

Huxley City Council Minutes

Tuesday, November 13, 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, Peterson, Mulder

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Heather Denger-Parks and Rec Director, Jeff Peterson-Public Works Director, Kevin Deaton-Asst. Fire Chief, Gerry Stoll-Police Chief, Lisa Wheeler – Administrative Coordinator, Cathy Van Maanen – Library Director

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

GUESTS PRESENT: Ottie Maxie, Steve Domino, Roger Wheeler, Chris Gardner

PRESENTATION: Ottie Maxey, Ballard School Superintendent, and Steve Domino, School Board President, explained to council the purpose of the bond referendum that will be voted on at December special election.

CONSENT AGENDA:

MOTION- Roberts, Second - Peterson to approve items 5.01, 5.02, 5.03, 5.05:

- October 23, 2018 Council Meeting and Work Session Minutes
- Financial Reports and Payment of Bills
- Liquor License for Casey's South
- Parks and Recreation and Tree Board Appointments

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

Claims:

A TECH-TCI	FD ALARM MONITORING	105.00
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	8,753.07
AMY KAPLAN	REIMBURSEMENT FOR 2019 PLANNER	15.89
ANKENY SANITATION	CENTENNIAL PARK	317.29
AUSTIN CLARK	SOCCER REFEREE	50.00
AUSTIN STRUMPFER	DNR AND WATER EXAM TEST FEES	70.00
BAKER GROUP	MAINT. AGREEMENT 3 OF 4	6,682.00
BEAU WARG	SOCCER REFEREE	70.00
BOOK LOOK	BOOKS	645.48
BORDER STATES INDUSTRIES,	LED BULBS FOR GYM	2,396.25
BRICK GENTRY P.C.	MUNICIPAL	6,112.97
BUD'S AUTO REPAIR INC	SERVICE ON POLICE CAR	228.27
CASEY'S GENERAL STORES INC	GASOLINE	1,871.87
CATHY VANMAANEN	MILEAGE REIMBURSEMENT	34.08
CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	263.00
CENTRAL IOWA LAWN & LANDSC	DECK WHEEL, ULTRA HIGH LIFT	54.84
CENTRAL PUMP & MOTOR, LLC	SERVICE CALL ON PUMP	565.60
CHITTY GARBAGE SERVICE INC	FD TRASH REMOVAL	43.34
CITY OF AMES	RESOURCE RECOVERY	15,092.35
CUMMINS SALES AND SERVICE	SERVICE CALL ON GENERATOR	1,168.67
DAVID DETAR	FLAG FOOTBALL REFEREE	180.00
DB IOWA HOLDINGS	LEGAL PUBLICATIONS	420.01
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,397.48
DONAVON BERTRAND	FLAG FOOTBALL REFEREE	10.00
EBS	MEDICAL INSURANCE	14,292.01
EDWARD JONES	IRA	250.00
ELECTRIC WHOLESALE CO.	PHOTO CELL	57.04
FIDELITY SECURITY LIFE	VISION INS	242.98
G & L CLOTHING	UNIFORM ALLOWANCE FOR ROCKY	236.65
GALLS, LLC- DBA CARPENTER	POLICE UNIFORM PARTS	343.34
GRANT ANDERSON	FLAG FOOTBALL REFEREE	70.00
HABITAT FOR HUMANITY OF CE	BUILDING PERMIT DEPOSIT REFUND	500.00
HACH COMPANY	CHEMICALS FOR WP AND WWTP	977.25
HAWKINS, INC.	CHEMICALS FOR WATER PLANT	1,634.55
HENRY EASTER	SOCCER REFEREE	50.00
HUXLEY COMMUNICATIONS COOP	PHONE, INTERNET, CABLE	1,640.34

