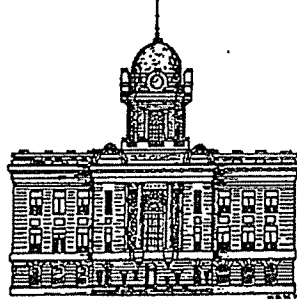


# Jasper County, Iowa

**Denny Carpenter**

**Doug Cupples**

**Brandon Talsma**



**Board of Supervisors**

Courthouse

PO Box 944

Newton IA 50208

Phone 641-792-7016

Fax 641-792-1053

## JASPER COUNTY BOARD OF SUPERVISORS MEETING AGENDA

[www.co.jasper.ia.us](http://www.co.jasper.ia.us)

January 29th 2019

9:30 a.m.

Pledge of Allegiance

- Item 1      Public Hearing**  
a) Vacation of the level "B" and level "C" roads on that portion of E 40<sup>th</sup> St S,  
located in SE Quarter of Section 14, T78N, R19W
- Item 2      Community Development – Nick Frazke**  
a) Request for Proposals for Planning Services Jasper County Comprehensive  
Plan
- Item 3      Treasurer - Doug Bishop**  
a) Request for Abatement of Taxes
- Item 4      Approval of Board of Supervisors minutes for 1/22/19**

**PUBLIC INPUT & COMMENTS**

## PUBLIC HEARING NOTICE

The Jasper County Board of Supervisors will hold Public Hearings Tuesday, January 29, February 5, and February 12, 2019 at 9:30 a.m. in the Board of Supervisor's Room of the Jasper County Courthouse to consider reclassifying that portion of the Level "B" road described as That portion of East 40th Street South located in Sections 13 and 14, Township 78 North, Range 19 West of the Fifth P.M., Jasper County, Iowa, described as follows:  
Beginning at a point 100 feet south of the Northeast Corner of the Southeast Quarter of the Southeast Quarter of said Section 14; thence south 260 feet.



**JASPER COUNTY COMMUNITY DEVELOPMENT**  
**115 N 2<sup>nd</sup> Ave E, County Annex Bldg., Rm. B-3**  
**Newton, IA 50208**  
**(641) 792-3084 • nfratzke@co.jasper.ia.us**

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## **Request for Proposals for Planning Services Jasper County Comprehensive Plan**

**January 2019**

### **Statement of Intent**

The Jasper County Board of Supervisors, hereinafter referred to as the BOARD, is seeking a CONSULTANT qualified to provide planning services for the preparation of a Comprehensive Plan for Jasper County, Iowa. The consultant selected will oversee all activities leading to the development of a comprehensive plan which is adopted by the Board. The consultant must be capable of providing all services necessary for the development and adoption of the plan.

Jasper County has an existing 22 year old comprehensive plan, but it has not been kept current and is not considered a usable document in 2019. The preparation of the 2019 comprehensive plan should be considered a distinct planning effort and not an updating of the 1997 comprehensive plan.

### **Introduction**

The Comprehensive Plan is the broadest general vision of what we want to see happen in Jasper County. The legal basis for cities and counties in Iowa to produce comprehensive plans is in Iowa Code 335.5. Upon adoption, the comprehensive plan becomes the basis for specific regulations, ordinances, and programs that implement the vision.

It is intended that the comprehensive plan will allow the County to focus its limited resources on what is most important to the citizenry of Jasper County. It is intended that the comprehensive plan will be drafted following extensive public input from businesses and residents of Jasper County, including the other municipalities in Jasper County. Any fringe area issues with other municipalities or unincorporated villages in Jasper County should be addressed in the comprehensive plan.

It is intended that the comprehensive plan will be a 10 to 20 year planning document that is reviewed and updated if necessary with each Board of Supervisors election.

The comprehensive plan should have as its overall goal to create great communities in Jasper County which prosper and are desirable places to live.

## **History**

The first Europeans to settle in Jasper County were Adam Tool, William Highland, John Frost, and John Vance. They settled near present day Monroe in 1843. By 1845 mills were being built along rivers and streams, some of which still exist such as the historic Wageman Mill in Lynnville. In 1846 coal was discovered in Jasper County and a major coal mining industry was established that continued until 1950. The discovery of mineral springs in the Colfax area at the turn of the 19th century began a short-lived tourism industry of national significance related to the health benefits of the mineral springs.

Newton was chosen as the county seat of Jasper County in 1846 and in 1847 the first courthouse was constructed. The washing machine industry began in Newton in 1898 with the One-Minute Manufacturing Company. An enterprising farmer named Maytag had been producing farm machinery for sale since 1893, and expanded into washing machines in 1907 to compensate for seasonal slumps in the farm machinery industry. This led to the establishment of the Maytag Corporation with its world headquarters in Newton, Iowa.

In 2007 the Maytag Corporation, closed its doors after being the center of washing machine production and research for 100 years. With peak employment of 4000 persons, this was a significant blow to the Jasper County economy. However, in the 12 intervening years Jasper County has successfully reinvented itself as a hub for the wind power industry as well as diversification into other business sectors. Employment levels in Jasper County now actually exceed peak Maytag employment levels. The economy of Jasper County is significantly influenced by the economy of the Des Moines metropolitan area.

## **Project Location**

Jasper County is located in central Iowa directly east of Polk County.

## **Project Scope**

The scope of the project includes but is not necessarily limited to:

1. Summarizing the current state of the Jasper County Comprehensive Plan.
2. Development and summarization of pertinent trend data, including but not limited to population, workforce, land use, transportation, housing, environmental, public services, recreation, sustainability and economic development data. We do not want a hundred pages of data; we want the trend information summarized as succinctly and briefly as possible.
3. Development of a robust public input process that includes citizens, businesses, governmental officials, other municipalities and the general public. This should include on-line methods of providing input so that people are not necessarily required to attend meetings in person. Accommodations for input shall be made for persons requiring special access such as the elderly or persons with disabilities.

4. Summarization of public comment input received and organizing the material into subcategories so that it is understandable and can provide the basis for generating goals and strategies for the comprehensive plan. This may include meeting one-on-one with particular stakeholder groups.
5. Preparation of draft comprehensive plan goals and strategies; public review and comment; and preparation of final comprehensive plan goals and strategies. This will include working directly with a comprehensive plan review committee appointed by the Jasper County Board of Supervisors.
6. There should be 5 or 6 primary goals developed, organized so that they include at least 2 to 4 specific strategies for achieving each goal. These strategies will provide the basis for policies and programs that can be established for achieving the goal.
7. Development of the draft final comprehensive plan.
8. Consideration and adoption by the Jasper County Board of Supervisors.
9. Preparation of final materials needed to post the document on Jasper County website, and 10 paper copies of the final document. Final document materials shall be in a format which allows Jasper County staff to independently make edits and revisions as amendments are made in the future.

## **Specific Directions**

In preparing the RFP for the comprehensive plan the following specific directions have been received from the Jasper County Board of Supervisors:

1. Need new ways for people to get started in innovative agricultural-based businesses, and ways to support existing businesses.
2. Need to determine appropriate ways for residential development to occur in the unincorporated county. New residential dwellers in the county need to understand the negative externalities of farming— noise, odors, dust, etc.
3. Let's provide better guidance to developers as to road suitability. Should development be allowed on gravel roads?
4. Need to develop small business niches that are appropriate for the rural area— farm stands, orchards, wineries, breweries.
5. I-80 is a huge opportunity for business development in the county.
6. Focus new development on land less suited for agriculture.
7. Need to create desirable places for youth and families that work in the Des Moines metro but want to live in smaller rural communities.
8. Can higher education be emphasized more in Jasper County?

9. Let's make it easier to establish smaller farms of 10 to 40 acres that are oriented to the local foods industry.
10. Let's make sure Jasper County's unincorporated villages are reaching their highest potential.
11. Need to maximize the economic development potential of Jasper County's two rail trails— Chichaqua Valley Trail (existing) and Red Rock Prairie Trail (under development).

## **Schedule**

The CONSULTANT shall develop a schedule not to exceed 12 months which begins with executing a contract for the work and concludes with adoption by the Jasper County Board of Supervisors.

## **General Information**

This RFP does not obligate Jasper County to award any contract to any firm, nor to pay any cost incurred in the preparation of a response to this request. Jasper County reserves the right to accept or reject any or all responses received, and to request clarifying information from any respondent. All information and material received becomes the property of Jasper County.

## **Response Submission Requirements**

Responses to this RFP will be reviewed by a Comprehensive Plan Consultant Selection Committee. Responses shall include the following information submitted in the order listed:

1. Listing of firms included on the project team, with areas of responsibility stated for each organization.
2. The name, qualifications, experience, and availability of the project manager and managers in charge of each major work task under the general direction of the project manager. This information should include identification of similar projects that each manager has participated in. No substitute managers will be allowed without prior written approval.
3. A brief discussion of project understanding and scope of work outlining key issues and your project approach.
4. A project schedule outlining the timeline and estimated completion date of each major task identified in your scope of work.
5. A brief discussion of similar projects your team has completed. This should include no more than three applicable projects. Each project listing should include a reference that may be contacted.

6. A listing of key members of the project team, and a brief presentation of their qualifications and related experience.
7. Past experience with public involvement on similar projects.
8. A list of any client litigation or binding arbitration over the past 3 years.
9. **Responses should be limited to 24 pages single spaced, single sided, or 12 pages single spaced, double sided.** Promotional brochures containing general company information should not be included.
10. Please submit **5** copies of the response in hard copy format.
11. Expense for preparation shall be the responsibility of those submitting responses to the RFP.
12. Should interviews be necessary they must include the proposed project manager.

**For your firm to be considered, all final information responding the RFP must be received no later than February 22, 2019.** Proposals should be submitted to:

Nick Fratzke, Jasper County Director of Community Development  
115 N. Second Ave. E  
Room B3  
Newton, IA 50208

**[nfratzke@co.jasper.ia.us](mailto:nfratzke@co.jasper.ia.us)**

(641) 792-3084

All requests for information and clarification should be submitted solely to Nick Fratzke at the phone number or email address stated above. Jasper County is not responsible for any information provided by any other sources.

Any addenda will be issued to all responders to the RFP.

**RFP Distribution List**

Christopher Janson & Shawn O'Shea  
MSA Professionals, Inc.  
1555 SE Delaware Ave #F, Ankeny  
515-964-1920

Shive-Hattery Inc.  
4125 Westown Pkwy. #100  
515-223-8104

Clint Sloss, Jeff Ray, & Justin Vogel  
JEO Consulting Group Inc.  
1615 SW Main St Suite 205, Ankeny  
515-964-5310

Snyder & Associates Inc.  
2727 SW Snyder Blvd., Ankeny  
515-964-2020

Veenstra & Kimm, Inc  
3000 Westown Prky, West DSM  
515-225-8000

ISG  
508 E Locust St, Des Moines  
515-243-9143

HBK Engineering  
509 S Gilbert St, IA City  
319-338-7557

Axiom Consultants  
60 East Court St, Unit 3, IA City  
319-519-6220

Confluence  
525 17<sup>th</sup> St, DSM  
515-288-4875

RDG Planning and Design  
301 Grand Ave, DSM  
515-288-3141



**Comprehensive Plan Proposal Review Committee**

**Chaz Allan**

**Designee from County Atty's office**

**Nick Fratzke**

**Jeff Davidson**

**BOS member**

JASPER COUNTY TREASURER  
NEWTON, IA

REQUEST FOR ABATEMENT OF TAXES

January 29 2018

To the Jasper County Board of Supervisors:

Please abate the following:

Request for abatement of junked mobile home taxes

Wubben -Mobile Home 50W200871	\$152.00
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**Doug Bishop**  
JASPER COUNTY TREASURER

Tuesday, January 22, 2019 the Jasper County Board of Supervisors met in regular session at 9:30 a.m. Supervisors Talsma, Cupples and Carpenter present and accounted for; Chairman Carpenter presiding.

Motion by Cupples and seconded by Talsma to open a public hearing on the vacation of the level "B" and level "C" roads on that portion of E. 40<sup>th</sup> St S, located in the SE Quarter of Section 14, T78N, R19W in Jasper County, Iowa.

YEA: TALSMA, CUPPLES, CARPENTER

It was stated that the Lanphiers had made an offer to Lust that included giving him an easement to his property if the road was vacated.

Lust's attorney stated that this seemed to be a solution to a problem that had not been articulated.

It was made public that the two sides did not enjoy being neighbors.

The conversation turned to the possibility of making the road a level "C" road. Lust was questioned as to why the level "B" road running along his property was re-designated as a level "C" road? Lust replied that it was to keep people out. Lust stated that he would lose his rights to have access to his property if another gate was installed. It was stated that he would get a key to the gate. Talsma stated that Lanphier's problem seemed to be much the same as what Lust's had when the level "B" road that runs adjacent to his property was re-classified as a level "C" road. Lanphier wants to keep people from being too close to his house.

Motion by Talsma and seconded by Cupples to close the public hearing.

YEA: CUPPLES, TALSMA, CARPENTER

No action was taken on item 1, the vacation of the level "B" and level "C" roads on that portion of E. 40<sup>th</sup> St S, located in the SE Quarter of Section 14, T78N, R19 in Jasper County, Iowa.

Motion by Cupples and seconded by Talsma to set Public Hearings for Tuesday, January 29, February 5, and February 12, 2019 at 9:30 a.m. in the Board of Supervisor's Room of the Jasper County Courthouse to consider reclassifying that portion of the Level "B" road described as That portion of East 40<sup>th</sup> Street South located in Sections 13 and 14, Township 78 North, Range 19 West of the Fifth P.M., Jasper County, Iowa.

YEA: TALSMA, CUPPLES, CARPENTER

Motion by Cupples and seconded by Talsma to approve the Recorder's Monthly Report of Fees Collected for the period beginning December 1, 2018 and ending December 31, 2018.

YEA: TALSMA, CUPPLES, CARPENTER

Motion by Talsma and seconded by Cupples to certify the appointment of Pam Keenan as Deputy Recorder.

YEA: CUPPLES, CARPENTER, TALSMA

Motion by Talsma and seconded by Cupples to approve the Treasurer's Semi-annual report for the period beginning July 1, 2018 and ending December 31, 2018.

YEA: CARPENTER, CUPPLES, TALSMA

Motion by Cupples and seconded by Talsma to adopt Resolution 19-05 a hiring resolution certifying the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLPOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
County Attorney	Assistant County Attorney	Anthony Leon	\$70,000 Annual Salary	Standard Rate No Scale	02/11/2019

YEA: TALSMA, CUPPLES, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Cupples and seconded by Talsma to adopt Resolution 19-06 a hiring resolution certifying the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLPOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Sheriff's Office	Deputy Sheriff	Corey Van Kooten	\$25.03	Hire-In Rate Non-progressive Union Scale	01/25/2019

YEA: TALSMA, CUPPLES, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Talsma and seconded by Cupples to adopt Resolution 19-07 a hiring resolution certifying the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLPOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Maintenance & Conservation	Shared Maintenance Technician	Jacob Arrowood	\$17.93	Hire-In Non-progressive Union Scale	01/23/2019

YEA: CUPPLES, TALSMA, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Talsma and seconded by Cupples to adopt Resolution 19-08 setting a public hearing for the Secondary Roads 5 Year Program Meeting on the 26<sup>th</sup> of February, 2019 at 1:00 p.m. in the Board of Supervisors Room of the Jasper County Courthouse.

YEA: TALSMA, CUPPLES, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Cupples and seconded by Talsma to adopt Resolution 19-09 to vacate a portion of the North-South street lying along the west side of Block 13, Original Plat of the Town of Galesburg, Jasper County, Iowa as recorded in Book 1B, Page 57 in the Office of the Jasper County Recorder.

YEA: TALSMA, CARPENTER, CUPPLES

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Talsma and seconded by Cupples to adopt Resolution 19-10 vacating a portion of E 40<sup>th</sup> Street South beginning at the Southwest Corner of the Northwest Quarter of Section 24, Township 78 North, Range 19 West, thence southerly to the Southwest Corner of Section 24, Township 78 North, Range 19 West; all in Sections 23 and 24, Township 78 North, Range 19 West of the 5<sup>th</sup> p.m., Jasper County, Iowa.

YEA: CUPPLES, TALSMA, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Talsma and seconded by Cupples to give a Quit Claim Deed to Layman L. Cornelison and LaVerna M. Cornelison pursuant to Resolution 10-26 vacating a portion of Jasper County public alley right of way (Town of Ira), recorded April 23, 2010 as File 2010-00002193.

YEA: CUPPLES, TALSMA, CARPENTER

Craig Maasdam from Fasttrax asked the Board to consider an ordinance that would designate a portion of County Roads upon which all-terrain and off-road utility vehicles could be operated.

The Supervisors stated that they would look into it.

Motion by Talsma and seconded by Cupples to approve Board of Supervisors minutes for 01/15/2019.

YEA: CUPPLES, TALSMA, CARPENTER

Motion by Cupples and seconded by Talsma to adjourn the Tuesday, January 22, 2019 meeting of the Jasper County Board of Supervisors.

YEA: CARPENTER, CUPPLES, TALSMA

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Dennis K. Parrott, Auditor

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Denny Carpenter, Chairman