

# Huxley City Council Minutes

## Tuesday, February 26, 2019

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 called the meeting to order at 6:00 pm.

**COUNCIL MEMBERS PRESENT:** Peterson, Roberts, Kuhn, Mulder; Jensen – via conference call

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

**CONSULTANTS PRESENT:** Jeremy Enano - city engineer, Amy Beattie – city attorney, Heidi Kuhl, Chip Schultz – Northland Securities

**GUESTS PRESENT:** Scott Wilson, Alex Hoover, Roger Wheeler, Chris Gardner

### PRESENTATIONS:

Scott Wilson, 107 Lynwood, commented that he has concerns with the diagonal parking that is planned for the front of the middle school after the remodeling is completed. He is also concerned with the middle school's plan to remove 40 parking spaces and the drop-off plans for the back of the middle school. Mr. Wilson also stated he spoke with the city's Public Works Director regarding the salt that is being laid on street causing too much slushiness.

### CONSENT AGENDA:

MOTION- Mulder, Second - Peterson to approve all agenda items as listed:

- February 12, 2019 Regular Council Meeting and Work Session Minutes
- Financial Reports and Payment of Bills
- Approve Resolution No. 19-025 for Setting a Hearing on Sale of City Ground to MR Properties for March 12th
- Approve Draft of Resolution for Sale of Ground to MR Properties following March 12<sup>th</sup> Hearing.
- Roll Call: Jensen, Peterson, Mulder, Kuhn voted yes. Motion carried.

### Claims:

ALICE SHARPNACK	REIMBURSE FOR OVERPAYMENT	633.66
AMERICAN BUSINESS PHONES	DOWN PAYMENT ON PHONE SYSTEM	5,582.85
ANKENY SANITATION	CITY BUILDINGS GARBAGE REMOVAL	229.57
BAKER & TAYLOR ENTERTAINME	BOOKS	63.91
BUD'S AUTO REPAIR INC	VEHICLE MAINTENANCE	35.78
CARDMEMBER SERVICE	SEE ATTACHED	5,696.67
COCHRAN HTG & CLG	SERVICE CALL AT WATER TREATMEN	1,736.00
CONSOLIDATED MANAGEMENT CO	MEALS FOR SFST CERT SCHOOL	28.92
CONSUMERS ENERGY	GAS AND ELECTRIC	11,389.95
DEMCO	BOOK COVERING SUPPLIES	219.40
DMACC BUSINESS RESOURCES	WW GRADE 3 & 4 CERT. PREP	450.00
DOLLAR GENERAL-REGIONS 410	PAPER TOWEL	43.05
ED M. FELD EQUIPMENT CO. I	FIRE EQUIPMENT	72.06
ELECTRIC WHOLESALE CO.	POWER STRUT SPRING NUT	16.74
FAST LANE MOTOR PARTS, LLC	5 GAL WASH AND WAX	194.25
GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	58.08
HACH COMPANY	THERMOMETER & CHEMICALS	477.88
HOKEL MACHINE SUPPLY	FIRE EXTINGUISHER INSPECTION	581.98
HOWE'S WELDING/METAL FAB	SOLID STOCK FOR SKID LOADER	69.36
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	11,249.91
INTERSTATE BATTERIES	ECONO BATTERIES	40.00
IOWA ASSN. MUN. UTILITIES	2019-20 WATER MEMBER DUES	784.00
IOWA DOT	TRASH BAGS	32.80
IOWA LAW ENFORCEMENT ACADE	MMPI TEST-DENGER	200.00
IOWA MUNICIPAL FINANCE OFF	2019-20 MEMBERSHIP DUES	50.00
JEREMY J. ARENDS	JANUARY TREASURER'S REPORT	80.00
JOHN FLEENOR	CART PAINTING	100.00
KELTEK INCORPORATED	LIGHT BAR REPAIR KIT	144.78
MARY GREELEY MEDICAL CENTE	SUPPLIES	2.02
MENARDS	SUPPLIES	33.31
NEW CENTURY FS INC	DIESEL FUEL	879.94

PCC AN AMBULANCE BILLING S  
 PREMIER OFFICE EQUIPMENT I  
 QUALITYONE COMMERCIAL CLEA  
 RYAN VINCENT  
 SPRAYER SPECIALTIES INC.  
 TASC  
 U.S. BANK EQUIPMENT FINANC  
 VERIZON WIRELESS  
 WINDSTREAM IOWA COMMUNICAT

JANUARY AMBULANCE BILLING 345.52  
 COPIES 43.94  
 FEBRUARY CLEANING 2,134.00  
 REIMBURSED FOR ORAL GLUCOSE 18.90  
 BRINE SPRAYER SYSTEM W/ MOTOR 5,330.73  
 FLEX BENEFIT PLANS 558.28  
 COPIER LEASE 100.28  
 AMBULANCE CELL PHONES 173.01  
 DISPATCH PHONE 75.07

