

AGENDA

CITY COUNCIL MEETING

Tuesday, May 12, 2026

5:30 P.M.

CITY HALL COUNCIL CHAMBERS

- I. **PLEDGE OF ALLEGIANCE**
- II. **CALL TO ORDER**
- III. **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.**
- IV. **CONSENT ITEMS:**
 - A. Approve Council minutes from 4/28/26
 - B. Hire Jeremy Cartwright as seasonal clubhouse employee at \$14.50 / hr.
 - C. Approve Class C Retail Alcohol License for B.P.O. Elks Lodge #2306
 - D. Approve Class C Retail Alcohol License for Doc's Stadium, LLC, DBA Doc's Stadium Bar & Grill
 - E. Approve Class C Retail Alcohol license for Wild Rose Jefferson, LLC
 - F. Approve bills and authorize payment.
- V. **NEW BUSINESS:**
 - A. **PUBLIC HEARING** on Proposed Fiscal Year 2025-26 Budget Amendment
 - B. RESOLUTION Amending the Current Budget for the Fiscal Year 2025-26
 - C. ORDINANCE: Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Pertaining to Water Rates.
 - D. ORDINANCE: Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Pertaining to Collection Fees for Solid Waste and Recycling Fees.
 - E. RESOLUTION Confirming the Employment of Jonathan Koch as Water Superintendent
 - F. RESOLUTION Approving Increase to City Department Head Salaries.
 - G. Approve the Hiring of Caleb Alamina as a Sanitation Worker.
 - H. Consider Approval of Pay Estimate #1 to Evora Energy, LLC of \$138,076.69 for Airport Fuel Farm Project.
 - I. RESOLUTION Authorizing Submission of Application for Iowa Department of Transportation Airport Funding and Certifying Eligibility Requirements
 - J. GCDC Update
- VI. **REPORTS:**
 - A. Engineer, City Clerk, Attorney, City Administrator
 - B. Economic Development
 - C. Departments
 - D. Council & Committees
 - E. Mayor
- VII. **ADJOURN.**

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, May 12, 2026 5:30 p.m.

FY 2025-26 Budget Amendment: Enclosed is the proposed budget amendment for FY 25-26. This shows increased revenues of \$2.86 million and increased expenditures of \$1.89 million.

Water Rates: The Water Committee recommends a retail rate increase of two percent. Enclosed is an ordinance implementing a 2% increase. The base fee (which includes 134 cu ft) would increase from \$13.72 to \$14.00 and the cost per 100 cu ft changes from \$8.61 to \$8.78.

The cost for 5,000 gallons (668 cu ft) increases from \$59.70 to \$60.89.

This will become effective with the bill that comes out around August 1st.

Landfill Fees / Large Item Costs: Metro Waste Authority has increased the tipping fees at the Metro Park West Landfill by 53% effective July 1st. This increases the City's cost for tipping fees by over \$50,000 annually.

There is a separate fee on the customers' utility bill for "Landfill Fee." This fee is currently \$3.50 per month and this is proposed to increase to \$6.10 per month.

It is also proposed to modify charges for special or bulk items as follows:

- Oversized sectionals, large couches, and other large furniture: \$20.00
- Mattress and/or box spring, individually \$10.00 each (currently \$5.00 each)
- Loose bags on the ground: \$5.00 each
- Change each garbage truck hopper or part thereof to \$30.00. (currently \$10)
- Add a statement that large amounts of construction waste may be refused by the City.

These new rates become effective with the bill that comes out around August 1st.

The Water, Sewer Streets Committee recommends these changes be implemented.

Water Superintendent: The City has reached agreement with Jon Koch to become our new Water Superintendent. The working agreement with Mr. Koch is included herein.

Department Head Salaries: The Council is asked to consider increasing salaries of supervisory employees to be consistent with the hiring of the new Water Superintendent as well as bringing these positions closer to the average market value. This issue has been brought before both the Wage & Benefits Committee and the Finance Committee. A resolution with proposed wages is included herein.

Sanitation Worker: Caleb Alamina is proposed to be hired as a Sanitation / Streets Worker at a beginning wage of \$25.50 / hr.

Fuel Farm Pay Estimate: Enclosed is Pay Estimate No. 1 for \$138,076.69 from Evora Energy, LLC for the airport fuel farm project. This covers subgrade preparation, installation of much of the pavement, installation of the tank pad, and some electrical work.

Iowa DOT Airport Grant Application: With the installation of the new fuel farm and the removal of the old fuel system, the grade of the concrete surrounding the old fuel system site exceeds recommended levels. This should be removed and replaced with concrete with a more gradual incline. Enclosed is a grant application to the Iowa DOT seeking \$315,000 to assist with the project. The grant funds 75% of the project with 25% (\$105,000) local match.

GCDC Update: Greg Piklapp will be at the meeting to provide a GCDC update.

Requested Zoning Change: Midwest Wellness & Recovery has again requested that their application to re-zone the old Community of Christ church property at 1106 S. Elm Street from single to multi-family residential not be considered by the City Council at this meeting. The issue will need to be considered within 30 days, with the June 9th Council meeting being the last date to consider this application.

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

City of JEFFERSON
Fiscal Year July 1, 2025 - June 30, 2026

The City of JEFFERSON will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2026

Meeting Date/Time: 5/12/2026 05:30 PM

Contact: City of Jefferson

Phone: (515) 386-3111

Meeting Location: Jefferson City Hall
220 N Chestnut St
Jefferson, IA 50129

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	2,406,980	0	2,406,980
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	2,406,980	0	2,406,980
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	1,200,000	0	1,200,000
Other City Taxes	6	820,350	0	820,350
Licenses & Permits	7	44,900	0	44,900
Use of Money & Property	8	579,890	0	579,890
Intergovernmental	9	3,189,914	0	3,189,914
Charges for Service	10	4,462,627	0	4,462,627
Special Assessments	11	0	0	0
Miscellaneous	12	695,350	60,000	755,350
Other Financing Sources	13	0	2,000,000	2,000,000
Transfers In	14	3,701,013	800,000	4,501,013
Total Revenues & Other Sources	15	17,101,024	2,860,000	19,961,024
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	1,388,953	74,000	1,462,953
Public Works	17	710,425	23,100	733,525
Health and Social Services	18	45,500	0	45,500
Culture and Recreation	19	1,852,881	160,100	2,012,981
Community and Economic Development	20	544,450	55,000	599,450
General Government	21	674,169	137,300	811,469
Debt Service	22	673,423	0	673,423
Capital Projects	23	3,539,433	310,000	3,849,433
Total Government Activities Expenditures	24	9,429,234	759,500	10,188,734
Business Type/Enterprise	25	6,837,521	332,000	7,169,521
Total Gov Activities & Business Expenditures	26	16,266,755	1,091,500	17,358,255
Transfers Out	27	3,701,013	800,000	4,501,013
Total Expenditures/Transfers Out	28	19,967,768	1,891,500	21,859,268
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-2,866,744	968,500	-1,898,244
Beginning Fund Balance July 1, 2025	30	12,808,489	0	12,808,489
Ending Fund Balance June 30, 2026	31	9,941,745	968,500	10,910,245

Explanation of Changes: Revenues: \$2,000,000 Debt Issuance, \$800,000 Transfer In of Internal TIF Loan, \$60,000 (Sale of Building) - Forgivable Loan Payback.
Expenses: \$55,000 Invoice received late for LEC local-share, \$70,000 Purchase of HVAC Units, \$42,000 Feasibility Study for Golf Course, \$80,000 Engineering of Sidewalk project, \$15,000 Legal fees for urban renewal and Development, \$30,000 Region XII Trust, \$55,000 Timing of Additional Downtown Project, \$38,000 Architecture of Library Expansion, \$300,000 G.O. Bond Series 2026 - Possible Street Project, \$16,000 WA Pickup Maintenance, \$15,000 WA Consultation - People's Service, \$275,000 Purchase of Jet Vac Truck, \$800,000 Transfer Out of Internal TIF Loan, and other small expenses.

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISION
PERTAINING TO WATER RATES

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

SECTION 1. Section Amended. Section 92.02 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

92.02 RATES FOR SERVICE. Water services shall be furnished at the following monthly rates within the City:

(Code of Iowa, Sec. 384.84)

Cubic Feet Used Per Month	Rate
First 134	\$14.00 (minimum bill)
All Over 134	\$8.78 per 100 cubic feet

SECTION 2. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

Finally passed by the Council and approved on _____, 2026.

Craig Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

- - - -

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on _____, 2026.

Roxanne Gorsuch, City Clerk



Central Office
300 E. Locust Street, Suite 100
Des Moines, IA 50309
515.244.0021

MEMORANDUM

DATE: April 1, 2026
TO: MWA Customers
FROM: Michael McCoy, Chief Executive Officer
CC: MWA Management
SUBJECT: 2026 Facility Rates; 2026 Holiday Hours

2026 Facility Rates

Metro Waste Authority will be increasing tip fees for commercial and municipal solid waste at transfer stations and landfills in 2026.

Effective July 1, 2026: Landfills and Transfer Stations

The tipping fee for commercial and municipal solid waste will increase at Metro Park East and Metro Park West Landfills as well as Metro Central and Metro Northwest Transfer Stations:

Metro Park East Landfill

- Commercial Waste will increase from \$42/ton to \$44/ton
- Municipal Solid Waste will increase from \$39/ton to \$40/ton

Metro Park West Landfill

- Commercial Waste will increase from \$42/ton to \$64/ton
- Municipal Solid Waste will increase from \$39/ton to \$60/ton

Transfer Stations

- Commercial Waste will increase from \$52/ton to \$54/ton
- Municipal Solid Waste will increase from \$40/ton to \$41/ton

2026 Holiday Hours

Metro Waste Authority set its facility hours for the 2026 holidays. A list of the hours is enclosed.

Tipping fees for each facility and holiday hours can be found on our website at www.WhereItShouldGo.com/locations.

Please contact Metro Waste Authority at 515.244.0021 if you have any questions.

Enclosure

Landfill Fees – Proposed

Expenses

Average 2,500 tons of Landfilled each year.

35% Commercial; 65% Residential

Current Expense- Commercial: $875 \text{ ton} * \$42 / \text{ton} = 36,750$

Current Expense- Residential: $1,625 \text{ ton} * \$39 / \text{ton} = 63,375$

TOTAL \$ 100,125

Expense after 7-1-26: Commercial: $875 \text{ ton} * \$64 / \text{ton} = 56,000$

Expense after 7-1-26: Residential: $1,625 \text{ ton} * \$60 / \text{ton} = 97,500$

TOTAL \$ 153,500

Revenues

Monthly Number of Accounts Billed: 2,083

$\$153,500 / 2,083 / 12 \text{ months} = \6.14

PROPOSED RETAIL LANDFILL FEE:

Increase from \$3.50 to \$6.10

ORDINANCE NO. _____

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

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

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

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

A. For each residential premises – a fee of \$12.50 per month per container.

B. For each dwelling unit of a multiple-family dwelling containing four or more apartments or dwelling units – a fee of \$8.00 per month per apartment or dwelling unit. If collection for such units is made through the use of a dumpster the charges shall be \$6.70 per month per apartment or dwelling unit.

C. For each mobile home in a mobile home court or mobile home park – a fee of \$12.50 per month per mobile home. If collection for the mobile home units is made through the use of a dumpster the charge shall be \$9.25 per month per mobile home.

D. **Landfill fee of \$6.10 per month.**

E. Recycling fee of \$4.70 per month.

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

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

A. A base fee of \$12.50 per month for each commercial premises.

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

Size	Amount
1 yard	\$ 6.85
1½ yards.....	\$ 8.00
2 yards.....	\$ 9.00

2½ yards\$ 10.25
 3 yards\$ 11.40

C. Recycling fee of \$4.70 per month.

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

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

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

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

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

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

C. For each piece of medium-sized furniture, such as a chair, recliner, sofa, love seat, **mattress, box spring, and other items of comparable size**.....\$ 10.00

D. For each piece of large-sized furniture, such a sectional, large couch, hide-a-bed, and other items of comparable size.....\$ 20.00

E. For each window\$ 5.00

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

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

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

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

J. For each photocopier.....\$ 50.00

K. For each mainframe computer\$ 75.00

L. For collection of construction or demolition debris, such as from fences, decks, buildings and remodeling projects, there shall be a charge of \$20.00 per hour per person required to make such collection. The City reserves the right to refuse collection of large amounts of construction or demolition debris.

M. Loose garbage bags of solid waste on the ground\$ 5.00

N. Miscellaneous items which do not fit any of the above descriptions (for each garbage truck hopper or part thereof).....\$ 30.00

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

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

Dumpsters may not be rented for more than two months.

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

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When effective. This ordinance shall be in effect as of August 1, 2026, after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2026, and approved on _____, 2026.

Craig Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

RESOLUTION NO. _____

A RESOLUTION CONFIRMING THE EMPLOYMENT OF
JONATHAN KOCH AS WATER SUPERINTENDENT

WHEREAS, the City has conducted a thorough hiring process to find a new Water Superintendent ; and

WHEREAS, the City desires to employ Jonathan Koch, previously the Wastewater Superintendent for Muscatine, IA, as its Water Superintendent.

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

Section 1. The Council confirms the employment of Jonathan Koch as the Water Superintendent of the City of Jefferson, pursuant to the terms of the Water Superintendent Working Agreement attached hereto. Jonathan Koch will be employed at an annual salary of \$90,000.00, prorated for the remainder of the 2025-26 fiscal year, with such salary to remain in place for fiscal year 2026-27.

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

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

Passed and approved this 12th day of May, 2026.

Craig Berry, Mayor

ATTEST:

Roxanne Gorsuch, City Clerk

CITY OF JEFFERSON – WATER SUPERINTENDENT WORKING AGREEMENT

WATER SUPERINTENDENT EMPLOYMENT MEMORANDUM

Jonathan Koch, and Dave Morlan, Public Works Director, on behalf of the City of Jefferson, enter into this agreement setting forth work rules, expectations, and policies pertaining to the employment of Jonathan Koch with the City of Jefferson as Water Superintendent.

