

# **AGENDA**

## **COUNCIL MEETING**

**Tuesday, June 26, 2012**

**5:30 P.M.**

## **CITY HALL COUNCIL CHAMBERS**

- I. CALL TO ORDER:**
- II. OPEN FORUM: This is a time for any concerned citizen to speak to the Council on an item that is not on the agenda.**
- III. CONSENT ITEMS:**
  - A. 6/12/12 Council meeting minutes
- IV. NEW BUSINESS:**
  - A. Third reading and adoption of an ordinance adjusting water service rates.
  - B. Third reading and adoption of an of ordinance adjusting sewer user charge.
  - C. Third reading and adoption of an of an ordinance adjusting monthly garbage rates.
  - D. Request action on Early Learning Center funding.
  - E. Resolution approving purchase agreement for NSP property at 105 S. Olive St.
  - F. Resolution approving purchase agreement for NSP property at 507 N. Cedar St.
  - G. Consideration of approval for Jefferson Fire Department to apply for Assistance to Firefighters grant.
  - H. Approve Mayoral appointments to the Library Board.
- V. REPORTS:**
  - A. Mayor
  - B. Engineer
  - C. City Clerk – Treasurer’s Report
  - D. Attorney
  - E. City Administrator
  - F. Council & Committees
- VI. ADJOURN.**

# AGENDA SUMMARY

DATE 6/26/12

## NEW BUSINESS

- A. **Third reading and adoption of an ordinance adjusting water service rates.** As part of the 2012-2013 budget the water rates would be increased by 3%. The change would increase the minimum monthly bill for the first 134 cubic feet (1000 gallons) by .27 per month plus .17 per month for each 100 cubic feet (750 gallons) beyond the minimum charge.
- B. **Third reading and adoption of an ordinance adjusting sewer user charge.** The change would increase the minimum monthly bill by .52 plus an additional .22 per 100 cubic feet (750 gallons) of water used.
- C. **Third reading and adoption of an ordinance adjusting monthly garbage rates.** As part of the 2012-2013 budget the basic monthly rate for residential and commercial trash pick-up would be increased by 50 cents.
- D. **Request action on Early Learning Center funding.**
- E. **Resolution approving purchase agreement for NSP property at 105 S. Olive St.** The proposed purchase price is \$8,000
- F. **Resolution approving purchase agreement for NSP property at 507 N. Cedar St.** The proposed purchase price is \$11,000.
- G. **Consideration of approval for Jefferson Fire Department to apply for a Assistance to Firefighters grant.** The fire department is requesting permission to apply for a 5% match grant from the Assistance to Firefighters Grant program through FEMA. The grant would be used to purchase new SCBA air packs to replace the existing obsolete units that are still in use.
- H. **Approve Mayoral appointments to the Library Board.** The terms of two Library Board members, Cassie Dozier and Teresa Shahan are expiring. The Mayor will have a recommendation for a new Board members

COUNCIL MEETING

June 12, 2012

5:30 P.M.

PRESENT: Jaskey, Figenshaw, Teeples, Von Ahsen

ABSENT: Black

Mayor Berry presided.

No citizens spoke at the Open Forum.

On motion by Teeples second by Figenshaw, the Council approved the following consent agenda items: May 22, 2012 Council Minutes, June 5, 2012 Special Council Meeting Minutes, a Class C Beer Permit for Oly's Corner, Inc., Cigarette Permit renewals for: Casey's General Stores on Elm and Lincolnway, Fareway Stores, Inc. #888, Kum & Go #238, Oly's Corner Inc., Sparky's One Stop #22, and Raccoon Valley Golf Course for July 1, 2012 through June 30, 2013, and payment of bills from City funds.

AYE: Jaskey, Figenshaw, Von Ahsen, Teeples

NAY: None

This was the time and place for a Public Hearing on the 2011-2012 Budget Amendment. Mayor Berry called for any oral or written comments and there were none. On motion by Teeples second by Von Ahsen, the Council closed the Public Hearing.

AYE: Figenshaw, Von Ahsen, Teeples, Jaskey

NAY: None

**RESOLUTION NO. 29-12**

On motion by Von Ahsen second by Teeples, the Council approved Resolution No. 29-12, a resolution amending the current budget for the Fiscal Year ending June 30, 2012.

AYE: Teeples, Jaskey, Von Ahsen, Figenshaw

NAY: None

On motion by Jaskey second by Von Ahsen, the Council approved Pay Estimate #2 to Wick's Construction for \$126,601.75 for work to date on Jefferson Downtown Restoration project.

AYE: Figenshaw, Teeples, Jaskey, Von Ahsen

NAY: None

**RESOLUTION NO. 30-12**

On motion by Figenshaw second by Von Ahsen, the Council approved Resolution No. 30-12, a resolution approving purchase agreement for NSP property at 705 West Adams Street, in the amount of \$7,500.

AYE: Von Ahsen, Teeple, Figenshaw, Jaskey  
NAY: None

**RESOLUTION NO. 31-12**

On motion by Teeple second by Von Ahsen, the Council approved Resolution No. 31-12, a resolution approving purchase of tax sale certificate for NSP property at 500 South Maple Street.

AYE: Von Ahsen, Jaskey, Teeple, Figenshaw  
NAY: None

On motion by Von Ahsen second by Jaskey, the Council approved of exterior and interior improvements to City Hall from Excel Flooring, Brackets, and C & D Masonry and General Contractors.

AYE: Jaskey, Teeple, Von Ahsen, Figenshaw  
NAY: None

On motion by Jaskey second by Teeple, the Council approved second reading of ordinance adjusting water service rates by three percent.

AYE: Figenshaw, Jaskey, Teeple, Von Ahsen  
NAY: None

On motion by Jaskey second by Von Ahsen, the Council approved second reading of ordinance adjusting sewer service rates by five percent.

AYE: Von Ahsen, Figenshaw, Teeple, Jaskey  
NAY: None

On motion by Teeple second by Figenshaw, the Council approved second reading of ordinance adjusting monthly residential and commercial garbage rate by \$.50.

AYE: Teeple, Jaskey, Figenshaw, Von Ahsen  
NAY: None

Board Members from the Greene County Early Learning Center gave an update on their fundraising efforts.

Discussion was held regarding Greene County Development Corporation Business Park #1 (West Park).

On motion by Von Ahsen second by Jaskey, the Council approved Engineering Agreement with MHF for development of Business Park #1 (West Park).

AYE: Teeple, Figenshaw, Jaskey, Von Ahsen  
NAY: None

The following bills were approved for payment from City funds:

**Jefferson Park & Recreation Commission**  
Agenda  
June 20, 2012  
12:00 pm Greene County Community Center

- I. Call to Order
- II. Roll Call
- III. Open Forum: This is a time for any concerned citizen to speak to the Board on an item that is not on the agenda. (Limit 3-5 minutes)
- IV. Approval of minutes for April
- V. Approval of bills for April and May
- VI. Old Business
  - a. Mentoring program
  - b. Progress of Monitor Productions
  - c. Revisit the LED signage
- VII. New Business
  - a. Move the flag at the swimming pool from present spot to the East side of the pool
  - b. Bill Figenshaw has requested we review the rules at the pool
  - c. Capitol Improvement
    - i. Kelso Park Roof
    - ii. Up-grade Pre-school room
- VIII. Reports
  - a. Wellness Report
  - b. Program Report

- c. Directors Report
  - d. Parks Report
- IX. Adjournment-Next meeting Wednesday, July 18, 2012 at noon at the GCCC

### Agenda Summary

#### **Old Business**

- A. I have not heard back from Donna Sutton about the mentoring program.
- B. I have received notice that Bob Smith has ordered the TVs for the Monitor Productions' company. I have also been called by a couple of businesses in town to see if this is a company we are working with.
- C. I have talked with Doug Hawn he is checking into the cost of a Daktronics sign. He still has his yellow sign that he is willing to take half price. He would help us install it and hook it up with a computer. Chris Durlam may donate some time with the electric part of the project. Also Doug suggested making the cement larger for the sign. We have \$3000 now and if we use in-kind labor for the matching funds we might be able to get around \$4000 for the community Foundation grant, which would be around \$8000 and we would have an updated sign.

#### **New Business**

- A. Sheila Madson has asked that we consider moving the flag pole at the swimming pool to the east side of the pool. The flag cannot be seen as the tree branches have blocked it from view.
- B. I have had a complaint about some young parents that had a 1 ½-2 year old at the pool with them. The child was walking on the deck at the deep end when both parents were in the water. Number 18 on the Pool rules. Do we need to have an age limit for kids on the deck by themselves? Bill Figenshaw would like us to review our rules.
- C. There is Capitol Improvement money available.
  - a. Kelso Park is in need of a roof. Greg Ruth has been called to take a look at it and give me a quote on a new metal roof and enclosing the rafters. He said we have almost waited to long. I have called Tri-County and Cunningham for quotes. Is there anyone else I need to contact?
  - b. I have talked with Bryan Jansen the sport court rep about putting a wood looking sport court in the pre-school room so it could be used as an aerobics room and a meeting room. I will continue to get prices for the bathrooms and laundry room if the board sees the need.

**Jefferson Park & Recreation Commission**  
Minutes  
May 2012  
12:00 pm Greene County Community Center

Board Members Present: Doug Meinecke, Shannon Black, Heather Ruzicka, Rosemary Hoyt, Lee Horbach

Others Present: Vicky Lautner, Libby Towers, Simeon Lang was absent as he was watching the front desk at GCCC

Meeting called to order by President Meinecke at 12:04

No citizens were present for the open forum

Motioned by Ruzicka seconded by Black to approve the April minutes. All were in favor

Motioned by Ruzicka seconded by Horbach to approve the April bills. All were in favor

Under Old Business

**Pool Opening:**

Director Lautner informed the board that the pool will be opening for its 75<sup>th</sup> season on Friday, May 25, 2012. A soft opening will be held on Saturday, May 26 at 1:00 pm. A 75 year celebration is being planned for Wednesday, July 18. A committee has been formed including—Denise Vandusseldorph, Jacque Andrews, Becky Schroeder, Pat Richards, Anita Briggs, Rosemary Hoyt, Peg Moranville, Towers, Lang & Lautner. The committee will continue to meet up until the 18<sup>th</sup> to plan activities and food for the celebration.

**Mentoring Program:**

Lautner has not been able to connect with Donna Sutton since the April meeting to discuss future of Kids with a Connection mentoring program.

Under New Business

**Monitor Productions:**

Lautner explained that she had met with Bruce Bogen to discuss an option to work with Monitor Productions to advertise upcoming JPRD programs as well as businesses on flat screen televisions within the Community Center. This is a free service for the Community Center. Bogen will earn money through business advertisement. JPRD will be responsible to upload jpegs onto tv and install tv. Monitor Productions supplies all equipment to JPRD. Motioned by Hoyt seconded by Ruzicka to “Allow Monitor Productions to set up tvs within the Greene County Community Center.” All were in favor.

**Region XII for the Greene County Community Center**

Lautner showed board map created by Region XII . The map displays shopping and eateries within walking distance of the GCCC. The map will be used for tournaments. Only cost to JPRD will be printing.

### **Rotary Donation**

Lautner informed board of donation of \$2,500 to JPRD for use at the department's discretion from the Jefferson Rotary. Motioned by Hoyt seconded by Ruzicka to use the \$2,500 towards purchasing a new sign outside. All were in favor.

### **Under Lang's Wellness Report**

#### **Fitness**

Summer Zumba classes have started. Other classes will begin week of May 21, 2012. Pool classes will begin week of May 28.

New Classes for the summer of 2012 include Aqua Zumba (Jeri Carstens), Beginner's Pilates (Pat Johansen), Youth Triathlon Training (Lang & Towers)

### **Bell Tower Festival**

Chip timing has been confirmed for the Ding Dong Dash. The Open Road Chip Timing will provide the services. A design for the shirt was shown to the board.

### **Swimming Pool**

Lang concluded Lifeguard Instructor training last week. Jefferson lifeguard training will begin Thursday, May 17.

Pool pumps were fired up on Monday, May 7. So far they are running smoothly. The boiler was inspected Thursday, May 10. It is ready for the 2012 season.

### **Under Towers' Program Report**

Board was given the 2012 summer brochure and the winter spring youth/family/adult programs report.

A discussion regarding abandoned children in sued. After an incident of a child's parent being 45 minutes late to pick up child after soccer. Lautner and Towers will create protocol to discuss with coaches and instructors for future situations.

### **The following is Lautner's Directors and Park Report**

Danielle Ross paid her April Rent of \$219.50.

The Jefferson Police Department has started closing the restrooms in the Parks. Russell Park still needs the locks installed which I will notify Dave Morlan when the guys get that completed. Dave Davis has requested the Police Department opens them regardless of reservations as the Park guys post the shelter houses on Friday and have them ready to for use. I have contacted Dave Morlan and waiting on his response.

Chantel Blair and Kristin Blair needed Community Service hours. They painted benches and the lifeguard stands at the pool on Friday evening which took 3 hours.

I have been working on Staff evaluations. I have been looking into other departments to justifying raises, which the wage and means committee will look over.



Spoke with Paul Ogren about the park signs and he said they would be done this month.

Ordered the No weapons sign it came and did not have the property on it so they are sending another sign for the door. The reordered sign has been received.

The diving board has been disassembled and Larry Monthei picked it up Wednesday May 9. He removed the rusted bolts on Saturday afternoon. I talked to Larry on Monday. He has arranged for Paul Klodd to sand blast the base, hopefully over the weekend. Larry will take it to Power Lift to be painted on Tuesday.

Simeon and I attended a Pool Managers meeting in Ankeny on Monday. The class stressed safety at the pool, customer service and training employees.

### **Park report**

The Parks Department is in full swing mowing.

Monday, April 23 the city departments converged on the pool and painted.

Tuesday the park department finished painting the black lines. There was a small ground leak, ordered some putty to put in the crack to seal it.

The week of April 30 was spent helping with City Clean up

Water has been turned on and the spraying system tested. The softball field has been sprayed to get ready for the season.

The cement has been repaired for the starting blocks at the pool along with the barbed wire replaced on the southwest corner. Barbed wire has been installed by the concession stand to keep the kids from climbing the fence and going over the roof to get into the pool after hours. We are waiting on an 1 1/4" bit to install the pool lift.

We will be weed eating at the Cemetery on Friday in preparation of Memorial Day.