	<u>Fund Expenses</u>	<u>Fund Revenues</u>
001 GENERAL FUND	10,656.76	42,361.52
002 LIBRARY	2,268.46	163.64
003 RECREATION	5,065.72	17,614.77
004 FIRE AND RESCUE	796.72	
014 AMBULANCE	2,474.49	3,899.93
110 STREET	8,694.32	36,466.80
121 LOST		34,171.30
125 TIF		5,957.79
200 DEBT SERVICE		980.43
322 CAPITOL PROJECTS		6,244.04
342 HMGP GENERATOR		4,207.50
600 WATER UTILITY	8,131.11	58,551.18
610 SEWER UTILITY	11,869.02	66,894.46
PAYROLL/MISC	50,282.12	
GRAND TOTAL	100,238.72	277,513.36

Motion – Mulder, Second – Peterson on Resolution No. 19-021 to Modify Resolution and Acknowledge Need for Kum and Go Project and Remove Language from Resolution Regarding 560<sup>th</sup> Street. Councilman Peterson expressed concern with no dollar amount listed for Kum ‘N Go Project – afraid Kum ‘N Go will request city funds. City administrator Haldeman explained that project plans were preliminary and tentative. City attorney Beattie stated each step of project will have formal steps/action that council will get to review prior to any action being taken. Haldeman explained there had not been any formal discussions yet. Roll Call: Peterson, Mulder, Jensen, Kuhn, Roberts voted yes. Motion carried.

Motion – Mulder, Second – Peterson on Resolution No. 19-026 to Approve Acceptance of Professional Engineering Services Agreement for Kum ‘N Go Project. Councilman Kuhn inquired about status of city obtaining water rights which are currently owned by Xenia. Question was asked how city pays for project since it is not currently budgeted and it was explained that budget amendments would have to be made. Roll Call: Mulder, Jensen, Kuhn, Roberts, Peterson voted yes. Motion carried.

Motion – Peterson, Second – Roberts on Resolution No. 19-027 to Approve Proposed Pre-Treatment Agreement and Supplementary Agreement Between the City of Huxley and Innovative Technologies. Public Works Director Peterson explained that the agreement was the same as CMC’s. Councilman Mulder stated effective date should be changed in agreement and Peterson responded that dates could be changed. Roll Call: Jensen, Kuhn, Roberts, Peterson, Mulder voted yes. Motion carried.

Motion – Peterson, Second – Mulder on Resolution No. 19-028 to Set a Public Hearing Date for FY2020 Budget. Hearing set for March 12th at 6:00pm. City administrator Haldeman told council that mayor wanted to hold a work session on March 5<sup>th</sup> to discuss budget. Roll call: Kuhn, Jensen, Mulder, Roberts, Peterson voted yes. Motion carried.

Miscellaneous Comments:

- City clerk informed council that the new phone service had been installed.
- Councilman Peterson thanked City Clerk for work performed with FY20 budget and Public Works staff for all their snow removal efforts. Also asked that council move forward with a decision on the Lynwood property fence/plantings issue.

ADJOURNMENT: Motion – Peterson, second – Roberts to adjourn meeting at 6:45 pm. 5 ayes, 0 nays. Motion carried.

**WORK SESSION:**

Water/Sewer Rate Analysis

Heidi Kuhl and Chip Schultz from Northland Securities gave a presentation that analyzed the financial effects from water and sewer rate increases. Council requested that there be no change to water and sewer base rates. However, water and sewer consumption rates should be increased which could drive water conservation efforts. Council suggested that all services be reviewed: farmline, Deer Creek, second meters. Ordinance with rate increases will be presented at future council meeting.

### Development

- Chris Gardner, Bella Homes, approached council to discuss development agreements and percentage of funds that could be delegated to future developers.
- Roger Wheeler, city realtor, discussed the utilities agreement with Alliant Energy for the Industrial Park. Costs would be \$30,000 for electric installation and \$9,000 for gas. City would need to pay for installation of services upfront and Alliant Energy would provide rebate after installation was complete.
- Kreg Tool will be giving two lots to the city when they leave town. Already have a possible buyer for both lots.
- Roger Wheeler informed council that there was discussion occurring for a Healthy Living Center in town.
- Council discussed criteria for a Business Incentive Matrix. Councilman Peterson said criteria needed to include mechanism for city's protection, tied to results and provides enforcement.

### Sidewalks

Public Works Director Peterson asked council to help decide who has responsibility to maintain the wider sidewalks in town since some property owners think the responsibility is on the city. Council responded that city should continue with existing maintenance. City should identify sidewalks in question and make plans for future responsibility and notify businesses/residents of changes.

### Misc.

Councilman Jensen asked when council was going to determine % of funds to be allocated to developers in future development agreements.

ADJOURNMENT: Motion – Peterson, second – Roberts to adjourn meeting at 9:17 pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk