

CITY OF HUXLEY

TUESDAY – JULY 24, 2018 – HUXLEY CITY HALL

AGENDA

CITY COUNCIL MEETING – 6:00 PM

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA, WILL MEET AT THE HUXLEY CITY HALL 515 N. MAIN AVE., HUXLEY, IOWA, FOR THEIR REGULAR COUNCIL MEETING AT 6:00 PM ON TUESDAY THE 24TH DAY OF JULY, 2018 TO DISCUSS THE MATTERS ENUMERATED IN THE AGENDA LISTED BELOW.

ROLL CALL

QUORUM PRESENT

- 1.00) COMMENTS FROM THE PUBLIC AND RECEIVING OF PETITIONS AND/OR WRITTEN COMMUNICATIONS TO THE CITY COUNCIL ON AGENDA AND NONAGENDA ITEMS.

CLOSED SESSION : A MOTION TO HOLD A CLOSED SESSION TO DISCUSS STRATEGY WITH LEGAL COUNSEL IN MATTERS THAT ARE PRESENTLY IN LITIGATION OR WHERE LITIGATION IS IMMINENT WHERE ITS DISCLOSURE WOULD BE LIKELY TO PREJUDICE OR DISADVANTAGE THE POSITION OF THE GOVERNMENTAL BODY IN THAT LITIGATION.

COME OUT OF THE CLOSED SESSION.

The Council may take action after the Closed Session on the matter discussed in Closed Session

- 2.00) PRESENTATION(S):

2.01) STEVE QUICK – MEADOWLANE PLAT #3

2.02) TODD SOMMERFELD -- DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-064 (NO RESOLUTION DRAWN UP AT THIS TIME.) APPROVING OFFER FROM KREG TOOL.

- 3.00) PROCLAMATION(S): NONE

- 4.00) PUBLIC HEARING(S): NONE

- 5.00) CONSENT AGENDA:

ALL ITEMS LISTED WITHIN THIS SECTION ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS UNLESS A COUNCIL MEMBER OR CITIZEN SO REQUESTS, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS. AND CONSIDERED SEPARATELY.

- 5.01) TO APPROVE THE MINUTES FROM THE FOLLOWING MEETINGS:
JULY 10, 2018 -- Regular Council Meeting & Worksession

- 5.02) TO APPROVE FINANCIAL REPORTS AND PAYMENT OF BILLS.

- 5.03) TO APPROVE BEER, WINE AND LIQUOR LICENSES, CIGARETTE PERMITS RENEWALS.

- 5.04) TO APPROVE STREET CLOSINGS FOR PRAIRIE FEST.

- 5.05) TO APPROVE BLOCK PARTY REQUEST

AGENDA ITEMS:

6.00) COMMUNITY BETTERMENT:

- 6.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-065 APPROVING GAS FACILITIES EXTENSION AGREEMENT WITH ALLIANT.

7.00) PUBLIC SAFETY:

- 7.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-066 APPOINT GERRY STOLL AS THE NEXT POLICE CHIEF FOR HUXLEY IOWA. ----- SWEARING IN
- 7.02) DISCUSSION AND POSSIBLE ACTION ON MOTION APPROVING OFFER NARCAN POLICY FOR POLICE DEPARTMENT.

8.00) FINANCE:

- 8.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-067 APPROVING ADMIN FEES FOR POOL PERMITS.

9.00) LEISURE ACTIVITIES:

10.00) ADMINISTRATIVE BUSINESS: NONE

COMMENTS FROM STAFF, COUNCIL AND MAYOR.

ADJOURNMENT

WORKSESSION:

THE CITY COUNCIL WILL MEET FOR AN INFORMAL WORKSESSION TO WORK ON ITEMS AND NOT TAKE ANY ACTION ON THOSE ITEMS DURING THE WORKSESSION.

DISCUSSION TOPICS;

THAT THE FOLLOWING TOPICS ARE SUGGESTED AND THEY DO NOT REFLECT ALL THE POSSIBLE ITEMS THAT COULD BE DISCUSSED OR NOT. THE LISTING BELOW DOES NOT NECESSARILY REFLECT THE ORDER IN WHICH THE ITEMS WILL BE DISCUSSED OR IF THEY WOULD BE DISCUSSED AT THIS MEETING.

NO ACTION WILL BE TAKEN ON ANY OF THE ITEMS AND THE LIST MAY CHANGE PRIOR TO OR AT THE MEETING. NO PARTICULAR ORDER AT THIS TIME

1. Update on CIP

THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE. THIS WAS DONE BY ADVISING THE NEWS MEDIA WHO HAVE FILED A REQUEST FOR NOTICE AND BY POSTING THE NOTICE ON THE WINDOW IN THE LOBBY AREA IN CITY HALL THAT IS ACCESSIBLE AND VIEWABLE TO THE PUBLIC. THIS WAS ALL PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.


John Haldeman, City Administrator



The Machine Shed Food Truck is Coming to Huxley!

Thursday, July 26th

11am – 2 pm

**The mobile food vendor will be parked
in the 3C's parking lot.**

Menu:

Pork Tenderloin \$9.00

Grilled Chicken Wrap \$9.00

Shed Burger \$10

Turkey Reuben \$9

Brisket Macaroni and Cheese \$7

Add French Fries \$1

Mac & Cheese \$3

Assorted Salads & Homemade Sweets

Huxley City Council Minutes

Tuesday, July 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, Jensen, Kuhn, Mulder, Peterson

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Gerry Stoll – Police Chief, Jeff Peterson – Public Works Director, Kevin Deaton – Asst. Fire Chief

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

GUESTS PRESENT: Dennis Parmenter, Susan Frantz, Steve Quick, Andrew Gogerty, Roger Wheeler, Jonathan Frantz

PRESENTATION: Roger Wheeler, Century 21 Real Estate Agent, submitted proposal to assist the city in selling the seven commercial lots located in Huxley Industrial Park.

CONSENT AGENDA:

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

- Approve June 26th, 2018 Council Meeting and Work Session Minutes
- Approve Financial Reports and Payment of Bills
- Approve Beer, Wine and Liquor Licenses, Cigarette Permit Renewals.

