

Huxley City Council Minutes

Tuesday, April 10, 2018

These minutes are as recorded by the City Clerk and are subject to City Council approval at the next regular council meeting.

COUNCIL MEETING: The Huxley City Council met in a regular council meeting on the above date pursuant to rules of the council, notice posted at City Hall, posted on website and emailed to news media. Mayor Henry called the meeting to order at 6:02 pm.

COUNCIL MEMBERS PRESENT: Roberts, Mulder, Jensen, Peterson, Kuhn

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Mark Pote – Police Chief, Jeff Peterson – Public Works Director, Keith Vitzthum – Assistant Public Works Director, Nate Brockman – Wastewater Superintendent, Kevin Deaton – Assistant Fire Chief

CONSULTANTS PRESENT: Forrest Aldrich - City Engineer, Allison Steuterman – Counsel

GUESTS PRESENT: Brenda Dryer, Rob Crawford, Joe Schierbrock, Darold Primmer

PRESENTATION:

- Rob Crawford, Energy Doctor, proposed to council that his company update city buildings with LED lighting. Mr. Crawford explained the cost savings and guarantee that comes with the energy efficient service. Council informed Mr. Crawford that city would have to go out for bid for services.
- Mayor read Proclamation for the 50th Anniversary of Home Rule in Iowa

CONSENT AGENDA:

MOTION- Jensen, Second - Roberts to approve all agenda items as listed.

- Approve March 27 Council Meeting minutes
- Approve Financial Reports and Payment of Bills
- Wine, Liquor and Beer Permit for Fareway Store

Roll Call: Kuhn, Jensen, Roberts, Mulder, Peterson voted yes. Motion carried.

Claims:

A TECH-TCI	MONITORING 4/1/18-6/30/18	105.00
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS & ELECTRIC	10,677.74
AMES LOCK & SECURITY	REKEYED NEW LOCK CYLINDER	18.00
ARNOLD MOTOR SUPPLY	FILTER	652.05
BOUND TREE MEDICAL	AMBULANCE SUPPLIES	166.11
BRICK GENTRY P.C.	LEGAL FEES	5,075.00
BUD'S AUTO REPAIR INC	TAHOE SERVICE	119.34
CASEY'S GENERAL STORES INC	GASOLINE	1,023.52
CATHY VANMAANEN	MILEAGE REIMBURSEMENT	40.65
CLIA LABORATORY PROGRAM	CLIA LABORATORY PROGRAM	150.00
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,742.24
DIGITAL ALLY	BODY MIC-IN CAR CAMERA	395.00
DOORS INC.	DOOR HANDLE FOR LAB BUILDING	454.85
EBS	MEDICAL INSURANCE	16,380.57
ED M. FELD EQUIPMENT CO. I	NAME PATCHES	230.00
EDWARD JONES	IRA	250.00
ELECTRIC WHOLESALE CO.	RESTOCKING FEE	40.13
ENVIRONMENTAL RESOURCE ASS	NUTRIENTS FOR WWTP	711.40
FIDELITY SECURITY LIFE	VISION INS	306.62
GENERAL INSURANCE AGENCY	LIABILITY INSURANCE	76,981.00
H.L. MUNN LUMBER CO.	50# BAG HYDRATED LIME	473.85
HACH COMPANY	ASCORBIC ACID, IRON REAGENT	291.05
HOKEL MACHINE SUPPLY	GRINDING AND CUT OFF DISC	34.45
HUXLEY COOP TELEPHONE CO.	INTERNET, CABLE, PHONE	1,844.96
INNOVATIVE COATINGS & MATE	SEBS FODR ALGAE & AMMONIA	1,993.55
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	9,611.19
IOWA DOT	TRASH BAGS & GLOVES	318.10
IOWA STATE UNIVERSITY	WORKSHOP REGISTRATION	25.00
IPERS	IPERS	12,854.76
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	1,050.74
LOWE'S	FERNCOS CAP, HOSE, NOZZLE, BUL	57.57
MARCO, INC.	PRINTER MAINTENANCE	11.91
MARY GREELEY MEDICAL CENTE	AMBULANCE SUPPLIES	2.02

MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
MISCELLANEOUS VENDOR	CLASSIC BUILDERS :US REFUND	184.82
MUNICIPAL SUPPLY	FLAGS, VALVES, ADAPTERS	547.75
PIPE VISION-PRODUCTS	MOBILIZATION-INSTALL CIPP LINI	19,831.20
PLUMB SUPPLY	PARTS FOR CENTENNIAL RESTROOM	13.43
QUALITYONE COMMERCIAL CLEA	APRIL JANITORIAL SERVICES	2,134.00
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	6,285.50
STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	159.13
STITCHED CRAFTS	WINTER CAPS	90.00
TASC	FLEX BENEFIT PLANS	574.96
TASC - CLIENT INVOICES	MAY FLEX ADMIN FEES	67.91
THE SHERWIN-WILLIAMS CO.	FIVE GALLON WHITE PAINT	584.00
THERMA-STOR LLC	DEHUMIDIFIER	2,406.42
TREASURER, STATE OF IOWA	STATE WITHHOLDING	3,431.00
VAN-WALL EQUIPMENT INC.	BLADE KIT, BLADE AND FILTER	390.75
VEENSTRA & KIMM, INC.	KADING VILLAS CONS. PLAN REVIE	5,516.80
VERIZON WIRELESS	CITY ADMIN CELL PHONE	45.16
WILLCO INC.	METERING PUMP	725.00

001	GENERAL FUND	72,801.14
002	LIBRARY	7,492.47
003	RECREATION	8,265.91
004	FIRE AND RESCUE	6,340.74
014	AMBULANCE	9,070.45
100	PRAIRIE RIDGE	387.50
110	STREET	15,638.14
600	WATER UTILITY	26,071.81
610	SEWER UTILITY	41,164.52
	PAYROLL	44,164.52
	GRAND TOTAL	231,494.72

Motion – Kuhn, Second – Mulder to Approve Transfer Switch Replacement at Wastewater Treatment Plant. Nate Brockman, Wastewater Superintendent, provided information to council regarding bid proposals received for project and recommended ABC Electrical Services as company to be awarded bid. 5 ayes, 0 nays. Motion carried.

Motion - Kuhn, Second – Mulder to Approve Firm to Abandon and Cap Well #4. Keith Vitzthum, Assistant Public Works Director, explained to council that the well has not been used for over 15 years. Two bids were received due to minimal number of firms capable of performing the necessary work. It was recommended bid be awarded to Northway Well and Pump Company. 5 ayes, 0 nays. Motion carried.

Motion – Mulder, Second – Kuhn on Resolution 18-026 to Approve Traffic Control Devices for Blue Sky Commons. Chief Pote recommended to council that a stop sign and 25 mph speed limit sign be placed on Blue Sky Blvd. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

Miscellaneous

Assistant Fire Chief, Kevin Deaton, invited council to attend fire department training that will be conducted on vacant house on Main Avenue. Training will begin at 7:00 pm. Mr. Deaton explained that fire department holds business meetings the first Tuesday of every month and trainings the 3rd and 4th Tuesday of each month.

Jeff Peterson, Public Work Department Director, informed council that civil defense siren at Nord Kalsem park was not working. Discussion took place on whether to repair or purchase new siren. Chief Pote to get bids for replacement.

Forrest Aldrich, City Engineer, reported to council that construction was occurring in Blue Sky Commons and Meadowlane Development areas. Also reported that construction on 550th Avenue had stopped due to weather.

John Haldeman, City Administrator, commented that at a recent Planning and Zoning training session he had connected with an ISU staff person that gave information pertaining to a studio class that could perform work on a city's Comprehension Plan. Mr. Haldeman to investigate further.

Councilman Jensen asked that staff provide updated information regarding the Huxley Industrial Park and inquired as to the marketing efforts taking place with lot next to Fareway. Mr. Jensen also stated that the city needed to pursue getting repairs completed on 3C's building.

Mayor reported he was putting together a monthly calendar of his mayoral schedule. He thanked staff for a job well done with Easter Egg Hunt.

Resident inquired about adding school bus stop sign in Prairie Ridge development. Chief Pote stated that resident needed to speak with school's transportation department.

Motion – Roberts, Second – Peterson to move into closed session at 6:50 pm to discuss strategy with legal counsel in matters that are currently in litigation and its disclosure could prejudice or disadvantage the position of the governmental body. 5 ayes, 0 nays.

Motion – Roberts, Second – Peterson on Resolution No. 18-027 to Approve Mediation on Litigation Regarding Main Avenue Storm Sewer Project. Out of mediation came the offer for city to keep retainage in the amount of \$119,000 plus an additional \$200,000. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

ADJOURNMENT: Motion – Roberts, second – Mulder to adjourn meeting at 7:20pm. 5 ayes, 0 nays.

WORK SESSION: The Huxley City Council met in a work session on the above date pursuant to rules of the council, notice posted at City Hall, posted on website and emailed to news media. Mayor Henry called the meeting to order at 7:25 pm.

COUNCIL MEMBERS PRESENT: Peterson, Roberts, Kuhn, Mulder, Jensen

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Jeff Peterson – Public Works Director, Nate Brockman – Wastewater Superintendent

CONSULTANTS PRESENT: Forrest Aldrich - City Engineer

GUESTS PRESENT: Mike Schonhorst

Pre-Treatment Agreement

It was reported to council that the Department of Natural Resources requires cities to have pre-treatment agreements with businesses that are dispersing large amounts of waste. City staff and city engineer have been working with Chemist Manufacturing Company (CMC) on an agreement that will provide for the monitoring and control of waste being extracted from company.

Capital Improvement Program

City administrator talked about engineering firms that gave proposals for work to be performed on Capital Improvement Plan. Mayor directed administrator to work on contract.

Maintenance Bonds

Mike Schonhorst discussed with council the effect of city's current requirement of developers holding maintenance bonds vs contractor maintenance bonds. Council directed city engineer to survey cities and engineers to determine what other cities prefer.

Wage Benefit Study

Councilman Kuhn stated that it was time for city to conduct a wage and benefit study. Staff to solicit proposals. Kuhn suggested study be completed by November before new budget preparation begins.

ADJOURNMENT: Motion – Peterson, second – Kuhn to adjourn meeting at 8:40pm. 4 ayes, 0 nays.

Submitted by: Jolene R. Lettow, City Clerk