I.S.C.I.A.	CONFERENCE REGISTRATIONS	300.00
ICMA MEMBERSHIP RENEWALS	ANNUAL MEMBERSHIP	784.63
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	20,041.69
INTERSTATE ALL BATTERY CEN	BATTERIES	333.00
INTERSTATE BATTERIES	BATERIES FOR SLEDGE TRUCK	139.30
IOWA DNR	ANNUAL WATER USE FEE	134.00
IOWA DOT	NOZZLES	76.64
IOWA LAW ENFORCEMENT ACADE	FTO SCHOOL	380.00
IPERS	IPERS	13,023.38
ITRON, INC.	MAINT. FOR METER READER GUN	2,297.37
JCORP, INC.	BUILDING PERMIT DEPOSIT REFUND	500.00
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	476.85
KEYSTONE LABORATORIES	MONTHLY WATER SAMPLES	137.70
LEEDS, JESSICA	REIMBURSE STORY TELLER'S CHAIR	49.99
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	979.21
LISA WHEELER	REIMBURSEMENT FOR MEALS	20.00
MARCO, INC.	ADMIN COPIER MAINT FEE	470.82
MARTIN MARIETTA MATERIALS	CLEAN ROCK	98.49
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	450.00
MOODY ELECTRIC, INC.	INSTALL LIGHT AT POLICE STATIO	181.52
MUNICIPAL SUPPLY	FIFTY LEAD SEALS	175.00
NCL OF WISCONSIN, INC.	NITRIFICATION INHIBITOR	68.88
NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT MAINTENANCE	105.00
NJREC, INC.	BUILDING PERMIT DEPOSIT REFUND	500.00
OXEN TECHNOLOGY	MONTHLY MICROSOFT ONLINE	219.50
PETERSON, JEFFERY	MEAL REIMBURSEMENT FOR WEFTEC	59.46
PREMIER OFFICE EQUIPMENT I	PRINTER CONTRACT	630.47
RADAR ROAD TECH	FOUR RADAR CERTIFICATIONS	140.00
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	46,125.44
SPRINGER PROFESSIONAL HOME	MONTHLY PEST INSPECTION	42.00
SYNCB/AMAZON	BOOKS	385.23
TASC	FLEX BENEFIT PLANS	1,024.92
TASC - CLIENT INVOICES	DECEMBER FLEX PLAN ADMIN FEE	67.91
THE DES MOINES REGISTER	NEWSPAPER SUBSCRIPTION	245.02
TREASURER, STATE OF IOWA	STATE WITHOLDING	3,494.00
U.S. BANK EQUIPMENT FINANC	COPIER LEASE CONTRACT	99.00
VEENSTRA & KIMM, INC.	KADING VILLAS FINAL PLAT	7,144.60
VERIZON WIRELESS	CITY ADMIN CELL PHONE	44.60
VERIZON WIRELESS - LERT B	LEGAL FEES	50.00
WASHER SYSTEMS OF IOWA, IN	PRESSURE WASHER	4,160.00
WD DOOR	GARAGE DOOR REPAIR	461.00
WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	71.08

		<u>Expenses</u>	<u>Revenue</u>
001	GENERAL FUND	110,170.23	477,907.63
002	LIBRARY	7,645.35	41,599.40
003	RECREATION	5,504.07	21,060.62
004	FIRE AND RESCUE	761.09	134.67
014	AMBULANCE	3,751.79	4,465.90
110	STREET	14,919.32	29,941.42
342	HMGP Generator Proj	2,970.00	
600	WATER UTILITY	17,347.09	130,097.88
610	SEWER UTILITY	9,964.38	110,761.49
	PAYROLL/MISC	<u>90,917.16</u>	
	GRAND TOTAL	263,950.48	<u>468,574.11</u>

Motion – Mulder, Second – Peterson to Acknowledge Item 5.04 from Consent Agenda for Request Regarding Use of Pellet Gun. Resident from Porchlight Drive asked about using pellet gun to rid property of rodents. Council stated resident must follow the city ordinance on use of pellet gun within city limits. 5 ayes, 0 nays. Motion carried.

Motion – Roberts, Second – Jensen to Acknowledge Item 5.06 from Consent Agenda for Request on Accommodation to Allow a Support Dog. Council deferred any action until December 4th meeting. 5 ayes, 0 nays.

