

AGENDA

CITY COUNCIL MEETING

Tuesday, July 23, 2024

5:30 P.M.

CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER:

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

III. CONSENT ITEMS:

- A. Approve 7/9/24 regular Council Minutes.
- B. Approve Street Closures for Cruisin' to the Square.
- C. Sparetime Lanes & Lounge- Approve Class C Retail Alcohol License
- D. G-Willy's LLC, d.b.a The Courtyard - Approve Class C Retail Alcohol License
- E. Approve Sewer Bill Forgiveness: 200 E. Central Avenue

IV. NEW BUSINESS:

- A. RESOLUTION Approving Farm Lease for Property Near Airport
- B. RESOLUTION Transferring Funds and Closing Fund Accounts.
- C. Consider Purchase of Sander.
- D. 2024 Seal-Coating / Crack Sealing Program.
- E. Golf Course Clubhouse Air Conditioner.
- F. Consider Hire of Water Operator Position
- G. Consider approval of Pay Estimate #17 to Shank Constructors, Inc of \$ 313,818.67 for Wastewater Treatment Plant project.
- H. RESOLUTION Approving and Adopting City Council Meeting Policy and Procedures.

V. REPORTS:

- A. Engineer, City Clerk, Attorney, City Administrator
- B. Departments
- C. Council & Committees
- D. Mayor

VI. ADJOURN.

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, July 23, 2024 5:30 p.m.

Cruisin' to the Square: Street closures are requested for Cruisin' to the Square on August 8th as shown on the enclosed map. The Streets Committee recommends approval.

Sewer Forgiveness: The trailer park on Central Avenue owned by Keck Investments had a water leak under one of the trailers resulting in a high water and sewer bill. The Water, Sewer, Streets Committee recommends forgiveness of the sewer charges in the amount of \$727.13.

Airport Land: The Airport Commission and Adam Ebersole, tenant, have reached agreement on the lease of the farm lands around the airport. This is for the 2025 and 2026 growing years with rental rate of \$275 / acre for crop land and \$135 / acre for hay ground.

The amount paid in 2023 & 24 was \$19,516 per year. The amount paid in 2025 & 26 under this new agreement is \$35,605.

Transfers: The Finance Director has prepared a list of year-end transfers to be approved by the Council.

Purchase Sander: The Streets Department proposes the purchase of a stainless steel sander for \$38,303 to replace an old unit which is falling apart. This is a budgeted expense and is recommended for approval by the Streets Committee.

Seal-Coat / Crack Seal: The Street Department proposes to seal coat the alleys and dead-end street extensions (excluding Adams Street) in the NE part of town at a cost of \$33,392. They also propose sealing cracks in the SW part of town and the concrete lot surrounding the water plant. They will do up to \$45,000 in crack-sealing on streets, plus the area by the water plant.

Dave Morlan attempted to obtain additional quotes but did not find companies that provide similar products who wanted to bid.

Golf Course AC: The two air conditioners that serve the upstairs portion of the golf clubhouse have failed. It is proposed to replace the units with the same sized units. Two quotes were obtained. Sloan Plumbing Heating & Cooling was the low bidder at a cost of \$23,049. The other bid obtained was \$30,470.

This is an unbudgeted expense. It is proposed to pay for this with LOST funds.

Hire Water Employee: The selection committee has completed interviews for the Water Operator position and, pending final checks, will make a recommendation for the Council to hire. More information will be forthcoming.

WWTP Pay Application #17 in the amount of \$ 313,818.67 includes:

- Underground piping work between the aeration splitter box and the pretreatment building and around the new anoxic basin/lift station
- Roofing on the control, biosolids and new loadout buildings
- Painting in the biosolids building and the RAS pump room
- blowers and aeration equipment
- Continued installation of clarifier 1 equipment, aeration basin 3 equipment, sludge tank equipment, and pumps
- HVAC equipment on biosolids and control buildings
- Electrical in aeration building

Council Procedures Manual: Enclosed is the proposed policies and procedures for City Council meetings. The Council will consider approval of this policy.

Google Maps

Cruisin to the Square

August 8th (Rain Date 9th)

Close streets @ 1pm



Imagery ©2024 CNES / Airbus, Maxar Technologies, Map data ©2024 100 ft

Barricades needed before 1pm at the locations on map with an X.

Also need an additional dumpster at the courthouse and at least 12 blue garbage cans.



Account Number 01-010810-01 KECK INVESTMENTS

Transaction # 452.0

Transaction Bill-Recap Bill-Meter Bill-Non-Meter

Type Bill

Date 6/24/2024

G/L Posting Date 6/24/2024

Receipt #

Reference 5/20- 6/20 7/15

Balance Forward 0.00

Amount 2,936.40

Adjustment Code

Packet 9670

Revenue Code 100 Amount 1,274.68

Description WATER REVE

R/C	Description	Amount
100	WATER REVENUE	1,274.68
190	WATER TAX	76.48
200	SEWER REVENUE	1,294.14
300	LANDFILL REVENUE	3.50
305	GARBAGE	250.00
310	RECYCLING REV	37.60

Unapplied 0.00 Total 2,936.40

Exit

Inquiry

joyce

monthly average \$ 567.01

1294.14
 567.01 customer responsibility
 727.13 recommended forgiveness

5

FARM LEASE – FIXED CASH RENT

THIS LEASE ("Lease") is made between **City of Jefferson** ("Landlord"), whose address for the purpose of this Lease is 220 N. Chestnut St., Jefferson, IA 50129 and **Adam Ebersole** ("Tenant"), whose address for the purpose of this Lease is 1210 N Ave., Jefferson, IA 50129.

THE PARTIES AGREE AS FOLLOWS:

1. **PREMISES AND TERM.** Landlord leases to Tenant the following described real estate situated in Greene County, Iowa (the "Real Estate"):

See Attachment "A"

which is available for farming, but specifically excluding all public roads, airport grounds, buildings, facilities, and all area now used or hereafter used for airport use, including runway, landing strips, taxi strips and parking areas,

and containing 159 acres, more or less, with possession by Tenant for a term of 2 years to commence on March 1, 2025, and end on February 28, 2027. The Tenant has had or been offered an opportunity to make an independent investigation as to the acres and boundaries of the premises. In the event that possession cannot be delivered within fifteen (15) days after commencement of this Lease, Tenant may terminate this Lease by giving the Landlord notice in writing.

2. **RENT.** Tenant shall pay to Landlord as rent for the Real Estate (the "Rent"):
Total annual cash rent of \$35,605.00 payable, as follows:
 - \$17,802.50 on March 1 of each year this Lease is in effect,
 - \$17,802.50 on December 1 of each year this Lease is in effect.

Rent is based on \$275/acre for crop land (101 acres, more or less), and \$135/acre for hay ground (58 acres, more or less). All Rent is to be paid to Landlord at the address above or at such other place as Landlord may direct in writing. Rent must be in Landlord's possession on or before the due date. Participation of this farm in any offered program by the U.S. Department of Agriculture or any state for crop production control or soil conservation, the observance of the terms and conditions of this program, and the division of farm program payments, requires Landlord's consent. Payments from participation in these programs shall be divided 0 % Landlord 100 % Tenant. Governmental cost-sharing payments for permanent soil conservation structures shall be divided 100 % Landlord 0 % Tenant. Crop disaster payments shall be divided 0 % Landlord 100 % Tenant.

3. **LANDLORD'S LIEN AND SECURITY INTEREST.** As security for all sums due or which will become due from Tenant to Landlord, Tenant hereby grants to Landlord, in addition to any statutory liens, a security interest as provided in the Iowa Uniform Commercial Code and a contractual lien in all crops produced on the premises and the proceeds and products thereof, all contract rights concerning such crops, proceeds and/or products, all proceeds of insurance collected on account of destruction of such crops, all

contract rights and U.S. government and/or state agricultural farm program payments in connection with the above described premises whether such contract rights be payable in cash or in kind, including the proceeds from such rights, and any and all other personal property kept or used on the real estate that is not exempt from execution. Tenant shall also sign any additional forms required to validate the security interest in government program payments.

Tenant shall not sell such crops unless Landlord agrees otherwise. Tenant shall notify Landlord of Tenant's intention to sell crop at least three (3) business days prior to sale of the crop (with business days being described as Monday through Friday, except any Iowa or federal holidays). Tenant shall pay the full rent for the crop year in which the crop is produced, whether due or not, at the time of sale pursuant to Landlord's consent to release Landlord's security interests. Upon payment in full Landlord shall release Landlord's lien on the crop produced in that crop year on the premises. The parties agree that by the Landlord releasing the lien as to the crop in one year, the Landlord in no way releases the lien or agrees to release the lien in any prior or subsequent year.

Tenant shall sign and deliver to Landlord a list of potential buyers of the crops upon which Landlord has been granted a security interest in this lease. Unless Landlord otherwise consents, Tenant will not sell these crops to a buyer who is not on the potential list of buyers unless Tenant pays the full rent due for the crop year to the Landlord at or prior to the date of sale. Landlord may give notice to the potential buyers of the existence of this security interest.

Landlord is further granted the power, coupled with an interest, to sign on behalf of Tenant as attorney-in-fact and to file one or more financing statements under the Iowa Uniform Commercial Code naming Tenant as Debtor and Landlord as Secured Party and describing the collateral herein specified. Tenant consents to the financing statement being filed immediately after execution of this Lease.

4. **INPUT COSTS AND EXPENSES.** Tenant shall prepare the Real Estate and plant such crops in a timely fashion. Tenant shall only be entitled to pasture or till those portions of the Real Estate designated by Landlord. All machinery, inputs equipment, and labor, necessary to carry out the terms of this lease shall be furnished by and at the expense of the Tenant. The following materials, in the amounts required by good husbandry, shall be acquired by Tenant and paid for by the parties as follows:

	MATERIALS	% LANDLORD	% TENANT
1	Commercial Fertilizer	0	100
2	Lime and Trace Minerals	0	100
3	Herbicides	0	100
4	Insecticides	0	100
5	Seed	0	100
6	Seed Cleaning	0	100
7	Harvesting and/or Shelling Expense	0	100
8	Grain Drying Expense	0	100
9	Grain Storage Expense	0	100
10	Other:	0	100

Tenant agrees to furnish, at Tenant's cost, all labor, equipment and application for all fertilizer, lime, trace minerals chemicals, and other materials.

5. **PROPER HUSBANDRY; HARVESTING OF CROPS; CARE OF SOIL, TREES, SHRUBS AND GRASS.** Tenant shall farm the Real Estate in a manner consistent with good husbandry, seek to obtain the best crop production that the soil and crop season will permit, properly care for all growing crops in a manner consistent with good husbandry, and harvest all crops on a timely basis. In the event Tenant fails to do so, Landlord reserves the right, personally or by designated agents, to enter upon the Real Estate and properly care for and harvest all growing crops, charging the cost of the care and harvest to the Tenant, as part of the Rent. Tenant shall timely control all weeds, including noxious weeds, weeds in the fence rows, along driveways and around buildings throughout the premises. Tenant shall comply with all terms of any Natural Resource and Conservation Service (NRCS) conservation plan and any other required environmental plans for the real estate. Tenant shall do what is reasonably necessary to control soil erosion including, but not limited to, the maintenance of existing watercourses, waterways, ditches, drainage areas, terraces and tile drains, and abstain from any practice which will cause damage to the Real Estate. Tenant shall investigate and report all broken or inoperative tile lines to Landlord.

Upon request from the Landlord, Tenant shall by August 15 of each lease year provide to the Landlord a written listing showing all crops planted, including the acres of each crop planted, fertilizers, herbicides and insecticides applied showing the place of application, the name and address of the applicator, the type of application and the quantity of such items applied on the lease premises during such year.

Tenant shall distribute upon the poorest tillable soil on the Real Estate, unless directed otherwise by Landlord, all of the manure and compost from the farming operation suitable to be used. Tenant may take any part of the aboveground part of a plant associated with a crop, at the time of harvest or after the harvest, until the farm tenancy terminates. Tenant may use these materials upon the Real Estate for grazing livestock managed by Tenant but shall protect the real estate and all trees, vines, and shrubbery from injury by Tenant's cropping operations or livestock.

Tenant shall maintain accurate yield records for the real estate, and upon request, during or after lease term, shall disclose to Landlord, all yield base information required for participation in government programs.

6. **ENVIRONMENTAL.**

- a. LANDLORD. To the best of Landlord's knowledge:

- i. Neither Landlord nor Landlord's former or present tenants are subject to any investigation concerning the premises by any governmental authority under any applicable federal, state, or local codes, rules, and regulations pertaining to air and water quality, the handling, transportation, storage, treatment, usage, or disposal of toxic or hazardous substances, air emissions, other environmental matters, and all zoning and other land use matters.
- ii. Any handling, transportation, storage, treatment, or use of toxic or hazardous substances that has occurred on the premises has been in

compliance with all applicable federal, state, and local codes, rules, and regulations.

- iii. No leak, spill release, discharge, emission, or disposal of toxic or hazardous substances has occurred on the premises.
- iv. The soil, groundwater, and soil vapor on or under the premises is free of toxic or hazardous substances except for chemicals (including without limitation fertilizer, herbicides, insecticides) applied in conformance with good farming methods, applicable rules and regulations and the label directions of each chemical.

Landlord shall hold Tenant harmless against liability for removing solid waste disposal sites existing at the execution of this Lease, with the exception that Tenant shall be liable for removal of solid waste disposal sites to the extent that the Tenant created or contributed to the solid waste disposal site at any time.

Landlord shall assume liability and shall indemnify and hold Tenant harmless against any liability or expense arising from any condition which existed, whether known or unknown, at the time of execution of the lease which is not a result of actions of the Tenant or which arises after date of execution but which is not a result of actions of the Tenant.

Landlord shall disclose in writing to Tenant the existence of any known wells, underground storage tanks, hazardous waste sites, and solid waste disposal sites. Disclosure may be provided by a properly completed groundwater hazard statement to be supplemented if changes occur.

- b. TENANT. Tenant shall comply with all applicable environmental laws concerning application, storage and handling of chemicals (including, without limitation, herbicides and insecticides) and fertilizers. Tenant shall apply any chemicals used for weed or insect control at levels not to exceed the manufacturer's recommendation for the soil types involved. Farm chemicals **may not** be stored on the premises for more than one year. Farm chemicals for use on other properties **may not** be stored on this property. Chemicals stored on the premises shall be stored in clearly marked, tightly closed containers. No chemicals or chemical containers will be disposed of on the premises. Application of chemicals for agricultural purposes per manufacturer's recommendation shall not be construed to constitute disposal.

Tenant shall employ all means appropriate to insure that well or ground water contamination does not occur, and shall be responsible to follow all applicator's licensing requirements. Tenant shall install and maintain safety check valves for injection of any chemicals and/or fertilizers into an irrigation system (injection valve only, not main well check valve). Tenant shall properly post all fields (when posting is required) whenever chemicals are applied by ground or air. Tenant shall haul and spread all manure on appropriate fields at times and in quantities consistent with environmental protection requirements. Tenant shall not dispose of waste oil, tires, batteries, paint, other chemicals or containers anywhere on the premises. Solid waste **may not** be disposed of on the premises. Dead livestock **may not** be buried on the premises. If disposal of solid waste or burial of

dead animals is permitted as stated in the previous two sentences, the disposal or burial shall be in compliance with all applicable environmental laws. Tenant shall not use waste oil as a means to suppress dust on any roads on or near the premises. No underground storage tanks, except human waste septic systems that meet current codes, rules, and regulations, shall be maintained on the premises.

Tenant shall immediately notify Landlord of any chemical discharge, leak, or spill which occurs on premises. Tenant shall assume liability and shall indemnify and hold Landlord harmless for any claim or violation of standards which results from Tenant's use of the premises. Tenant shall assume defense of all claims, except claims resulting from Landlord's negligence, in which case each party shall be responsible for that party's defense of any claim. After termination, Tenant shall remain liable for violations which occurred during the term of this Lease.

In the absence of selection of an alternative where choices are provided in this paragraph 6b, the choice of the words "may not" shall be presumed unless that presumption is contrary to applicable environmental laws and regulations.

7. **TERMINATION OF LEASE.** All notices of termination of this Lease shall be as provided by law. If renewed, the tenancy shall terminate on March 1 of the year following, provided that the tenancy shall not continue because of an absence of notice in the event there is a default in the performance of this Lease.
8. **POSSESSION AND CONDITION AT END OF TERM.** At the termination of this Lease, Tenant will relinquish possession of the Real Estate to the Landlord. If Tenant fails to do so Tenant agrees to pay Landlord \$100.00 per day, as liquidated damages until possession is delivered to Landlord. At the time of delivery of the Real Estate to Landlord, Tenant shall assure that the Real Estate is in good order and condition, and substantially the same as it was when received by Tenant at the commencement of this Lease, excusable or insurable loss by fire, unavoidable accidents and ordinary wear, excepted.
9. **LANDLORD'S RIGHT OF ENTRY AND INSPECTION.** In the event notice of termination of this Lease has been properly served, Landlord may enter upon the Real Estate or authorize someone else to enter upon the Real Estate to conduct any normal tillage or fertilizer operation after Tenant has completed the harvesting of crops even if this is prior to the date of termination of the lease. Landlord may enter upon the Real Estate at any reasonable time for the purpose of viewing or seeding or making repairs, or for other reasonable purposes. Landlord retains the right to use or lease the Real Estate for hunting, fishing, or other recreational purposes, but such use shall not interfere with the regular operation of the farm and notice of entry shall be provided to Tenant three (3) days prior to entry for such purposes. Tenant may not use the Real Estate for hunting, fishing, or recreational purposes.
10. **VIOLATION OF TERMS OF LEASE.** If Tenant or Landlord violates the terms of this Lease, the other may pursue the legal and equitable remedies to which each is entitled. Tenant's failure to pay any Rent when due shall cause all unpaid Rent to become immediately due and payable, without any notice to or demand upon Tenant.

11. **REPAIRS.** Tenant shall maintain the fences on the Real Estate in good and proper repair. Landlord shall furnish necessary materials for repairs that Landlord deems necessary within a reasonable time after being notified of the need for repairs. Tenant shall haul the materials to the repair site without charge to Landlord. If a fence must be totally replaced Landlord will pay one-half of the labor.
12. **IMPROVEMENTS.** All buildings, fences and improvements of every kind and nature that may be erected or established upon the Real Estate during the term of the Lease by the Tenant shall constitute additional rent and shall inure to the Real Estate, becoming the property of Landlord unless the Landlord has agreed in writing prior to the erection that the Tenant may remove the improvement at the end of the lease.
13. **WELL, WINDMILL, WATER AND SEPTIC SYSTEMS.** Tenant shall maintain all well, water and septic systems on the Real Estate in good repair at Tenant's expense except damage caused by windstorm or weather. Tenant shall not be responsible for replacement or installation of well, water and septic systems on the Real Estate, beyond ordinary maintenance expenses. Landlord does not guarantee continuous or adequate supplies of water for the Real Estate.
14. **EXPENSES INCURRED WITHOUT CONSENT OF LANDLORD.** No expense shall be incurred for or on account of the Landlord without first obtaining Landlord's written authorization. Tenant shall take no actions that might cause a mechanic's lien to be imposed upon the Real Estate.
15. **NO AGENCY.** Unless otherwise provided in writing, Tenant is not an agent of the Landlord.
16. **ACCOUNTING.** The method used for dividing and accounting for the harvested grain shall be the customary and usual method used in the locale.
17. **ATTORNEY FEES AND COURT COSTS.** If either party files suit to enforce any of the terms of this Lease, the prevailing party shall be entitled to recover court costs and reasonable attorneys' fees.
18. **CHANGE IN LEASE TERMS.** The conduct of either party, by act or omission, shall not be construed as a material alteration of this Lease until such provision is reduced to writing and executed by both parties as addendum to this Lease.
19. **CONSTRUCTION.** Words and phrases herein, including the acknowledgment, are construed as in the singular or plural and as the appropriate gender, according to the context.
20. **NOTICES.** The notices contemplated in this Lease shall be made in writing and shall either be delivered in person, or be mailed in the U.S. mail, certified mail to the recipient's mailing address as stated below, except for the notice of termination set forth in Section 7, which shall be governed by the Code of Iowa:

a. TENANT

Adam Ebersol
1210 N Ave.
Jefferson, IA 50129

b. LANDLORD

City of Jefferson
220 N. Chestnut St.
Jefferson, IA 50129

With copy to:

David F. Morain
Jefferson City Attorney
101 N. Grimmell Rd.
Jefferson, IA 50129

21. **ASSIGNMENT.** Tenant shall not assign this Lease or sublet the Real Estate or any portion thereof without prior written authorization of Landlord.

22. **CERTIFICATION.** Tenant certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and it is not engaged in this transaction, directly or indirectly on behalf of, or instigating or facilitating this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Tenant hereby agrees to defend, indemnify and hold harmless Landlord from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

23. **CHOICE OF LAW.** This Lease shall be construed under the laws of the State of Iowa.

24. **INSURANCE/TAXES.** Landlord will pay all real estate taxes and maintain insurance on Landlord's interest in the Real Estate. Tenant shall insure its interest in the Real Estate and maintain liability insurance that names Landlord as an additional named insured.

25. **MEDIATION.** The parties agree to mediate any dispute prior to litigation.

26. **ADDITIONAL PROVISIONS.**

- a. Landlord reserves the right to use any part of the crop land for purposes deemed proper by Landlord without incurring liability to Tenant, except if such land shall be taken before the crop is harvested and after Tenant has incurred expense in

putting the crop in, then in such event Tenant shall be reimbursed for its actual expense of planting and cultivating the crop which is damaged up to such date.

- b. Tenant agrees not to plant crops within a distance of 125 feet on either side of the center line of the grass landing strip and paved runway or within 200 feet of either end of the grass landing strip and paved runway. Landlord will place permanent markers to identify the zones within which crops may not be planted. Tenant shall comply with directions from Landlord in order for Landlord to continue operating the airport under federal and state laws.
- c. Tenant agrees that no crops will be planted in the approach areas and transition zones to the runway and landing strip which may grow to a height that may create an obstruction for aircraft use; provided, it is understood and agreed that oats, hay, corn, and soybeans may be planted in such areas.
- d. Any portion of the Real Estate that is pastured by the Tenant shall be fenced by Tenant so as to restrain farm animals from straying into or grazing in the landing areas.
- e. Tenant shall comply with all zoning and airport clearance regulations.
- f. No equipment shall be operated on runways, landing strips, or taxi strips.
- g. No crops taller than four (4) feet in height shall be planted on the real estate designated as hayground.

DATED as of _____, 2024.

TENANT:

Adam Ebersole
Adam Ebersole

LANDLORD:

City of Jefferson

By: _____

Craig Berry, Mayor

Attest: _____

Roxanne Gorsuch, City Clerk

By: _____

Chairman of Jefferson Airport Commission

ATTACHMENT "A"

Legal Descriptions

The Southeast Quarter (SE $\frac{1}{4}$) of Section Nine (9), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa, except Lot Three (3) thereof as described on plat of survey recorded January 8, 2002, in Book 119 at Page 945, and

The Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$) of Section Sixteen (16), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa, and

Approximately 58 acres of hayground, more or less, located on real estate described as follows:

Lot Three (3) of the Southeast Quarter of the Northeast Quarter (SE $\frac{1}{4}$ NE $\frac{1}{4}$) of Section Sixteen (16), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa, and

Lot Eight (8) of the Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ NW $\frac{1}{4}$) of Section Fifteen (15), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa, and

Lot Nine (9) of the Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ NW $\frac{1}{4}$) of Section Fifteen (15), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa, and

Lot Eight (8) of the Southeast Quarter of the Northwest Quarter (SE $\frac{1}{4}$ NW $\frac{1}{4}$), Except Lot Five (5), of Section Fifteen (15), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa;

10.66 acres, more or less, located in the West 85 Acres of the Southeast Quarter (SE $\frac{1}{4}$) of Section Nine (9), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa; and

15 acres, more or less, located in the East 74 Acres of the Southeast Quarter (SE $\frac{1}{4}$) of Section Nine (9), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa.

RESOLUTION NO. _____

A RESOLUTION APPROVING FARM LEASE
FOR PROPERTY NEAR AIRPORT

WHEREAS, the City of Jefferson owns approximately 133 acres, more or less, of agricultural real estate near and surrounding the Jefferson Municipal Airport (the "Property"); and

WHEREAS, the Property, which contains tillable acres as well as hay ground, has been leased to Adam Ebersole, as tenant, for the 2024 crop year; and

WHEREAS, a proposed form of farm lease covering the Property between the City, as landlord, and Adam Ebersole, as tenant (the "Farm Lease"), covering the 2025 and 2026 crop years, thus terminating on February 28, 2027, is before this Council, and the City Council finds that it is in the best interests of the City of Jefferson that the Farm Lease be approved.

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

Section 1. The proposed Farm Lease covering the Property between the City of Jefferson, as landlord, and Adam Ebersole, as tenant, and pertaining to the 2025 and 2026 crop years, is hereby approved.

Section 2. The Mayor, City Clerk and City Administrator are authorized and directed to execute and deliver the Farm Lease on behalf of the City, in substantially the form and content in which the Farm Lease has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of the City Attorney, may believe to be necessary.

Section 3. The Mayor, City Administrator and City Clerk are authorized 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 July 23, 2024.

Craig J. Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

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RESOLUTION NO. _____

A RESOLUTION TRANSFERRING FUNDS AND CLOSING FUND ACCOUNTS

WHEREAS, following the 2023-2024 Fiscal Year, the City of Jefferson finds that it is in the best interest of the City that certain funds should be transferred into other funds, all in accordance with Iowa Administrative Code 545-2.5.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Jefferson authorizes the following transfer of funds as of June 30, 2024.

1. Transfer from the General Fund to Health Insurance Sinking Fund- \$10,000.00 to pay for employee deductible- city share- budgeted.
2. Transfer from the General Fund to the Equipment Reserve-ISF Fund - \$28,000.00 to pay for future Police duty vehicle-budgeted.
3. Transfer from the General Fund to the Equipment Reserve-ISF Fund- \$7,000.00 to pay for future Police admin vehicle- budgeted.
4. Transfer from the General Fund to the Equipment Reserve-ISF Fund- \$1,450.00 to pay for future Police body armor replacement-budgeted.
5. Transfer from the General Fund to the Equipment Reserve-ISF Fund -\$22,000.00 to pay for future Fire Truck-budgeted.
6. Transfer from the General Fund to the Equipment Reserve-ISF Fund- \$6,694.00 to reimburse for Fire Truck previously purchased- budgeted.
7. Transfer from the General Fund to the Library Agency Fund- \$2,000.00 for technology replacement- budgeted.
8. Transfer from the Road Use Tax Fund to the General Fund- \$50,000.00 to pay for administrative expenses- budgeted.
9. Transfer from the Special Revenue Fund to the General Fund- \$640,000 to pay for employees benefit expenses- budgeted.
10. Transfer from the Airport Fund to the General Fund- \$20,000.00 to pay for administrative expenses- budgeted.
11. Transfer from the Water Fund to the General Fund- \$35,000.00 to pay for administrative expenses- budgeted.
12. Transfer from the Water Fund to the Water Capital Improvement Fund- \$55,000.00 to pay for water capital improvement projects- budgeted.
13. Transfer from the Water Fund to the Water Well Replacement Fund- \$30,000.00 to pay for future water well improvements- budgeted.
14. Transfer from the Water Fund to the Water Plant Replacement Fund- \$250,000.00 to pay for future Water Plant Replacement- budgeted.

15. Transfer from the Water Fund to the Water Tower Repair- \$50,000.00 to pay for water tower repair and maintenance- budgeted.
16. Transfer from Water Bond Revenue Fund to Water Fund- \$1,000.00 for administrative expenses- budgeted.
17. Transfer from Water Capital Improvement Fund to Water Fund- \$1,000.00 for administrative expenses- budgeted.
18. Transfer from the Wastewater Fund to the General Fund- \$37,000.00 to pay for administrative expenses- budgeted.
19. Transfer from the Wastewater Fund to the Wastewater Plant Replacement- \$85,000.00 to pay for wastewater plant replacement- budgeted.
20. Transfer from the Wastewater Fund to the Wastewater Replacement Fund- \$354,750.41 to pay for principal and interest on SRF Wastewater Treatment Loan.
21. Transfer from the Sanitation Fund to the General Fund- \$43,000.00 to pay for administrative expenses- budgeted.
22. Transfer from the Sanitation Fund to the Equipment Reserve-ISF Fund- \$20,000.00 to pay for future equipment purchases- budgeted.
23. Transfer from the Recycling Fund to the General Fund- \$5,000.00 to pay for administrative expenses- budgeted.
24. Transfer from the Recycling Fund to the Equipment Reserve-ISF Fund- \$54,641.00 to pay for future equipment purchases- budgeted.
25. Transfer from Local Option Sales Tax to the General Fund- \$30,000.00 to pay for LEC Share- budgeted.
26. Transfers from Local Option Sales Tax to the Road Use Tax Fund- \$99,000.00 to pay for street lighting- budgeted.
27. Transfer from Road Use Tax Fund to General Fund- \$18,654.63 to pay employee benefit expenses, FICA- budgeted.
28. Transfer from Road Use Tax Fund to General Fund- \$2,037.88 to pay employee benefit expenses, IPERS-budgeted.
29. Transfer from Road Use Tax Fund to General Fund- \$6,333.13 to pay employee benefit expenses, Group Health Insurance- budgeted.
30. Transfer from TIF Fund to Downtown Buildings- \$460,399.28 to pay for tax increment finance expenses-budgeted.
31. Transfer from TIF Fund to Debt Service- \$256,360.37 to pay for bond expenses- budgeted.
32. Transfer from Equipment Reserve-ISF Fund to General Fund \$96,413.07 to pay for police vehicles and outfitting- non-budgeted.
33. Transfer from General Fund to Animal Shelter- \$6,512.73 to close the Animal Shelter Fund.
34. Transfer from General Fund to Neighborhood Stabilization Fund -\$2,818.00 to close the Animal Shelter Fund.

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

Section 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 July 23, 2024.

Craig Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk



HENDERSON

PRODUCTS, INC.

1085 SOUTH THIRD STREET
PO BOX 40, MANCHESTER, IA 52057-0040
PHONE: 563-927-2828
FAX: 563-927-6328

CUSTOMER QUOTE

Page 1
Quote #177553
Rev #19

To: CITY OF JEFFERSON, IA
Attn: DAVE TEEPLES
Quote Date: 7/8/2024
Valid Until: 9/6/2024

Quoted By: Ryan Burkle
Phone: 563-927-2828
Cell: 515-689-2578
Fax: 563-927-2521
Email: rburkle@hendersonproducts.com

Quoted:

Henderson 10'x50in FSH-II V-box Sander with Stainless Steel Leg Stand - NO
INSTALL

Henderson Products is pleased to present the following quote. Please contact
us if you have any questions.

FSH salt / sand spreader

Spreader Model: **FSH-II Salt/Sand Spreader**
Hopper length: **10'**
Hopper material: **201SS - 10 GA sides/ends, 7 GA sills/floor**
Capacity: **FSH-II 50" (5.6 CY) w/ formed chain shields standard**
Conveyor: **Single 7" dia. auger**
Gearcase: **3.6:1 planetary gearcase**
Chute type: **Standard Dump Over Chute Same Material as Hopper**
Spinner disk: **Standard disk with Stainless Vanes**
Chute Extension: **10" SS Spinner Chute Extension (installed)**
Inverted vee: **Inverted vee, 201ss**
Install inverted vee: **Install at factory**
Screen type: **Std. top grate screens**
Install top grate screens: **Install at factory**
Rear hose kit: **Rear hose kit w/ quick couplers (loose "SL")**
Extended front idler grease tubes: **Extended front idler grease tubes**
Trunnion latch for tailgate: **Trunnion latch, Mild Channel (loose "SL")**
Option 1 Description: **Stainless Steel Trunnion Latch ILO of mild steel**

Spreader Stand

Product: **Stand For FSH**
Stand Type: **IS (Bolt On) Stand w/Trunnion Latch**
Prewet: **8'-16' FSH W/No Prewet**
Material: **SS Construction**
Legs: **Heavy Duty Legs**
Install: **Stand & Chute Mounted To V-Box**
Option 1 Description: **118064.201 SS leg stand ILO of picked**

Installation Workup

Facility: **CASH AND CARRY**
C&C Facility: **IDC-IA**



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HENDERSON

PRODUCTS, INC.

1085 SOUTH THIRD STREET
PO BOX 40, MANCHESTER, IA 52057-0040
PHONE: 563-927-2828
FAX: 563-927-6328

CUSTOMER QUOTE

Page 2
Quote #177553
Rev #19

Completed Truck Delivery Method: **Henderson Delivers** (161-250 miles)

Spreader Type: **FSH**

FSH Drive Type: **Hydraulic**

FSH Mount Type: **Slip in Mount**

Slip in Tie Downs: **IDC supp'd Weld-On Winch kit, Mild (w/2" x 78" straps)**

Trunnion Latch: **Install Fact Sup'ld Trun Latch Bar, sales to order with unit**

FSH Spinner Configuration: **Standard Spinner install**

Original package price: \$37,878.32

Single package total: \$38,303.00

Package(s): 1

Total: \$38,303.00

Due to the volatility in material costs and chassis delays, pricing is subject to change at time of manufacturing and/or upfit.

Signed: _____ Date: _____

Quote notes:

Lead Time: Approx 4 months for spreader and stand from factory.

Delivery to take place when equipment is available from the factory.

Henderson will deliver sander and stand to customer. Customer to fit sander into body and connect to existing hydraulics on truck.

Henderson offers a deposit program with additional discounts. Please contact your Henderson sales representative for more details.

The buyer agrees to indemnify, defend and hold Seller and its officers, directors, employees, shareholders, affiliates, agents, representatives, successors and assigns harmless from any and all claims, actions, demands, penalties, legal proceedings, judgements, settlements, sums, costs, liabilities, losses, obligations, damages, penalties, fines, costs, and other expenses (including but not limited to reasonable attorney's fees) relating to, arising out of or resulting from (i) the buyer's, and/or the buyer's customers' use, misuse, or alteration of any Product, including without limitation, any third-party claims for personal injury or property damage resulting from the buyer's and/or the buyer's customers' negligence or willful misconduct; or (ii) the buyer's breach of these Terms of Sale.



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PO Box 632 • Humboldt, IA 50548
(515)332-4208 office • (515)332-3653 fax

Contact Name: _____
Billing Address: _____
Phone: _____
Fax: _____
E-Mail: _____

PROPOSAL AND ACCEPTANCE

Blacktop Service Co. submits the following proposal to City of Jefferson. Said proposal must be accepted by _____ or the same is withdrawn. Once accepted, executed by both parties and delivered, this proposal shall become a valid and enforceable contract.

The work shall consist of the following: single seal coat with MC 3000 o.i. and 3/8" per inch for cover aggregate.

(see detail sheet)

In exchange for the above-described work, _____ shall pay Blacktop Service Co. the sum of _____ Dollars and cents (\$_____).

A down payment for mobilization shall be paid to Blacktop Service Co. in the sum of _____ Dollars and cents (\$_____) before work is commenced, and the balance shall be due upon completion. There will be a two percent (2%) per month service charge on any payments delinquent more than thirty (30) days after the invoice date.

Check the following, if appropriate:

_____ This project is exempt from Iowa sales tax (must send sales tax exempt certificate prior to start of project, see enclosed instructions)

_____ The contract amount is based on an estimate and the final price shall be based on actual time and material at the following rates: _____

BLACKTOP SERVICE CO.

By Robert P. Wynn

7-3-24
Date

I/we accept the above proposal.

By _____

Date

Initials for acceptance of Additional Terms on reverse side

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16 North Taft Street
PO Box 632 • Humboldt, IA 50548
(515)332-4208 office • (515)332-3653 fax

No.	Street	Type of Work	From	To	Size	Sq. Yards	Patch	Cost
Alleys		Single Seal Coat						
1)	Between	Elm & Vine	Clark	Reed		251		\$640.05
2)	Between	Vine & Wilson	McKinley	Reed		819		\$2088.45
3)	Between	Wilson & Chestnut	McKinley	Adams		1345		\$3429.75
4)	Between	Chestnut & Locust	Reed	Washington		856		\$2182.80
5)	Between	Adams & Washington	Locust	Cedar		783		\$1996.65
6)	Between	Olive & Cedar	Adams	Washington		404		\$1030.20
7)	Between	Olive & Cedar	State	Lincolnway		407		\$1037.85
8)	Between	State & Lincolnway	Locust	Cedar		770		\$1963.50
9)	Between	Lincolnway & Harrison	Locust	Cedar		807		\$2057.85
10)	Between	Harrison & Monroe	Locust	Cedar		807		\$2057.85
11)	Between	Monroe & Madison	Vine	Cedar		1760		\$4488.00
12)	Between	Wilson & Chestnut	Park	Russell		795		\$2027.25
Streets		Single Seal Coat						
13) Adams		Cedar	East	to END		8500		\$2125.00
14)	Washington		Cedar	East to END		1334		\$3401.70
15)	State		Cedar	East to END		756		\$1927.80
16)	Harrison		Cedar	East to END		1089		\$1756.95
17)	Garfield		Cedar	East to END		512		\$1305.60
								\$42,317.25

33,392.25

Measured by: Robert P. Wayne

Date: 7-3-24

Accepted by: _____

Date: _____



416 E. Main Street
Mingo, Iowa 50168
(641) 363-4212
FAX (641) 363-4211
www.dencohighway.com

Quote

Joint and Crack Repair - Blast, Blow, & Go

To
Dave Teeples
City of Jefferson Streets Superintendent
220 N. Chestnut St.
Jefferson, IA 50129

Quote Date: 7/8/2024
Quote Valid Until: 8/8/2024
Issued By: Steve Warden
Denco Contact: 641-780-1553

Project Location Various Streets designated by the city (See Map)

Project Description

Denco Highway Construction proposes to complete Blast, Blow, and Go Joint and Random Crack Repairs on the listed PCC pavement according to Iowa DOT Specifications. Denco will sandblast the existing reservoirs and adjacent pavement and seal them with Crafcro 516 hot pour material. The sealant will be banded with a narrow squeegee to fill surface spalls and uneven areas while maximizing the repair life.

DESCRIPTION	QTY	UNIT	UNIT PRICE	SUBTOTAL
Blast, Blow, & Go	64882.00	LINEAR FOOT	\$1.25	\$81,102.50
Mobilization	1.00	LUMP SUM	\$3,000.00	\$3,000.00

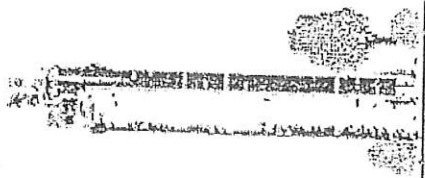
TOTAL \$84,102.50

1. This is an estimate of services described; actual quantities will be used for invoice.
2. Our price includes all labor, materials, equipment, and traffic control to complete the project.
3. A current Certificate of Insurance will be sent to your office upon receiving a signed quote or contract.
4. Please forward a Designated Exempt Entity Iowa Construction Sales Tax Exemption Certificate and Authorization Letter for the project upon acceptance.

 7/8/2024
DENCO SIGNATURE DATE

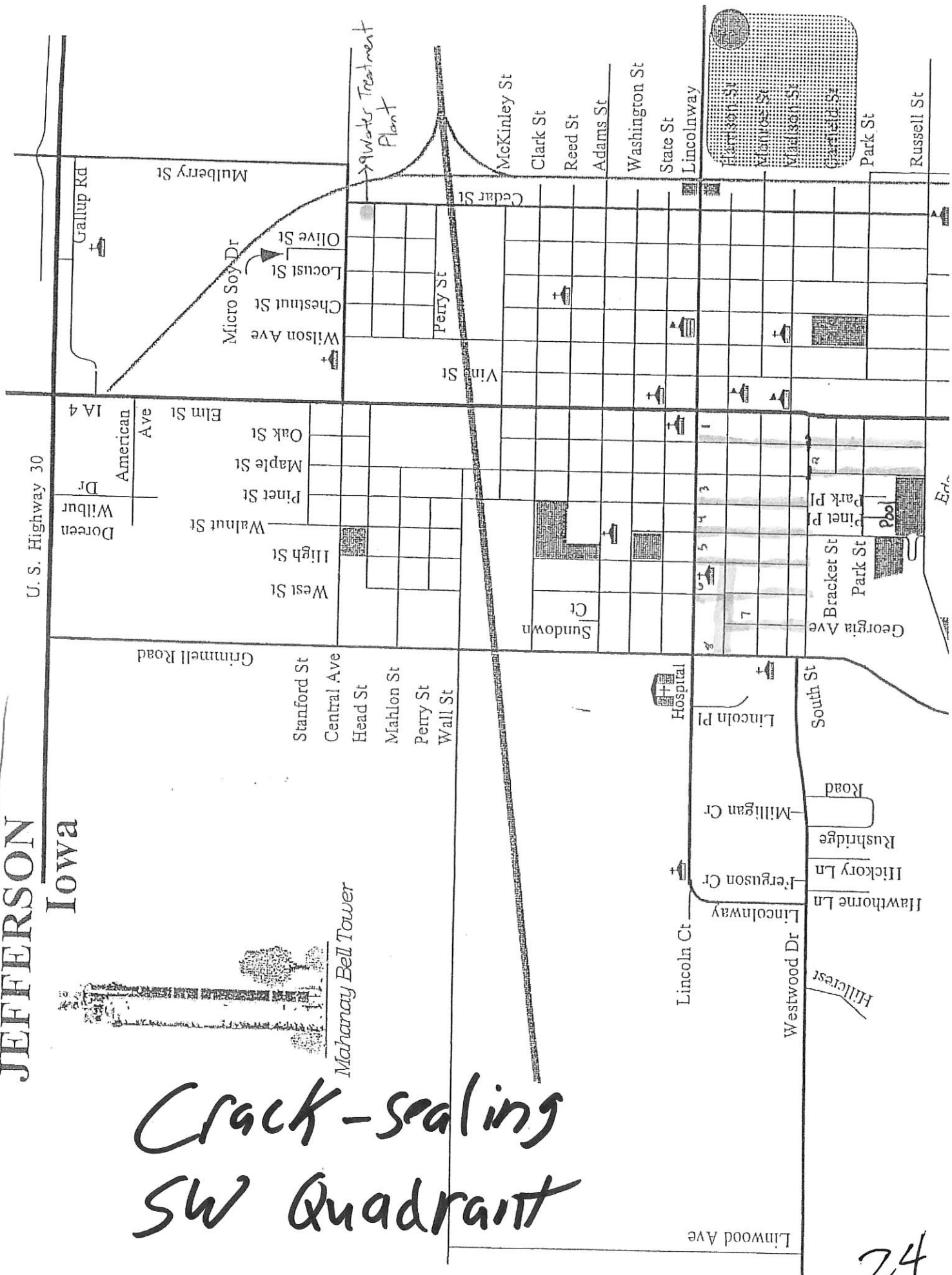
AUTHORIZED BY DATE

Iowa

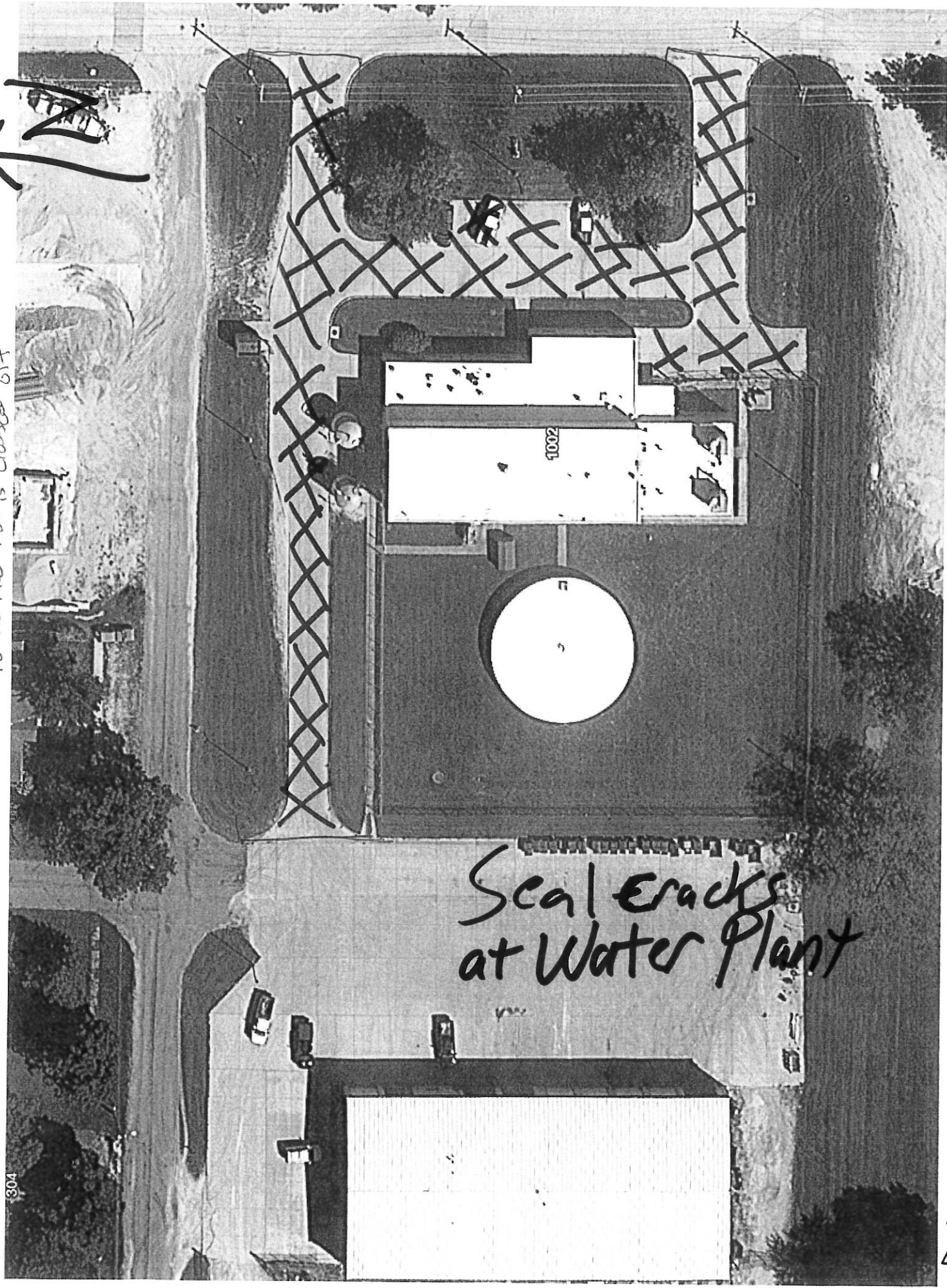


Maharaja Bell Tower

Crack-sealing
SW Quadrant



Do the Area that is crossed off



Seal cracks
at Water Plant

Sloan Plbg Htg & Cooling, Inc.

201 S Cedar St
Jefferson, IA 50129

Invoice

Date	Invoice #
7/2/2024	3686

Bill To
City of Jefferson 220 N Chestnut St Jefferson, Ia 50129

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	replace 2 roof top units at golf course load all rental fees including hail guard cover and new adapter curve new t stats	23,049.00	23,049.00
	equipment is in stock curb adapter is 1 week out Sales Tax	7.00%	0.00
	Warranty 10 yr Heat exchanger 5 yr Compressor 2 yr Labor		
		Total	\$23,049.00

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Contractor's Application for Payment No.

17 (Seventeen)

Application Period: 6/1/2024 to 6/30/2024		Application Date: 6/30/2024	
To (Owner): 200 N Chestnut St, Jefferson, IA	City of Jefferson	Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN	Via (Engineer): Bolton & Menk Ames, IA
Owner's DWSRF Number: 1445	Contractor's Contract Number: 1316	Engineer's Project Number: 134997	
Project: Jefferson WWTP	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		
Totals:	\$ 416,696.61	\$ -	
Net Change by Change Order:	\$		416,696.61

1. Original Contract Price.....	\$	17,504,700.00
2. Net change by Change Orders.....	\$	416,696.61
3. Current Contract Price (Line 1 ± 2).....	\$	17,921,396.61
4. Total Completed and Stored to Date (Column F on Progress Estimate).....	\$	12,779,150.57
5. Retainage		
a. 5.0% X \$ 11,412,313.46 Work Completed.....	\$	570,615.67
b. 5.0% X \$ 1,366,837.11 Stored Material.....	\$	68,341.85
c. Early Release of Retainage.....	\$	-
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$	638,957.52
6. Amount Eligible to Date (Line 4 - Line 5d).....	\$	12,140,193.05
7. Less Previous Payments (Line 6 from prior Application).....	\$	11,826,374.38
8. Amount Due This Application.....	\$	313,818.67
9. Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above).....	\$	5,781,203.56

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.		Payment of: \$313,818.67 (Line 8 or other - attach explanation of the other amount)
is recommended by:  (Engineer)	7/12/2024 (Date)	
Payment of: \$313,818.67 (Line 8 or other - attach explanation of the other amount)		
is approved by: _____ (Owner)	(Date)	
Approved by: _____ Funding Agency (if applicable)	(Date)	

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): 0					Application Number:	17 (Seventeen)	
Application Period:	6/1/2024	to	6/30/2024		Application Date:	6/30/2024	
A		B	Work Completed		E	F	
			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)
Division 01 - General Requirements							
	Mobilization	\$ 525,200.00	\$ 525,200.00			\$ 525,200.00	100.00%
	Allowances	\$ 331,664.48	\$ 1,982.00			\$ 1,982.00	0.60%
	Aeration Tank Coating Allowances	\$ 218,335.52	\$ 65,500.00			\$ 65,500.00	30.00%
	Allowances - Enviromix	\$ 525,000.00	\$ 52,500.00			\$ 52,500.00	10.00%
Division 02							
	Site Removals	\$ 86,400.00	\$ 72,900.00			\$ 72,900.00	84.38%
	Demo SST Tank	\$ 445,800.00	\$ 445,800.00			\$ 445,800.00	100.00%
	Strip Top Soil	\$ 25,700.00	\$ 25,100.00			\$ 25,100.00	97.67%
	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	\$ -	\$ 27,000.00		\$ 27,000.00	49.00%
	Grading Sidewalks	\$ 9,900.00	\$ -			\$ -	0.00%
	Top Soil Placement	\$ 12,900.00	\$ -			\$ -	0.00%
2370.0	Erosion Control	\$ 20,000.00	\$ 19,300.00			\$ 19,300.00	96.50%
	Site Concrete	\$ 75,600.00	\$ -			\$ -	0.00%
2920.0	Seeding	\$ 5,000.00	\$ 2,300.00			\$ 2,300.00	46.00%
	30" & 24" PP to Splitter Box	\$ 444,950.00	\$ 213,050.00	\$ 231,900.00		\$ 444,950.00	100.00%
	6" & 8" ST & 4" PD East	\$ 155,920.00	\$ 127,200.00			\$ 127,200.00	81.58%
	Piping Rapid Mix Area	\$ 253,380.00	\$ 112,750.00			\$ 112,750.00	44.50%
	6" ST & 12" RAS by AET Lift Station	\$ 172,880.00	\$ 132,250.00	\$ 40,630.00		\$ 172,880.00	100.00%
	16" MLR to Aeration	\$ 558,620.00	\$ 185,490.00	\$ 125,000.00		\$ 310,490.00	55.58%
	HDPE/Utility Water	\$ 161,250.00	\$ -			\$ -	0.00%
	Aeration Tank Demo	\$ 28,770.00	\$ 9,590.00			\$ 9,590.00	33.33%
	Headworks Demo	\$ 11,150.00	\$ -			\$ -	0.00%
	Blower Building Demo	\$ 8,150.00	\$ -			\$ -	0.00%

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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)	
	Clarifiers Demo	\$ 421,920.00	\$ 281,280.00				\$ 281,280.00	66.67%	\$ 140,640.00
	Biosolids Demo	\$ 83,510.00	\$ 83,510.00				\$ 83,510.00	100.00%	\$ -
	Disinfection Demo	\$ 6,500.00	\$ -				\$ -	0.00%	\$ 6,500.00

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				
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	\$ 24,460.00	\$ 5,000.00		\$ 29,460.00	74.78%	\$ 9,935.00
	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	\$ 35,600.00			\$ 35,600.00	79.73%	\$ 9,050.00
	Misc Metals Supply	\$ 111,960.00	\$ 89,165.96			\$ 89,165.96	79.64%	\$ 22,794.04
Division 06								
	Wood Blocking	\$ 56,600.00	\$ 37,000.00	\$ 19,600.00		\$ 56,600.00	100.00%	\$ -
Division 07								
7535.0	Roofing & Sheet metal	\$ 169,000.00	\$ 60,000.00	\$ 83,000.00		\$ 143,000.00	84.62%	\$ 26,000.00
	Sealants	\$ 33,500.00	\$ -			\$ -	0.00%	\$ 33,500.00
Division 08								
	HM Doors & Frams	\$ 6,705.00	\$ 6,705.00			\$ 6,705.00	100.00%	\$ -
	Hatches & Door Instalaltion	\$ 39,500.00	\$ 30,400.00			\$ 30,400.00	76.96%	\$ 9,100.00
	Hatches & Door Instalaltion	\$ 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	\$ -			\$ -	0.00%	\$ 98,560.00
	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	\$ 10,054.00	\$ 11,000.00		\$ 21,054.00	62.83%	\$ 12,458.00
	Operations Building	\$ 68,924.00	\$ 17,231.00			\$ 17,231.00	25.00%	\$ 51,693.00
	Pump room	\$ 36,941.00	\$ -	\$ 18,900.00		\$ 18,900.00	51.16%	\$ 18,041.00
	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	\$ 69,000.00			\$ 69,000.00	5.12%	\$ 1,279,516.00
11266.0	UV Disinfection Equipment	\$ 247,600.00	\$ 247,600.00			\$ 247,600.00	100.00%	\$ -

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)	
11315.0	Rotary Lobe Pumps	\$ 114,118.00	\$ 114,118.00			\$ 114,118.00	100.00%	\$ -
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	\$ 6,460.00	\$ 122,770.00		\$ 129,230.00	100.00%	\$ -
11374/75	Fine Pore Membrane Aeration Equip	\$ 159,150.00	\$ 39,660.00	\$ 40,000.00		\$ 79,660.00	50.05%	\$ 79,490.00
Division 11								
	Installation							
	Aeration Splitter Box	\$ 3,900.00	\$ -			\$ -	0.00%	\$ 3,900.00
	Secondary Splitter Box	\$ 3,900.00	\$ -			\$ -	0.00%	\$ 3,900.00
	Aeration Tank Install	\$ 56,700.00	\$ 15,375.00	\$ 3,500.00		\$ 18,875.00	33.29%	\$ 37,825.00
	MLR 1, 2, 3	\$ 7,100.00	\$ 2,000.00	\$ 400.00		\$ 2,400.00	33.80%	\$ 4,700.00
	Headworks Equipment	\$ 20,500.00	\$ -			\$ -	0.00%	\$ 20,500.00
	Blower Building Equipment	\$ 31,300.00	\$ -			\$ -	0.00%	\$ 31,300.00
	Clarifiers Install	\$ 71,600.00	\$ 23,867.00	\$ 23,867.00		\$ 47,734.00	66.67%	\$ 23,866.00
	Was Pumps	\$ 4,830.00	\$ 4,830.00			\$ 4,830.00	100.00%	\$ -
	Disinfection Install	\$ 3,990.00	\$ -	\$ 2,000.00		\$ 2,000.00	50.13%	\$ 1,990.00
	RAS/PST Pumps	\$ 49,350.00	\$ 29,300.00	\$ 10,000.00		\$ 39,300.00	79.64%	\$ 10,050.00
	Flexzone - Anoxic Basin	\$ 20,680.00	\$ -	\$ 18,000.00		\$ 18,000.00	87.04%	\$ 2,680.00
	Flexzone - Storage Tank	\$ 68,550.00	\$ 68,550.00			\$ 68,550.00	100.00%	\$ -
	Flexzone - Aeration	\$ 61,450.00	\$ 36,600.00	\$ -		\$ 36,600.00	59.56%	\$ 24,850.00
	Course Bubble Digester	\$ 17,800.00	\$ -			\$ -	0.00%	\$ 17,800.00
	Course Bubble WAS	\$ 4,800.00	\$ 4,800.00			\$ 4,800.00	100.00%	\$ -
	Aeration Overflows	\$ 12,350.00	\$ 4,000.00			\$ 4,000.00	32.39%	\$ 8,350.00
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	Footings 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%	\$ -

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	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%	\$ -
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%	\$ -

A		B	Work Completed		E	F		G
Specification Section Number	Description	Scheduled Value (\$)	C	D	This Period	Total Completed to Date (C + D)	% (F/B)	Balance to Finish (B - F)
			From Previous Application (C+D)					
Division 15								
	Grit Separation Piping	\$ 34,900.00	\$ -			\$ -	0.00%	\$ 34,900.00
	Process Piping (Valve Repl)	\$ 290,100.00	\$ 249,700.00			\$ 249,700.00	86.07%	\$ 40,400.00
	Mixed Liquor Return Piping	\$ 289,560.00	\$ 151,400.00			\$ 151,400.00	52.29%	\$ 138,160.00
	Sludge Transfer Piping	\$ 50,080.00	\$ 39,000.00			\$ 39,000.00	77.88%	\$ 11,080.00
	Aeration Piping	\$ 391,900.00	\$ 101,300.00			\$ 101,300.00	25.85%	\$ 290,600.00
	RAS Piping	\$ 121,280.00	\$ 60,500.00			\$ 60,500.00	49.88%	\$ 60,780.00
	WAS Piping	\$ 68,040.00	\$ 61,900.00			\$ 61,900.00	90.98%	\$ 6,140.00
	Supernatant Piping	\$ 5,520.00	\$ -			\$ -	0.00%	\$ 5,520.00
	Chemical Piping	\$ 158,881.00	\$ 500.00			\$ 500.00	0.31%	\$ 158,381.00
	Mechanical Mobilization	\$ 93,320.00	\$ 82,125.00			\$ 82,125.00	88.00%	\$ 11,195.00
	Plumbing Demolition	\$ 12,995.00	\$ 5,500.00			\$ 5,500.00	42.32%	\$ 7,495.00
	HVAC Demolition	\$ 40,565.00	\$ 23,150.00	\$ 9,000.00		\$ 32,150.00	79.26%	\$ 8,415.00
	Plumbing Rough-In	\$ 51,605.00	\$ 15,780.00			\$ 15,780.00	30.58%	\$ 35,825.00
	Plumbing Insulation	\$ 6,300.00	\$ 2,100.00			\$ 2,100.00	33.33%	\$ 4,200.00
	HVAC Ductwork Rough-In	\$ 78,125.00	\$ 7,900.00	\$ 41,000.00		\$ 48,900.00	62.59%	\$ 29,225.00
	HVAC Equipment	\$ 643,105.00	\$ 84,700.00	\$ 510,000.00		\$ 594,700.00	92.47%	\$ 48,405.00
	Temperature Controls	\$ 54,935.00	\$ 7,000.00	\$ 29,500.00		\$ 36,500.00	66.44%	\$ 18,435.00
	Ductwork Insulation	\$ 4,400.00	\$ -			\$ -	0.00%	\$ 4,400.00
	Testing and Balancing	\$ 13,750.00	\$ -			\$ -	0.00%	\$ 13,750.00
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	\$ 75,000.00			\$ 75,000.00	50.00%	\$ 75,000.00
	Site Electrical Materials	\$ 210,000.00	\$ 114,700.00			\$ 114,700.00	54.62%	\$ 95,300.00
	Generator Labor	\$ 65,000.00	\$ -			\$ -	0.00%	\$ 65,000.00
	Generator Materials	\$ 448,000.00	\$ 77,000.00			\$ 77,000.00	17.19%	\$ 371,000.00
	Blower Building Labor	\$ 80,000.00	\$ 35,000.00	\$ 5,000.00		\$ 40,000.00	50.00%	\$ 40,000.00
	Blower Building Materials	\$ 285,000.00	\$ 115,000.00	\$ 10,000.00		\$ 125,000.00	43.86%	\$ 160,000.00
	Final Clarifiers Labor	\$ 37,000.00	\$ 25,500.00			\$ 25,500.00	68.92%	\$ 11,500.00
	Final Clarifiers Materials	\$ 15,000.00	\$ 15,000.00			\$ 15,000.00	100.00%	\$ -
	Bio Solids Control Complex Labor	\$ 50,000.00	\$ 3,500.00			\$ 3,500.00	7.00%	\$ 46,500.00
	Bio Solids Control Complex Materials	\$ 155,000.00	\$ 25,000.00			\$ 25,000.00	16.13%	\$ 130,000.00
	Disinfection Building Labor	\$ 40,000.00	\$ 15,000.00			\$ 15,000.00	37.50%	\$ 25,000.00

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)
	Disinfection Building Materials	\$ 95,000.00	\$ 33,500.00			\$ 33,500.00	35.26%	\$ 61,500.00
	Preliminary Treatment Building Labor	\$ 25,000.00	\$ -			\$ -	0.00%	\$ 25,000.00
	Preliminary Treatment Building Materials	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	Rapid Mix Structure Labor	\$ 20,000.00	\$ -			\$ -	0.00%	\$ 20,000.00
	Rapid Mix Structure Materials	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	Aeration Tanks Labor	\$ 20,000.00	\$ -			\$ -	0.00%	\$ 20,000.00
	Aeration Tanks Materials	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	Bio Solids Loadout Building Labor	\$ 75,000.00	\$ 15,250.00			\$ 15,250.00	20.33%	\$ 59,750.00
	Bio Solids Loadout Building Materials	\$ 185,000.00	\$ 25,700.00			\$ 25,700.00	13.89%	\$ 159,300.00
	Anoxic Basin Labor	\$ 35,000.00	\$ 6,100.00			\$ 6,100.00	17.43%	\$ 28,900.00
	Anoxic Basin Materials	\$ 75,000.00	\$ 7,300.00			\$ 7,300.00	9.73%	\$ 67,700.00
	Communication/Fiber Labor	\$ 45,000.00	\$ -			\$ -	0.00%	\$ 45,000.00
	Communication/Fiber Materials	\$ 100,000.00	\$ -			\$ -	0.00%	\$ 100,000.00
	Demobilization	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	As-Builts/Close Out Documents	\$ 5,509.00	\$ -			\$ -	0.00%	\$ 5,509.00
Approved Project Change Orders								
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	\$ 20,700.00			\$ 20,700.00	33.34%	\$ 41,389.77
CO 3	Electrical Upgrades VFD's & Metering	\$ 117,779.30	\$ -	\$ 17,000.00		\$ 17,000.00	14.43%	\$ 100,779.30
CO 4	UV Epoxy Injection & Keegaurd Roof Edge	\$ 51,468.45	\$ 34,035.41			\$ 34,035.41	66.13%	\$ 17,433.04
	Total	\$ 17,921,396.61	\$ 10,008,246.46	\$ 1,404,067.00	\$ 1,366,837.11	\$ 12,779,150.57	71.31%	\$ 5,142,246.04

Stored Material Summary

Contractor's Application

For (Contract): 0		Application Number: 17 (Seventeen)				
Application Period:		Application Date: 6/30/2024				
A		F				
B		E			G	
C		D			F	
D		E			G	
E		D			F	
F		E			G	
G		D			F	
H		E			G	
I		D			F	
J		E			G	
K		D			F	
L		E			G	
M		D			F	
N		E			G	
O		D			F	
P		E			G	
Q		D			F	
R		E			G	
S		D			F	
T		E			G	
U		D			F	
V		E			G	
W		D			F	
X		E			G	
Y		D			F	
Z		E			G	
AA		D			F	
AB		E			G	
AC		D			F	
AD		E			G	
AE		D			F	
AF		E			G	
AG		D			F	
AH		E			G	
AI		D			F	
AJ		E			G	
AK		D			F	
AL		E			G	
AM		D			F	
AN		E			G	
AO		D			F	
AP		E			G	
AQ		D			F	
AR		E			G	
AS		D			F	
AT		E			G	
AU		D			F	
AV		E			G	
AW		D			F	
AX		E			G	
AY		D			F	
AZ		E			G	
BA		D			F	
BB		E			G	
BC		D			F	
BD		E			G	
BE		D			F	
BF		E			G	
BG		D			F	
BH		E			G	
BI		D			F	
BJ		E			G	
BK		D			F	
BL		E			G	
BM		D			F	
BN		E			G	
BO		D			F	
BP		E			G	
BQ		D			F	
BR		E			G	
BS		D			F	
BT		E			G	
BU		D			F	
BV		E			G	
BW		D			F	
BX		E			G	
BY		D			F	
BZ		E			G	
CA		D			F	
CB		E			G	
CC		D			F	
CD		E			G	
CE		D			F	
CF		E			G	
CG		D			F	
CH		E			G	
CI		D			F	
CJ		E			G	
CK		D			F	
CL		E			G	
CM		D			F	
CN		E			G	
CO		D			F	
CP		E			G	
CQ		D			F	
CR		E			G	
CS		D			F	
CT		E			G	
CU		D			F	
CV		E			G	
CW		D			F	
CX		E			G	
CY		D			F	
CZ		E			G	
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DC		D			F	
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EF		E			G	
EG		D			F	
EH		E			G	
EI		D			F	
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EK		D			F	
EL		E			G	
EM		D			F	
EN		E			G	
EO		D			F	
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ER		E			G	
ES		D			F	
ET		E			G	
EU		D			F	
EV		E			G	
EW		D			F	
EX		E			G	
EY		D			F	
EZ		E			G	
FA		D			F	
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FC		D			F	
FD		E			G	
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FH		E			G	
FI		D			F	
FJ		E			G	
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FN		E			G	
FO		D			F	
FP		E			G	
FQ		D			F	
FR		E			G	
FS		D			F	
FT		E			G	
FU		D			F	
FV		E			G	
FW		D			F	
FX		E			G	
FY		D			F	
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GN		E			G	
GO		D			F	
GP		E			G	
GQ		D			F	
GR		E			G	
GS		D			F	
GT		E			G	
GU		D			F	
GV		E			G	
GW		D			F	
GX		E			G	
GY		D			F	
GZ		E			G	
HA		D			F	
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HL		E			G	
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HN		E			G	
HO		D			F	
HP		E			G	
HQ		D			F	
HR		E			G	
HS		D			F	
HT		E			G	
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HV		E			G	
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HX		E			G	
HY		D			F	
HZ		E			G	
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IC		D			F	
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IF		E			G	
IG		D			F	
IH		E			G	
II		D			F	
IJ		E			G	
IK		D			F	
IL		E			G	
IM		D			F	
IN		E			G	
IO		D			F	
IP		E			G	
IQ		D			F	
IR		E			G	
IS		D			F	
IT		E			G	
IU		D			F	
IV		E			G	
IW		D			F	
IX		E			G	
IY		D			F	
IZ		E			G	
JA		D			F	
JB		E			G	
JC		D			F	
JD		E			G	
JE		D			F	
JF		E			G	
JG		D			F	
JH		E			G	
JI		D			F	
JJ		E			G	
JK		D			F	
JL		E			G	
JM		D			F	
JN		E			G	
JO		D			F	
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JY		D			F	
JZ		E			G	
KA		D			F	
KB		E			G	
KC		D			F	
KD		E			G	
KE		D			F	
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KG		D			F	
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KZ		E			G	
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LF		E			G	
LG		D			F	
LH		E			G	
LI		D			F	
LJ		E			G	
LK		D			F	
LL		E			G	
LM		D			F	
LN		E			G	
LO		D			F	
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LQ		D			F	
LR		E			G	
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NB		E			G	
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NL		E			G	
NM		D			F	
NN		E			G	
NO		D			F	
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NQ		D			F	
NR		E			G	
NS		D			F	
NT		E			G	
NU		D			F	
NV		E			G	
NW		D			F	
NX		E			G	
NY		D			F	
NZ		E			G	
OA		D			F	
OB		E			G	
OC		D			F	
OD		E			G	
OE		D			F	
OF		E			G	

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	C3139-4	Partial TCF Fans	Johnston	Oct-2023	\$	7,388.00		\$	7,388.00		\$	7,388.00
	C3129-1	Unit Heat & Curbs	Johnston	Aug-2023	\$	28,300.00		\$	28,300.00		\$	28,300.00
	C3139-2	Electric Heat	Johnston	Sep-2023	\$	20,000.00		\$	20,000.00		\$	20,000.00
	C3139-3	Louvers	Johnston	Oct-2023	\$	10,000.00		\$	10,000.00		\$	10,000.00
	17228	UV Equipment	Onsite	Oct-2023	\$	222,840.00		\$	222,840.00		\$	-
	5284	Rotary Lobe Pumps	Onsite	Oct-2023	\$	114,118.00		\$	114,118.00		\$	-
	54063-6	DIP Flanged Fittings	Onsite	Nov-2023	\$	11,437.45		\$	11,437.45		\$	11,437.45
	137622	Portable Hoist	Onsite	Dec-2023	\$	9,456.00		\$	9,456.00		\$	9,456.00
	181121	BarScreen&Wash	Onsite	Dec-2023	\$	88,677.00		\$	88,677.00		\$	88,677.00
	303119	Fine & coarse Aeration	Onsite	Dec-2023	\$	71,618.00		\$	71,618.00		\$	71,618.00
	C3139-7	HRU-1,2	Onsite	Jan-2024	\$	298,500.00		\$	298,500.00		\$	-
	PayApp2	Nozzles, Headers, Piping, Anchors, & Supports (Enviro Mix)	Onsite	Feb-2024	\$	307,125.00		\$	307,125.00		\$	307,125.00
	PayApp3	Valves Modules & MCP	Onsite	Feb-2024	\$	94,500.00		\$	94,500.00		\$	94,500.00
	PayApp7	Dampers	Onsite	Mar-2024	\$	40,000.00		\$	40,000.00		\$	40,000.00
	PayApp4	Enviromix Compressor	Onsite	Apr-2024	\$	15,611.84		\$	15,611.84		\$	15,611.84
	V11769	Vortex Pumps	Onsite	Jun-2024	\$	25,000.00		\$	25,000.00		\$	25,000.00
								\$	-		\$	-
		Totals			\$	2,440,567.67	\$	25,000.00	\$	2,465,567.67	\$	1,098,730.56
											\$	1,366,837.11

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Partial Pay Estimates Paid-to-Date

Contractor's Application

For Jefferson WWTP (Contract): 0		Application Number: 17 (Seventeen)	
Application Period:	From: 6/1/2024 To: 6/30/2024	Application Date: 6/30/2024	
Contractor:		Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN	

Pay Estimates Paid-to-Date		
Pay Estimate Number	Date	Amount
1	3/22/2023	\$ 671,313.70
2	5/1/2023	\$ 1,022,619.74
3	5/26/2023	\$ 487,482.66
4	7/5/2023	\$ 1,024,287.85
5	7/17/2023	\$ 475,578.44
6	8/9/2023	\$ 804,790.10
7	9/13/2023	\$ 537,584.11
8	10/11/2023	\$ 541,133.21
9	11/14/2023	\$ 721,938.25
10	12/18/2023	\$ 433,520.57
11	1/19/2024	\$ 434,483.45
12	2/20/2024	\$ 1,375,826.10
13	3/18/2024	\$ 934,255.65
14	4/12/2024	\$ 644,423.24
15	6/3/2024	\$ 1,064,975.37
16	6/17/2024	\$ 652,161.94
17		
18		
19		

Total Estimates Paid to Date: \$ 11,826,374.38

Total Construction Cost: \$ 11,826,374.38

City of Jefferson City Council Meeting Policy and Procedures

Adopted: _____, 2024, by Resolution # _____.

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I. General Provisions

A. Scope

This policy and procedures shall govern the conduct of the City Council and shall be interpreted to insure fair and open deliberations and decision making.

B. Rules of Order

A basic tenets of Robert's Rules of Order shall assist in guiding City Council meetings; however, the City Council and Mayor are not required to follow every one of Robert's Rules of Order. Failure to follow Robert's Rules of Order shall not invalidate or void any action or consideration of the City Council or the Mayor.

C. Matters Not Covered

Any matter of order or procedure not covered by these rules shall be decided by the presiding officer, with the assistance and advice of the City Attorney.

D. Interpretation

These rules are intended to supplement and shall be interpreted to conform with the Statutes of the State of Iowa and the Ordinances of the City of Jefferson. Should any provision be inconsistent with Iowa law, that provision shall be struck with the applicable Iowa law replacing it.

II. Time and Place of Meetings

A. Regular Meetings

Regular meetings of the City Council are held on the 2nd and 4th Tuesday's of each month at 5:30 P.M. in the City Council Chambers at 220 N. Chestnut Street, Jefferson, Iowa. If such a day falls on a legal holiday, the meeting is held the next business day at the same time unless a different day or time is determined by the City Council.

B. Special Meetings

Special meetings may be called 24 hours in advance in accordance with Iowa law upon call of the Mayor or upon the written request of a majority of the members of the City Council submitted to the City Clerk. The call for a special meeting shall specify the place, day, hour and agenda for the meeting and shall be posted at City Hall and given personally, left at the usual place of residence, or delivered via e-mail to each member of the City Council.

C. Closed Meetings

A closed session may be held only by an affirmative vote of either two-thirds (2/3) of the entire City Council or all of the members present at the meeting. The City Council may hold a closed session in accordance with Code of Iowa Section 21.5, only to the extent a closed session is necessary and for one of the lawful reasons contained in Code of Iowa Section 21.5.

The vote of each member on the question of holding the closed session and the reason for holding the closed session shall be announced publicly at the open session and entered into the minutes. Final action on any matter will be taken in open session. The closed session will be recorded with detailed minutes noting persons in attendance and the general subject discussed. The minutes and recording shall be sealed and not be public record unless an order of the court is made. The minutes and recording shall be retained for a minimum of one year from the date of the meeting after which they may be destroyed.

In order to participate in closed sessions, the Mayor and City Council members must be physically present in the Council Chambers. Participation in closed sessions shall not be allowed via electronic means. Attorneys or other professionals hired by the City Council are allowed to participate via electronic means.

III. Agenda

A. Preparation of the Agenda

Prior to each regular City Council meeting, the City Clerk shall publish an Agenda which contains all items the City Council anticipates acting upon at the meeting. Matters may be placed on the agenda by the Mayor, City Administrator, City Clerk, a City Council Committee, or any two (2) City Council members, in consultation with the Mayor and City Administrator. The City Council may adopt the agenda as presented or may amend the agenda as provided by these rules and then adopt the agenda as amended.

The deadline for agenda item submittal to the City Administrator from elected officials, staff members, or the public shall be no later than Thursday at 12:00 P.M., prior to the Tuesday meeting. City Council packets will be dispersed Friday prior to the Tuesday meeting. After the packets have been dispersed, no items will be deleted or added unless approved by the Mayor and City Administrator. If an item is not ready for action at the time of the meeting, that item will be postponed.

B. Posting and Notification

State law requires cities to develop and post a tentative agenda for each City Council meeting (including work sessions or informal meetings) at least 24 hours prior to the meeting. This applies regardless of where the meeting is held. "Notice" includes advising those media which have requested such notice, posting notifications in prominent and public locations, posting to the City web site, and taking other reasonable measures to inform citizens in advance about each meeting. The City Clerk is usually responsible for complying with these requirements.

C. "Tentative" Agendas

The prepared agenda should be considered "tentative" in case a new subject comes up before the 24 hour deadline. If an item considered is time sensitive and cannot be postponed until the next regular meeting, the item can be added to the agenda by the Mayor.

D. Emergency Matters

Issues that arise less than 24 hours prior to the meeting are best postponed unless a strong case can be made for their emergency inclusion. The City Attorney should be consulted as quickly as possible if a true emergency occurs and an item needs to be added to the agenda. The City Clerk should also make an attempt to notify the designated media about this emergency item.

E. Consent Agenda

The Agenda shall separately designate items on a "Consent Agenda" which may be acted upon by the City Council as a single vote. The "Consent Agenda" shall consist of routine, non-controversial items which, may be appropriately considered in total at the City Council meeting. If any City Council member requests to remove an item from this portion of the agenda, the rest of the consent items will be acted on as a whole with the removed item(s) being voted on separately under business.

F. Public Hearings

All public hearings shall be scheduled for 5:30 P.M. on the day of the meeting at which the hearing is scheduled. Unless it is required by statute or necessary to conform to proceedings required for a special purpose, a hearing shall commence when declared open by the presiding officer and shall be closed by the presiding officer or by other formal action of the City Council.

IV. Conduct of Meetings

A. Call to Order – Presiding Officer

The Mayor, or in the Mayor's absence, the Mayor Pro Tem, shall be the presiding officer at all City Council meetings. The Mayor or Mayor Pro Tem shall call the meeting to order at the appointed hour. If both the Mayor and Mayor Pro Tem are absent the City Clerk shall call the meeting to order and a temporary presiding officer shall then be selected by the City Council members present.

B. Roll Call

Before proceeding with the business of the City Council, the City Clerk shall call the roll of the members and the names of those present shall be entered in the minutes. The late arrival of any absentee City Council members shall also be entered in the minutes.

C. Quorum Call

During the course of the meeting, should the Mayor note a City Council quorum is lacking, the Mayor shall call this fact to the attention of the City Clerk. The City Clerk shall issue a quorum call. If a quorum has not been restored within a reasonable time limit of a quorum call, the meeting shall be deemed automatically adjourned.

D. Control of Discussion

The presiding officer shall facilitate discussion of the City Council on Agenda items to promote equitable participation in accordance with these rules.

E. Order of Consideration of Agenda

Except as otherwise provided in these rules, each Agenda Item shall be considered in the order shown on the Agenda. Each Agenda item shall be separately announced by the presiding officer, or City Clerk, for purposes of discussion and consideration. This rule shall not apply to consideration of items listed on the Consent Agenda. The Mayor may modify the placement of the Agenda item(s) for good cause.

F. Discussion

A City Council member shall not be interrupted, except by the presiding officer, in the event it is necessary to enforce these rules.

G. Limit on Remarks

Each City Council member shall limit his/her remarks to a reasonable length. A City Council member speaking for a specific purpose shall limit remarks to that purpose.

H. Presiding Officer's Right to Enter into Discussion

The Mayor, or other presiding officer as a member of the City Council, may enter into any discussion.

I. Votes Necessary for Passage

Three (3) affirmative votes are sufficient for passage of an ordinance or resolution, barring statutory requirement for a supermajority. Motions may be passed with the majority of a quorum voting in the affirmative.

J. Mayoral Voting Rights

The Mayor is not a member of the City Council and may not vote as a member of the City Council. The Mayor Pro Tem retains all of the powers of a City Council member.

K. Mayoral Veto Power

The Mayor may sign, veto, or take no action on an ordinance, amendment, or resolution passed by the City Council. The Mayor may not veto a motion passed by the City Council. The Mayor Pro Tem may not veto a measure if he was entitled to vote on the measure at the time of the passage. The Mayor may exercise his/her veto power within fourteen (14) days of the passage and he/she must explain the reason for such veto to the City Council members at the time of the veto. The City Council members may override the Mayor's veto by a two-thirds (2/3) majority or four (4) of the City Council members within thirty (30) days of the veto.

L. Use of Electronic Devices During Meetings

It is important to remember that communicating with another City Council member or member of the audience or public with an electronic device (i.e.; texting during a meeting) may be a violation of Iowa's open meetings law. As such, any information communicated during such an exchange may be subject to open records laws.

V. Citizen Participation

A. Citizen's Right to Address City Council

Persons other than the Mayor or a City Council member shall be permitted to address the City Council during the "Public Forum" on matters not on the agenda, or public hearing portions of the Agenda or at other times as determined by the Mayor or the City Council.

Persons wishing to address the Council during Public Forum or during Public Hearings shall list their names on a sign-up sheet prior to the beginning of the meeting.

B. Manner of Addressing City Council

A person desiring to address the City Council shall step to the podium, state his/her name, address, and group affiliation (if any), and speak clearly into the microphone and direct comments to the Mayor and City Council.

C. Time Limit on Citizen's Remarks

An individual citizen shall be limited to three (3) minutes speaking during Public Forum, unless additional time is granted by the presiding officer or a majority of those City Council members present. Total citizen input on any subject under City Council consideration may be limited to a fixed period by the presiding officer.

D. Remarks of Citizens to be Germane

Citizen comments must be directed to the subject under consideration. The presiding officer shall rule on the germaneness of citizen comments. Citizens making personal, impertinent, or slanderous remarks shall be barred by the presiding officer from further comment before the City Council during that meeting.

E. Addressing the City Council after Motion Made

When a motion is pending before the City Council, no person other than a City Council member shall address the City Council.

F. Citizens Using Visual Aids

The use of City projection equipment to display presentation materials to Council will be allowed in circumstances that permit City staff to manage the use of equipment, prepare materials for display, and avoid delay or disruption of the meeting. Any presentation materials must be given to the City Administrator before noon on the day of the Council meeting. The City Administrator will review the visual aid for appropriateness (no nudity, foul language, privacy issues, etc.) and germaneness to City issue. The City Administrator will render a decision on the visual aid by noon on the day of the Council meeting.

G. Decorum

1. No person shall disrupt the orderly conduct of the City Council meeting. Prohibited disruptive behavior includes, but is not limited to, shouting, making disruptive noises, such as boos or hisses, creating or participating in a physical disturbance, speaking out of turn or in violation of applicable rules, preventing or attempting to prevent others who have the floor from speaking, preventing others from observing the

- meeting, entering into or remaining in an area of the meeting room that is not open to the public, or approaching the City Council table without consent. Any message to or contact with any member of the City Council while the City Council is in session shall be through the City Clerk.
2. While the City Council is in session, the members must preserve order and decorum. Any of the following shall be sufficient cause for the Mayor to remove any person from the City Council chambers or meeting hall for the duration of the meeting:
 - i. Unreasonably loud or disruptive language, noise, or conduct which obstructs the work of conducting of the business of the City Council.
 - ii. Willful injury of furnishings or of the interior of the City Council chambers or meeting hall.
 - iii. Refusal to obey an order of the presiding officer or an order approved by a majority of the City Council present.
 3. Ideally, before removal of disruptive person / persons from the meeting hall, those person / persons shall be given warning to cease his/her conduct. However, in some instances, immediate removal will be necessary. Removal of a person shall be directed by the presiding officer or a City Council member.
 4. If a meeting is disrupted by members of the audience, the presiding officer or a majority of the City Council present may order that the City Council chambers or other meeting hall be cleared.

VI. City Council Action

A. City Council Consideration of Business

The business of the City Council shall be taken up for consideration and disposition, in accordance with Iowa Code Chapter 21: Open Meeting Laws.

B. Motion Required

All actions requiring a vote shall be moved and seconded by a member of the City Council.

C. Motion to Reconsider

A Motion to reconsider a prior vote shall be made by a City Council member who was on the prevailing side in the original action. The motion to reconsider may be made at the same meeting of the original action or at either of the next two (2) regularly scheduled meetings of the City Council immediately successive to the original action.

D. No Motions by Presiding Officer

The Presiding Officer shall not make a motion, but may vote if the presiding officer is not the Mayor at the time of the vote.

E. Call for Vote

At any time in the debate, the presiding officer may call for a vote. Alternatively, two-thirds (2/3) of those City Council members present may call for a vote at any time.

F. Separate Consideration

Except as otherwise required by these rules, each Agenda item shall be voted upon separately. Each motion shall require a second and each vote shall be recorded by the City Clerk. All votes shall be taken via roll call votes with the City Clerk calling the roll in a random manner.

G. City Council Votes Necessary to Suspend Rules and Waive Third Readings of an Ordinance

A three-fourths (3/4) vote, or four (4) City Council members, is necessary to suspend the Rules and waive the second and/or third readings of an ordinance. The City Council may waive the second and third readings of an ordinance if public notice was published in this manner.

H. Abstentions Not Due to a Conflict of Interest

Any Member of the City Council who has not declared a conflict of interest but casts a pass vote or abstains from voting shall have that vote registered as a no vote.

VII. Other Provisions

A. Interaction with Litigants

The Mayor and City Council will not discuss City matters involved in pending/active lawsuits with litigant(s) or litigant's representatives unless the City Attorney is present to provide legal guidance. Even then, the Council may decide to limit or refrain from any such comments where pending/active litigation is involved.

B. Electronic Meetings and Attendance

The Mayor and Council Members may participate in open sessions of the City Council by means of telephone, video or other means of electronic communication.

VIII. Standing Committees of the City Council

A. Standing Committees of the City Council

It is standard practice that pertinent issues shall be addressed by the appropriate standing committee prior to being placed on the agenda for consideration by the City Council.

The following are identified as standing committees of the City Council, with membership of each committee being determined annually by the Mayor during the first City Council meeting of the year:

Airport
Animal Shelter
Bell Tower Foundation
Cemetery
Jefferson Matters

Downtown Buildings
Finance
Fire
GCDC
Golf Course

Grow Greene County
Gaming Corporation
Highway 30
Housing
LEC Entity

Library
Park & Rec
Police

Planning & Zoning
Street, Water, Sewer,
Sanitation

Recycling
Wage & Benefits

Ad-hoc committees with a defined purpose and/or time frame may be appointed by the Mayor to address special issues as needed.

IX. Amendment of Procedural Rules

B. Amendments to Procedural Rules

These rules may be amended through a resolution adopting such a change by a majority vote of the entire City Council.

RESOLUTION NO. _____

A RESOLUTION APPROVING AND ADOPTING
CITY COUNCIL MEETING POLICY AND PROCEDURES

WHEREAS, the City has proposed certain policies concerning meetings of Jefferson City Council, which are before the City Council for consideration; and

WHEREAS, the policies have been developed to maintain a healthy public space for the City Council to consider and debate municipal matters with appropriate input from citizens and groups, while continuing to promote efficiency and decorum during City Council proceedings.

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

Section 1. The City approves and adopts the City of Jefferson City Council Meeting Policy and Procedures.

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

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

Passed and approved on July 23, 2024.

Craig J. Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

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COUNCIL MEETING

JULY 9, 2024

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek
ABSENT: None

Mayor Pro Tem Jackson presided.

Gary Turner voiced his concerns about what he felt was a nuisance property in the north end of town during the open forum.

On motion by Zmolek, second by Wetrich, the Council approved the following consent items: June 25, 2024 Council Minutes, Lepe Corporation, Inc, dba Casa De Oro, Class C Retail Alcohol License, and payment of monthly bills from City Funds.

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

This was the time for the hearing that was tabled from June 11, 2024, Council meeting regarding a dog deemed an illegal animal owned by Robert Gilmore and Nicole Townsley at 611 W Adams Street. Both sides spoke, including the dog owners and the victim at 702 W Adams Street. A motion by Sloan, second by Wetrich, to change the dog deemed an illegal animal to a vicious animal.

AYE: Wetrich, Sloan, Jackson
NAY: Zmolek, Ahrenholtz

The following bills were approved for payment from the City funds:

ABC PEST CONTROL	PEST CONTR	382.09
ACCESS SYSTEMS LEASING	COPIER LSE	1179.71
ACCO UNLIMITED CORPORATION	CHEM;HEATER;	57,117.48
ACUSHNET COMPANY	GCRSE MERCH	2,759.24
ADVANCED WASTE SOLUTIONS	GCRSE PORT TOILET	120.00
AFLAC	AFLAC INS W/H	17.68
AG SOURCE COOP SERV	TSTG	887.85
ALEXANDRA RATLIFF	WA DEP REF	72.08
ALLIANT ENERGY	UTILITIES	27,772.49
AMAZON CAPITAL SERV	SUPP	904.55
ANATOMY IT, LLC	SERV AGREE;COMPUTER	3,254.52
AUDITOR OF STATE, ROB SAND	PA AUDIT FEE FY22-23	425.00
B & W CONCRETE SOLUTIONS	SIDEWK PROG	11,978.50
BAKER & TAYLOR INC.	LB SUPP	1,908.22
BOLAND RECREATION	PK SWING SET HEAD PK	4,500.00
BOLTON & MENK INC	ENG	41,434.50
BOMGAARS	SUPP	539.90
C&D MASONRY INC	100&102 N WILSON FORGIV LN	25,000.00
CARD SERVICE CENTER	CREDIT CARDS	3,403.40

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MINUTES

WATER/SEWER, STREET/SANITATION COMMITTEE TUESDAY, JULY 16, 2024, 8:00 A.M. JEFFERSON CITY HALL

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

Meeting called to order at 8:00 a.m. by Harry Ahrenholtz

There weren't any concerned citizens in attendance for open forum.

I. WATER

A. Staff – Received 9 applications for the water position. There were 4 applicants chosen to interview. Three interviews took place on Monday, July 15, 2024 and the 4th will be Thursday, July 18, 2024.

B. Lead Service Line Inventory – Kyle updated the following numbers: 8 lead lines, 174 galvanized lines, 551 unknown, and 1329 non-lead lines.

C. Sewer Adjustment- Sewer adjustment approved for \$727.13, due to water leak under a mobile home.

II. SEWER

A. Wastewater Treatment Plant – Danny said everything was still on schedule. There is an add-on to replace the overflow wall in the grit tank. He said that a fiberglass wall is the best cost wise. The second clarifier was to be in service on July 16, 2024. Jim said the pay request

No. 17 will be presented to the council on July 23,2024 for pay approval in the amount of \$313,818.67.

III. STREETS/PUBLIC IMPROVEMENTS

A. *Street Closure for Cruisin' to the Square – Cruisin' to the Square is scheduled for August 8,2024. We will provide the barriers and they will set them up. Same route as last year.*

B. *Consider Purchase of Sander – Dave T. said the current metal sander is in poor condition and it needs to be replaced. He provided a quote from Henderson Products for \$38,303.00. This was a budgeted purchase. The committee agreed to the purchase. This is to be placed on the city council agenda for final approval.*

C. *Consider Streets for Sealcoating / Crack Sealing – Dave T. said Blacktop Service Co. will be sealcoating (chip sealing) all alleys and dead ends on the east side of town except for Adams Street because it had already been done a short time ago. By eliminating Adams Street, it will save \$8,925.00. Crack Sealing has been decided to start with the southwest part of town and the water plant. The water plant will be done first. Dave T. said that he set the cost, with Denco Highway Construction Corp., to not exceed \$45,000. The water plant is not included in the \$45,000. Dave T. said they will start in the southwest part of town doing north/south roads. He said they may only get about half of the southwest part done due to keeping it at the \$45,000.00. This will need to go to the council for final approval.*

D. *Capital Improvements Plan Update – Jim will move forward to get a copy of a 5-year plan including some longer-term items. Once he has that completed, it will need to be presented to the finance committee. Then, time wise, could possibly be presented to the council in September.*

E. *Highway 4 – 4 to 3 lane conversion – DOT public meeting has been set for September 23,2024 at the Rec Center at 5:30pm.*

F. Sidewalks – Chad Stevens gave an update on the sidewalk improvements happening. The company Geo Concrete, led by Edwin Garcia, is doing the work. The projects currently being done are on last year's budget. They should be done pouring July 17, 2024. Mr. Garcia was going to look at South Locust and South Olive Streets as those have a good number still needing to be done. Chad will look at sidewalks in need again and continue to work with homeowners on financing. He said more have come forward and gotten theirs done since the financing could be extended to 24-month payment terms.

- Dead Trees – Chad Stevens said the first part of August he should have an accurate count of the dead trees, on private property, that will be considered a nuisance.

- the city's dead tree removal count is more than 600 to date.

IV. SANITATION/RECYCLING

A. Single – Stream Recycling Update – Dave M. said that the new truck was at the body shop last Friday. Then it will need to have everything else put back on it before it can be delivered to us. He is hopeful within the next few weeks. The new startup of single stream has had a few minor things but overall, it is going well. Many more residents are recycling, and feedback has been positive. The amount of recycling has increased significantly.

B. Waste to Report – 199.86 tons to landfill for June

C. Recycling to Report – 19.41 tons to Carroll for June

ADD-ON – Raccoon Valley Trail – Scott spoke about the bike trail and if the city should look into adding anything. This would tie into the shared used path/sidewalk plans. ISU Extension did a plan back in 2017, Scott is to email a copy of the plan out for the committee to look at. This is to be added to the agenda for the next meeting.

Meeting adjourned at 8:46 a.m. by Harry Ahrenholtz

Meeting Minutes by Joyce Richardson, Utility Billing Clerk