I acknowledge and agree to the following terms and conditions of employment:

Position and Start Date

1. My first day of employment is June 1, 2026.
2. My title is **Water Superintendent**. This is the lead position within the Water Department and is classified as an exempt position under the Fair Labor Standards Act (FLSA).
3. I report directly to the Public Works Director.

Licensing and Certification Requirements

4. I shall obtain my **Grade 3 Water Treatment License** and **Grade 2 Water Distribution License** within six (6) months of my date of employment.
5. Failure to obtain required certifications within the specified timeframe may result in disciplinary action, up to and including termination, unless an extension is granted by the City.
6. I acknowledge that I have a Grade IV wastewater treatment license. I shall maintain all water and wastewater certifications in good standing throughout my employment. The City shall pay all fees associated with required training.
7. I shall train lower-level operators and lead them toward certification, up to Grade 3 Water Treatment and Grade 2 Distribution.
8. I shall obtain a Class B CDL with air brakes endorsement within six (6) months of my date of employment.

Probationary Period

9. I am considered a probationary employee until I obtain the required licenses listed above.
10. During this period, my performance and suitability for the position will be evaluated.

Compensation and Benefits

9. My beginning pay rate will be \$90,000 per year, prorated for the remainder of the 2025-26 fiscal year, and then throughout the 2026-27 fiscal year.
10. I will be eligible for a pay review beginning July 1, 2027, subject to City policy and performance.
11. I shall begin employment with three (3) weeks of vacation and will accrue three (3) weeks of vacation on my anniversary date annually thereafter, in accordance with City policy.
12. Upon providing acceptable documentation, the City agrees to reimburse a lump sum payment up to \$2,000 for any relocation and moving expenses.
13. I am eligible for other benefits as outlined in the City of Jefferson Employee Handbook.

Work Hours and Availability

13. This position requires flexibility in work hours, including early mornings, evenings, weekends, and holidays as necessary.
14. I am expected to be available in person for emergency response and system needs on a 24/7 basis, either personally or through an established on-call rotation.
15. Residency at a location within a reasonable in-person response time of the City is required.

Duties and Responsibilities

16. I am responsible for the overall operation, maintenance, and regulatory compliance of the City's water treatment and distribution systems.
17. I will supervise water department staff, including scheduling, training, and performance management.
18. I will ensure compliance with all applicable local, state, and federal regulations, including those of the Iowa Department of Natural Resources and the Environmental Protection Agency.
19. I will maintain accurate operational records and submit all required regulatory reports in a timely manner.
20. I will assist in the preparation and management of the water utility budget and capital improvement planning.
21. I will oversee system maintenance, including wells, treatment facilities, storage, and distribution infrastructure.
22. I will provide wastewater backup capability during times of emergency or staff shortage.
23. I will assist other Public Works Departments, as needed, including wastewater, storm water, streets, and parks.
24. I will assist with the water-related portions of swimming pool operations, including opening and closing the pool each year.
25. I will assist with snow removal activities which may occur at any time on any day.

Emergency Response and Public Health

26. I acknowledge that this position is critical to public health and safety.
27. I will respond to water system emergencies, including main breaks, contamination events, and service disruptions.
28. I will coordinate with local emergency services and regulatory agencies when necessary.

Safety and Training

29. I will comply with all workplace safety requirements and ensure staff adherence to safety standards.
30. I will participate in ongoing professional development and required continuing education.

Policies and Conduct

31. I will adhere to all City policies, procedures, and codes of conduct as outlined in the Employee Handbook.
32. I will maintain professional conduct in interactions with staff, elected officials, and the public.

Performance Evaluation

33. My performance will be evaluated periodically by the Public Works Director.
34. Continued employment and compensation adjustments will be based on performance, compliance, and organizational needs.

At-Will Employment

35. My employment with the City of Jefferson is at-will and may be terminated by either party at any time, with or without cause, subject to applicable law.

Jonathan Koch

Dave Morlan, Public Works Director

RESOLUTION NO. _____

A RESOLUTION APPROVING
INCREASE TO CITY DEPARTMENT HEAD SALARIES

WHEREAS, the City of Jefferson has reviewed the salaries of its department heads and determined that increases to those salaries is required to keep pace with other municipalities; and

WHEREAS, the City Council finds that it is in the best interests of the City of Jefferson that its department head employees receive increases in their respective wages effective immediately;

WHEREAS, it is the intention of the City Council that these increases in pay for the department heads shall remain intact for the upcoming 2026-27 fiscal year, such that there shall be no further increase as of July 1, 2026

WHEREAS, the City Council notes that Chad Stevens, the City's Building Inspector and Code Enforcement Officer, has obtained his certified building inspector designation through the Iowa Department of Inspections, Appeals and Licensing; and

WHEREAS, the City Council further finds that it is in the best interests of the City of Jefferson that Chad Stevens receive an increase in salary commensurate with his new certification.

