

CITY OF HUXLEY

TUESDAY--- OCTOBER 22, 2019, CITY COUNCIL CHAMBERS

AGENDA

CITY COUNCIL MEETING - 6:00 PM

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA, WILL MEET IN THE CITY COUNCIL CHAMBERS 515 N. MAIN AVE., HUXLEY, IOWA, FOR THEIR REGULAR COUNCIL MEETING AT 6:00 PM ON TUESDAY THE 22nd DAY OF OCTOBER, 2019 TO DISCUSS THE MATTERS ENUMERATED IN THE AGENDA LISTED BELOW.

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.
- 2.00) PROCLAMATION(S): NONE
- 3.00) PRESENTATION(S): NONE
- 4.00) PUBLIC HEARING(S):
 - 4.01) NORTH PUMP STATION FLOOD CONTROL MITIGATION PROJECT.
 - 1.) Mayor Opens Hearing
 - 2.) Discussion
 - 3.) Motion to Close Hearing
- 5.00) CONSENT AGENDA: **ROLL CALL**

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:
 - OCTOBER 8, 2019 -- Regular Council Meeting
 - OCTOBER 12, 2019 -- Special Council Meeting
 - OCTOBER 15, 2019 -- Special Council Meeting
- 5.02) TO APPROVE FINANCIAL REPORTS AND PAYMENT OF BILLS.
- 5.03) TO APPROVE BEER, WINE AND LIQUOR LICENSES, CIGARETTE PERMIT RENEWALS.
- 5.04) TO APPROVE THE APPOINTMENT OF KIMBERLY RIVERA AND COLE WHITE TO THE HUXLEY FIRE DEPARTMENT.

AGENDA ITEMS:

- 6.00) COMMUNITY BETTERMENT:
 - 6.01) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION NO. 19-155** TO APPROVE FAUSCH AGRICULTURAL SUBDIVISION OUTSIDE THE CORPORATE LIMITS OF HUXLEY.

6.02) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-156 TO APPROVE THE PLANS, SPECS, FORM OF CONTRACT, ETC. FOR THE NORTH PUMP STATION FLOOD CONTROL MITIGATION PROJECT.

6.03) DISCUSSION AND POSSIBLE ACTION ON 1ST READING OF ORDINANCE NO. 505 TO REZONE PROPERTY 602 NORTH MAIN AVE. FROM NEIGHBORHOOD COMMERCIAL (C-1) TO GENERAL COMMERCIAL DISTRICTY (C-2).

7.00) PUBLIC SAFETY:

7.01) DISCUSSION AND POSSIBLE ACTION ON SECOND READING OF ORDINANCE NO. 504 TO SET DATES AND TIMES TO EXPLODE FIREWORKS.

8.00) FINANCE:

8.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-157 AWARDING CONTRACT FOR THE NORTH PUMP STATION FLOOD CONTROL MITIGATION PROJECT.

9.00) LEISURE ACTIVITIES: NONE

10.00) ADMINISTRATIVE BUSINESS: NONE

COMMENTS FROM STAFF, COUNCIL AND MAYOR.

ADJOURNMENT

POSSIBLE 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

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

COMMUNICATIONS

Story Co Emergency Management Commission Meeting
Wednesday, October 16, 2019 @ 7 pm
Story County Emergency Operations Center/900 6th St, Nevada
PLEASE USE NW or MAIN ENTRANCE

Call to Order

- Welcome and Introductions

Consent Agenda

- Approval of Jul 2019 Meeting Minutes
- Approval of October 2019 Agenda

Old Business

- SCEMA & Community ICC Exercise

New Business

- Quarterly Report
- Approval of Social Media and AED policies
- Disposition of Ames County Shed for EMA Trailer Storage
- Dakota Access Donation
- FY 2021 Preliminary Budget Discussion

Adjournment Procedures

- Items for next meeting/announcements
- Next meeting 7:00PM, January 15, 2020-Budget Hearing

Quarterly Emergency Management Commission Meeting

Call to Order

The meeting of the Story County Emergency Management Commission was called to order at 7:02 PM by Vice Chair Paul Fitzgerald.

Attendance:

Rich Higgins-Ames	David Thom-Cambridge
Del Amsden-Collins	John Wilson-Colo
Jon Popp- Gilbert	Craig Henry-Huxley
Kenny Kling-Kelley	Steven Gast-Maxwell
Barb Mittman-Nevada	Jeff Larson-Roland
John Kahler-Slater	Mike Jensen- Story City
Paul Fitzgerald-SCSO	Linda Murken- BOS
Keith Morgan-Coordinator	Melissa Spencer-Deputy Coordinator
Stephen Simpson- ISU EH&S	Clayton Oliver- ISU EH&S

Consent Agenda

- Consider approval of April 2019 Meeting Minutes
- Consider approval of July 2019 Agenda

Motion by Wilson, 2nd by Henry to approve the Consent Agenda, MCU

Election of Officers

Due to the resignation of Rick Sanders from the Board of Supervisors, the position of Commission Chair is open for election. Fitzgerald recommended that he not be nominated as Chair since his commitments require him to be out of county on a regular basis and that the Chair should come from a jurisdiction. The Coordinator was asked to review the duties of the Commission Chair and he read them as defined in Article X, Sections 1 & 4 of the Bylaws.

Gast nominated Murken as Commission Chair. He indicated having the Board of Supervisors representative to the Commission serve as the Chair has provided stability to the position. Also, many of the current mayors will be up for re-election in November. There were no further nominations. Murken was approved unanimously as the Chair of the Commission. Murken will take over as Chair at the next Commission meeting.

Old Business

Hazard Mitigation Plan Adoption Resolutions

The Hazard Mitigation Plan has been approved by the State and FEMA. Each community needs to formally adopt the plan by resolution in order to be covered by the plan. Only five of fifteen communities have provided a copy of the resolution. The communities that have not provided a copy of their resolution are as follows: Cambridge, Collins, Colo, Gilbert, Huxley, Maxwell, McCallsburg, Roland, and Sheldahl. Communities can provide a scanned copy of the approved

resolution by email to the EMA and it will be kept with the plan. Let the Morgan know if there are any questions or if the jurisdiction needs a copy of the resolution template.

Radio Systems for EMA

Three options for the purchase of SCEMA radios for the new communications system were presented. The Commission set aside \$49,800 to cover radio costs.

- 1) Minimum radio replacement costs to support operations is \$27,337.
- 2) Beyond these required costs, two mobile radios are needed for the Command Trailer at a cost of \$5,884, for a total cost of \$33,221. The trailer radios will provide for good interface between the IC and the field. There may be an additional expense for new radio cables for the ACUM to be operational if Story County ARES can't build them.
- 3) The bi-directional antenna provides radio reception in the SCEOC. It is uncertain if the new radio system will work with the current BDA due to a potential shift in the frequency. The new radio system may bring better penetration and negate the need for the BDA but, this will not be known until the full system is built out. The 2021 budget will be increased to cover the possible \$18,000 replacement cost but will not be expended until it is confirmed that it is needed.

Tower fees have been paid to Electronic Engineering (EE) for a full year. The EE tower fees increase was more than what was budgeted for in FY19-20. The temporary RACOM system will be established later this year and it is unknown of when those fees will start. There will more than likely be an overlap between fees paid to EE and the start of the StoryComm fees. StoryComm fees have not been budgeted for in this fiscal year.

There is a need to confirm which agency will be paying the tower fees for the banked radios being kept by the SCEMA on behalf of the County. Simpson will check how ISU is budgeting for their banked radios and will report back. The 30 banked radios have been ordered along with the seven SCEMA radios.

Motion by Kling, 2nd by Henry, to purchase the radios needed at a cost of \$33,221 and retain the balance for the potential of BDA replacement. MCU

New Business

Quarterly Report

Response:

Response during the first part of this quarter was primarily hazmat related. Staff responded to two traffic accidents involving hazardous materials and suspicious letters delivered to the Administrative Building. The Nevada Fire Chief and Postal Inspectors agreed the letters were suspicious and the Postal Inspector took control of the letters. The Inspector opened the letters and deemed them safe. County employees had suspicious package training earlier in the year and

did well recognizing and handling the letters. Educating employees to identify suspicious packages and how to handle them is important training for all jurisdictions.

After the quarterly report was written, the STAR1 Team assisted over two days in Marshalltown with the search for an autistic female and the Coordinator responded to Cambridge after a structure fire on the 19th to facilitate assistance from the Red Cross.

Planning:

A significant amount of time has been spent by the EMA on school planning. This planning effort was very integrated, especially at the Colo NESCO School District, involving first responders and community leaders in Colo and Zearing. This is the type of school planning should occur regularly to ensure schools assess emergency response needs and develop plans to fill capability gaps prior to an emergency.

An issue identified during the review of the February I-35 closure was truck not utilizing the Hilton parking lots and causing traffic congestion around the Dayton Ave and HWY 30 interchange. Spencer facilitated a meeting with Ames and ISU to discuss trucks parking and potential conflicts with ISU sporting events. The meeting resulted in an effort by Morgan to work with the Ames Chamber to contact businesses and identify potential truck parking locations. Additionally, Spencer is working with IDOT on processes to communicate to the trucking community that they should stop prior Story County because of limited services in Story County. Both initiatives will be ongoing issues for the EMA.

Training:

On April 9th, Morgan hosted a jurisdictional workshop on emergency management. Morgan would like to continue that interaction.

On April 24th, Steve Flann with Vermeer, presented information to businesses and individuals about the three tornadoes that struck their facility a year ago. He shared examples of how companies can reduce their risk by better preparation and respond planning for disasters.

Staff worked with the SCSO and STAR1 on abduction training.

Exercise:

The Amateur Radio Emergency Service (ARES) utilized the C2 trailer during their 24-hour Field Day. They assessed maximum run times for generators given full fuel tanks and developed a communications plan for trailer operations.

Morgan is working with Iowa Pork Producers on response planning for an African Swine Fever outbreak.

It was discovered that the tongue weight of the communications trailer is 1800 lbs, primarily due to design of the trailer. This tongue weight significantly exceeds the capacity of the current hitch, requiring the installation of a new receiver on the F-250 and a load leveling system. These towing requirements will restrict the number of trucks that can tow the trailer. If other agencies want to be able to tow the trailer, let Morgan know and he will provide towing specifications.

The Sheriff asked when the F-250 is due for replacement and Morgan indicated it would be at least five years from now. Morgan advanced the concept of keeping the current F-250 and purchasing a second truck equipped to pull the trailer and provide it to the Deputy give her better 24/7 response capabilities. The new truck may need to be an F-350 to tow the C2 trailer or carry other heavy loads. The Sheriff supports the Coordinator and Deputy each having a response vehicle. Sheriff may look at increasing their truck capability to tow the trailer. The more agencies that can tow the trailer will provide greater flexibility to deliver it during an emergency. SCEMA staff will train communities on how to use the current towing system on the C2 trailer.

Sheltering Discussions

During the I-35 blizzard closure there was difficulty getting sheltering support from the Red Cross. Additionally, the response time for the Red Cross to support to victims of structure fires has been 1.5 to 2 hour. Morgan has discussed these concerns with Red Cross leadership. Red Cross volunteers in Story County are scarce so often times we are waiting for volunteers from surrounding counties. Additionally, the Red Cross now utilizes a national call center that creates confusion during the response process and adds additional time to the response. Given these issues with the Red Cross, Morgan began discussions about sheltering with The Salvation Army, who has a local presence of staff and volunteers. They are interested in providing this service but the leadership is changing locally. The leadership that is leaving is confident they educate incoming leaders on this issue and recommend continued dialog to evaluate whether the Salvation Army can assume this mission. The EMA will continue conversations with The Salvation Army and if a MOU covering shelter response for individuals or mass sheltering can be developed, it will be brought to the Commission in the October meeting for consideration.

ESF Approval

ESF 2- Communications - Changes to the plan included an in-depth understanding of the emergency alert system. Outreach to the local internet and cable providers for emergency contacts after hours. We were able to gather numbers from about 50% of the companies providing service locally. Motion by Henry, 2nd by Murken to accept as presented. MCU

ESF 15- External Affairs/Public Information - Main area of revision was to develop plans for social media. A social media policy has been developed with a standard operating guide to be developed. Motion by Kling, 2nd by Jensen to accept the plan as presented. There were discussions about how the public information officers will be determined. Once the SOG is complete it will be determined who should be identified and trained for those duties. MCU

Strategic Plan Review

The strategic plan for the Commission was developed almost two years ago. The key part of the plan is the mission and vision. Morgan reviewed the mission and vision statements and asked the Commission if there are any changes needed. The Commission is satisfied with the mission and vision statements and no changes are recommended.

Each objective was reviewed with discussions about areas for improvement or that have not been completed. Many of the areas that have not been completed are due to staff time limitations and

the need for partner agency engagement to develop and implement a county wide planning, training and exercise program. Accomplishing the objectives in the Strategic Plan relies on EMA interactions with jurisdictions to train on, and test, integration of local and EMA communications and emergency operations plans.

Planning, Training, & Exercise (PTE) Calendar

The PTE calendar is a SCEMA road map to complete the objectives in the strategic plan and to fill capability gaps identified by stakeholders. Real world events such as Marshalltown and Polk County changed the EMA's focus in FY 19 and this drove the addition of training and exercise events in FY 20. Development of community emergency operations plans, incident command training for jurisdictions, and contracting for the development of a functional exercise between the SCEOC and a jurisdiction are a few of the needs identified through development of the PTE calendar.

Priorities for FY20

Based upon the strategic plan and the PTE, Morgan covered the required priorities that will be the focus of staff time during FY20. If there is spare capacity, the desired list will be worked on.

End of Year Budget Close-out

FY19

At the close of the FY19 budget there were unanticipated expenses of \$5,218.47, which were covered by second half FY 19 savings, leaving \$3915.01 that will carry over to the FY20 budget. Additionally, grant reimbursement of \$2320 for Hazmat training for Ames Fire will be realized as revenue in FY20. Carry over from the re-estimated FY 19 operations budget was less than 1%.

FY20

The budget savings of \$3915 and the grant reimbursement of \$2320 will likely be used up in the FY20 budget due to the need to replace the Deputy's computer, unanticipated increases in EE tower fees, and unknown cost for StoryComm fees.

FY21

The FY21 budget may be impacted by the need to replace the bi-directional antenna that supports EOC operations and the need to contract for the development of the functional exercise. These will be discussed as part of the FY21 budget discussion.

Other:

Preliminary budget discussions will start at the October meeting.

Next Meeting: October 16, 2019

Adjournment: Motion by Gast, 2nd by Henry to adjourn. MCU Meeting adjourned at 8:12PM.



Keith Morgan, Coordinator

Melissa Spencer, Deputy Coordinator

Story County Emergency Management Commission 1st Quarter Report

Jun 2019 – Oct 2019

Response:

-July 5th: Coordinated the deployment of the STAR 1 Search and Rescue Team to assist the Marshalltown Police Department with a search for a missing autistic teenager. The body of missing teenager was located later.

-July 9th: Responded to Cambridge to assist with sheltering due to a fire that displaced a family during the early morning hours.

-Aug 9th: Assisted coordination of a response to a fire on a truck carrying stover on 130th St in Boone Co. Through a 28E agreement with Boone Co, the Story City/Lafayette was the fire department having jurisdictional responsibility for the response. Due to communications issues, the Story Co EMA and Boone County EMA helped coordinate the response which required resources from both counties.

-Aug 13th: Became aware of a leak of anhydrous ammonia on the south end of Collins. Assisted with the Fire Chief with deployment of the Des Moines HAZMAT team, who is contracted to provide HAZMAT response to Story County. Coordinated notification to Iowa DNR of the leak. Supported the incident commander with documentation of events and reimburse actions after the event

-Aug 29th: Deployed cots in the Mass Care trailer to assist Hardin Co with sheltering needs resulting from a dormitory fire at Ellsworth Community College. The resource request was documented in an Iowa Mutual Aid Compact request signed by the Coordinator.

-Sept 24th and 26th: Assisted Ames with search for missing 14 year old with autism. The EMA activated STAR 1 resources, assisted with search management, and coordinated use of the Polk Co drone that is equipped with an infrared camera. Both searches were successful.

Planning:

Work has begun on Emergency Support Function (ESF) 1 Transportation and ESF 3 Public Works. Review of ESF 1 Transportation identified the need to develop plans for emergencies at the airport or due to an aircraft accident off airport grounds. Recently, there have been partial closures of I-35 resulting in the activation of established detour routes. Communications and coordination issues have highlighted the need for additional planning within Story County to ensure detours are properly activated and affected agencies are notified. SCEMA, through the Multi-Disciplinary Safety Team comprised of local agencies and IDOT departments, will facilitate discussions to improve this response capability.

Close coordination with the Iowa Pork Producers Association (IPPA) continues for African Swine Fever (ASF) response. Foreign Animal Disease (FAD) activities to prevent introduction of ASF to the US and

PREVENTION

PREPAREDNESS

RESPONSE

RECOVERY

MITIGATION

Proudly serving the communities of:

Ames – Cambridge – Collins – Colo – Gilbert – Huxley – Kelley – McCallsburg – Maxwell- Nevada
Roland – Sheldahl – Slater – Story City – Story County – Zearing

response activities to minimize its impacts should the disease make it to the US are being examined. These include on-site biosecurity planning, sanitation for transportation resources, disease identification and quarantine procedures, and depopulation and carcass disposal. A major push by emergency management is to examine depopulation and carcass disposal to determine what resources are required for a typical site and roles and responsibilities during these processes.

A final draft of the revised I-35 closure plan was circulated for comment and will be the basis of the I-35 closure drill in October. The revision includes revisions to processes to activate utilization of the ISU parking lots, identification of potential truck parking locations within Ames, and revisions to maps provided to motorists to help them locate hotel rooms and the sheltering location within Ames.

Preparedness:

Training

The EMA conducting Incident Command 100 and 700 training for 33 people on September 12th at Gates Hall. This instruction was provided to a broad cross-section of disciplines and was designed to help those attending gain a basic understanding of incident command principles. Critiques indicate that 28 of those attending increased their understanding of the incident command system by at least one rating category with 13 indicating their knowledge increased two rating categories.

On September 27th, the EMA, Nevada Police Department, Ames Chamber of Commerce, and Story County Business Resilience Committee conducted a one hour session for 28 people which provided businesses with information to plan for severe weather and hostile intruders. All but one attendee indicated in critiques that the session has prompted them to consider reviewing their severe weather and/or hostile intruder plans.

On October 10 and 11, the Coordinator and Doug Allen, Deputy Fire Chief/Ames, will conduct ICS 300 training. Enrollment for the course has been opened up state-wide and current registration is 30 students. This is advanced training for individuals that could be managing larger incidents that involves multiple agencies and jurisdictions and multiple operational periods. This training will be followed by the Coordinator and DC Allen teaching ICS 400, focused multi-jurisdictional incidents and working with the state and federal government, on November 21 and 22.

The Deputy Coordinator conducted damage assessment training for Ames and Story County to enhance their ability to integrate a new app for damage assessment. Additionally, the Deputy is crafting Emergency Operations Center (EOC) staff training that will link the Story County EOC with the State EOC. Staff in both EOCs will be test their ability to develop resource request and coordinate them at the different command levels.

The Deputy is mentoring the new Boone County EMA to help him understand his duties and ensure that both agencies can support each other during a disaster.

Exercises

The Coordinator and Commission Chair observed a national level response exercise for African Swine Fever (ASF) on Sep 25th. The exercise involved elements of the Iowa Department of Agriculture and Land Stewardship, Iowa Homeland Security, and Iowa Department of Natural Resources. The main topic for the session was depopulation and carcass disposal for three swine production facilities. Participation in

the exercise helped to insert local government concerns into the development of response plans. Further work will be done in this area.

The EMA conducted a test of Story County Iowa Alerts on Thursday, September 27th at 10 am. This test came from a suggestion from Sarah McClure, the Communications Supervisor for Ames PD. Prior to the test, the EMA contacted the mass notification provider and worked with the Story County 911 Administrator to obtain the latest information on land lines and loaded this information into the alert system, correcting data and adding 320 new phone numbers to the system. During the test, Ames Fire Department personnel came over to the EOC to discuss activation processes and refresh their knowledge on activation procedures. The test yielded valuable information on the speed of the system (it took one hour and twenty-three minutes to complete all of the phone calls) and how best to craft messages. This test will probably become an annual event.

The Coordinator is working with Emergency Medical Services (EMS) to conduct training to support Mass Casualty Incident response. The EMS community is looking to conduct individual skills training over the next 6 – 9 months and finish with a full-scale exercise approximately one year from now.

Operations

The EMA is working with Story County Facilities to submit a request for grant funds to upgrade the generator for the Story County Administration Building. The current generator only provides electricity to emergency management offices and IT. It would be beneficial to emergency management to have electricity supplied to the entire building as other rooms in the building may be needed to support emergency management needs. Additionally, it is important for Story County to be able to continue operations with limited disruption during as disaster as a part of their Continuity of Operations Plan/Continuity of Government.

The Deputy briefed the Traffic Incident Management Conference on September 30th, providing them information on after action practices here in Story County for events like the 70 car accident last February.

Looking Forward

Monitoring of severe weather is a continual task.

The large training load will tax the staff, but the multi-discipline and multi-jurisdictional nature of these events should pay significant benefits to the integration of response activities through-out Story County.

Continue plans revision to include emergency airport operations and I-35 detour operations.

The Coordinator will be attending a week-long class in October that is the first of four such sessions that make up the Advance Emergency Management Academy. These classes are held in Emmetsburg, MD.

The EMA is looking to host Department of Homeland Security cyber awareness training, tentatively set for Dec 11th.

Long-range, the EMA is working with Ames to conduct a functional exercise to test the ability of command centers to coordinate resource request and situational awareness information.

DEPARTMENT REPORTS

October 2019 Public Works Report

We are starting to order supplies and get the equipment ready for winter activities so we are sure that all the equipment is ready to go. Since we order the ice control material this time of year it will be arriving in time and be available for the first event. We will be using more calcium chloride liquid this year and will be batch purchasing that product directly from the IDOT when needed. The new plow is still scheduled for arrival sometime in late January or February. We are not aware of anymore delays.

The grass is still growing and we hope with the cooler temperatures that this will slow soon. All the parks have been sprayed and we will be plugging, rolling and doing some seeding the next couple of weeks.

We have started to make the necessary repairs to the old wastewater plant roof and we hope to have it completed in the next few weeks.

We had the bid letting for the North Lift Station Mitigation project on the 15th and the bids have exceeded what we have been approved for. The low bid came in at \$287,800.00 and the revised grant is in the amount of \$235,170.00. So we would have to pay \$87,905.50 for the City's portion of the project. The original application for the grant was approved for \$272,100.00 and I have contacted FEMA to see if we can recapture those initial dollars. If we can retrieve the original amount that we were awarded then the cost to the City would only be \$56,515.00.

We kicked off the preconstruction meeting with Manatt's on the Water Main and Street Improvements Project to discuss the overall project. After some discussion Manatt's felt that it was best if they started the project in the spring instead of trying to start anything this fall. If anything changes and they feel that anything can be done this fall they will give me ample notice so we can be ready for them. Their subcontractor (On-Track) for the water main installation is the same contractor we have contracted with for the Main Avenue Underground Storm Sewer Project.

We also had the preconstruction meeting for Meadow Lane Plat 4 with the owner and his contractor. They hope to start the underground work at the end of October or the first week in November weather pending but will not be doing any paving work until next year. Team excavating is the owner's contractor and we have worked with them in the past and they have always been great to work with and do a good job. We are looking forward to them getting started.

The preconstruction meeting for the Main Avenue Storm Sewer Underground Project was done on the afternoon of the October 15th and they are ready to go and will start digging on October 17th and will start working on the repairs from the North and move their way South. They hope to have all the work completed by the November 22nd completion date. Even though they will be outside of the recommended seeding dates they will still seed the entire project this fall and be back in the spring to re-seed everything to make sure we get the cover that is required. All the property owners that will be affected by this project have been notified and are aware of what work will be taking place on their laterals and any work being done on their properties. Staff and I will be doing the inspections on the repairs for this project.

Evaluating and reviewing the lift station installation for Westview with the design engineer.

We got all the necessary easements signed and filed for the I35 / Highway 210 Water and Sewer Extension Project and have been reviewing shop drawings for the project and hope to kick off the preconstruction meeting soon and get the project running. This is a contractor that we have not worked with yet and we are looking forward to the new relationship and will work with them as needed to make sure the project goes well. There is some corn that still needs removed on the easement with the Wright property and I am working with them to see if they can have it harvested before the contractor gets digging in that area.

Worked on the contract language for IRUA (Iowa Regional Utilities Association formerly known as Central Iowa Rural Water) with Amy Beattie, Forrest and John for the Kum and go site and it has been sent back to their attorneys for final review and approval. As of today, we have not heard back from them on the contract. Once received we will bring to council for your approval. We hope to have this finalized before Kum and Go needs water to their site.

Worked on and issued permit for UPN (United Private Network) to install cable in the R.O.W along the east side of South Main Avenue and the South side of Campus drive to Highway 69.

Working on easement with the property owner for ground for a generator pad installation at the Oak Blvd. lift Station.

The Villas development has completed all of the items that I had on a punch list that I gave them a month ago. They even cleaned the North ditch along east first where some of the erosion washed off the development and filled the ditch in to get it to flow again to the east. They have done everything that I asked them to do and I believe we are ready to final out the project.

We are hoping to gear up for the removal of the Bio-solids at the wastewater plant at the end of October or sometime in November. The farmer that's takes the solids has reviewed the analysis of the bio-solids and is good with the results to apply the solids to his fields and will be contacting his hauler to schedule a date and time that we can start emptying our tanks.

Working and reviewing plans for all the developments.

Reviewing and working on sidewalk issues.

Attended the 2019 WEFTEC Annual Conference.

Met with and visited with the three finalists for city administrators with my department heads.

Jeff Peterson



October 17, 2019

Monthly Report

Forrest S. Aldrich, P.E., Veenstra & Kimm, Inc.

City Engineer

- Reviewed agreement with Iowa Regional Utilities Association.
- Negotiated easements to extend sewer and water to the proposed Kum & Go site.
- Conducted preconstruction meeting for the sewer and water project to Kum & Go.
- Reviewed paperwork for materials proposed to be used for sewer and water project to Kum & Go.
- Received bids for the North Pump Station Flood Control & Mitigation project.
- Reviewed paperwork for materials proposed to be used for the Westview Heights Plat 2 subdivision.
- Prepared construction plans for Westview Heights lift station.
- Performed on-site resident review of the Westview Heights Plat 2 subdivision.
- Reviewed paperwork for materials proposed for the Meadow Lane Plat 4 Subdivision.
- Conducted preconstruction meeting for the Meadow Lane Plat 4 Subdivision.
- Worked on the design for 560th.
- Completed plans for the Heart of Iowa Trail project.
- Conducted preconstruction meeting for the Main Avenue Underground Repairs project.
- Reviewed pavement cracks on 550th Avenue.
- Reviewed the detention basins, landscaping and grading of the Kading Villas at Deerwood.
- Reviewed the final outstanding items for the Iowa Earthworks site plan.
- Reviewed the backyard drainage elevations at 433 Bella Vista Court.
- Reviewed the pedestrian curb ramps at Timberlane and Centennial.

Date prepared: October 17, 2019

WATER DEPARTMENT

In the month of September the Huxley Water Plant treated 10,148,000 gallons of water. A maximum of 511,000 gallons of water per day, and a minimum of 231,000 gallons per day, and a average daily treated water of 338,000 gallons per day. Water consumption drop almost 5,000,000 gallons in September compared to August. We used 247 pounds of chlorine gas, 237 pounds of Hydrofluosilicic acid, 208 gallons of sodium hydroxide, 140 pounds potassium permanganate for the month of September.

The LED lights have all been installed at the water plant and the water tower you may have noticed the difference at memorial park at night the lighting is a brighter white.

The new low service pump has been installed and is back in service it did improve the GPM's by 50-60 gallons per minute but still is under what it should running by another 50-75 gallons per minute I am looking into a mixing valve that may be restricting the flow. I had the VFD checked to make sure it was performing as it should and it was.

I had a chlorine injection pump blow the seals out this past week it runs at about 220 psi to push disinfectant into the source entry point. The seal kits and installation of the seals for this pump are just about as much as a new pump and the pump is 16years old I am getting quotes to replace it.

I did receive another bid for the refurbishing of the ground storage tank it is considerably less than the other and is a reputable company we have done business with them in the past.

We will be flushing fire hydrants in the next couple weeks if the weather cooperates.

Keith Vitzthum
Water Superintendent

Mid-September thru mid-October report

Influent-9.935 MG

Effluent-10.187 MG

1. Accujet has been contacted to start on right away work with the drier weather.
2. Have been working to get the new generator installed at the Oak Ave. lift station. Bids are in and waiting on the area to put the pad on.
3. Yellow Blue LED as all the lights installed.
4. Repairs are starting on main, 3rd, Preston and Linwood by Ontrack.
5. Roof is getting started on at the old wastewater plant.
6. We are getting ready to start hauling sludge. The farmer has been contacted so he can start ASAP. The crops are not coming out very fast because of the rain so there may be a delay.
7. Still working on bids for a camera trailer, old wastewater plant generator, lift station control upgrade, and pickup upgrades. These bids are time consuming because we are looking at the pros and cons of every piece of equipment we buy. We look to make sure the bids are comparable.
8. One of the digesters has been cleaned out before we land apply the sludge.
9. We have contacted homeowners, so they are prepared for the construction happening in front of their houses.
10. AJ has been taking classes so he can get his wastewater II and then III.
11. Keith and AJ attempted to cut down some trees so the new internet would work. It is still wet on the hillside and hard to maneuver equipment to cut the rest of them down.

The wastewater plant has been operating very well without any incidents from our local industries. We have been winterizing our equipment. The flows for the month have went up slightly from the extra rains. The street department assisted with replacing the concrete around a manhole.

Bruce Timmons and AJ Strumpfer
Wastewater operator/utilities
City of Huxley

Street Dept. Monthly Report 10-17-19.

In the past month, the Streets Department continued working on many improvements to keep up the streets, storm sewers, and equipment.

- We have repaired a few manholes throughout town
- Brought snow plows up to the shop to start going through them to get ready for winter
- Ordered salt for the winter
- Had a pre-con for the street repairs that will be happening in the spring
- Began sweeping up leaves from the streets
- Did dirt work for the new sidewalk at Larson Field
- We have gotten our brine storage system and pump ready to use for the year
- Helped the parks dept. with mowing and miscellaneous park repairs

We continue to keep up on maintenance on streets, buildings, and equipment.

Mat Kahler

Street Superintendent

Parks October Monthly

10-17-19

I have been mowing with the help of a part time guy who is here a total of 24 hours a week. I have been spraying parks as well when it is possible to be out doing so. Been painting soccer and flag football fields as needed.

Rocky Smith

Zoning Clerk:

- **Locates:** Print ticket and corresponding satellite map.
- **Permits:** Processed payments, submitted applications to Safe Building, generated building permits, communicated with applicants.
 - Totals so far this month:
 - Building: 2
 - Home Improvement: 8
 - Trade Permits: 11
 - Peddlers Permits: 0
 - Mobile Food Vendor Permit: 0

Utility Clerk:

- **Water Payments:** Processed a check batch and a cash/credit card batch daily.
- **Daily Batch:** Processed a check batch and a cash/credit card batch every other day or so.
- **Load Handheld:** A process that transfers addresses from Incode to the handheld meter reader.
- **Deer Creek Water Consumption Report:** compared master meter reading to total of individual meter reads.
- **Farmlines Report:** compared master meter reading to total of individual meter reads.
- **Demand Deposit Returns:** Credited residents \$120 deposit to their account after they have made twelve consecutive timely payments.
- **State Sales Tax:** Calculated report, prepared online statement, and posted payment.
- **Utility Report:** Provide consumption, amount billed and number of utility accounts.
- **ACH Set Up:** Generated a file that is sent to the bank to indicate which accounts should be automatically drafted and for how much.
- **Post ACH Draft:** Once notified by the bank that the draft has been released, I posted the drafts to the utility accounts.
- **Assess Penalties:** Assessed a \$10 late fee on each delinquent account.
- **Bills:** Print and mail bills by the 20th each month.
- **Utility Reconciliation:** Reconcile utility billing by looking at arrears, current charges, penalties, adjustments, payments and ACH draft.
- **Utility Deposit Returns:** Refunded the difference after the resident's final bill is deducted from their deposit.
- **Waterloss Report:** Compared consumption from the entire city to consumption from the water plant to generate a waterloss percentage.
- **Outstanding Bill Report:** This report lets me know which accounts that are in "final" status have an outstanding amount due. I then sent communications to said individuals in an effort to collect the payment.
- **Disconnect Day:** Run a report on delinquent accounts, provide information to Keith, collect payments and \$50 reconnect fee.
- **Utility Applications/Final Reads:** Collected forms, deposits and driver's licenses. Finalized current occupant and created new occupant in Incode. Created new account on new construction accounts.
- **Credit Cards**—Managed the checkout of city credit cards.

Quarterly Report to Huxley City Council, October 22, 2019 from Huxley Public Library

The third quarter of the year sees us transitioning from summer reading programs into the school year and working with the middle school staff and students. We have had an extremely positive response to the remodel and exclusive area for middle school students. Before school started, we were also able to complete the remodel and rearrangement in the children's' area. Again, a very positive response from the families using this department. Our children's program, Know & Grow, has expanded to 2 days a week with a 44% increase in attendance from last year. I attribute this to the dynamic planning and increased work hours of our children's program director, Jessica Leeds, as well as the increased space and available materials.

Friends of the Huxley Public Library hosted their 2nd annual party-in-the-park on July 26. This is a combination event to celebrate the end of the summer reading programs hosted at the library and is also offered to community as a free, family oriented event to promote the Friends and the library. Attendance was estimated to be 300. In July we also received a \$5000 grant from Prairie Meadows which goes towards cost of the remodel.

We continue to offer programs for adults as well as students and children. We hosted author events in both August and September. September is national library card sign-up month, so we hosted a Saturday morning Pages & Pancakes event to encourage new patrons to visit the library. Very successful.

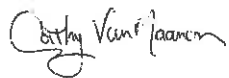
The Library Board of Trustees is once again a full board of seven. Megan Brendeland is the newest member.

Statically, I'm pleased to report a 2.4% increase in circulation of print materials from the same quarter last year. And a 7.9% increase in non-print circulation.

The library continues to grow along with the community and strives to provide the best in library services.

Respectfully submitted by:

Cathy Van Maanen



Director of Library Services



MEMORANDUM

To: Honorable Mayor Craig Henry & City Council
From: Heather Denger
Date: 10/16/19
Re: Parks & Recreation October 2019 Department Report

Director's Report

- Soccer ends October 24th. CIRL Flag Football and Volleyball have ended.
- Ballard Middle School continues to use our gym for Physical Education.
- Registration deadline for CIRL Basketball is October 18th.
- AAU Volleyball season starts in December. Most teams are full however Ballard is now offering AAU Volleyball as well.
- Family Fall Festival was Sunday, October 13th. We had great attendance. It was cold but not rainy this year. We went through almost all the donuts and cider and the library handed out a few hundred books.
- On August 15, I went to the Iowa State Fair to help with Iowa Park and Recreation Day activities during the morning.
- Heather attended SCW Midwest Mania in Chicago, IL from Thursday, October 3rd through Sunday, October 6th.
- Turkey Trot is scheduled for Saturday, November 16th at 10am.
- Planning is underway for our First Annual Huxley Home for the Holidays Christmas event on Saturday, December 14th from 6-8pm. Heather is working on getting more community involvement to tie into our Cookies with Santa event.

3C's Update

• Membership Update

	12 Month Memberships	6 Month Memberships	3 Month Memberships	EFT Bank Memberships	Total Active Memberships
2019	323	78	1	66	468
2018	298	65	0	72	435
2017	167	47	2	86	403

- Memberships are up 33 from the October 2018 number of 435 members.
- There have been 816 total visits so far for the Citizens Community Center for the month of October. This number represents visits from October 1 through October 15.
- There were 6 participants at the October 14 Lunch and Learn event which was a presentation by Kim Harms on her new book Life Reconstructed. The next Lunch and Learn is November 11 with S.H.I.L.P. presenting.
- New AED Pad was purchased to replace expired pad.



HUXLEY

PARKS & RECREATION DEPARTMENT

- Both main basketball hoops were not functioning. One of them is now fixed and we have had service techs here twice now for the other. It is still not working.
- Nova came out to fix one treadmill and replace belts on all treadmills. A different treadmill is now not operating and the three others need their belts tightened. A work order has been placed and we are waiting for Nova to come to that. I am looking at switching our service provider to Johnston Fitness so that we can get service in a more timely manner.

Parks & Trails Update

- Rocky has been busy mowing this month as well as keeping fields maintained for Soccer and Flag Football.
- Sidewalk work was completed at Larson Family Sports Fields.

Parks & Recreation Board Update

- Park Board met October 7. We discussed future park development as well as developing a trail plan for Huxley.
- The next meeting is scheduled for November 11, 2019 at 6:00pm at the 3 C's.

Tree Board Update

- Tree Board meeting was held on October 16, 2019 at 6:00pm at the Ballard Plaza.
- Tree Board marked area for plaza planting project.
- The next tree board meeting is scheduled for November 20 at 6:00pm at the Citizen's Community Center.

October Report- HR/Administrative Coordinator

I met with the City's Aflac representative. He is new and wanted to introduce himself. Currently, we only have one employee who is on Aflac. We have changed the renewal date from January 1 to July 1 to coincide with the rest of the insurance renewals. Also, Holmes Murphy can now oversee Aflac insurance, so they will be able to coordinate the renewal along with the City's medical, dental, and vision insurances in July.

Administrative staff processed seventeen passports in October.

Submitted monthly IPERS report.

Submitted quarterly 941, State withholding, and Unemployment Insurance reports.

Processed monthly leave accrual and sick leave conversion.

Processed payroll and paid payroll taxes.

Processed and paid monthly insurance premium payments.

Processed claims and prepared claims list for Council and wrote Department Report.

Ordered office supplies for all departments.

Filed paid bills, time sheets, and other forms.

Retrieved and sorted daily mail.

Prepared and submitted daily deposit.

Accepted payments and entered them in Incode.

Assisted City staff with various needs.

Assisted customers and businesses on the phone, in person, and through email.

Processed ambulance payments and submitted them to PCC.

Invoiced developers for engineering fees incurred.

Nord Kalsem has five reservations in October. Senior Health Clinic uses it the first Thursday of every month, and the Iowa League of Women Voters is using it on the 28th. The Safe Room doesn't have any reservations in October, except for Tae Kwon Do on Tuesdays and Thursdays and the Middle School using it for lunch.

PUBLIC HEARING

RESOLUTION NO. 19-127

**RESOLUTION SETTING PUBLIC HEARING AND BID LETTING DATE FOR THE
NORTH LIFT STATION IMPROVEMENTS PROJECT**

WHEREAS, plans and specifications have been developed for the **NORTH LIFT STATION IMPROVEMENTS PROJECT FOR THE CITY OF HUXLEY, IOWA.**

BE IT RESOLVED, THEREFORE, that **NOTICE IS HEREBY GIVEN** that the Council of the City of Huxley in Story County, Iowa will meet in the Council Chambers, City Hall, 515 N. Main Avenue, Huxley, Iowa on the **22nd day of October, 2019 at 6:00 p.m.** and will hold a public hearing on the proposed plans, specifications, form of contract and estimated cost for the

FOR THE NORTH LIFT STATION IMPROVEMENTS PROJECT

At said public hearing, any interested persons may appear and state or file objections to the proposed plans, specifications, form of contract or estimated cost for the project, and the Huxley City Council will consider all objections to said items and hear interested persons. Thereafter, the Huxley City Council will enter its decision on the plans, specifications, form of contract and estimated cost by resolution.

BE IT FURTHER RESOLVED, that notice is also hereby given that sealed bid proposals will be received by the City of Huxley, Iowa in the office of the City Clerk at the Huxley, City Hall, 515 N. Main Avenue, Huxley, Iowa 50124, until **2:00 p.m. on the 15th day of October, 2019** relating to the supplying of all labor, equipment, tools and materials necessary for the said project and work incidental thereto as hereinafter generally described and as detailed in the proposed plans and specifications and form of contract for the North Lift Station Improvements Project on file in the office of the City Clerk as of September 10, 2019.

BE IT FURTHER RESOLVED, that results of said bids shall be considered at the meeting of this Council on the **22nd day of October, 2019 at 6:00 p.m.**

The City Clerk is directed to publish said notices in a timely manner.

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

PASSED, ADOPTED AND APPROVED this day of September, 2019

CONSENT AGENDA

10-22-19 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A KING'S THRONE LLC	TWO PORT-O-POTTYS	\$ 189.90
3	ANKENY SANITATION	CITY BUILDINGS GARBAGE PICKUP	\$ 241.06
4	APRIL ESTREM	AAU VOLLEYBALL	\$ 140.00
5	ARNOLD MOTOR SUPPLY	REPAIR OF 2005 F350	\$ 70.27
6	BRICK GENTRY P.C.	LEGAL FEES	\$ 6,217.50
7	BUD'S AUTO REPAIR INC	PD VEHICLE MAINTENANCE	\$ 191.32
8	C & K HEATING	GAS LEAK REPAIR	\$ 210.00
9	CARDMEMBER SERVICE	SEE ATTACHED	\$ 9,344.30
10	CHESTNUT SIGNS	REPAIR OF CITY SIGN	\$ 1,447.50
11	CHITTY GARBAGE SERVICE INC	FD GARBAGE PICKUP	\$ 42.80
12	COMPUTER RESOURCE SPECIALI	IT SUPPORT	\$ 1,779.39
13	CONSUMERS ENERGY	GAS AND ELECTRIC	\$ 7,607.70
14	CULLIGAN WATER CONDITIONIN	REPLACE DI FILTERS	\$ 142.44
15	DAVE WHITE PLUMBING, INC.	FIRE STATION REPAIRS	\$ 587.35
16	DOLLAR GENERAL-REGIONS 410	BATTERIES, CUTLERY, WIPES, SOAP	\$ 74.50
17	EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	\$ 338.08
18	GALLS, LLC- DBA CARPENTER	UNIFORM BADGE	\$ 7.18
19	GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 1,280.89
20	HDS WHITE CAP CONST SUPPLY	BRICK RED CAST ARMORTILE	\$ 839.94
21	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 12,962.07
22	INTERSTATE BATTERIES	BATTERIES	\$ 38.60
23	IOWA AUTOMATION CO.	SERVICE ON PUMP	\$ 655.95
24	J.P. COOKE CO., THE	2020 PET LICENSE TAGS	\$ 79.30
25	JEREMY J. ARENDS	JULY, AUGUST, SEPT REPORT	\$ 240.00
26	JONATHAN & SUSAN FRANTZ	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
27	KERMIT MISKELL & SONS LTD	DISC MOWER GEAR BOX REPAIR	\$ 2,405.01
28	LIBERTY LOCKWORKS	FIXED RAS DOOR	\$ 181.00
29	MARCO, INC.	B/W AND COLOR COPIES	\$ 441.15
30	MENARDS - AMES	DEHUMIDIFIER & RAIN GAUGE	\$ 148.98
31	MUNICIPAL SUPPLY	MARKING PAINT, METER SPUDS/RIN	\$ 507.60
32	NAPA AUTO PARTS	AIR FILTER FOR 2008 CHEVY	\$ 14.22
33	NEW CENTURY FS INC	PROPANE FUEL	\$ 258.52
34	OPEN SKY LLC	EASEMENTS FOR KUM & GO PROJECT	\$ 504.00
35	OXEN TECHNOLOGY	OFFICE 365 AND EXCHANGE ONLINE	\$ 228.00
36	PATC	OWI MANUAL	\$ 55.00
37	PETERSON, JEFFERY	REIMBURSEMENT FOR CONFERENCE	\$ 78.09
38	RACOM	RADAR INSTALL IN 2014 DODGE	\$ 170.00
39	REDWOOD BUILDERS, LLC	BUILDING PERMIT DEPOSIT REFUNDS	\$ 3,000.00
40	SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	\$ 28,416.13
41	SAGE HOMES, INC.	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
42	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$ 115.31
43	STEVE AND JOYCE WRIGHT	EASEMENTS FOR KUM & GO PROJECT	\$ 30,864.20
44	STORY COUNTY SHERIFF'S OFF	2ND QTR DISPATCH SERVICES	\$ 6,216.00
45	SUE TOLLEFSON	AAU VOLLEYBALL	\$ 140.00
46	TASC	FLEX BENEFIT PLANS	\$ 558.28

10-22-19 Council Claims

	A	B	C
47	THE NORTHWAY CORPORATION	LOW SERVICE PUMP	\$ 5,187.00
48	TRICKLE'S L.L.C.	TIRES, TUBES, RIMS, ETC	\$ 3,732.88
49	TRUE TIME RACING SERVICES	PRAIRIE FEST VIKING CHALLENGE	\$ 925.00
50	VERIZON WIRELESS	CITY CELL PHONES	\$ 432.88
51	VOLKMANN, JAMI	AAU VOLLEYBALL	\$ 140.00
52	WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	\$ 73.47
53	Payroll Expense		\$ 56,970.31
54	GRAND TOTAL		\$ 188,491.07
55			
56			
57		FUND TOTALS	
58	001 GENERAL FUND	\$ 60,497.52	
59	002 LIBRARY	\$ 1,233.95	
60	003 RECREATION	\$ 5,101.27	
61	004 FIRE AND RESCUE	\$ 3,537.53	
62	014 AMBULANCE	\$ 1,325.07	
63	110 ROAD USE TAX	\$ 3,187.35	
64	343 KUM N GO WATER & SEWER	\$ 31,368.20	
65	600 WATER UTILITY	\$ 13,592.89	
66	610 SEWER UTILITY	\$ 11,676.98	
67	01 PAYROLL EXPENSE	\$ 56,970.31	
68	GRAND TOTAL	\$ 188,491.07	
69			
70			
71	Cardmember Services (Visa)		
		amazon prime, hotel room for conference, postage paid envelopes, food during conference	
72	Admin		\$ 545.86
73	Library	postage, dollar tree purchase	\$ 143.76
74	Council Contengency	name tags for city staff, computer	\$ 1,583.95
75	FD	record checks, repairs to truck	\$ 2,690.20
		postage paid envelopes, stereo for group exercise, volleyballs, vending, aed pads, light bulbs, flag football jerseys, printer paper rolls	
76	Parks and Rec		\$ 2,146.36
		jetter nozzle kit, cordless caulking gun, lotion, power bits, parking pass for weftec conference, expenses for weftec conference	
77	WW		\$ 1,996.17
78	Water	awwa annual membership	\$ 238.00
79	Total		\$ 9,344.30

Huxley City Council Minutes

Tuesday, October 8, 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 Craig Henry called the meeting to order at 6:02 pm.

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

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow – City Clerk, Jeff Peterson – Public Works Director, Cathy Van Maanen – Library Director, Heather Denger – Parks and Rec Director, Todd Moomaw – Fire Chief, Joe Marchesano – Police Sargent

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

PUBLIC COMMENTS: Kevin Deaton asked council to reconsider offer from Bud Seemann for property behind Jerry's Automotive. Mr. Seemann had provided easements from another property at no cost to city and was interested in a possible trade. City attorney advised that city must abide by rules governing sale of city property.

PUBLIC HEARING(S):

Mayor opened public hearing at 6:06 pm on proposed development agreement with Westview Heights Phase II LLC, including annual appropriation tax increment payments. Councilman Kuhn asked if development agreement was for entire development or just one phase. Agreement encompasses all phases/entire development. Notice of this hearing was published in the Tri-County Times on September 26th. Hearing no further oral and receiving no written comments, Council Member Mulder moved, Roberts seconded, to close the public hearing at 6:10pm. Roll Call: 5 ayes.

CONSENT AGENDA:

MOTION-Roberts, Second - Peterson to approve agenda items listed below:

- Approve September 24, 2019 Council Meeting minutes
- Approve financial reports and payment of bills
- Approve Format of Interview Process for October 12th

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

Claims:

AARON POWELL	TWO HOUR TRAINING	210.00
ACCUJET LLC	SEWER AND LIFT STATION CLEANIN	10,111.64
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	12,369.51
CALLAHAN MUNICIPAL CONSULT	CITY ADMINISTRATOR SEARCH PROC	9,600.00
CASEYS BUSINESS MASTERCARD	GASOLINE	1,535.80
CENTRAL IOWA DISTRIBUTING	NITRIL & CITRUS FRESHENER	200.00
CORE & MAIN LP	PROBE & SHUT OFF KEY	104.00
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,389.92
EBS	MEDICAL INSURANCE	17,026.76
ED M. FELD EQUIPMENT CO. I	6 VOLT BATTERY	33.50
EDWARD JONES	IRA	250.00
FALLER, KINCHELOE & CO, PL	AUDIT PROGRESS	6,000.00
FIDELITY SECURITY LIFE	VISION INS	307.35
FIRE SERVICE INSTITUTE	CERT FEE FOR MEINERS	50.00
GALLS, LLC- DBA CARPENTER	AMBULANCE UNIFORM PARTS	839.61
GARBAGE GUYS	DUMPSTER AT CENTENNIAL	110.00
HACH COMPANY	PH-PROBE	341.00
HAWKINS, INC.	WATER TREATMENT CHEMICALS	2,169.20
HUXLEY COMMUNICATIONS COOP	PHONE, INTERNET, CABLE	2,829.98
I & S GROUP, INC.	FINAL DESIGN PLANS	12,127.46
IATWEA	REGION 5 FALL MEETING	200.00
INLAND TRUCK PARTS COMPANY	TRANSMISSION & BALL BARING	3,167.86

INNOVATIONAL CONCEPTS, INC
 INTERNAL REVENUE SERVICE
 IOWA DNR
 IOWA DOT
 IOWA ONE CALL
 IPERS
 JAX OUTDOOR GEAR
 KEMPKER'S TRUE VALUE AND R
 KEYSTONE LABORATORIES
 LIBERTY LOCKWORKS
 LINCOLN FINANCIAL GROUP
 LOWE'S
 MARTIN MARIETTA MATERIALS
 MARY GREELEY MEDICAL CENTE
 MASS MUTUAL RETIREMENT SER
 MID-IOWA SOLID WASTE EQUIP
 MISCELLANEOUS VENDOR
 NICKOLAY CONSULTING, LLC
 NOVA FITNESS EQUIPMENT
 PCC AN AMBULANCE BILLING S
 PEPSI-COLA
 POSTMASTER
 SAM'S CLUB
 SMITH, SPENCER & JILL
 STAPLES CREDIT PLAN
 STOLL, GERALD
 STORY COUNTY RECORDER
 STRYKER SALES CORPORATION
 TASC
 TASC - CLIENT INVOICES
 TREASURER, STATE OF IOWA
 USA BLUEBOOK
 VEENSTRA & KIMM, INC.
 VERIZON WIRELESS

CORROSION STUDY	125.00
FED WITHOLDING TAX	12,764.39
ANNUAL WATER USE FEE	95.00
RETURN TOILET TISSUE	237.58
EMAIL LOCATES	94.50
IPERS	16,595.52
QUALIFYING AMMO	1,304.00
SEE ATTACHED	187.45
MONTHLY WASTEWATER SAMPLING	760.90
R & R ENTRY LEVER	199.95
DISABILITY INSURANCE	1,160.52
SHELF BRACKETS & VELCRO	7.45
TONS OF CLEAN ROCK	369.67
PHYLS REGISTRATION	250.00
DEFERRED COMPENSATION	200.00
COOLANT LEVEL SENSOR	63.36
BAARDA, RICK :US REFUND	45.10
MONTHLY IT SUPPORT	817.50
QUARTERLY SERVICE ON EQUIPMENT	403.50
APRIL AMBULANCE BILLING	416.52
VENDING PRODUCT	475.51
POSTMASTER	382.39
ANNUAL MEMBERSHIP	100.00
BUILDING PERMIT DEPOSIT REFUND	1,000.00
OFFICE SUPPLIES FOR FD	307.95
REIMBURSEMENT FOR PICTURE	33.00
RECORDING FEES	302.00
DATA PLAN	209.00
FLEX BENEFIT PLANS	558.28
NOVEMBER FLEX ADMIN FEE	69.82
STATE WITHOLDING	4,231.00
DIPPER AND DRI-RITE	333.55
WESTVIEW HEIGHTS PLAT 3	51,461.50
CITY ADMIN CELL PHONE	46.02

	<u>Expenses</u>	<u>Revenue</u>
001 GENERAL FUND	15,506.25	72,597.71
002 LIBRARY	4,465.51	5,755.90
003 RECREATION	3,204.55	21,592.96
004 FIRE AND RESCUE	610.04	
014 AMBULANCE	1,714.00	3,393.36
110 STREET	10,582.94	47,811.53
121 LOST		34,836.24
125 TIF		133,672.88
200 DEBT SERVICE		29,809.44
600 WATER UTILITY	15,134.35	100,945.05
610 SEWER UTILITY	54,813.88	79,204.93
PAYROLL	55,840.61	
GRAND TOTAL	\$176,585.52	\$529,620.00

AGENDA:

Resolution No. 19-145: Motion by Mulder, second by Roberts to Approve Development Agreement with Westview Heights. Roberts, Kuhn, Mulder voted yes; Peterson voted no; Jensen abstained. Motion carried.

Motion by Kuhn second by Peterson to Combine Items 6.02, 6.03 and 6.04 on the Agenda:

Resolution No. 19-146 to Approve Temporary Easement for Trail Project

Resolution No. 19-147 to Approve Perpetual Easement for Trail Project

Resolution No. 19-148 to Approve Perpetual Easement for Water and Sewer Project for Kum N Go.

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

Withdrawn from Agenda: Tabled First Reading of Ordinance No. 505 Regarding Zoning Change at 602 N. Main Avenue.

Resolution No. 19-149: Motion by Peterson, second by Roberts to Approve the 28E Mutual Aid Agreement and Provide for Fire Services. Roll Call: Kuhn, Mulder, Jensen, Peterson, Roberts voted yes. Motion carried.

Resolution No. 19-150: Motion by Roberts, second by Kuhn to Approve a Certain Loan Agreement and Provide for the Levy of Taxes to Pay the Same. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Resolution No. 19-151: Motion by Kuhn, second by Jensen to Approve a Bid for Replacing Roof at the Old Wastewater Treatment Plant. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes.

Resolution No. 19-152: Motion by Kuhn, second by Peterson to Award Contract for the Water Main and Street Improvement Project. Roll Call: Mulder, Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

ADJOURNMENT: Motion – Roberts, Second- Peterson to adjourn meeting at 7:28 pm. 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 Craig Henry called the meeting to order at 7:30 pm.

Jeff Peterson, Public Works Director, asked council to determine city's obligation on removing snow with several different areas in town.

Council asked status of cemetery/cleanup of neighboring property. Mayor responded that contact had been made with Story County on what steps could be taken to remedy issue since property next to cemetery is not within city limits.

Councilman Kuhn asked what status was for building on Main Avenue that was supposed to be demolished. City administrator stated property owner had until November 1st to complete demolition.

ADJOURNMENT: Motion – Roberts, Second- Mulder to adjourn meeting at 8:10 PM. 5 ayes, 0 nays. Motion carried.

Attest:

Craig D. Henry, Mayor

Jolene R. Lettow, City Clerk

Huxley City Council Minutes

Saturday, October 12, 2019

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

SPECIAL COUNCIL MEETING: The Huxley City Council met in a special 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 Craig Henry called the meeting to order at 8:06am.

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

CITY STAFF PRESENT: Jolene Lettow – City Clerk

CONSULTANTS PRESENT: Pat Callahan, Mark Jackson

AGENDA: City Administrator Search Process

Motion by Mulder, seconded by Kuhn to approve agenda as posted. Motion carried 5-0.

Consultant met with mayor and city council members to review interview process and to advise City Council that all candidates had requested a closed session.

Motion by Peterson, seconded by Roberts to go into Closed Session in Compliance with Section 21.5 of the Code of Iowa so as “to Evaluate the Professional Competency of Individuals Whose Appointment or Hiring is Being Considered When Necessary to Prevent Needless and Irreparable Injury to Their Individual Reputations” and that the Individuals have All Requested a Closed Session. Motion carried 5-0.

Mayor announced that closed session had been concluded at 2:58pm.

Consultant discussed next step of city administrator search process with council. Mayor authorized consultant to negotiate an offer of employment to preferred candidate with all terms and conditions of such employment subject to the approval of the City Council at the next meeting of the City Council on October 15, 2019.

ADJOURNMENT: Motion – Peterson, Second- Roberts to adjourn meeting at 2:58. 5 ayes, 0 nays. Motion carried.

Attest:

Craig D. Henry, Mayor

Jolene R. Lettow, City Clerk

Huxley City Council Minutes

Tuesday, October 15, 2019

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

SPECIAL COUNCIL MEETING: The Huxley City Council met in a special 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 Craig Henry called the meeting to order at 5:18pm.

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

CITY STAFF PRESENT: Jolene Lettow – City Clerk, John Haldeman-City Administrator

AGENDA: City Administrator Search Process

Motion by Roberts, seconded by Mulder to Move into Closed Session in Compliance with Section 21.5 of the Code of Iowa so as “to Evaluate the Professional Competency of Individuals Whose Appointment or Hiring is Being Considered When Necessary to Prevent Needless and Irreparable Injury to Their Individual Reputations” and that the Individuals Have Requested a Closed Session. Motion carried 5-0.

Mayor announced that closed session had been concluded at 6:00pm.

Motion by Peterson, seconded by Roberts to Authorize the Mayor to Sign an Offer of Employment to the Preferred Candidate for the Position of City Administrator. Motion carried 5-0.

Motion by Peterson, seconded by Roberts on Resolution No. 19-153 to Approve the Appointment of the Selected Candidate for the Position of City Administrator and Setting the Salary for the Position of City Administrator. Motion carried 5-0.

Motion by Peterson, seconded by Roberts on Resolution No.19-154 to Approve Employment Agreement for the Position of City Administrator. Motion carried 5-0.

ADJOURNMENT: Motion – Peterson, Second- Roberts to adjourn meeting at 6:04pm. Motion carried 5-0.

Attest:

Craig D. Henry, Mayor

Jolene R. Lettow, City Clerk



Huxley Fire and Rescue

104 Railway
Huxley, Iowa 50124

14 October 2019

Council:

Please consider the approval of **Kimberly Rivera** for membership to the Huxley Fire Department. She is a Registered Nurse who resides in Huxley and works at Ballard Creek Assisted Living.

Also please consider **Cole White** for membership to the Huxley Fire Department. He is certified as a Paramedic and is a Career Firefighter for the City of Ankeny.

I feel they will be a great assets to the department.

 MOOMAW HFR

Todd Moomaw
Fire Chief

COMMUNITY BETTERMENT

RESOLUTION NO. 19-155

**RESIDENTIAL PARCEL SUBDIVISION PLAT FOR FAUSCH AGRICULTURAL
SUBDIVISION NORTHEAST OF THE CITY OF HUXLEY CORPORATED LIMITS ON
570TH STREET.**

WHEREAS, an Agricultural Subdivision Plat for the property belonging to Craig Fausch;
and

WHEREAS, this Final Plat lies within the 2-mile perimeter of the city of Huxley therefore it
must be approved by the City before it can be finalized with Story County; and

WHEREAS, this final plat was received by the City on October 2, 2019 for its review; and

WHEREAS, this review request came to Huxley's Zoning Administrator who reviewed the
plat as well as staff and it is now being referred to the City Council with a favorable recommendation,
subject to;

*At such time as the property is developed further for residential purposes (infrastructure and platting),
said property and development be required to meet all subdivision requirements of the City of Huxley.*

BE IT RESOLVED, THEREFORE, that the Final Plat for the Fausch Agricultural
Subdivision, submitted to the Huxley City Council and is approved subject to the conditions above and
as illustrated in attached.

PASSED, ADOPTED AND APPROVED this ____ day of October, 2019.

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. 19-155** by affixing below my official
signature as Mayor of the City of Huxley, Iowa, this _____ day of October, 2019.

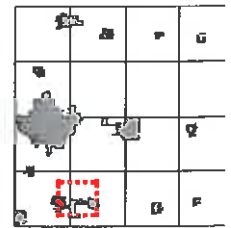
Craig D. Henry, Mayor

ATTEST:

Jolene R. Lettow, City Clerk



Overview



Legend

- ☐ Parcels
- ☐ Townships
- ☐ Sections
- ☐ Quarter Quarters
- ☐ Corporate Limits
- ☐ Road Centerlines

Parcel ID	1418200205	Alternate ID	1418200205	Owner Address	FAUSCH, CRAIG
Sec/Twp/Rng	18-82-23	Class	A - Agriculture		30154 570TH AVE
Property Address	30187 570TH AVE	Acreage	37.96		CAMBRIDGE IA 50046-8628
	CAMBRIDGE				

District 63023 - UNION TWP/BALLARD SCH
Brief Tax Description SECTION:18 TOWNSHIP:82 RANGE:23 NE NE EX PARCEL AF SLIDE 547 PG 1
 (Note: Not to be used on legal documents)

Concerning Assessment Parcels and Platted Lots Within the City of Ames Jurisdiction:

The solid parcel boundary lines represent the legal description as recorded and are not necessarily the official platted lot lines. Dashed lines are official platted lots. If a parcel contains dashed lines, please contact the Ames Planning & Housing Department (515-239-5400) to determine which lines can be recognized for building permit or zoning purposes. If you have questions regarding the legal description or parcel measurements, please contact the Story County Auditor's office (515-382-7210).

Date created: 10/17/2019
 Last Data Uploaded: 10/17/2019 8:23:20 AM

Developed by  **Schneider**
 GEOSPATIAL

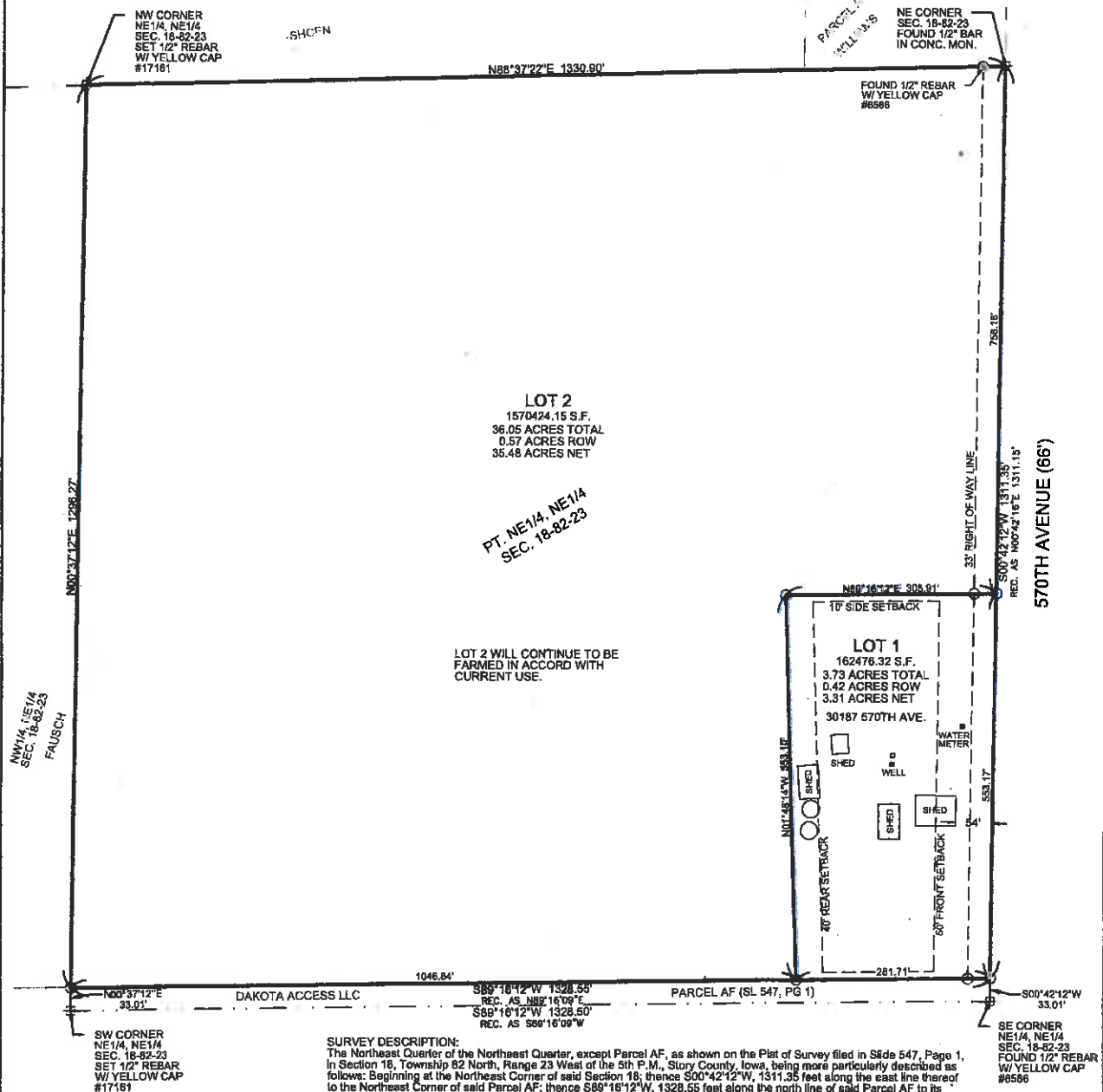
FINAL PLAT FAUSCH AGRICULTURAL SUBDIVISION

LOCATION: NE1/4, NE1/4, EX. PARCEL AF
SEC. 18-82-23, STORY COUNTY, IOWA

PROPRIETOR: CRAIG FAUSCH

REQUESTED BY: CRAIG FAUSCH

SURVEYOR: R. BRADLEY STUMBO, PLS #17161
FOX ENGINEERING ASSOCIATES, INC.
AMES, IA 50010
515-233-0000



DISTRICTS:
Zoning: A-R (Ag-Residential)
School: Ballard
Fire: Cambridge
Ambulance: Mary Greeley
Utility: Xenia, Consumers Energy
Watershed: Sugar Creek - South Skunk River

○ = SET 1/2" REBAR W/
YELLOW CAP #17161

0 150' 300'



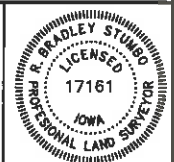
FOX Engineering Associates, Inc.
414 South 17th Street, Suite 107
Ames, Iowa 50010
Phone: (515) 233-0000
FAX: (515) 233-0103

I hereby certify that this land surveying document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

R. BRADLEY STUMBO, PLS
License number 17161

My license renewal date is December 31, 2019.

9/02/19
DATE



RESOLUTION NO. 19-156

**RESOLUTION APPROVING AND ACCEPTING PLANS, SPECIFICATIONS, FORM OF
CONTRACT AND ESTIMATED COST FOR THE NORTH LIFT PUMP STATION FLOOD
CONTROL MITIGATION PROJECT.**

WHEREAS, plans and specifications have been developed for the 2019 **FOR THE NORTH
LIFT STATION IMPROVEMENT PROJECT** and the hearing has been held as published.

BE IT RESOLVED, THEREFORE, that the City Council of the City of Huxley in Story
County, Iowa approves and accepts the proposed plans, specifications, form of contract and estimated
cost for the construction of the;

THE NORTH LIFT STATION IMPROVEMENT PROJECT, as proposed and submitted by the
City's project engineer.

Section 1. All resolutions or parts of resolutions in conflict herewith are hereby repealed
to the extent of such conflict.

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

PASSED, ADOPTED AND APPROVED this 22 th day of October, 2019

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 19- 156** by affixing below my official
signature as Mayor of the City of Huxley, Iowa, this day of October, 2019.

Craig D. Henry, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

ORDINANCE NO. 505

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY
OF HUXLEY, IOWA, BY REZONING PROPERTY LOCATED AT 602
NORTH MAIN AVENUE FROM NEIGHBORHOOD COMMERCIAL
DISTRICT (C-1) TO GENERAL COMMERCIAL DISTRICT (C-2)
CLASSIFICATION**

WHEREAS, on the 29th day of July 2019, the Planning and Zoning Commission of the City of Huxley, Iowa, recommended to the City Council that the below described property be considered for rezoning from Neighborhood Commercial District (C-1) to General Commercial District (C-2) with restriction to disallow Section 165.28(1) QQ, Taverns and Nightclubs; and

WHEREAS, after due notice and hearing as provided by law on the 10th day of September 2019, the City Council now deems it reasonable and appropriate to rezone said property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA:

Section 1: That the Municipal Code of the City of Huxley, Iowa, be and it is hereby amended by rezoning the following described real property from Neighborhood Commercial District (C-1) to General Commercial District (C-2) with restriction to disallow Section 165.28(1) QQ, Taverns and Nightclubs:

***LOT 1 IN LYNWOOD PARK PLAT 3, AN OFFICIAL PLAT IN,
HUXLEY, STORY COUNTY, IOWA***

Section 2: That the Property Owner is advised that all parking must be on hard surface in accordance with Huxley Municipal Code Section 165.33(5). Area for stored vehicles must be fenced.

Section 3: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PUBLIC SAFETY

ORDINANCE NO. 504

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF
THE CITY OF HUXLEY, IOWA, BY AMENDING PROVISIONS
OF THE ORDINANCE REGARDING FIREWORKS USE**

Be It Enacted by the City Council of the City of Huxley, Iowa:

SECTION 1. Section 41.14, Fireworks, is hereby amended in 41.14(2) Regulations by adding the following underlined language:

A. It shall be unlawful for any person to use or explode any explosive, explosive material or First-class Consumer Fireworks and Second-class Consumer Fireworks within the corporate limits of the City except between 9:00 a.m. – 10:00 p.m. on July 1, 2, 3, 4, 5, 6 and 7.

B. It shall be unlawful for any person to use or explode any Consumer Fireworks or other fireworks within the corporate limits in violation of NFPA 1123. NFPA 1123 is hereby amended to include regulation of Consumer Fireworks as defined in Iowa Code Section 727.2(1)(a).

C. A person who uses or explodes Consumer Fireworks in violation of the ordinances of the City commits a simple misdemeanor, punishable by a fine of not less than two hundred fifty dollars.

SECTION 2. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall be effective upon its passage, approval and publication as provided by law.

PASSED and approved this _____ day of _____ 2019.

Craig D. Henry, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

FINANCE

RESOLUTION NO. 19-157

**RESOLUTION AWARDING CONTRACT FOR THE NORTH PUMP
STATION FLOOD CONTROL MITIGATION PROJECT**

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Huxley, Iowa, and as required by law, bids and proposals were received by this Council for the **NORTH PUMP STATION FLOOD CONTROL MITIGATION PROJECT** (the "Project"); and

WHEREAS, the Project Engineer, Forrest Aldridge from V&K Engineering, reviewed these bid prices for this project and compared them with other projects of similar size and complexity and has recommended accepting the bid from J&K Contracting from Urbandale, IA and to enter into a contract with them to complete the work specified.

NOW, THEREFORE, Be It Resolved by the City Council of the City of Huxley, Iowa, as follows:

Section 1. The bids for the Project submitted by the following contractors are fully responsive to the plans and specifications for the Project, heretofore approved by the City Council, and are the lowest responsible bids received, such bids being as follows:

Name and Address of Contractor	Low Bid Amount
J&K Contracting, LLC, Urbandale, IA ---	\$287,800.00
Vanderpool Construction, Indianola, IA ---	\$322,731.00
Synergy Contracting, LLC, Bondurant, IA ---	\$336,688.00
On Track Construction, Nevada, IA ---	\$355,792.00
Absolute Group, Inc. --- Slater, IA ---	\$384,998.00

Section 2. The apparent low bid was submitted by J&K Contracting, LLC of Urbandale, Iowa. The Engineer's Estimate of cost for the project was \$194,240.00.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into written contracts with said contractors for the Project, said contracts not to be binding until approved by resolution of this City Council.

Section 4. The amount of each contractor's performance and/or payment bonds is hereby fixed and determined to be 100 % of the amount of each contract.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

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

PASSED, ADOPTED AND APPROVED this ____ day of ____, 2019.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 19-157** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this ____ day of October, 2019.

Craig D. Henry, Mayor

Attest:

Jolene R. Lettow, City Clerk



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-9000 (IOWA)

October 17, 2019

John Haldeman
City of Huxley
515 N Main Avenue
Huxley, IA 50124

HUXLEY, IOWA
NORTH PUMP STATION FLOOD CONTROL & MITIGATION
REVIEW OF BIDS

The City of Huxley received bids until 2:00 P.M. on October 15, 2019 for the North Pump Station Flood Control & Mitigation project. A total of five bids were received as follows:

J&K Contracting, LLC	\$287,800
Vanderpool Construction	\$322,731
Synergy Contracting, LLC	\$336,688
On Track Construction	\$355,792
Absolute Group, Inc.	\$384,998

The apparent low bid was submitted by J&K Contracting, LLC of Urbandale, Iowa with a bid of \$287,800. The Engineer's Estimate of cost for the project was \$194,240.

We recommend the City of Huxley designate J&K Contracting, LLC as the apparent low bidder and award the contract to J&K Contracting, LLC for the North Pump Station Flood Control Mitigation project contingent upon concurrence from FEMA/HSEMD.

Enclosed is a copy of our tabulation of bids.

If you have any questions or comments, please contact us at 225-8000.

VEENSTRA & KIMM, INC.

Jeremy Enano

JBE:paj
45246
Enclosure

BID TABULATION **HUXLEY, IOWA** **NORTH PUMP STATION FLOOD CONTROL MITIGATION PROJECT**

1. Construct North Pump Station Flood Control & Mitigation Project for the following unit and lump sum prices:													
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	J&K Contracting, LLC 10703 Justin Drive Urbandale, IA 50322		Vanderpool Construction 1100 North 14th Street Indianola, IA 50125		Synergy Contracting, LLC 1120 Second Street NE Bordurant, IA 50035		On Track Construction 1316 6th Street Suite 109 Nevada, IA 50201		Absolute Group Inc. 505 1st Avenue P.O. Box 148 Slater, IA 50244		
			UNIT	PRICE	UNIT	PRICE	UNIT	PRICE	UNIT	PRICE	UNIT	PRICE	
1.	Mobilization	1	LS	\$ 7,521.80	\$ 7,521.80	20,000.00	\$ 20,000.00	\$ 40,600.00	\$ 40,600.00	\$ 22,838.00	\$ 22,838.00	\$ 100,910.00	\$ 100,910.00
2.	Clearing & Grubbing	1	LS	17,650.00	17,650.00	29,500.00	29,500.00	9,800.00	9,800.00	12,120.00	12,120.00	22,150.00	22,150.00
3.	Earthwork	1	LS	24,400.00	24,400.00	28,000.00	28,000.00	42,000.00	42,000.00	33,185.00	33,185.00	44,290.00	44,290.00
4.	Pipe Culvert, Trenched, RCP, 54"	32	LF	225.00	7,200.00	400.00	12,800.00	175.00	5,600.00	464.00	14,848.00	285.00	9,120.00
5.	Pipe Culvert, Trenched, RCP, 60"	62	LF	264.00	16,368.00	450.00	27,900.00	203.00	12,586.00	375.00	23,250.00	294.00	18,228.00
6.	Pipe Apron, RCP, 60"	1	EA	7,000.00	7,000.00	4,900.00	4,900.00	9,100.00	9,100.00	18,784.00	18,784.00	10,815.00	10,815.00
7.	Storm Sewer, Trenched 24", RCP	30	LF	94.00	2,820.00	115.00	3,450.00	71.00	2,130.00	141.00	4,230.00	67.00	2,010.00
8.	Storm Sewer, Trenched 36", RCP	4A	LF	125.00	6,000.00	170.00	8,160.00	101.00	4,848.00	187.00	8,976.00	115.00	5,520.00
9.	Subdrain, 8" and Less	430	LF	48.00	20,640.00	38.00	16,340.00	23.00	9,890.00	40.00	17,200.00	20.60	8,858.00
10.	Storm Manhole, Type SW-403	1	EA	17,000.00	17,000.00	20,000.00	20,000.00	16,800.00	16,800.00	27,835.00	27,835.00	17,510.00	17,510.00
11.	Area Intake, Type SW-512	1	EA	3,850.00	3,850.00	3,100.00	3,100.00	5,740.00	5,740.00	3,060.00	3,060.00	3,605.00	3,605.00
12.	Area Intake, Type SW-513	1	EA	11,500.00	11,500.00	6,800.00	6,800.00	8,260.00	8,260.00	13,030.00	13,030.00	6,075.00	6,075.00
13.	Driveway, PCC, 7"	452	SY	110.00	49,720.00	85.00	38,420.00	91.00	41,132.00	94.00	42,488.00	64.00	28,978.00
14.	Driveway Curb, PCC, 6"	210	LF	17.40	3,654.00	45.00	9,450.00	21.00	4,410.00	45.00	9,450.00	30.25	6,352.50
15.	Sidewalk, PCC, 5"	47	SY	118.00	5,546.00	67.00	3,149.00	161.00	7,567.00	74.00	3,478.00	66.00	3,102.00
16.	Pavement Removal	223	SY	17.40	3,880.20	24.00	5,352.00	14.00	3,122.00	17.00	3,791.00	15.50	3,456.50
17.	Structural Concrete	1	LS	7,000.00	7,000.00	15,500.00	15,500.00	21,000.00	21,000.00	15,150.00	15,150.00	4,150.00	4,150.00
18.	Rip Rap, Class E Revetment	85	TON	82.00	6,970.00	86.00	7,110.00	77.00	6,545.00	87.00	7,395.00	82.40	7,004.00
19.	Rip Rap, Class E Revetment, Soil-Chocked	100	TON	140.00	14,000.00	100.00	10,000.00	84.00	8,400.00	160.00	16,000.00	97.85	9,785.00
20.	Erosion Stone	300	TON	73.00	21,900.00	71.00	21,300.00	56.00	16,800.00	81.00	24,300.00	61.80	18,540.00
21.	Seeding, Type 2	1	AC	2,800.00	2,800.00	2,500.00	2,500.00	3,360.00	3,360.00	2,424.00	2,424.00	5,125.00	5,125.00
22.	SWPPP Preparation & Management Removal and Reinstallation of Existing Security	1	LS	10,400.00	10,400.00	9,300.00	9,300.00	11,200.00	11,200.00	9,040.00	9,040.00	8,975.00	8,975.00
23.	Fence	270	LF	34.00	9,180.00	31.00	8,370.00	42.00	11,340.00	30.00	8,100.00	41.00	11,070.00
24.	Gates, Security Chain Link Fence	2	EA	950.00	1,900.00	850.00	1,700.00	1,169.00	2,338.00	845.00	1,690.00	1,150.00	2,300.00
25.	Miscellaneous Removals	1	LS	4,800.00	4,800.00	5,700.00	5,700.00	28,000.00	28,000.00	8,900.00	8,900.00	22,145.00	22,145.00
26.	Turf Reinforcement Mat, Type 2	30	SQ	70.00	2,100.00	63.00	1,890.00	84.00	2,520.00	61.00	1,830.00	77.00	2,310.00
27.	Temporary RCP, Type 3.B	800	SY	2.50	2,000.00	2.30	1,840.00	2.00	1,600.00	3.00	2,400.00	3.33	2,664.00
TOTAL CONSTRUCTION COST (Items 1. - 27.)				\$287,800.00	\$322,731.00	\$336,688.00	\$355,792.00	\$384,998.00					

I hereby certify that this is a true tabulation of bids received on October 15, 2019 by the City of Huxley, Iowa.



Forrest S. Aldrich
 Forrest S. Aldrich, P.E.
 Iowa License No. 17248
 My license renewal date is December 31, 2019