

# AGENDA

**COUNCIL MEETING**  
**Tuesday, August 14, 2018**  
**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. 7/24/18 regular Council meeting minutes.
- B. Approval of Neighborhood incentive Improvement Grant for Arnold and Mary Nogart.
- C. Payment of monthly bills

**IV. NEW BUSINESS:**

- A. GCDC Quarterly report and request for funds.
- B. Consider approval of resolution to apply for a REAP grant for east entry way.
- C. Consider approval to release final retainage on Godberson-Smith's Contract for Lincoln Ridge Estates Deer Run Construction.
- D. Consider resolution approving extension of City Administrator Employment Agreement.
- E. Consider approval of plat of survey for R4K, LLC
- F. Consider approval to purchase golf course equipment
- G. Presentation of frontage road at Wild Rose Casino.

**V. REPORTS:**

- A. Mayor
- B. Engineer
- C. City Clerk
- D. Attorney
- E. City Administrator
- F. Council & Committees

**VI. ADJOURN.**

## AGENDA SUMMARY

DATE 8/14/18

### NEW BUSINESS

#### I. NEW BUSINESS:

- A. **GCDC Quarterly report and request for funds.**
- B. **Consider approval of resolution to apply for a REAP grant for east entry way.** The REAP application would be in amount for the maximum of \$75,000 that Jefferson is eligible for. Region XII recommends to apply for the trail portion and the bioretention cell identified in the East Lincoln Way Corridor Vision Plan.
- C. **Consider approval to release final retainage on Godberson-Smith's Contract for Lincoln Ridge Estates Deer Run Construction.** The attached pay request for \$10,944.66 is for the retainage held from Godberson-Smith's contract until they completed the seeding of the additional area they disturbed during the road reconstruction Lincoln Ridge Estates.
- D. **Consider resolution approving extension of City Administrator Employment Agreement.**
- E. **Consider approval of plat of survey for R4K, LLC** –Application attached.
- F. Consider approval to purchase golf course equipment.
- G. Presentation of frontage road at Wild Rose Casino.

COUNCIL MEETING

July 24, 2018

5:30 P.M.

PRESENT: Teeples, Sloan, Wetrich, Gordon

ABSENT: Ahrenholtz

Mayor Pro Tem Teeples Presided.

No citizens spoke during the Open Forum.

On motion by Sloan, second by Wetrich, the Council approved the following consent agenda: July 10, 2018 Council Minutes, Sparetime Lanes and Lounge, Class C Liquor (commercial) and Casa De Oro, Class C Liquor (commercial).

AYE: Gordon, Teeples, Sloan, Wetrich

NAY: None

Item A was removed from the Agenda.

On motion by Sloan, second by Wetrich, the Council approved hiring Emily Vander Wilt as Assistant Park & Recreation Director at the salary of \$30,000.00 starting August 6<sup>th</sup>, 2018.

AYE: Sloan, Teeples, Gordon, Wetrich

NAY: None

Item C was removed from the Agenda.

**RESOLUTION NO. 24-18**

On motion by Wetrich, second by Sloan, the Council approved Resolution No. 24-18, a resolution approving preliminary and final plats for GCDC Business Park No. 2, Phase 1.

AYE: Gordon, Sloan, Wetrich, Teeples

NAY: None

On motion by Gordon, second by Wetrich, the Council approved the variance request by Deb Monthei at 507 W Russell Street.

AYE: Wetrich, Gordon, Teeples, Sloan

Nay: None

Item F was removed from the Agenda.

There being no further business the Council agreed to adjourn.

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Craig J. Berry, Mayor

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Diane M. Kennedy, City Clerk

# City of Jefferson

## Neighborhood Improvement Incentive Program

### Purpose:

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

### Eligible Applicants:

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

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

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

### Funding Requirements:

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

### Applicant Information

Organization Name: NORCART RESIDENCE Project Name: FRONT PORCH  
Contact Person: ARNOLD & MARY NORCART Mailing Address: 301 N CEDAR ST  
City, State, Zip: JEFFERSON, IA 50129 Daytime Phone Number: 515 386 2324  
Fax: \_\_\_\_\_ E-mail: M.NORCART@NETENS.NET  
Total Project Cost: \$2,750.00 Amount requesting from this grant program: \$1375.00  
Project Address: 301 N CEDAR ST. JEFFERSON, IA 50129  
Project Description TARE DOWN AND REBUILD FRONT PORCH ON WEST SIDE OF HOUSE.

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

### For More Information/Questions:

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

**CONTRACTOR'S PAY REQUEST**

2017 Street and Alley Re-Construction  
 Division 1 & Division 2  
 City of Jefferson, Iowa  
 BMI Project No. A13.112906

**DISTRIBUTION:**

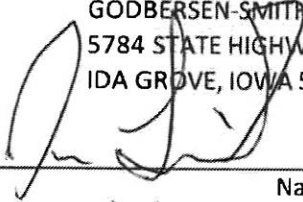
CONTRACTOR (1)  
 OWNER (1)  
 ENGINEER (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$218,893.25
TOTAL, COMPLETED WORK TO DATE	\$218,893.25
RETAINED PERCENTAGE ( 0% )	\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$218,893.25
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$207,948.59
PAY CONTRACTOR AS ESTIMATE NO. 2 & Final	\$10,944.66

**Certificate for Final Payment**

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that applicable provisions of the Iowa Administrative Code have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

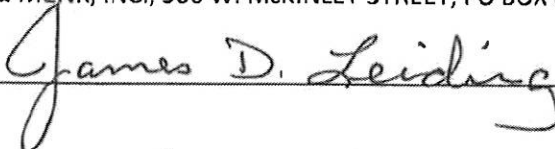
Contractor: **GODBERSEN-SMITH CONSTRUCTION CO.**  
 5784 STATE HIGHWAY 175  
 IDA GROVE, IOWA 51445

By  Name PM Title

Date 8/4/18

**CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:**

ENGINEER: BOLTON & MENK, INC., 300 W. MCKINLEY STREET, PO BOX 68, JEFFERSON, IOWA 50129

By , PROJECT ENGINEER

Date 8-2-18

**APPROVED FOR PAYMENT:**

OWNER: CITY OF JEFFERSON, 220 N. CHESTNUT STREET, JEFFERSON, IOWA 50129

By \_\_\_\_\_ Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

And \_\_\_\_\_ Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

APPLICATION FOR APPROVAL OF PLAT OF SURVEY

TO: City Council of Jefferson

The undersigned owner(s) of the land described in the attached plat of survey request the City Council of the City of Jefferson to approve the division of land reflected in the attached plat of survey pursuant to Section 166.22 of the Code of Ordinances of the City of Jefferson. The following information is submitted in support of this application:

1. A pre-application conference regarding this proposed subdivision was held with the City Administrator on MAY 18 2018.

2. A copy of a plat of survey prepared by ROBERT B. BILLS, an Iowa registered land surveyor, dated 08/06/2018, showing the land proposed to be divided is attached to this application.

3. The purpose of this proposed division is: TO SELL PARCEL "A" TO EDWARD AND MARCIA CALVERT

4. The name(s), address(es) and telephone number(s) of all the owners of the land described in the attached plat are as follows:

R4K, LLC 101 N. GRIMMEL RD. JEFFERSON  
515-386-5428

5. The names and addresses of all adjoining property owners are set forth below, and the approximate locations of their properties are shown on the attached plat.

EDWARD J. AND MARCIA L. CALVERT 908 W. LINCOLN WAY  
JEFFERSON

6. (a) The existing zoning classification of the property covered by the plat is RS-6. (There is no pending plan or proposal to change this zoning classification./It is proposed that the zoning classification of this property be changed to N/A.)

(b) The zoning classification(s) for the adjoining properties is/are as follows: RS-6. (There is no pending plan or proposal to change any zoning classification for any of the adjoining properties./It is proposed that the zoning classification of adjoining property be changed to N/A.)

7. (Check applicable paragraph:)

There are no structures located on the property proposed to be divided.

There are one or more structures located on the property proposed to be divided, and the location of such structures and their distance from existing and proposed boundary lines has been shown by a registered land surveyor either on the attached plat or on a separate drawing attached to this application.



GENERAL NOTES:

1. CITY OF JEFFERSON UTILITY LINES (SANITARY SEWER, STORM SEWER, AND WATER) ARE ONLY GENERALLY LOCATED.
2. AERIAL PHOTO IS ONLY APPROXIMATED TO PROPERTY LINES.



**INDEX LEGEND**      **PLAT OF SURVEY**

COUNTY: GREENE

DESIGNATION: PARCEL "A" OF WEST 40' OF LOT 9 OF BLOCK 4

LOCATION: JEFFERSON LAND AND LOAN CO. 2ND ADD., JEFFERSON

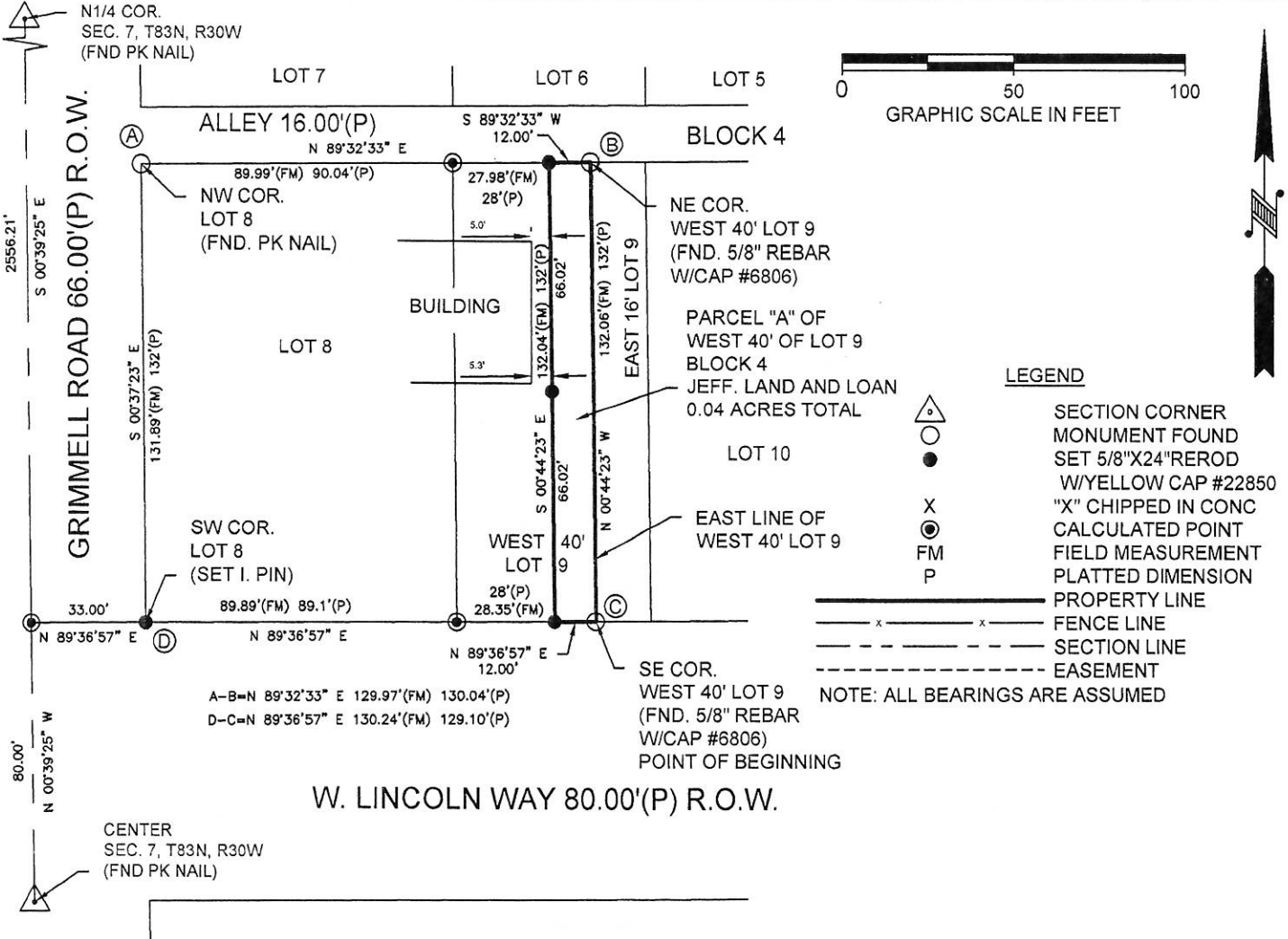
SITE ADDRESS: 101 N. GRIMMELL ROAD, JEFFERSON, IA 50129

OWNER: R4K, LLC

SURVEY REQUESTED BY: HOYT AND MORAIN LAW FIRM

SURVEYOR: ROBERT B. BILLS

PREPARED BY AND RETURN TO: ROBERT B. BILLS CENTRAL IOWA SURVEYING, LLC P.O. BOX 67 JEFFERSON, IOWA 50129 (515)370-2399



**FIELD NOTES:**

A TRACT OF LAND LOCATED IN THE WEST 40 FEET OF LOT 9 OF BLOCK 4 OF JEFFERSON LAND AND LOAN COMPANY'S SECOND ADDITION TO THE CITY OF JEFFERSON, GREENE COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID WEST 40 FEET OF LOT 9; THENCE N00°44'23"W ON THE EAST LINE OF SAID WEST 40 FEET OF LOT 9, A DISTANCE OF 132.06 FEET TO A POINT ON THE NORTH LINE OF SAID WEST 40 FEET OF LOT 9; THENCE S89°32'33"W ON SAID NORTH LINE OF THE WEST 40 FEET OF LOT 9, A DISTANCE OF 12.00 FEET; THENCE S00°44'23"E PARALLEL WITH SAID EAST LINE OF THE WEST 40 FEET OF LOT 9, A DISTANCE OF 132.04 FEET TO A POINT ON THE SOUTH LINE OF SAID WEST 40 FEET OF LOT 9; THENCE N89°36'57"E ON SAID SOUTH LINE OF THE WEST 40 FEET OF LOT 9, A DISTANCE OF 12.00 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS PARCEL "A" OF THE WEST 40 FEET OF LOT 9 IN BLOCK 4 OF



# Jefferson Public Library

Meeting of the Board of Trustees  
August 13, 2018 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 Report
  - B. Year-to-Date Monthly Financial Reports
- VI. Old Business
  - A. Summer programs
  - B. RAGBRAI
  - C. Personnel
  - D. Trustee training (see dates below)
  - E. Capital improvement plan update
- VII. New Business
  - A. Design assistance
- VIII. Next Meeting – September 11 at 6:30 p.m.
- IX. Adjournment

New Trustee Orientation – Thurs, Sept 6 at 6:30 pm, library meeting room  
Annual Trustee Training – Tues, Nov 13 from 6-8 pm at Rippey Public Library (w/ supper)  
Both sessions will be led by Maryann Mori, State Library of Iowa Central District consultant