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

Section 1. The following department heads shall receive an increase in annual salaries, effective immediately, prorated for the remaining portion of fiscal year 2025-26, and shall remain effective for fiscal year 2026-27, in the following respective amounts:

<u>Employee</u>	<u>Department</u>	<u>Current Salary</u>	<u>New Salary</u>
Danny Moranville	Wastewater	\$77,962.00	\$90,000.00
Dave Teeples	Streets	\$77,921.00	\$85,000.00
Dave Morlan	Public Works	\$93,490.00	\$105,000.00

Section 2. As a result of recently obtaining his certified building inspector designation, Chad Stevens' annual salary shall be immediately increased to \$73,254.23, prorated for the remaining portion of fiscal year 2025-26, with an increase to \$75,818.13 for fiscal year 2026-27.

Section 3. The Mayor, City Administrator, and City Clerk are authorized and directed to take such further action as may be necessary to carry out the intent and purpose of this resolution.

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

Passed and approved on May 12, 2026.

Craig Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

Contractor's Application for Payment

Owner: <u>City of Jefferson</u>	Owner's Project No.: <u>24X.136957.000</u>
Engineer: <u>Bolton & Menk, Inc.</u>	Engineer's Project No.: <u>24X.136957.000</u>
Contractor: <u>Evora Energy, LLC</u>	Agency's Project No.: <u>N/A</u>
Project: <u>Fuel Farm Improvements</u>	
Contract: <u>3-19-0049-021-2025 & 022-2025 & 023-2026 & 024-2026</u>	
Application No.: <u>1 (One)</u>	Application Date: <u>5/6/2026</u>
Application Period: From <u>4/1/2026</u> to <u>5/1/2026</u>	

1. Original Contract Price	\$	836,409.51
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	836,409.51
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	142,347.10
5. Retainage		
a. <u>3%</u> X <u>\$ 142,347.10</u> Work Completed	\$	4,270.41
b. <u>3%</u> X <u>\$ -</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	4,270.41
6. Amount eligible to date (Line 4 - Line 5.c)	\$	138,076.69
7. Less previous payments (From Unit Price Sheet - Previous Est.)	\$	-
8. Amount due this application	\$	138,076.69

Contractor's Certification

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

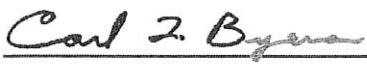
- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment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

Contractor: Evora Energy, LLC

Signature:  **Date:** 5/7/2026
Name: Ted Rumph **Title:** President

Recommended by Engineer

Approved by Owner

By: 
Name: Carl L. Byers, P.E.
Title: Aviation Project Manager
Date: 5/6/2026

By: _____
Name: _____
Title: _____
Date: _____

AIRPORT STATE FUNDING APPLICATION

Airport Name: Jefferson Municipal Airport

Airport Sponsor Name: City of Jefferson

Contact Person: Scott Peterson Title: City Administrator

Address: 220 North Chestnut Street

City: Jefferson State: IA ZIP Code: 50129-1900

Daytime Phone: 515-386-3111 E-mail: scottp@cityofjeffersoniowa.org

FAX: 515-386-4671

Project Description: If applying for more than one project, list in order of priority. A separate project application data sheet is needed for each project.	Project Type	Total Project Amount	State Amount Requested	Percent State Share
Existing Fuel Farm Area Apron Pavement Reconstruction	AIP	\$420,000.00	\$315,000.00	75%

The sponsor certifies that the information contained in this application is accurate and complete to the best of his/her knowledge.

Signature of Authorized Sponsor's Representative

City Administrator
Title

Scott Peterson
Typed Name

Date: /2026

e-Mail the signed application to: Shane.Wright@iowadot.us

**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Fiscal Year: 2027

Submit a separate data sheet for each project.

Airport: Jefferson Municipal Airport Date: /2026

Funding Program: X Airport Improvement Program (AIP)
Commercial Service Vertical Infrastructure Program (CSVI)
General Aviation Vertical Infrastructure Program (GAVI)

Project Description: Existing Fuel Farm Apron Pavement Reconstruction

Engineering Firm (if unknown, write unknown): Bolton & Menk

Shown on current Airport Layout Plan (ALP) Yes No Current ALP Date:

Sketch: Attach separate sketch from ALP if applicable.

Project Justification (Include detailed information and data to support need): As a part of the currently on-going Fuel Farm Improvement Project being funded by the FAA, removal of existing fuel tanks and replacement of pavement at the existing fuel farm location was not considered FAA AIP eligible. Both items were required to allow for full turning movements of Group II aircraft, which are now serviced by the airport by adding Jet A fuel as part of the FAA project. Additionally, this project is replacing pavement west of the existing fuel farm, which will be the new location for fueling aircraft from the proposed fuel farm. This pavement currently has transverse grades well above the maximum for apron paving (roughly 3.5%-4.5%). These grades are steeper than normally allowed grades for aprons, however due to FAA funding limitations, additional funding to replace this pavement is not available from the FAA at this time. Replacing this pavement to grades meeting FAA requirements will allow for smoother taxiing grades, a more level spot for fueling of aircraft, and apron pavement consistent with current FAA guidelines for apron slopes. The FAA project is moving forward in the spring of 2026 and should be complete by early summer 2026. Iowa DOT funding would be utilized to replace pavements exceeding maximum grades to allow for safer taxi operations and fueling and provide an overall better project for the Jefferson Municipal Airport.

Detailed Cost Estimate (Attach separate sheet if necessary): See attached cost estimate

	Amount	Percentage
Total Project Cost:	<u>\$420,000.00</u>	<u>100%</u>
Local Share:	<u>\$105,000.00</u>	<u>25%</u>
Requested State Share:	<u>\$315,000.00</u>	<u>75%</u>

Signature

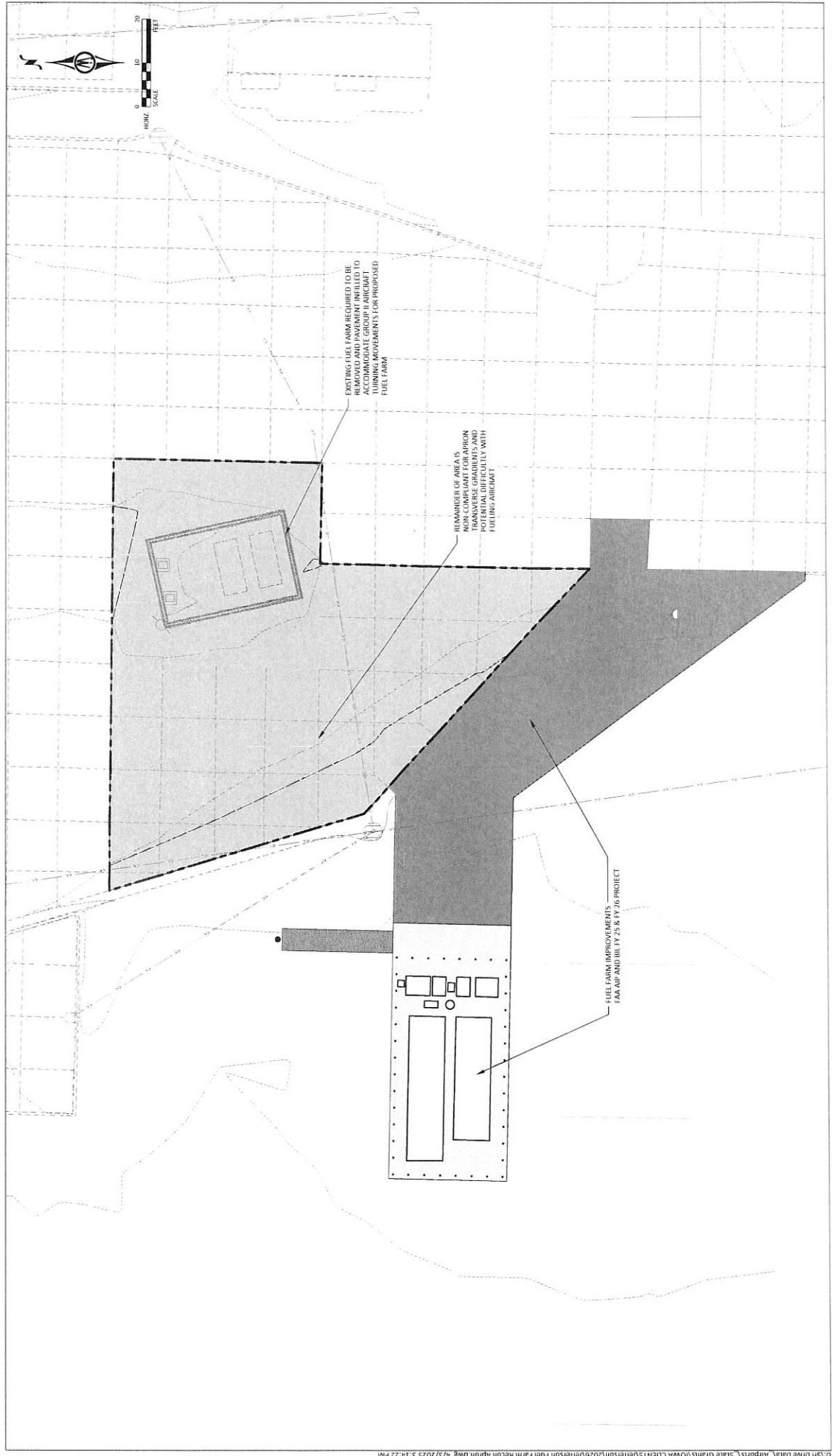
City Administrator
Sponsor's Title

Please e-mail the signed application to: Shane.Wright@iowadot.us



Real People. Real Solutions.

EXISTING FUEL FARM AREA APRON PAVEMENT RECONSTRUCTION													
No.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL	Federal	0%	State	75%	Local	25%		
1	MOBILIZATION	1	LS	\$ 40,000.00	\$ 40,000.00	\$	-	\$ 30,000.00	\$	10,000.00	\$		
2	TRAFFIC CONTROL	1	LS	\$ 8,000.00	\$ 8,000.00	\$	-	\$ 6,000.00	\$	2,000.00	\$		
3	CONSTRUCTION SURVEY	1	SY	\$ 6,000.00	\$ 6,000.00	\$	-	\$ 4,500.00	\$	1,500.00	\$		
4	PAVEMENT REMOVAL	1,000	SY	\$ 50.00	\$ 50,000.00	\$	-	\$ 37,500.00	\$	12,500.00	\$		
5	UNCLASSIFIED EXCAVATION	300	CY	\$ 50.00	\$ 15,000.00	\$	-	\$ 11,250.00	\$	3,750.00	\$		
6	BORROW, OFF-SITE	400	CY	\$ 30.00	\$ 12,000.00	\$	-	\$ 9,000.00	\$	3,000.00	\$		
7	SUBDRAIN, 6" PVC	500	LF	\$ 30.00	\$ 15,000.00	\$	-	\$ 11,250.00	\$	3,750.00	\$		
8	SUBDRAIN CLEANOUTS	4	EA	\$ 1,000.00	\$ 4,000.00	\$	-	\$ 3,000.00	\$	1,000.00	\$		
9	SUBGRADE PREPARATION	1,000	SY	\$ 20.00	\$ 20,000.00	\$	-	\$ 15,000.00	\$	5,000.00	\$		
10	MODIFIED SUBBASE	1,000	SY	\$ 30.00	\$ 30,000.00	\$	-	\$ 22,500.00	\$	7,500.00	\$		
11	PCC PAVEMENT, 6"	1,000	SY	\$ 100.00	\$ 100,000.00	\$	-	\$ 75,000.00	\$	25,000.00	\$		
12	STORM SEWER STRUCTURE MINOR ADJUSTMENT	1	EA	\$ 2,500.00	\$ 2,500.00	\$	-	\$ 1,875.00	\$	625.00	\$		
13	SEEDING, MULCHING, FERTILIZING	1	LS	\$ 7,000.00	\$ 7,000.00	\$	-	\$ 5,250.00	\$	1,750.00	\$		
14	MISCELLANEOUS CONSTRUCTION	1	LS	\$ 25,500.00	\$ 25,500.00	\$	-	\$ 19,125.00	\$	6,375.00	\$		
				Subtotal	\$ 335,000.00	\$	-	\$ 251,250.00	\$	83,750.00	\$		
				DESIGN ENGINEERING	\$ 40,000.00	\$	-	\$ 30,000.00	\$	10,000.00	\$		
				CONSTRUCTION ENGINEERING	\$ 40,000.00	\$	-	\$ 30,000.00	\$	10,000.00	\$		
				GRANT ADMINISTRATION	\$ 5,000.00	\$	-	\$ 3,750.00	\$	1,250.00	\$		
EXISTING FUEL FARM AREA APRON PAVEMENT RECONSTRUCTION					\$ 420,000.00	\$	-	\$ 315,000.00	\$	105,000.00	\$		



**RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION FOR IOWA DEPARTMENT OF TRANSPORTATION
AIRPORT FUNDING AND CERTIFYING ELIGIBILITY REQUIREMENTS**

WHEREAS, the City of Jefferson intends to apply for a grant from the Iowa Department of Transportation for partially funding improvements at the Jefferson Municipal Airport further described below:

- Existing Fuel Farm Area Apron Pavement Reconstruction– AIP Funding

WHEREAS, the City of Jefferson has/will budget \$105,000.00 for the Existing Fuel Farm Area Apron Pavement Reconstruction improvement project as matching funds in connection with the application of the grant from the Iowa DOT; and

WHEREAS, if the Existing Fuel Farm Area Apron Pavement Reconstruction improvement project is selected by the Iowa Department of Transportation for funding, a grant would pay 75% of the project cost and the remaining 25% shall be paid from local funds; and

WHEREAS the Iowa Department of Transportation requires a resolution endorsing the above-mentioned improvements and certifying availability of matching local funds.

WHEREAS a grant application has been prepared on behalf of the City of Jefferson by Bolton & Menk Inc. for the above-mentioned improvements.

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

1. Staff are hereby authorized to execute grant application documents as needed to apply for the grant from the Iowa DOT for the above-mentioned improvements.
2. Staff are hereby authorized to submit a grant application to the Iowa DOT for the above-mentioned improvements.
3. \$105,000.00 is hereby committed for the Existing Fuel Farm Area Apron Pavement Reconstruction improvement project as the local matching share, subject to receipt of a grant from the Iowa Department of Transportation.

Passed this 13th day of May 2026 and signed this 13th day of May 2026.

City of Jefferson, Iowa

By: _____
Craig J. Berry, Mayor

Attest: _____
Roxanne Gorsuch, City Clerk

COUNCIL MEETING

APRIL 28, 2026

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Winkelman

ABSENT: None

Mayor Berry presided.

During the open forum Larry Joy asked about the water drainage system on the east side of town. Larry asked about the six projects Bolton & Menk have currently with the City of Jefferson and of which projects are being looked at hard, is it the wants or necessity projects. City Engineer Jim Leiding answered we treat all projects the same and the drainage study should be ready to be presented at the second City Council meeting in May to clarify the next steps and direction.

On motion by Wetrich, second by Winkelman, the Council approved the following consent items: (E and F removed for discussion by Winkelman)

Special Council minutes from April 13, 2026, Council Minutes from April 14, 2026, Sewer Forgiveness for 402 N West Street in the amount of \$384.66, Neighborhood Improvement Incentive Program for 508 S Wilson Ave for \$1,629.25, Purchase Z920M ZTrac Lawn mower from Van Wall for \$16,321.04, Class C Retail Liquor License for Greene County Fair Association, Street Closures for Porch Fest July 11, 2026, Street Closures for Bell Tower Festival June 11 – 13, 2026, and Class C Retail Alcohol License for Jefferson Matters Main Street, BTF Brew Station.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Winkelman

NAY: None

Discussion on E (Grapple for 2025r tractor from Van Wall for \$4,808.00) and F (Stump Grinder for use on skid loader from Bobcat in Ames for \$10,558.56).

On motion by Winkelman, second by Ahrenholtz, the Council approved the following consent items: Purchase Grapple for 2025r tractor from Van Wall for \$4,808.00, Purchase Stump Grinder for use on skid loader from Bobcat in Ames for \$10,558.56

AYE: Winkelman, Wetrich, Sloan, Jackson, Ahrenholtz

NAY: None

This was the time and place for the Public Hearing on FY 2026-2027 Budget and Certification of City Taxes. On motion by Jackson, second by Winkelman, the Council approved to Open the Public Hearing. Henry Pohlmeier, City of Jefferson Finance Officer, provided the Council with a presentation on FY 2026-2027 Budget Adoption.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Winkelman

NAY: None

This was the time and place for the Public Hearing on FY 2026-2027 Budget and Certification of City Taxes. The mayor called for oral or written comments and there were none. On motion by Wetrich, second by Jackson, the Council closed the Public Hearing.

AYE: Sloan, Jackson, Winkelman, Wetrich, Ahrenholtz

NAY: None

RESOLUTON NO. 23-26

On motion by Wetrich, second by Jackson, the Council approved Resolution No. 23-26, a resolution approving FY 2026-2027 Budget and Certification of City Taxes.

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

On motion by Winkelman, second by Sloan, the Council set the Public Hearing date as May 12, 2026, at 5:30 p.m. for the FY 2025-2026 Budget Amendment.

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

RESOLUTON NO. 24-26

On motion by Winkelman, second by Sloan, the Council approved Resolution No. 24-26, a resolution adopting New and Revised Fees for the Greene County Community Center.

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

RESOLUTON NO. 25-26

On motion by Ahrenholtz, second by Wetrich, the Council approved Resolution No. 25-26, a resolution approving Third Amendment to Employment Agreement with City Administrator. The only change is the annual salary which will increase from \$125,000 to \$130,000 on July 1, 2026.

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

On motion by Ahrenholtz, second by Sloan, the Council approved FY 2026 Grant Applications for the Fuel Farm Project:

- i. Grant 023: AIP grant for \$150,000
- ii. Grant 024: IJJA (BIL) grant for \$137,000

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

On motion by Winkelman, second by Wetrich, the Council approved the bid with Fort Dodge Asphalt Company for 2026 Asphalt Paving Project. Mill and Overlay 2" of asphalt on the entire length of McKinley Street. The cost including manhole box-outs is \$186,376.25.

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

On motion by Ahrenholtz, second by Sloan, the Council approved the bid for 2026 Crack Sealing with Denco for joint and crack repair. The unit price is \$1.30 per linear foot. Total of \$39,998.80 will finish Georgia Avenue and Park Street in the SE part of town and begin work on Madison, Monroe, Harrison Streets in the SW part of town.

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

There being no further business the Council agreed to adjourn at 6:20 p.m.

Craig J. Berry, Mayor

Roxanne Gorsuch, City Clerk