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

Claims:

"HEART OF" PUBLICATIONS	FULL PAGE COLOR PUBLICATION	595.00
ADVANCED SYSTEMS, INC.	SUPPORT FOR LASERFICHE	420.00
ALICE TRAINING INSTITUTE L	ALICE INSTRUCTOR TRAINING	595.00
ALLIANT ENERGY	GAS AND ELECTRIC	9,866.59
AUSTIN STRUMPFER	REIMBURSEMENT FOR PURCHASE	12.95
BAKER & TAYLOR ENTERTAINME	BOOKS	68.30
BRICK GENTRY P.C.	LEGAL FEES	5,912.50
BROWN SUPPLY CO. INC.	STORM SEWER CLEAN OUT	199.00
BUD'S AUTO REPAIR INC	CHARGER REPAIR	500.97
CAPITAL SANITARY SUPPLY CO	PARTS FOR FLOOR MACHINE	20.26
CHITTY GARBAGE SERVICE INC	FD GARBAGE PICKUP	21.40
CITY OF AMES	RESOURCE RECOVERY	15,092.35
DES MOINES STAMP MFG. CO.	TWO NOTARY STAMPS	61.55
DMACC	RESPIRATORY EMERGENCIES CLASS	15.00
DMACC BUSINESS RESOURCES	REGISTRATIONS FOR WATER CONFER	450.00
ELECTRONIC ENGINEERING	TOWER FEES	1,152.90
ERICA THORSON	BLUE OFFICE CHAIRS	90.00
GALL'S, LLC	BOOTS	135.00
HALVORSON TRANE	SERVICE ON HEATING/COOLING UNI	238.75
HOKEL MACHINE SUPPLY	REFILLED OXYGEN TANK	18.84
HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	1,726.37
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	10,884.18
INTERSTATE BATTERIES	BATTERY FOR SMALL PUMP	18.47
IOWA DIVISION OF LABOR SER	BOILER INSPECTION	95.00
IOWA DOT	CYCLE OIL	75.84
IOWA LEAGUE OF CITIES	FY 19 MEMBER DUES	1,889.00
IOWA LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL	90.00
IOWA MUN. WORKERS' COMP. A	WORK COMP PREM 7/1/18-7/1/19	22,970.00
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	348.40
LOWE'S	CONCRETE MIX	19.70
MARCO, INC.	MONTHLY CONTRACT	211.76
MARTIN MARIETTA MATERIALS	ROCK FOR TRAIL WASH OUT	218.44
MARY GREELEY MEDICAL CENTE	TIER	200.00
MIDWEST ALARM SERVICES	SERVICE CALL	552.00
MISCELLANEOUS VENDOR	MASON, TY :US REFUND	612.23
MUNICIPAL SUPPLY	CLOW, VALVES, HYD EXT. CLOW	788.70
NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT	105.00

NOVA FITNESS EQUIPMENT
 QUALITYONE COMMERCIAL CLEA
 QUILL CORPORATION
 SPRINGER PROFESSIONAL HOME
 STAPLES BUSINESS CREDIT
 STAPLES CREDIT PLAN
 TASC
 TASC - CLIENT INVOICES
 THE NORTHWAY CORPORATION
 THE SHERWIN-WILLIAMS CO.
 TRACY WEBER

REPAIRS TO FITNESS CARDIO EQUI	2,215.53
JULY CLEANING	2,134.00
PURCHASE ORDERS	107.19
MONTHLY PEST CONTROL	42.00
OFFICE SUPPLIES	174.04
OFFICE SUPPLIES	643.94
FLEX BENEFIT PLANS	574.96
AUGUST FLEX PLAN FEE	67.91
WELL #4 ABANDONMENT	24,305.25
PAINT FOR WATER TREATMENT PLAN	59.70
REFUND FOR COACHING SOCCER	16.00

001	GENERAL FUND	58,725.05
002	LIBRARY	2,497.99
003	RECREATION	3,902.40
004	FIRE AND RESCUE	6,765.23
014	AMBULANCE	2,191.14
110	STREET	15,239.20
600	WATER UTILITY	30,752.68
610	SEWER UTILITY	4,348.97
	PAYROLL	50,224.61
	GRAND TOTAL	174,837.44

Motion – Kuhn, Second – Roberts on Resolution No. 18-055 to Approve Final Plat and Accept the Public Improvements in Meadow Lane Plat #3. Council discussed retention pond plans and informed developer that no building permits can be issued until calculations/plans for the pond have been approved. City engineer reported that a plan had been submitted but needed revisions. He advised that the work be completed in stages and be phased in. Councilman Kuhn suggested that council listen to city attorney involved in legal action/suit regarding the retention pond. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Roberts, Second Peterson on First Reading of Ordinance 482 to Amend the Code of Ordinances for the City of Huxley, Chapter 165, Sign Regulations. New language had been provided by legal counsel to clarify definition of “Sign” in ordinance. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Roberts to Waive Second and Third Reading of Ordinance 482 Regarding Sign Regulations. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Roberts to grandfather in existing school signage. 5 ayes, 0 nays. Motion carried.

Motion – Peterson, Second – Roberts on First Reading of Ordinance 483 to Amend the Code of Ordinances for Special Sewer Rates. Public Works Director commented that these rates are another step to pre-treatment plan with Continental Chemist Manufacturing (CMC). Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Mulder, Second – Roberts to Waive the Second and Third Reading of Ordinance 483 for Special Sewer Rates. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Peterson on Ordinance 484 to Amend Code of Ordinance, Chapter 166 Subdivision Regulations to Require Separate Easement Agreements. Current ordinance states all easements can be listed altogether whereas new ordinance will require separate documentation for all easements. Councilman Kuhn suggested developers are made aware of ordinance change. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Jensen on Resolution No. 18-061A to Approve the Pre-Treatment Supplementary Agreement Amendment. Amendment defines the ownership and maintenance responsibility of flow monitoring equipment and sampler. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Mulder, Second – Peterson on Ordinance 485 to Amend Chapter 124 of the Mobile Food Vendor Ordinance. Change will allow vendors to participate in city sponsored events and removes the inspection requirement/fees. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Mulder, Second – Peterson to Waive the Second and Third Readings of Ordinance 124 of the Mobile Food Vendor Ordinance. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Mulder, Second – Jensen on Resolution No. 18-062 to Appoint Heather Denger as Interim Parks and Recreation Director. Job opening will be posted for ten days. City Administrator reported that the Parks and Recreation Board agreed with the interim designation. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Peterson on Resolution No. 18-060 to Approve the Consultant Service Agreement for the Selection of Police Chief. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted no. Motion failed. Mayor made the recommendation to move directly to bring a resolution to appoint Gerry Stoll as the new Police Chief.

Council discussed the possibility of holding a special council meeting on July 31st to meet with financial advisors. Council decided to ask advisors to attend regular council meeting on August 14th.

Motion – Peterson, Second – Mulder on Resolution No. 18-063 to Set a Special Council Meeting for July 17th. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Miscellaneous

Assistant Fire Chief, Kevin Deaton, announced that election of new officers for Fire Dept. Association was occurring the same time as council meeting.

Sargent Stoll informed council that it had been a safe 4th of July holiday.

Public Works Director, Jeff Peterson, reported that the siren to be placed at Nord Kalsem park had not arrived yet.

City Clerk, Jolene Lettow, reported that preparations were taking place to close the old year and open the new fiscal year. Audit was scheduled for the week of July 31st.

Councilman Jensen asked how employment levels were being verified with commercial development agreements. City clerk responded that payroll authorization documentation must be submitted to city before any payments are made to businesses.

Councilman Mulder asked if the council was interested in discussing an ordinance change to allow fireworks in city limits. He also stated he had been approached by resident regarding the city getting a dog park. Both items will be placed on work session agenda for council to discuss at a future date.

Mayor Henry stated there had been discussion with Slater officials about merging emergency medical services between the two communities.

ADJOURNMENT: Motion – Kuhn, second – Roberts to adjourn meeting at 7:23pm. 5 ayes, 0 nays. Motion carried.

Attest:

Craig D. Henry, Mayor

Jolene R. Lettow, City Clerk

7-24-18 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A TECH-TCI	7/1-9/30/18 ALARM MONITORING	\$ 105.00
3	AFLAC	AFLAC	\$ 4.00
4	AMES ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT AGREEMENT	\$ 30,000.00
5	ANKENY SANITATION	CITY BUILDINGS TRASH DISPOSAL	\$ 317.29
6	BAKER & TAYLOR ENTERTAINME	BOOKS	\$ 114.19
7	BRICK GENTRY P.C.	ATTORNEY FEES	\$ 62.50
8	BRUNS, RICH	POLICE TAHOE DOOR REPAIR	\$ 520.06
9	BUD'S AUTO REPAIR INC	VEHICLE SERVICE	\$ 61.64
10	CARDMEMBER SERVICE	SEE ATTACHED	\$ 5,314.39
11	CASEY'S GENERAL STORES INC	GASOLINE	\$ 1,389.70
12	CENTERPOINT LARGE PRINT	LARGE PRINT WESTERNS	\$ 42.54
13	CHITTY GARBAGE SERVICE INC	FD GARBAGE PICKUP	\$ 42.80
14	CONSUMERS ENERGY	GAS AND ELECTRIC	\$ 8,181.35
15	D & K PRODUCTS	GRASS SEED	\$ 10.00
16	DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 431.10
17	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,539.66
18	DEMCO	BOOK COVERING & OFFICE SUPPLIES	\$ 788.64
19	DOLLAR GENERAL-REGIONS 410	PROGRAM AND OFFICE SUPPLIES	\$ 176.95
20	DORSEY & WHITNEY LLP	IRON BRIDGE & KADING UR FEES	\$ 14,703.50
21	EBS	MEDICAL INSURANCE	\$ 14,704.56
22	EDWARD JONES	IRA	\$ 250.00
23	ELECTRONIC ENGINEERING	THIRTY-TWO TOWER FEES FOR FD	\$ 2,505.60
24	EMERGENCY MEDICAL PRODUCTS	ADJUSTABLE COLLAR	\$ 338.24
25	ENERGY DOCTOR	FINAL PAYMENT ON LIBRARY LIGHTS	\$ 2,400.50
26	FIDELITY SECURITY LIFE	VISION INS	\$ 273.28
27	GALL'S, LLC	UNIFORM PARTS	\$ 70.00
28	HACH COMPANY	SUPPLIES FOR WATER DEPT.	\$ 252.42
29	HEARTLAND CO-OP	WEED SPRAY & TORDON	\$ 79.10
30	HOMES BY ADVANTAGE LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 500.00
31	HUXLEY COMMUNICATIONS COOP	INVERTOR	\$ 100.00
32	INTEGRATED PRINT SOLUTIONS	MEN'S BBALL CHAMPION SHIRTS	\$ 160.00
33	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 11,123.37
34	INTOXIMETERS, INC.	PBT MOUTHPIECES	\$ 95.00
35	IOWA DNR	ANNUAL WATER SUPPLY FEE	\$ 380.97
36	IOWA DOT	DISPOSABLE GLOVES, HARDWARE FOR PROJECTS, SIGNS	\$ 1,254.40
37	IOWA ONE CALL	EMAIL LOCATES	\$ 75.60
38	IOWA PRISON INDUSTRIES	LETTERS FOR DISC GOLF	\$ 10.40
39	IPERS	IPERS	\$ 13,296.71
40	JEREMY J. ARENDS	MAY & JUNE TREASURER'S REPORT	\$ 240.00
41	KEYSTONE LABORATORIES	WATER SAMPLING TESTING	\$ 520.50
42	KRISTIN CLARK	UKULELE PROGRAM	\$ 25.00
43	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE	\$ 994.37
44	MARCO, INC.	PRINTER MAINTENANCE	\$ 403.40

7-24-18 Council Claims

	A	B	C
45	MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$ 750.00
46	MISCELLANEOUS VENDOR	UTILITY DEPOSIT REFUNDS	\$ 218.42
47	MUNICIPAL SUPPLY	BLUE MARKING PAINT, METER STUD	\$ 1,682.85
48	NAPA AUTO PARTS	SYNTHETIC OIL	\$ 31.15
49	NEW CENTURY FS INC	DIESEL & UNLEADED FUEL	\$ 1,868.69
50	O'REILLY AUTOMOTIVE, INC.	RADIATOR AND ANTIFREEZE	\$ 143.49
51	OVERDRIVE, INC.	BRIDGES CONTENT	\$ 671.21
52	OXEN TECHNOLOGY	ONLINE MICROSOFT OFFICE	\$ 219.50
53	PLUMB SUPPLY COMPANY - AM	HOT WATER HEATER SENSOR	\$ 28.27
54	POSTMASTER	BULK POSTAGE	\$ 347.62
55	PREMIER OFFICE EQUIPMENT I	PRINTER CONTRACT	\$ 21.64
56	SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	\$ 5,621.36
57	STAR EQUIPMENT LTD.	SEALING DISK AND SQUEEGEE	\$ 1,365.00
58	STATE LIBRARY OF IOWA	DATABASE SUBSCRIPTIONS	\$ 284.02
59	SYNCB/AMAZON	BOOKS & PROGRAM SUPPLIES	\$ 171.79
60	TASC	FLEX BENEFIT PLANS	\$ 574.96
61	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 3,609.00
62	U.S. BANK EQUIPMENT FINANC	COPIER LEASE	\$ 99.00
63	VAN-WALL EQUIPMENT INC.	PARTS FOR JOHN DEERE TRACTOR	\$ 177.90
64	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 1,056.00
65	VERIZON WIRELESS	AMBULANCE, PD, PW CELL PHONES	\$ 572.30
66	VISA	FD RECORD CHECKS & CPR CARDS	\$ 55.00
67	Payroll Expense		\$ 51,047.72
68	GRAND TOTAL		\$ 184,475.62
69			
70		FUND TOTALS	
71	001 GENERAL FUND	73,212.68	
72	002 LIBRARY	7,663.40	
73	003 RECREATION	5,362.18	
74	004 FIRE AND RESCUE	3,478.76	
75	014 AMBULANCE	4,717.89	
76	110 ROAD USE TAX	10,474.73	
77	600 WATER UTILITY	15,393.11	
78	610 SEWER UTILITY	13,125.15	
79	01 PAYROLL EXPENSE	51,047.72	
80	GRAND TOTAL	184,475.62	
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7-24-18 Council Claims

	A	B	C
91	Cardmember Services (Visa)		
92	Admin	amazon prime, forever envelopes, dehumidifier	\$ 785.79
93	Water	coupler, bags, hex sets, tv, tv wall mount, decals, dehumidifier	\$ 322.86
94	Parks and Rec	office supplies, forever envelopes, ipra membership, bball nets, program supplies, movie licensing fee, popcorn	\$ 1,003.61
95	Streets	postage, dehumidifier	\$ 103.78
96	Wastewater	two nights hotel stay, waste disposal, switch, wheel assembly, amp charge, solenoid valve,	\$ 554.73
97	Ambulance	power load system	\$ 1,800.00
98	FD	candy for several parades, gas cylinder for calibration,	\$ 683.16
99	Library	postage	\$ 60.46
100	Total		\$ 5,314.39

Utility Report

June	2018					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	83	82	705,400	\$4,546.04	711,000	\$5,568.61
Schools	4	3	111,400	\$564.33	111,400	\$570.73
Rural	67	6	386,300	\$3,986.93	37,100	\$472.84
No Charge	20	14	1,420,900	\$0.00	1,072,400	\$0.00
Residential	1,484	1,484	5,389,686	\$49,300.59	5,326,686	\$60,456.83
Second Meter	131	N/A	958,700	\$4,663.01	0	\$0.00
Master Meters	12	N/A	389,200	\$0.00	0	\$0.00
Wells	2	N/A	9,536,000	\$0.00	0	\$0.00
TOTAL:	1,803	1,589	18,897,586	\$63,060.90	7,258,586	\$67,069.01

	Water:	Sewer:	
Total Billed Consumption (gallons):	7,551,486	6,186,186	TOTAL:
Total Billed:	\$63,060.90	\$67,069.01	\$130,129.91

June	2017					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	83	83	1,160,800	\$6,589.20	623,400	\$5,176.25
Schools	4	3	103,600	\$529.62	103,600	\$536.02
Rural	67	6	462,100	\$4,493.30	33,000	\$445.44
No Charge	20	14	1,518,600	\$0.00	1,249,500	\$0.00
Residential	1,444	1,444	6,259,071	\$52,368.01	6,239,671	\$63,426.74
Second Meter	122	N/A	1,533,800	\$7,185.69	0	\$0.00
Master Meters	14	N/A	12,648,800	\$0.00	0	\$0.00
TOTAL:	1,754	1,550	23,686,771	\$71,165.82	8,249,171	\$69,584.45

	Water:	Sewer:	
Total Billed Consumption (gallons):	9,519,371	6,999,671	TOTAL:
Total Billed:	\$71,165.82	\$69,584.45	\$140,750.27

Key:

Schools: Bus Barn, Middle School, Athletic Field, High School
 Rural: includes Deer Creek and East First Street (across from water plant)
 No Charge: City Hall, Fire Station, city flushing, Nord Kalsem, Trinity Methodist Church, master meters, bike trail, etc.
 Master Meters: Deer Creek & 11 rural

July 18th, 2018

Mayor Henry
Administrator Haldeman
Huxley City Council

RE: Prairie Festival street closings, Parade Route and 5k/10k

The following streets need to be closed at the following intersections for Prairie Fest and the parade.

Main Ave at Lynwood
W 5th St and Main Ave
W 3rd St and Main Ave
W 2nd St and Main Ave
W Railway St at S 3rd Ave
S Main Ave at Whistle Stop driveway
E 1st St at 2nd Ave
Circle Dr at N 2nd Ave
E 3rd St at N 2nd Ave
E 4th St at N 2nd Ave
E 5th St at Preston Dr

S Main Ave will need to be closed on Thursday the 23rd from 1st St to Railway St to setting up the entertainment tent. S Main Ave will be closed from 1st St to Campus Dr from Friday through Sunday. Railway St will be closed from the Huxley Fire Department west driveway to the Railway Park lot from Friday through Sunday.

The Huxley Police Department with the Council approval will also be placing "Temporary No Parking" signs along the parade route which would include Main Ave, N 2nd Ave, and Preston Dr. Lynwood Dr will also have the same signs placed for stage purposes for the parade. The signs would be placed on the streets during early morning hours of the 25th and removed by noon.

Also, the committee for the 5k/10k walk and run will not be closing any streets. They will have their own volunteers controlling the race route and picking up debris after the race is over. The only assistance they are asking is for the Huxley 1st Responders to be available during the race.

If you should have any questions, please feel free to contact me at gstoll@huxleyiowa.org or call my cell at 515-231-4724.

Thank you,
Gerry Stoll
Huxley Police Chief

Date: 7/8/2018

Date of Block Party: August 11, 2018

City Hall/City Council
515 North Main Ave.
Huxley, IA 50124



Re: Neighborhood Block Party Request for Street Closing

We request permission to block off E 3rd St Street between Parkridge Street and Larson Street between 4:00 AM/PM and Midnight AM/PM on 8/11/2018, for purposes of a neighborhood block party. We have received a copy of the guidelines for neighborhood block parties and understand the conditions.

Thank you very much for your consideration.

I have read and
Understand the
instructions on page 2

Melissa Whuk / melissawhuk
Signature of applicant

Affected properties (if more space is needed use 2nd sheet of paper)

Name and Signature	Address	Initial Below
Melissa Whuk / melissawhuk	523 E 3rd St	MW
Emily Johnston / Emily Johnston	515 E 3rd St	EJ
Whitney Klaric	518 E 3rd St	WK

Approved by:

Date:

Halch
City Administrator

7-10-18

[Signature]
Police Chief

7-9-18

[Signature]
Fire Chief

7-10-18

[Signature]
Public Works Director

7/10/18

[This request needs Council approval. Council meets 2nd and 4th Tuesdays of each month. Form must be turned in the Thursday before the Council meeting.]

Date: _____

Date of Block Party: 8/11/18

City Hall/City Council
515 North Main Ave.
Huxley, IA 50124



Re: Neighborhood Block Party Request for Street Closing

We request permission to block off _____ Street between _____ Street and _____ Street between _____ AM/PM and _____ AM/PM on _____, for purposes of a neighborhood block party. We have received a copy of the guidelines for neighborhood block parties and understand the conditions.

Thank you very much for your consideration.

I have read and
Understand the
instructions on page 2

Signature of applicant

Affected properties (if more space is needed use 2nd sheet of paper)

Name and Signature

Address

Initial Below

Sarah Moore	Sarah Moore	514 E. 3rd	SEM
VACANT		526 E 3rd	
Mr. Mason	502 E 3rd	522 E 3rd	MM

Approved by:

Date:

City Administrator

Police Chief

Fire Chief

Public Works Director

[This request needs Council approval. Council meets 2nd and 4th Tuesdays of each month. Form must be turned in the Thursday before the Council meeting.]

Date: _____

Date of Block Party: 8/11/18

City Hall/City Council
515 North Main Ave.
Huxley, IA 50124



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Affected properties (if more space is needed use 2nd sheet of paper)

Name and Signature	Address	Initial Below
<u>Pamela Culp</u>	<u>527 E 3RD ST</u>	<u>PC</u>
<u>Myra Hennrich</u>	<u>510 E 3rd St</u>	<u>AH</u>
<u>[Signature]</u>	<u>511 E 3rd St</u>	<u>SS</u>

Approved by: _____

Date: _____

City Administrator

Police Chief

Fire Chief

Public Works Director

[This request needs Council approval. Council meets 2nd and 4th Tuesdays of each month. Form must be turned in the Thursday before the Council meeting.]

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Understand the
instructions on page 2

Signature of applicant

Affected properties (if more space is needed use 2nd sheet of paper)

Name and Signature

Address

Initial Below

[Signature]

531 E 3rd St

[Signature]

519 E 3rd St

Approved by:

Date:

City Administrator

Police Chief

Fire Chief

Public Works Director

[This request needs Council approval. Council meets 2nd and 4th Tuesdays of each month. Form must be turned in the Thursday before the Council meeting.]

RESOLUTION NO. 18-065

**RESOLUTION APPROVING THE AGREEMENT FOR THE EXTENSION OF GAS
FACILITIES IN THE HUXLEY BUSINESS PARK**

BE IT RESOLVED, THEREFORE, that the City Council of Huxley, Iowa does hereby approve the attached agreement for extension of gas facilities in the Huxley Business Park Phase III.

FURTHERMORE, the Huxley City Council authorizes the Mayor to sign agreement as per attached. Copy of signed agreement to remain with resolution.

Section 1. All resolutions or parts thereof which are in conflict herewith are hereby repealed.

PASSED, ADOPTED AND APPROVED this ____ day of July, 2018.

Roll Call	Aye	Nay	Absent
David Jensen	___	___	___
Dave Kuhn	___	___	___
Greg Mulder	___	___	___
Rick Peterson	___	___	___
Tracey Roberts	___	___	___

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-065** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this _____ day of July, 2018.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk

GAS FACILITIES EXTENSION AGREEMENT (ADVANCE)

THIS AGREEMENT, made this 13th day of July 2018, between **Interstate Power and Light Company**, hereinafter called the Company, and City of Huxley, hereinafter called the Customer/Developer.

WITNESSETH:

WHEREAS, the Company is engaged in the distribution of gas in the City of Huxley, Iowa; and

WHEREAS, the Customer/Developer is the owner of the following legally described premises: Huxley Development Corporations Plat 3 Iowa, as shown on the map attached hereto (marked Exhibit A) and made a part hereof; and

WHEREAS, the Company desires to sell natural gas to the ultimate owners or occupants of the residences, or other buildings being built or installed on said premises, and the Customer/Developer desires to have natural gas available for such residences or other buildings to be used for heating, water heating, cooking and other uses, hereinafter called gas service.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. The Company agrees to construct, install, maintain and operate natural gas facilities to serve said premises; upon application for gas service made by the owner or occupant of each such building.
2. The Customer/Developer agrees to advance to the Company the estimated cost of construction of gas facilities, as set out in Exhibit B, attached, and the Company agrees to refund to the Customer/Developer the cost of installing the facilities, as set forth in Paragraph 4 below.
3. For the purpose of this agreement, the Company's estimated cost and the Customer/Developer advance for this gas extension are shown on Exhibit B.
4. The Customer/Developer agrees to advance \$8569.85 to the Company payable prior to the commencement of construction. Upon acceptance by the Company of each application for gas service by Customer/Developers along the extensions contemplated herein, the Company shall refund Customer/Developer's advances in accordance with the Company's Gas Tariff Extension policy on file with the Iowa Utilities Board. The Company shall not be obligated to refund more than the original amount advanced and the refunds shall be without interest.
5. The obligation of the Company to make refund to the Customer/Developers shall be null and void after the expiration of ten (10) years from the date of this agreement, and any and all monies remaining unrefunded in the hands of the Company shall then become the sole property of the Company.
6. The Customer/Developer agrees to furnish at his own expense all necessary easements and permits required for the installation of said gas main, and the Customer/Developer

and the Company will cooperate so that said construction and installation can be accomplished in the most economical manner.

7. Title to all gas facilities installed pursuant to this agreement shall be in the Company.

8. Applications for gas service referred to above shall be subject to and pursuant to applicable rules and regulations of the Company effective at the date of said applications with respect to the availability of natural gas and the rates and charges for same.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

INTERSTATE POWER AND LIGHT COMPANY

By_____

Title_____

CUSTOMER/DEVELOPER

By_____

Title_____

Exhibit A

THE CITY OF SALT LAKE COUNTY



Interstate Power & Light Company (Applicable to the Iowa Service Area)

EXHIBIT "B"

ATTACHED GAS FACILITIES EXTENSION AGREEMENT

Customer Name: HUXLEY DEVELOPMENT PARK

Date: 3/1/2018

Mailing Address: 515 N MAIN AVE.
HUXLEY, IA 50124

Phone # 515-597-2561

Project Address: HUXLEY DEVELOPMENT PARK PHASE 3
MAIN AVE

NUB Account ID
NUB SA ID
Gas WR # 4128364
Contract #

The gas project contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	Qty	Installed Cost
MAIN PLASTIC - 4"	G-12	990 feet	\$5,841.00
TRENCH/PLOW	I-19	890 feet	\$3,560.00
DIRECTIONAL BORING - 4"	I-11	100 feet	\$2,090.00
GAS 3 PERSON CREW SET-UP FEE	G-10	1 each	\$534.00

Total Installed Cost = \$12,025.00
Marginal Estimated Future Revenue Allowance = -\$4,906.53
Total Installed Cost Without Tax Adder = \$7,118.47

Iowa Advance Tax Adder = 20.389%
Tax Adder Amount = \$1,451.38

Total Refundable Advance In Aid of Construction (for Extension) Required = \$8,569.85

COMMENTS:

COST TO EXTEND 4" GAS MAIN DOWN MAIN AVE TO THE END OF THE STREET. DISTANCE IS 990 FEET. 100 FEET WILL NEED TO BE DIRECTIONAL BORED.

Pricing valid for 30 calendar days. (until 03/31/2018)

RESOLUTION NO. 18-066

**RESOLUTION APPROVING THE APPOINTMENT GERALD STOLL
TO THE RANK OF CHIEF WITHIN THE
POLICE DEPARTMENT, HUXLEY, IOWA AND SETTING SALARY**

WHEREAS, the City of Huxley, Iowa, former Police Chief Mark Pote retired effective on June 1, 2018; and

WHEREAS, Sargent Gerald Stoll was appointed to serve as interim Police Chief on that date; and

WHEREAS, it now comes that Mayor Craig Henry submits the name of Sargent Gerald Stoll be confirmed as Police Chief for the City of Huxley, Iowa and the salary set out below and with benefits entitled to be approved.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Huxley, Iowa, that Gerald Stoll be confirm and approved as Chief of Police for Huxley, Iowa.

<i>POSITION</i>	<i>EMPLOYEE NAME</i>	<i>SALARY RATE UNTIL THE COMPLETION OF JOB STUDY</i>	<i>POST ACADEMY HOURLY RATE</i>	<i>SATISFACTORY COMPLETION OF PROBATION AND ACADEMY HOURLY RATE</i>
Full-Time Police Officer	Gerald Stoll	\$ 62,200		

SECTION 2. This resolution declares null and void any sections of previously approved salary resolutions in conflict with sections of this resolution.

Roll Call	Aye	Nay	Absent
David Jensen	___	___	___
David Kuhn	___	___	___
Greg Mulder	___	___	___
Rick Peterson	___	___	___
Tracey Roberts	___	___	___

PASSED, ADOPTED AND APPROVED this th day of July, 2018

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-066** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this th day of July, 2018.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk

July 17th, 2018

Mayor Henry
City Administrator John Haldeman
City Council Members

RE: Use of Naloxone Hydrochloride (Nasal Narcan)

With the opioid epidemic in America many Police and Fire Departments have begun using Naloxone to reverse the effects of opioid overdose victims. When Naloxone is administered on an opioid overdose victim it reverses the overdose effects including respiratory depression, sedation, and hypotension (low blood pressure).

I would like the Police Department to be able to carry and administer Naloxone on opioid overdose victims. I would use a product called Narcan nasal spray. In the spray form it is very easy to carry and administer on a victim. HyVee pharmacy carries Narcan nasal spray and would be able to supply the Police Department.

I had The City Attorney Amy Beattie make a Standard Operating Procedure which is attached. The SOP makes it clear that any Police Officer that uses the Narcan nasal spray must be trained. I will assign a Police Officer in-charge of the Narcan spray to make sure personnel are trained and monitoring the Narcan nasal spray to make sure we do not use damaged, unusable, used, or expired products.

I believe It is the Police Departments responsibility to protect the lives of our citizens and this would be one more way to ensure we carry out our objective.

If you should have any questions, please feel free to contact me at gstoll@huxleyiowa.org or call my cell at 515-231-4724.

Thank you,
Gerry Stoll
Huxley Police Chief

**AMENDMENT TO
HUXLEY POLICE DEPARTMENT
STANDARD OPERATING PROCEDURES**
(June __, 2018)

Use of Naloxone Hydrochloride (Nasal Narcan)

PURPOSE:

This policy is intended to provide officers and other designated staff with instructions on when and how to use Naloxone Hydrochloride, (NASAL NARCAN). The objective of administering Naloxone Hydrochloride is to reduce the chance of death resulting from an opioid or synthetic opioid overdose by reversing the effects including respiratory depression, sedation, and hypotension.

POLICY:

It is the policy of this department that officers and other selected staff shall be required to be trained in the use of Naloxone Hydrochloride. Naloxone Hydrochloride shall be made available to officers and designated staff and they will administer Naloxone Hydrochloride to persons suffering from opioid overdose at the earliest possible time in an attempt to reverse the effects of the overdose.

PROCEDURES:

The Chief of Police shall appoint a Naloxone Hydrochloride Coordinator to administer the program. The Naloxone Hydrochloride Coordinator's responsibilities shall include but not be limited to:

- Ensuring the Naloxone Hydrochloride kits are current and not past their expiration dates
- Ensuring proper and efficient deployment of Naloxone Hydrochloride
- Ensuring authorized officers and designated staff are adequately trained in its use
- Ensuring any use of Naloxone Hydrochloride on a subject is documented
- Replacing Naloxone Hydrochloride that are either damaged, unusable, expired, or had been used

Only officers and select staff trained in the use of Naloxone Hydrochloride are authorized to administer Naloxone Hydrochloride.

Indications and Use

Officers and designated staff shall follow protocols outlined in the Naloxone Hydrochloride training. Naloxone Hydrochloride may be used when responding to a call for service of a suspected overdose, or when the officer is off duty, when the officer reasonable believes a person has experienced an overdose. Information that a subject is suffering from an opioid overdose includes, but is not limited to:

- When advised by the Communications Center, or of being advised of such upon arrival on scene
- When observing drugs, drug paraphernalia, or any other drug instruments associated with the subject
- Where the subject is observed to be unresponsive, demonstrates slow, shallow breathing, and/or has a weak pulse
- Other signs of overdosing may include:
 - Lack of response to sternal rub
 - Shallow breathing
 - Blood-shot eyes
 - Pinpoint pupils, even in a darkened room
 - Depressed or slow respiratory rate
 - Difficulty breathing (labored breathing, shallow breath)
 - Bluish lips or nail beds
- If the subject appears to have no spontaneous breathing, and/or no pulse, the Naloxone Hydrochloride may be quickly administered, but the officer or staff **SHOULD NOT DELAY** the use of AED/CPR

When deploying Naloxone Hydrochloride, officers and staff will maintain universal precautions against pathogens, and continue to render first aid until relieved by EMS. Officers or staff shall notify the Communication Center whenever Naloxone Hydrochloride has been administered and this will be documented.

Subject who have experienced an overdose from an opioid and respond to Naloxone Hydrochloride, can experience a recurrence of symptoms once the effects of the Naloxone Hydrochloride have diminished. Any subject who is administered Naloxone Hydrochloride shall be evaluated by medical personnel who will take responsibility for further treatment of the subject.

Officers and staff who administer Naloxone Hydrochloride should strongly consider restraining the subject prior to administering Naloxone Hydrochloride. Subjects often recover from the effects of an opioid overdose quickly and may be combative.

All used Naloxone Hydrochloride and related materials shall be brought to the police department for proper disposal.

Documentation Requirement

Upon completing a medical assist with Naloxone Hydrochloride use, the officer shall submit a case report detailing the nature of the incident, the care the subject received, and whether the Naloxone Hydrochloride was successful (to the extent possible at this time). In the case of a civilian employee, the on-duty Shift Supervisor shall ensure a case report is initiated.

The Naloxone Hydrochloride Coordinator shall be notified of the deployment of Naloxone Hydrochloride who will then replace it.

Maintenance/Replacement

The Naloxone Hydrochloride Coordinator will be responsible for inspecting and replacing Naloxone Hydrochloride as needed. Naloxone Hydrochloride is affected by extreme heat or cold temperatures. Therefore, officers and staff shall ensure the Naloxone Hydrochloride is not left in vehicles between shifts.

Supervisor Responsibilities

The on-duty Shift Supervisor shall report to the scene of any deployment of Naloxone Hydrochloride. The on-duty Shift Supervisor shall notify the Police Chief of any deployment as soon as possible.

CarePoints® *information for your health®*

Hy-Vee Clinic Pharmacy (1022)
301 S. Hwy. 69
Huxley, IA 50124-8095
(515) 597-4100

For: HUXLEY DEPT
Rx: 434289
Date: July 03, 2018
Message ID: 15367203-8453

HyVee® Naloxone Patient Handout

Who is at Risk for Opioid Overdose?

Anyone who uses opioids for long-term management of pain is at risk for opioid overdose, as are persons who use heroin.

Others at risk include persons who are:

1. Receiving higher-doses of prescription opioids
2. Receiving any opioid prescription PLUS mixing opioids, illicit drugs, alcohol, other sedating medications, and/or certain medical conditions
3. New to taking opioids
4. Taking more medication than prescribed
5. History of chemical addiction or are currently taking opioids without doctor's supervision
6. Patients who may have difficulty accessing emergency medical services

Preventing Overdose

1. Take medication only if it has been prescribed to you by your doctor
2. Take medication as instructed by your doctor – Call doctor if pain worsens
3. Never mix pain medicines with alcohol, sleeping pills, some anxiety and antidepressants, or any illicit substance
4. Store medication in a safe place where children cannot reach it
5. Learn signs and symptoms of opioid overdose and teach family and friends how to respond
6. Seek help for chemical addictions

Kansas Drug Abuse Helpline:
1-866-645-8216
<http://www.recovery.org/browse/kansas/>

Illinois Drug Abuse Helpline:
1-888-365-0685
<http://www.rehabandtreatment.com/illinois>

Iowa Drug Abuse Helpline:
1-866-242-4111
<http://www.drugfreeinfo.org/>

Minnesota Drug Abuse Helpline:
1-866-720-3784
<http://mn.gov/dhs/people-we-serve/adults/health-care/substance-abuse/>

Missouri Drug Abuse Helpline:
1-800-575-7480
<https://dmh.mo.gov/ada/>

South Dakota Drug Abuse Helpline:
1-605-773-3123
<http://dss.sd.gov/behavioralhealth/community/treatmentservices.aspx>

Wisconsin Drug Abuse Helpline:
1-608-266-2717
<https://www.dhs.wisconsin.gov/ccs/index.htm>

Nebraska Drug Abuse Helpline:
1-800-648-4444
http://dhhs.ne.gov/behavioral_health/Pages/beh_treatment.aspx#Alcohol%20%26%20Substance%20Abuse

Signs of Opioid Overdose, Overmedication, and Withdrawal

Overdose, which often results in death if not treated

Overmedication, which may often progress to overdose

Withdrawal, which may result after administration of Naloxone

Note that individuals in cardiac arrest from all causes share many symptoms with someone with a narcotic overdose (unresponsiveness, not breathing, snoring/gurgling sounds, blue skin/nail beds). If no pulse, these individuals are in cardiac arrest and require CPR.

A history of current narcotic or opioid use or fentanyl patches on skin or needle in the body.

If you do not wish to continue receiving this information, call 1-877-345-1601.

Signs of Opioid Overmedication	Signs of Opioid Overdose	Signs of Opioid Withdrawal
Difficulty waking from sleep	Blue/purple fingernails or lips	Nausea, abdominal cramping, vomiting, diarrhea, or body aches
Unusual sleepiness or drowsiness	Respiratory depression, slow pulse, vomiting or gurgling noises, snoring	Fast pulse, nervousness, restlessness, or irritability
Slurred speech	Limp body	Runny nose or sneezing
Altered mental status	Inability to arouse from sleep	Fever, sweating, shivering or trembling
Pinpoint pupils	Extreme clamminess or paleness	

Steps in Responding to an Overdose

1. Call 911: Indicate person has stopped breathing or is having difficulty breathing
2. Begin rescue breathing:
 - a. Clear airway (check that nothing inside the person's mouth or throat)
 - b. Lift chin, tilt the head back and pinch the nose closed.
 - c. Place your mouth over the person's mouth to make a seal and give 2 slow breaths. The person's chest should rise (but not the stomach).
 - d. Follow up with one breath every 5 seconds.
3. Administer Naloxone: there are 4 ways to give naloxone
 - a. Nasal Spray (assembly required)
 - i. Remove the two colored caps from delivery syringe
 - ii. Screw on white atomizer cone on the top of delivery syringe
 - iii. Remove the cap off the naloxone vial
 - iv. Gently screw the vial of naloxone on the barrel of the syringe
 - v. Insert white cone into nostril, give a short, strong push on the end of the device to spray one half naloxone into each nostril
 - vi. If no response in 3 minutes, give second dose
 - b. Nasal Spray (ready-to-use: Narcan®)
 - i. Peel back the package and remove device
 - ii. Place the tip of the nozzle in either nostril until your fingers touch the bottom of the patient's nose
 - iii. Press the plunger firmly to release the dose into the patient's nose
 - iv. If there is no response after 3 minutes, give 2nd dose in other nostril
 - c. Auto Injector (ready-to-use: Evzio®)
 - i. Pull auto injector from outer case
 - ii. Pull off red safety guard
 - iii. Place the black end of the device against the outer thigh, through clothing if needed, press firmly and hold in place for 5 seconds
 - iv. Repeat if no response after 3 minutes
 - d. Injectable naloxone
 - i. Remove cap from naloxone vial and uncap the needle
 - ii. Insert needle through rubber plug with vial upside down
 - iii. Pull back on plunger and draw up 1 ml of naloxone
 - iv. Insert the needle into the muscle of the upper arm or thigh, through clothing if needed, and push on the plunger to inject the naloxone

- v. Repeat the injection if no response after 3 minutes
4. If person begins breathing on their own, put them on their side so they do not choke if they vomit
5. Monitor the person's response
 - a. All patients should be monitored for recurrence of signs and symptoms of opioid toxicity for at least 4 hours from the last dose of naloxone
 - b. Most patients respond by returning to spontaneous breathing, with minimal withdrawal symptoms. The response generally occurs within 3 to 5 minutes of naloxone administration. (Rescue breathing should continue while waiting for the naloxone to take effect).
 - c. Naloxone will continue to work for 30 to 90 minutes, but after that time, overdose symptoms may return. Therefore, it is important to seek medical attention, even if he or she revives after the initial dose of naloxone and seems to feel better. In the state of Missouri it is required by law to notify emergency personnel immediately following administration of naloxone.

Possible Adverse Reactions

- Signs of withdrawal outlines in table above; these symptoms may appear within minutes of naloxone administration and subside in approximately 2 hours
- The severity and duration of the withdrawal symptoms is related to the dose of naloxone given and the degree of opioid dependence
- Adverse effects beyond opioid withdrawal are rare

Proper Storage and Expiration of Naloxone Product Dispensed

- Store at room temperature (59-77 degrees F), in original packaging, protected from light and moisture. Temperature excursions are permitted between 39 to 104 degrees F.
- All naloxone products have an expiration date, so it is important to check the expiration date and obtain replacement naloxone as needed
- The expiration date of my naloxone kit is: _____

Proper Disposal of Used and Expired Naloxone Products

- Once naloxone is used, any device that includes a needle should be disposed of into an appropriate sharps container
- Expired Naloxone should not be used in an opioid overdose, inquire at pharmacy for proper disposal of your naloxone
- Return to pharmacy to refill your naloxone after use or expiration

It is prohibited for the person who was dispensed and trained on the use of this product to further distribute the opioid antagonist to another individual, **unless** that individual has also received appropriate training and education.

References:

- Narcan [package insert]. Radnor, PA: Adapt Pharma Operations Limited; 2015.
- Naloxone Hydrochloride [package insert]. Lake Forest, IL: Hospira, Inc; 2016.
- Evzio [package insert]. Richmond, VA: Kaleo, Inc; 2014.
- World Health Organization. Opioid Overdose: Preventing and Reducing Opioid Overdose Mortality. Austria, 2013.
- Substance Abuse and Mental Health Services Administration. SAMHSA Opioid Overdose Prevention Toolkit. HHS Publication No. (SMA) 13-4742. Rockville, MD: Substance Abuse and Mental Health Services Administration, 2013.

RESOLUTION NO. 18-067

RESOLUTION AMENDING FEE STRUCTURE FOR THE CITY OF HUXLEY

BE IT RESOLVED, THEREFORE, the City Council of Huxley, Iowa approves the following fees for processing permits for pools;

Pool Value	Fee
\$700-\$25,000	\$50.00
\$25,000 +	\$100.00

PASSED, ADOPTED AND APPROVED this ____ day of July, 2018.

Roll Call	Aye	Nay	Absent
David Jensen	___	___	___
David Kuhn	___	___	___
Greg Mulder	___	___	___
Rick Peterson	___	___	___
Tracey Roberts	___	___	___

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-067** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this _____ day of July, 2018.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk