids Loadout Building Labor	\$ 75,000.00	\$ 75,000.00			\$ 75,000.00	100.00%	\$ -
	Bio Solids Loadout Building Materials	\$ 185,000.00	\$ 185,000.00			\$ 185,000.00	100.00%	\$ -
	Anoxic Basin Labor	\$ 35,000.00	\$ 35,000.00			\$ 35,000.00	100.00%	\$ -
	Anoxic Basin Materials	\$ 75,000.00	\$ 75,000.00			\$ 75,000.00	100.00%	\$ -
	Communication/Fiber Labor	\$ 45,000.00	\$ 45,000.00			\$ 45,000.00	100.00%	\$ -
	Communication/Fiber Materials	\$ 100,000.00	\$ 100,000.00			\$ 100,000.00	100.00%	\$ -
	Demobilization	\$ 10,000.00	\$ 10,000.00			\$ 10,000.00	100.00%	\$ -
	As-Builts/Close Out Documents	\$ 5,509.00	\$ -			\$ 10,000.00	100.00%	\$ -
	Approved Project Change Orders					\$ -	0.00%	\$ 5,509.00
CO 1	Unknown Tank Demo & Removal	\$ 185,359.09	\$ 185,359.09			\$ 185,359.09	100.00%	\$ -
CO 2	Clarifier Metal Coatings	\$ 62,089.77	\$ 62,089.77			\$ 62,089.77	100.00%	\$ -
CO 3	Electrical Upgrades VFD's & Metering	\$ 117,779.30	\$ 117,779.30			\$ 117,779.30	100.00%	\$ -
CO 4	UV Epoxy Injection & Keegaard Roof Edge	\$ 51,468.45	\$ 51,468.45			\$ 51,468.45	100.00%	\$ -
CO 5	Digester Replacement	\$ 156,971.11	\$ 156,971.11			\$ 156,971.11	100.00%	\$ -
CO 6	Clarifier 3 Skim Coating	\$ 113,226.99	\$ 113,226.99			\$ 113,226.99	100.00%	\$ -
CO 7	Time Extension for Digester System	\$ -	\$ -			\$ -	#DIV/0!	\$ -
CO 8	FO#24 & FO#25	\$ 107,703.37	\$ 107,703.37			\$ 107,703.37	100.00%	\$ -
CO 9	FO#26	\$ 95,218.49	\$ 50,476.85	\$ 14,641.00		\$ 65,117.85	68.39%	\$ 30,100.64
		\$ -	\$ -			\$ -		\$ -
	Total	\$ 18,393,102.37	\$ 18,344,265.93	\$ 12,024.90	\$ -	\$ 18,356,290.83	99.80%	\$ 36,811.54

COUNCIL MEETING

OCTOBER 28, 2025

5:30 P.M.

PRESENT: Jackson, Sloan, Wetrich, Zmolek

ABSENT: Ahrenholtz

Mayor Berry presided.

No citizens spoke during Open Forum.

On motion by Wetrich, second by Sloan, the Council approved the following consent items: October 14, 2025 Council Minutes, Annual Financial Report FY24-25, Sidewalk Reimbursement for 602 W Lincoln Way in the amount of \$1,550.00, Sewer Forgiveness for 806 W Head Street in the amount of \$395.89, Neighborhood Improvement Program application for 206 S Walnut St in the amount of \$4000.00, and approve Sawyer Schiltz as member of Jefferson Fire Department.

AYE: Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Zmolek, second by Jackson, the Council approved to hire Henry Pohlmeier as the Finance Officer with a salary of \$50,000 as of November 3, 2025. Henry has been the Park & Recreation Assistant Director.

AYE: Zmolek, Wetrich, Sloan, Jackson

NAY: None

On motion by Sloan, second by Wetrich, the Council approved to use an Affidavit Operator for Grade 2 Water Distribution portion only. Kyle DeMoss is willing to continue as the distribution Affidavit Operator on a month-to-month basis with a fee of \$400.00 monthly.

AYE: Sloan, Wetrich, Zmolek, Jackson

NAY: None

On motion by Wetrich, second by Sloan, the Council approved to purchase a 2016 Freightliner Jet Vac Truck from Elliott Equipment Co. Cost of the truck is \$275,000.00. Truck will be used to clean sewers, lift station, manholes, catch basins and used to clean tanks at the water plant.

AYE: Jackson, Sloan, Wetrich, Zmolek

NAY: None

There being no further business the Council agreed to adjourn at 5:48p.m.

Craig J. Berry, Mayor

Roxanne Gorsuch, City Clerk

Jefferson Public Library

**Meeting of the Board of Trustees
Monday, November 10, 2025 6:30 PM
Library – Basement Meeting Room**

AGENDA

- I. Call to Order
- II. Open Forum: this is a time for any concerned citizen to speak to the trustees about an item that is not on the agenda.
- III. Approval of Minutes of Previous Meeting
- IV. Approval of Expenditures
- V. Director's Report
 - A. Monthly Circulation & Usage Reports
 - B. Year-to-Date Monthly Financial Reports
 - C. Project updates
 - D. Youth and adult programs
 - E. Friends of the Library report
- VI. Old Business
 - A. Library expansion project
 - B. FY2026-2027 Budget proposal
 - C. Policy review – circulation of materials (tabled at Oct meeting) and addendum to City personnel policy
 - D. Personnel
- VII. New Business
 - A. City strategic planning/goal setting with consultant
 - B. State Library annual survey
 - C. Carnegie Corporation of New York gift
- VIII. Next Meeting – Monday, December 8 at 6:30 pm
- IX. Adjournment

NOTE: Annual Trustee Training – Tuesday, November 18, 6-8 pm @ Loren Shriver Community Center in Paton (includes supper)