Motion – Roberts, second – Mulder on Second Reading of Ordinance 487 to Adopt an Updated Zoning Map. Councilman Jensen noted correction needs to be made on map for Kading Property. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Mulder to Waive Third Reading of Ordinance 487 to Adopt Updated Zoning Map with Corrections. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Peterson, Second – Roberts on Resolution No. 18-094 to Delete Property from the Huxley Urban Renewal Area. In order to provide development agreements to developers in designated area for the maximum amount of time allowed the area needed to be reactivated. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion - Peterson, Second – Jensen on First Reading of Ordinance No. 488 to Amend the City of Huxley’s Code of Ordinances by Adding Chapter 142, Mailboxes. Action will turn mailbox policy into an ordinance. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Peterson on First Reading of Ordinance No. 489 to Delete Property from the Tax Increment Financing District for the Huxley Urban Renewal Area Pursuant to Section 403.19 of the Code of Iowa. Property to be deleted is 107 S. Main Avenue. Development agreement forthcoming. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Peterson, Second – Mulder on Resolution No. 18-095 to Set Date for Public Hearing on Designation of Expanded Urban Renewal Area and Urban Renewal Plan Amendment. Public hearing date set for December 18th. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Mulder on Resolution No. 18-100 to Approve and Accept Paving of 550th Street as Recommended by City Engineer. Roll Call: Mulder, Kuhn, Roberts, Peterson, voted yes; Jensen abstained. Motion carried.

Motion – Roberts, Second – Mulder on Resolution No. 18-097 to Approve Salary Resolution to Hire Bruce Timmons, Wastewater Superintendent, and Revised Salary for Public Works Utility/Parks Position. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Peterson on Resolution No. 18-093 to Approve Compensation Policy. Roll Call: Kuhn, Roberts, Peterson, Jensen voted yes; Mulder abstained. Motion carried.

Motion – Peterson, Second – Mulder on Resolution No. 18-098 to Purchase Vac Machine. City has been borrowing machine from Huxley Communications. Councilman Mulder asked why project wasn’t on Capital Improvements Project list. Motion was withdrawn.

Motion – Roberts, Second – Mulder on Resolution No. 18-099 to Set date for Special Council Meetings for the months of November and December. Council meetings will be held on November 27th at 5:00pm, December 4th at 5:30pm and December 18th at 6:00pm. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Miscellaneous

City Clerk, Jolene Lettow reported:

- 1) working with mechanical contractor on current contract re: preventative maintenance issues and computer updates
- 2) Final FY18 audit was submitted to council for review
- 3) Northland Securities rep would be working with clerk on County TIF certification due to County by December 1
- 4) Annual Urban Renewal Report would be ready for council approval at November 27th council meeting
- 5) Meetings were being held with phone service providers to gather information to present to council

Cathy VanMaanen, Library Director:

- 1) Ribbon cutting ceremony to be held at 4:00pm on November 15th for toy grocery store that was donated to library from Fareway

Kevin Deaton, Assistant Fire Chief

- 1) House fire training on December 8th beginning at 7:30am
- 2) Met with ISU students regarding comprehensive plans
- 3) Fire Department election to be held in beginning of next year

John Haldeman, City Administrator

- 1) Has spoken with school superintendent about installation of sidewalks for walking traffic to/from high school
- 2) Comprehensive Plan Open House scheduled for Thursday, November 15 from 6 to 8 pm in council chambers
- 3) Public hearings being scheduled and getting release from City of Ames for AutoMed to move into Blue Sky Commons

Councilman Peterson thanked staff for their work with audit.

Councilman Jensen:

- 1) compared FY14 treasurer's report to current fiscal year finances and stated he would like to use existing funds to cover expense of capital projects.
- 2) asked that discussion take place at December 4th meeting regarding development agreement plans for future developments.
- 3) Asked what status was of resident's request for fence at 107 Lynwood

CLOSED SESSION: Motion – Peterson, Second- Mulder to move into a Closed Session in accordance with Iowa Code Section 21.5(j) to discuss the purchase of sale of particular real estate where premature disclosure could be reasonably expected to increase/decrease the price the governmental body would have to pay for that property or reduce the price the government body would receive for that property.

ADJOURNMENT: Motion – Roberts, second – Peterson to adjourn meeting at 9:07 pm. 5 ayes, 0 nays. Motion carried.

WORK SESSION:

Chris Gardner

Mr. Gardner expressed his concerns with city's engineering firm's decisions during work performed on 550th Street.

Capital Improvement Projects (CIP)

Council asked to match projects with funding sources and discuss at December 4th meeting.

ADJOURNMENT: Motion – Peterson, second – Mulder to adjourn meeting at 9:37pm. 4 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk