

# Huxley City Council Minutes

Tuesday, June 26, 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 Pro Tem Kuhn called the meeting to order at 6:00 pm.

**COUNCIL MEMBERS PRESENT:** Roberts, Jensen, Kuhn, Mulder; absent – Peterson, Mayor Henry

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk, Gerry Stoll – Police Sargent, Chad Anthony – Fire Chief, Krista McGuinn – Deputy EMS Director, Jeff Peterson – Public Works Director

**CONSULTANTS PRESENT:** Forrest Aldrich - City Engineer, Amy Beattie– Counsel

**GUESTS PRESENT:** Kay Brown, Kevin Deaton, Andrew Gogerty, Matthew Devig, Jonathan and Susan Frantz, John Hall – AEDC

## CONSENT AGENDA:

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

- Approve June 12th, 2018 Council Meeting and Work Session minutes
- Approve Financial Reports and Payment of Bills
- Approve Beer, Wine and Liquor Licenses, Cigarette Permit Renewals.
- Approve Appointments to Huxley Fire and Rescue

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

Claims:

|                            |                                |           |
|----------------------------|--------------------------------|-----------|
| ADVANCED SYSTEMS, INC.     | LASERFICHE SCANNER FOR ADMIN   | 4,200.00  |
| AFLAC                      | AFLAC                          | 4.00      |
| ALLIANT ENERGY             | LIFT PUMP                      | 174.77    |
| ALPHA COPIES               | COPIES                         | 16.95     |
| ARNOLD MOTOR SUPPLY        | DOOR HANDLE                    | 16.99     |
| BAKER GROUP                | SAFE ROOM GLYCOL LEVELS        | 115.00    |
| CARDMEMBER SERVICE         | SEE ATTACHED                   | 8,402.70  |
| CASEY'S GENERAL STORES INC | GASOLINE                       | 1,578.10  |
| CLINTON H. THOMPSON        | BASKETBALL LEAGUE OFFICIAL     | 75.00     |
| CONSUMERS ENERGY           | GAS AND ELECTRIC               | 8,518.70  |
| D.A. DAVIDSON & CO.        | AGENT SERVICES FOR FY2017      | 1,000.00  |
| DB IOWA HOLDINGS           | "HELP WANTED" AD               | 692.29    |
| DELTA DENTAL PLAN OF IOWA  | DENTAL INSURANCE               | 1,539.66  |
| DEMCO                      | PROGRAM SUPPLIES               | 265.29    |
| DOLLAR GENERAL-REGIONS 410 | CLOCK AND BATTERIES            | 98.35     |
| EBS                        | MEDICAL INSURANCE              | 14,704.56 |
| ED M. FELD EQUIPMENT CO. I | GAUGE                          | 105.00    |
| EDWARD JONES               | IRA                            | 250.00    |
| ELECTRIC PUMP              | TWO IMPELLERS                  | 10,300.32 |
| ENERGY DOCTOR              | LIBRARY LIGHTS                 | 4,931.25  |
| FIDELITY SECURITY LIFE     | VISION INS                     | 273.28    |
| FJELLAND, MATT             | YOUTH TENNIS INSTRUCTOR        | 1,307.17  |
| HAWKINS, INC.              | CHEMICALS FOR WATER TREATMENT  | 1,976.65  |
| HUXLEY COOP TELEPHONE CO.  | PHONE, INTERNET, CABLE         | 1,691.78  |
| INTEGRATED PRINT SOLUTIONS | PUBLIC WORKS TSHIRTS           | 668.94    |
| INTERNAL REVENUE SERVICE   | FED WITHOLDING TAX             | 10,483.85 |
| INTERSTATE ALL BATTERY CEN | BATTERY FOR USPS AT JEFF'S OFF | 33.30     |
| INTERSTATE BATTERIES       | BATTERY FOR POWER PACK         | 101.65    |
| IOWA DOT                   | DUCT TAPE                      | 139.68    |
| IOWA ONE CALL              | EMAIL LOCATES                  | 118.80    |
| IPERS                      | IPERS                          | 12,911.40 |
| JAYDEN CATTELL             | MEN'S LEAGUE SCORE KEEPER      | 90.00     |
| KEVIN SCHULZE              | BASKETBALL LEAGUE OFFICIAL     | 75.00     |
| KEYSTONE LABORATORIES      | MONTHLY SAMPLING & NEW CONSTR  | 302.20    |
| LINCOLN FINANCIAL GROUP    | DISABILITY INSURANCE           | 958.55    |
| MANATTS                    | FOUR YARDS OF CONCRETE         | 1,110.00  |
| MASS MUTUAL RETIREMENT SER | DEFERRED COMPENSATION          | 800.00    |
| METERING & TECHNOLOGY SOLU | METERS, ERTS, FLANGE KIT       | 958.00    |
| MIDWEST ALARM SERVICES     | SERVICE CALL ON ALARM          | 207.00    |
| NEW CENTURY FS INC         | UNLEADED GASOLINE              | 3,696.37  |

|                            |                                |            |
|----------------------------|--------------------------------|------------|
| NICKOLAY CONSULTING, LLC   | MONTHLY IT & ADD'L SUPPORT     | 584.75     |
| OUTDOOR ENVISIONS          | MULCH FOR PARKS                | 486.00     |
| PETERSON, JEFFERY          | REIMBURSEMENT FOR MEAL         | 20.39      |
| PIONEER MANUFACTURING COMP | PUMP ASSEMBLY, NOZZLES, GASKET | 48.75      |
| POSTMASTER                 | POSTMASTER                     | 350.56     |
| PRECISION UNDERGROUND UTIL | DIRECTIONAL BORE COLLECTOR LIN | 4,940.00   |
| PREMIER OFFICE EQUIPMENT I | COLOR COPIES                   | 2.28       |
| SAFE BUILDING COMPLIANCE & | BUILDING INSPECTIONS           | 5,553.25   |
| TASC                       | FLEX BENEFIT PLANS             | 574.96     |
| TIM VANLOO                 | BASKETBALL LEAGUE OFFICIAL     | 150.00     |
| TREASURER, STATE OF IOWA   | STATE WITHHOLDING              | 4,357.00   |
| U.S. BANK EQUIPMENT FINANC | COPIER LEASE                   | 99.00      |
| VAN WALL EQUIPMENT         | LEAF BLOWS, WEED EAT, CHAIN SA | 848.97     |
| VERIZON WIRELESS           | AMBULANCE CELL PHONES          | 440.67     |
| VISA                       | POSTAGE,VENDING, RECORD CHEX   | 818.96     |
| 001 GENERAL FUND           |                                | 30,233.89  |
| 002 LIBRARY                |                                | 8,669.72   |
| 003 RECREATION             |                                | 6,622.33   |
| 004 FIRE AND RESCUE        |                                | 1,285.98   |
| 006 CEMETERY               |                                | 96.30      |
| 014 AMBULANCE              |                                | 2,191.14   |
| 110 STREET                 |                                | 17,356.88  |
| 600 WATER UTILITY          |                                | 20,357.53  |
| 610 SEWER UTILITY          |                                | 27,354.32  |
|                            | PAYROLL                        | 48,593.61  |
|                            | GRAND TOTAL                    | 162,761.70 |

Motion – Jensen, Second – Mulder on Resolution No. 18-054 to Approve Contract with Ames Economic Development Commission (AEDC). John Hall, AEDC representative, asked council for approval of annual contract. Mr. Hall also spoke on the efforts of AEDC to improve workforce issues with businesses and small communities. Roll Call: Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Roberts, Second Jensen to Untable Ordinance 481 to Amend the Code of Ordinances, Chapter 165, Sign Regulations. Roll Call: Roberts, Kuhn, Mulder, Jensen voted yes. Council discussed new sign ordinance prepared by city attorney regarding the tennis court sign at high school i.e. grandfather in existing sign, no sponsorships allowed on signage, direction (inward/outward) of sign, clarity of what signs can say. Council agreed ordinance needed revisions.

Motion – Roberts, Second – Jensen on Second Reading of Ordinance 481 Amending Sign Regulations. Roll Call: Mulder, Jensen, Roberts, Kuhn voted no. Motion failed. City attorney will revise ordinance and bring back to council for review.

Motion – Roberts, Second – Jensen on Resolution No. 18-056 to Approve the Hiring of Part-Time Police Officer. Officer came with high credentials and recommendations. Officer will be hired as a temporary, part-time employee. Roll Call: Mulder, Roberts, Jensen, Kuhn voted yes. Motion carried.

Motion – Mulder, Second – Jensen on Resolution No. 18-057 to Approve the Placement and Location of Traffic Control Signs In Iron Bridge and Meadow Lane Developments. Councilman Jensen asked if temporary sign at Oak and Prairieview was appropriate. Sargent Stoll responded the sign was legal. Roll Call: Roberts, Jensen, Mulder, Kuhn voted yes. Motion carried.

Motion – Roberts, Second – Jensen on Resolution No. 18-058 to Approve the Placement and Location of Three New Street Lights in Meadow Lane Plat #3. Councilman recommended that an additional temporary street light be installed on south side of Lot 34. Roll Call: Roberts, Jensen, Mulder, Kuhn voted yes. Motion carried.

Motion – Roberts, Second – Jensen on Resolution No. 18-059 to Approve Salaries for Fiscal Year 2019. Council approved a 3% increase. Roll Call: Jensen, Mulder, Kuhn, Roberts voted yes.

Motion – Roberts, Second – Mulder on Resolution No. 18-061 to Approve the Design and Construction Administration Contract for North Pump Station Flood Control & Mitigation Project. Contract was awarded to Veenstra & Kimm. Roll Call: Kuhn, Roberts, Jensen, Mulder voted yes. Motion carried.

Miscellaneous

Public Works Director, Jeff Peterson, stated the new siren that will replace the old siren at Nord Kalsem park had not been delivered yet.

City engineer, Forrest Aldrich, thanked council for their approval of pump station contract. He also reported to council that the punch list for Meadow Lane was long and moving along.

City administrator, John Haldeman, distributed spreadsheet that compared levies for communities in Polk County and Story County. Mr. Haldeman reported that Huxley was comparable to other communities.

Councilman Mulder asked about status of pavement smoothness on 550<sup>th</sup> Street. City engineer informed council the street had not been approved and contractor was going to grind street to approved level of smoothness.

ADJOURNMENT: Motion – Roberts, second – Jensen to adjourn meeting at 6:37pm. 5 ayes, 0 nays. Motion carried.

**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 Pro Tem Kuhn called the meeting to order at 6:39 pm.

COUNCIL MEMBERS PRESENT: Roberts, Kuhn, Mulder, Jensen

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Jeff Peterson – Public Works Director, Gerry Stoll – Interim Police Chief

CONSULTANTS PRESENT: Forrest Aldrich - City Engineer

Roof Soffit Repair – Council was given tour of building to show repairs needed on roof. Discussion took place on whether repairs/costs should be placed on Capital Improvement Plan.

Dilapidated Buildings – Commercial buildings on Main Avenue need to be addressed. Council directed staff to work on property deficiency list.

Installing Ped Ramps – City engineer informed council that in order to adhere to ADA regulations all ramps at an intersection must be installed at same time. City needs to update language in ordinance to enforce regulations.

Sidewalks – council discussed needed sidewalks in community.

Police Force – Councilman Mulder asked questions pertaining to existing police force. Interim police chief answered questions pertaining to history of staffing, methods, county enforcement, etc.

ADJOURNMENT: Motion – Mulder, second – Jensen to adjourn meeting at 7:45pm. 4 ayes, 0 nays. Motion carried.

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David Kuhn, Mayor Pro Tem

Attest:

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Jolene R. Lettow, City Clerk