



HUXLEY

HEART OF THE PRAIRIE

CITY COUNCIL MEETING NOTICE

HUXLEY CITY HALL – COUNCIL CHAMBERS – 515 N. MAIN AVENUE
TUESDAY FEBRUARY 25, 2020
6:00 P.M.

AGENDA

1. ROLL CALL
2. APPROVE AGENDA AS PRESENTED AND/OR AMENDED
3. PRESENTATION/RECOGNITION Officer Gerald Caliguiri, Huxley Police Department
4. PUBLIC COMMENT (5 MINUTE TIME LIMIT FOR ITEMS NOT ON THIS AGENDA)
5. **CONSENT AGENDA** – *These are routine business items and will be acted upon by one Roll Call Vote without separate discussion unless Council or citizen requests an item to be removed or considered separately.*
 - a. Approve minutes from February 11, 2020 City Council meeting
 - b. Approve payment of bills
 - c. Approve alcoholic beverage license for Kum & Go 1706 Highway 210
 - d. Appointment of Joe Schierbrock to Huxley Fire and Rescue Department
 - e. Approve Appointment of Rita Conner to Heart of Iowa Regional Transit Agency Transportation Advisory Group and Jolene Lettow as alternate
 - f. Approve Resolution No. 20-018 on Partial Pay Estimate No. 2 for North Lift Station Project
 - g. Approve Resolution No. 20-019 to Set Hearing Date on Maximum Proposed Property Tax Levy Rate for Fiscal Year 2021
6. **ORDINANCES**
 - a. Third Reading of Ordinance #508 to Amend Huxley Ordinance Chapter 69.13 Parking Enforcement and Payment of Fines and Chapter 70.03 Parking Violations and adopting same
7. CITY ADMINISTRATOR COMMUNICATIONS
8. MAYOR/COUNCIL COMMUNICATIONS
9. STAFF REPORTS
10. ADJOURNMENT OF REGULAR MEETING
11. WORK SESSION
 - Review and Discussion of Future Action on 2019 Comprehensive Plan Amendment

12. ADJOURNMENT

UPCOMING WORK SESSION TOPICS

FY 20-21 Budget – CIP
Trails Master Plan, Sidewalk Infill & Maintenance Policy
Water Study and Services
Main Street Revitalization
2018 Building Code

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Monday morning preceding Tuesday's council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

Recognition

Huxley Police Department

515 N. Main Avenue Huxley, Iowa 50124 Phone: 515-597-2002 Fax: 515-597-2006



Letter of Recognition

Officer Gerald Caligiuri

February 25th, 2020

This letter is to formally and publicly recognize Officer Gerald Caligiuri for his exceptional service to the City of Huxley.

The Huxley Police Department has never had a Field Training Officer or a Firearms Instructor. I have assigned both tasks to Officer Caligiuri. He successfully passed both the lengthy and demanding Iowa Law Enforcement Academy classes.

After Officer Caligiuri completing both schools, he was assigned to develop a permanent Field Training program for new police officers. Officer Caligiuri spent many hours researching and developing an affective program that will benefit the City of Huxley by insuring well-trained officers before setting them out on unsupervised duties. The program both trains and evaluates the police officers, eliminating the "trial and error" method of the past. With the new training method, it will help new police officers make sound decisions and build confidence in their job.

On behalf of the citizens and council members of the City of Huxley, I take this opportunity to thank Officer Gerald Caligiuri for a job well done.

Respectfully,

Mayor Kevin Deaton

Chief of Police Gerry Stoll

Consent

Huxley City Council Minutes

Tuesday, February 11, 2020

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 Kevin Deaton called the meeting to order at 6:01 pm.

ROLL CALL: Present: Peterson, Easter, Kuhn, Mulder, Roberts.

AGENDA APPROVAL: Motion – Peterson, second – Roberts to approve agenda as presented. Roll Call: Roberts, Mulder, Kuhn, Easter, Peterson voted yes. Motion carried.

CITY STAFF PRESENT: Rita Conner – City Administrator, Jolene Lettow – City Clerk, Jeff Peterson – Public Works Director, Gerry Stoll – Police Chief, Todd Moomaw – Fire Chief, Cathy Van Maanen – Library Director

CONSULTANTS PRESENT: Forrest Aldrich-City Engineer

COMMENTS FROM PUBLIC:

Story County Supervisor, Lisa Heddens, introduced herself and explained that the County would like feedback from citizens regarding health and human service issues in order to complete a Story County Needs Assessment. Link is available on County website.

CONSENT AGENDA:

MOTION - Kuhn, Second - Easter to approve agenda items listed below:

- Minutes from January 28th, 2020 City Council meeting
- Payment of bills
- Resolution No. 20-014 on Partial Pay Estimate No. 3 for the I-35 and Highway 210 Water and Sewer Extension Project
- Westview Heights Sign Placement
- Appointment of Cole Molyneux to Huxley Fire Department

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

Claims:

ADVANCED SYSTEMS, INC.	SET UP NEW PC	175.00
AEDUSA	NEW AED	0.00
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	12,152.95
AMERICAN BUSINESS PHONES	ANNUAL SUPPORT PLAN	2,823.77
ARNOLD MOTOR SUPPLY	FILTERS, MIRROR, AND OIL	1,009.13
AUTOMATIC SYSTEMS CO.	BIOSOLIDS 2 LEVEL SENSOR	4,055.80
BAKER & TAYLOR ENTERTAINME	BOOKS	48.07
BAKER GROUP	CONTRACT	8,192.00
BELLA HOMES	BUILDING PERMIT DEPOSIT REFUND	1,000.00
BOOK SYSTEMS, INC.	ATRIUM CIRC SYSTEM	595.00
BOOT BARN, INC.	UNIFORM PARTS	249.95
BRICK GENTRY P.C.	DEVELOPMENT	5,813.00
CAPITAL CITY EQUIPMENT CO.	PARKING BRANE PADS	56.73
CARDMEMBER SERVICE	SEE ATTACHED	6,538.64
CASEYS BUSINESS MASTERCARD	GASOLINE	1,277.40
CERTIFIED POWER, INC.	REPLACED CV JOINT ON BROOM	415.54
CHAD ANTHONY	BUILDING PERMIT DEPOSIT REFUND	1,000.00
CHITTY GARBAGE SERVICE INC	FD GARBAGE SERVICE	21.40
CHRISTINE SPRINGER	REFUND	38.72
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,496.57
COMPUTER RESOURCE SPECIALI	TROUBLESHOOTING	500.00
CONSUMERS ENERGY	ELECTRIC	9,776.47
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,450.24
EBS	MEDICAL INSURANCE	17,075.87
EDWARD JONES	IRA	250.00
FIDELITY SECURITY LIFE	VISION INS	314.66
GALLS, LLC- DBA CARPENTER	UNIFORM PARTS	291.97
GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	140.84

HACH COMPANY
HILGENBERG SMALL ENGINE RE
HOKEL MACHINE SUPPLY
HUXLEY COMMUNICATIONS COOP
INTEGRATED PRINT SOLUTIONS
INTERNAL REVENUE SERVICE
IOWA DOT
IOWA LAW ENFORCEMENT ACADE
IOWA MUNICIPAL FINANCE OFF
IOWA ONE CALL
IOWA PRISON INDUSTRIES
IPERS
JEREMY J. ARENDS
KEMPKER'S TRUE VALUE AND R
KEYSTONE LABORATORIES
LAW ENFORCEMENT SYSTEMS IN
LEEDS, JESSICA
LINCOLN FINANCIAL GROUP
LOWE'S
MASS MUTUAL RETIREMENT SER
MENARDS - AMES
MIDWEST UNDERGROUND
MISCELLANEOUS VENDOR
NCL OF WISCONSIN, INC.
OXEN TECHNOLOGY
PCC AN AMBULANCE BILLING S
PREMIER
RACOM
SAFE BUILDING COMPLIANCE &
SLATER ANIMAL HOSPITAL
STAPLES BUSINESS CREDIT
STITCHED CRAFTS
STREICHER'S
SYNCE/AMAZON
TASC
TASC - CLIENT INVOICES
TELEDYNE INSTRUMENTS, INC.
TITAN MACHINERY
TREASURER, STATE OF IOWA
U.S. BANK EQUIPMENT FINANC
USA BLUEBOOK
VAN-WALL EQUIPMENT INC.
VEENSTRA & KILM, INC.
VERIZON WIRELESS
WITTROCK SOLUTIONS
ZIEGLER INC

TNT 831	476.32
SHARPEN CHAIN SAW CHAINS	72.00
MISC. SUPPLIES	196.65
CABLE, PHONE, INTERNET	1,415.47
VOLLEYBALL SWEATSHIRTS	3,375.50
FED WITHOLDING TAX	11,967.42
SUPPLIES	1,302.90
HMPI FOR SUNSTROM	200.00
2020-21 DUES APPLICATIONS	50.00
EMAIL LOCATES	73.80
NAME PLATES	67.52
IPERS	16,374.41
DECEMBER RECONCILIATION	80.00
SEE ATTACHED	279.06
MONTHLY TESTING	75.20
PARKING VIOLATION LABEL	39.00
PROGRAM SUPPLIES	23.93
DISABILITY INSURANCE	1,258.99
FLOORING FOR LIBRARY	820.44
DEFERRED COMPENSATION	250.00
JANITORIAL SUPPLIES	109.74
KNIVES FOR CHIPPER	102.84
KNOLL, JUSTIN :US REFUND	2,224.56
TSS QUARTERLY	16.13
REMOTE LABOR	669.00
DECEMBER AMBULANCE BILLING	254.23
COPIER LEASE	78.14
LABOR ON PATROL VEHICLE	52.50
BUILDING INSPECTIONS	2,181.82
BOARDING STRAYS	404.17
OFFICE SUPPLIES	517.94
UNIFORM PATCHES	400.00
UNIFORM PATCHES	41.96
PROGRAMS, BOOKS, DVD'S	103.48
FLEX BENEFIT PLANS	627.05
MARCH ADMIN FEES	69.82
PUMP TUBES	248.00
NUTS, BOLTS, CUTTING EDGES	1,593.58
STATE WITHOLDING	4,896.00
COPIER LEASE	101.68
THERMOMETERS	319.48
RETURN	1.56
WESTVIEW HEIGHTS PLAT 2-FINAL	39,782.30
CITY CELL PHONES	274.39
TREADMILL REPAIRS	548.98
PINS AND TEE FOR SMALL BACKHOE	121.74

Fund Expenses

001	GENERAL FUND	57,174.45
002	LIBRARY	7,312.88
003	RECREATION	10,844.98
004	FIRE AND RESCUE	915.99
014	AMBULANCE	1,427.27
110	STREET	19,142.42
325	E. 1 ST ST. CONSTRUCT	2,571.96
339	560 TH AVENUE PAVING	7,862.50
342	HUGP GENERATOR PROJ	97,353.42
343	KUM N GO	216,993.40
600	WATER UTILITY	20,851.11
610	SEWER UTILITY	24,812.40
	PAYROLL	53,662.02
	GRAND TOTAL	\$520,924.80

ORDINANCE: Motion – Peterson, second – Easter to Approve Third Reading or Ordinance #508 to Amend Huxley Ordinance Chapter 69.13 Parking Enforcement and Payment of Fines and Chapter 70.03 Parking Violations. Parking and snow ordinance fines to increase \$5.00 with an additional \$5.00 processing fee. Roll Call: Kuhn, Roberts, Peterson, Easter, Mulder voted yes. Motion carried.

BUSINESS ITEMS:

PUBLIC HEARING: Heart of Iowa Trail - Council Will Consider Plans and Specifications, Proposed Form of Contract and Estimate of Cost of Construction of the Heart of Iowa Nature Trail Paving – Highway 69 to 320th Street for the City of Huxley, Iowa. Mayor opened meeting at 6:07pm. City engineer reported that Department of Transportation conducted a bid letting and five bids were received. Motion – Kuhn, second – Peterson to close hearing at 6:14pm. 5 ayes.

Motion – Roberts, second – Peterson on Resolution No. 20-015 to Approve Plans, Specifications and Form of Contract for the Heart of Iowa Nature Trail Paving Project. Roll Call: Peterson, Easter, Kuhn, Mulder, Roberts voted yes. Motion carried.

Motion - Roberts, second – Peterson on Resolution No. 20-016 to Award Contract for Heart of Iowa Nature Trail Paving Project. Low bidder was Caliber Concrete, LLC in the amount of \$374,253.64. City's cost is approximately \$200,000. Roll Call: Peterson, Easter, Kuhn, Mulder, Roberts voted yes. Motion carried.

Motion – Kuhn, second – Roberts on Resolution No. 20-017 to Accept Letter of Engagement for Underwriting Services with Northland Securities. Roll Call: Peterson, Easter, Kuhn, Mulder, Roberts voted yes. Motion carried.

ADJOURNMENT: Motion – Roberts, Second – Peterson to adjourn meeting at 7:11 pm. 5 ayes, 0 nays. Motion carried.

WORK SESSION:

Fence request – resident on Lynwood approached council regarding fence request.

Comp Plan – city administrator asked council for preliminary views on 2019 Comprehensive Plan. Plan will be placed on future work session agenda for review.

Capital Improvement Plan – Staff working on five year plan/financing.

ADJOURNMENT: Motion – Roberts, Second - Mulder to adjourn meeting at 8:16 pm. 5 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk

2-25-20 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	AEDUSA	NEW AED	\$ 925.00
3	AMY KAPLAN	TRAVEL REIMBURSEMENT TO MEETING	\$ 15.66
4	ANKENY SANITATION	CITY BUILDING TRASH PICKUP	\$ 241.06
5	ARNOLD MOTOR SUPPLY	VEHICLE MAINTENANCE	\$ 172.52
6	BAKER & TAYLOR ENTERTAINME	BOOKS	\$ 1,157.17
7	BAKER GROUP	LABOR ON HEATING/COOLING SYSTEM	\$ 459.00
8	BEN JOHNSON	REF AND TIME KEEPER	\$ 356.00
9	BOUND TREE MEDICAL	AMBULANCE SUPPLIES	\$ 416.09
10	BRANDON ELSNER	TIME KEEPER	\$ 84.00
11	BROOKE LOEWE	TIMEKEEPER & REF	\$ 300.00
12	BUD'S AUTO REPAIR INC	SERVICE ON PD VEHICLE	\$ 329.08
13	CARDMEMBER SERVICE	SEE ATTACHED	\$ 2,746.81
14	CINTAS CORPORATION	FIRST AID SUPPLIES	\$ 64.60
15	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 3,645.58
16	CONNER MOORE	TIMEKEEPER & REF	\$ 400.00
17	CONSUMERS ENERGY	GAS AND ELECTRIC	\$ 12,091.42
18	DEMCO	BOOKS	\$ 367.83
19	EMMA ELSNER	REFEREE	\$ 180.00
20	FIRE SERVICE TRAINING BURE	INSTRUCTOR 1 CLASS	\$ 71.00
21	GRAFF EXCAVATING, INC.	I35 & HWY 210 WATER/SEWER EXT.	\$ 177,299.21
22	HACH COMPANY	WATER/WW TREATMENT	\$ 187.26
23	HAWKEYE TRUCK EQUIPMENT	PARTS FOR 1999 DUMP TRUCK	\$ 114.00
24	HAWKINS, INC.	WATER TREATMENT CHEMICALS	\$ 2,224.15
25	HOKEL MACHINE SUPPLY	FIRE EXTINGUISHER INSPECTIONS	\$ 822.83
26	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 11,773.93
27	IOWA ASSN. MUN. UTILITIES	DUES	\$ 807.00
28	IOWA ONE CALL	EMAIL LOCATES	\$ 65.70
29	IOWA SECTION - AWWA REGION	TWO REGISTRATIONS	\$ 100.00
30	JAYDEN CATTELL	TIME KEEPER & REF	\$ 284.00
31	JEREMY J. ARENDS	JANUARY TREASURER'S REPORT	\$ 80.00
32	KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	\$ 62.50
33	LEEDS, JESSICA	DOLLAR TREE REIMBURSEMENT	\$ 31.00
34	MARCO, INC.	COLOR AND B/W COPIES	\$ 237.73
35	MENARDS - AMES	SUPPLIES	\$ 85.98
36	MICS EDUCATION	CONFERENCE REGISTRATION	\$ 150.00
37	MOODY ELECTRIC, INC.	GARAGE LIGHT REPAIR	\$ 114.87
38	MUNICIPAL SUPPLY	3" DISCHARGE HOSE	\$ 525.00
39	NCL OF WISCONSIN, INC.	BOD INHIBITOR	\$ 91.33
40	NEW CENTURY FS INC	UNLEADED AND DIESEL FUEL	\$ 1,721.52
41	NICKOLAY CONSULTING, LLC	IT SUPPORT & MAINTENANCE	\$ 698.75
42	PCC AN AMBULANCE BILLING S	JANUARY AMBULANCE BILLING	\$ 98.00
43	PEPSI-COLA	VENDING ORDER	\$ 441.45
44	POSTMASTER	PRESORT FEE & BULK POSTAGE	\$ 660.66
45	PRECISION UNDERGROUND UTIL	BLACK RED STRIPE HDPE	\$ 266.60
46	QUALITY FLOW SYSTEMS, INC.	FIX SANDCHERRY LIFTSTATION PUMP	\$ 2,295.00

2-25-20 Council Claims

	A	B	C
47	ROBIN DOTY	BUSINESS & NOTE CARDS	\$ 197.95
48	ROCKY SMITH	GAS REIMBURSEMENT	\$ 40.00
49	SYNCB/AMAZON	DVDS AND OFFICE SUPPLIES	\$ 262.86
50	TASC	FLEX BENEFIT PLANS	\$ 597.89
51	TYLER TECHNOLOGIES, INC.	NEW RECEIPT PRINTER	\$ 1,378.00
52	U.S. BANK EQUIPMENT FINANC	COPIER LEASE	\$ 101.68
53	VAN-WALL EQUIPMENT INC.	POWER SWEEP	\$ 603.32
54	VERIZON WIRELESS	CELL PHONES	\$ 629.22
55	WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	\$ 79.18
56	Payroll Expense		\$ 54,391.02
57	GRAND TOTAL		\$ 283,542.41
58			
59			
60		FUND TOTALS	
61	001 GENERAL FUND	8,501.16	
62	002 LIBRARY	3,306.28	
63	003 RECREATION	5,222.15	
64	004 FIRE AND RESCUE	810.97	
65	014 AMBULANCE	1,390.09	
66	110 ROAD USE TAX	4,274.48	
67	343 KUM N GO WATER & SEWER	177,299.21	
68	600 WATER UTILITY	13,184.94	
69	610 SEWER UTILITY	15,162.11	
70	01 PAYROLL EXPENSE	54,391.02	
71	GRAND TOTAL	283,542.41	
72			
73	Cardmember Services (Visa)		
74	Admin	amazon prime, rita computer's, w2 forms, certified mail, receipt ribbon, postage	\$ 142.35
75	Council Contingency	gavel	\$ 37.48
76	Grounds	electronic module urinals	\$ 250.00
77	FD	background check	\$ 15.00
78	Library	donation signs, postage	\$ 98.71
79	Parks and Rec	starters, filters, dryer vent, fitness on demand, vending, power systems, bands, weights, aaU membership, medals for vb tournament, oriental trading,	\$ 1,987.52
80	Parks		
81	WW	coffee, towels, batteries, wipes, planner, carb rebuild kit, battery backup, screen shields,	\$ 397.98
82	Streets	belt, hoses, water pump	\$ 94.70
83	Credit	fraud credit	\$ (276.93)
84	Total		\$ 2,746.81

Applicant License Application ()

Name of Applicant: <u>Kum & Go LC</u>		
Name of Business (DBA): <u>Kum & Go #0131</u>		
Address of Premises: <u>1706 Hwy 210</u>		
City <u>Huxley</u>	County: <u>Iowa</u>	Zip: <u>50046</u>
Business	<u>(515) 457-6249</u>	
Mailing	<u>1459 Grand Ave</u>	
City <u>Des Moines</u>	State <u>IA</u>	Zip: <u>50309</u>

Contact Person

Name	<u>Jody Deiter</u>		
Phone:	<u>(515) 457-6249</u>	Email	<u>licenses@kumandgo.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 04/01/2020

Expiration Date: 01/01/1900

Privileges:

Class B Wine Permit

Class C Beer Permit (Carryout Beer)

Class E Liquor License (LE)

Sunday Sales

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Krause Group, LTD.

First Name:	<u>Krause Group.</u>	Last Name:	<u>LTD.</u>	
City:	<u>Des Moines</u>	State:	<u>Iowa</u>	Zip: <u>50309</u>
Position:	<u>Owner</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	<u>Yes</u>	

Kyle Krause

First Name:	<u>Kyle</u>	Last Name:	<u>Krause</u>	
City:	<u>Waukee</u>	State:	<u>Iowa</u>	Zip: <u>50263</u>
Position:	<u>President</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	<u>Yes</u>	

Tanner Krause

First Name:	<u>Tanner</u>	Last Name:	<u>Krause</u>
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City: Des Moines

State: Iowa

Zip: 50309

Position: President

% of Ownership: 0.00%

U.S. Citizen: Yes

Charles Campbell

First Name: Charles

Last Name: Campbell

City: Urbandale

State: Iowa

Zip: 50323

Position: Secretary

% of Ownership: 0.00%

U.S. Citizen: No

Insurance Company Information

Insurance Company: Merchants Bonding Company

Policy Effective Date: 04/01/2020

Policy Expiration 01/01/1900

Bond Effective 2

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

COUNCIL COMMUNICATION

AGENDA HEADING:

City Council vote on Joe Schierbrock for Huxley Fire & Rescue Membership

SYNOPSIS:

Request City Council Vote on Huxley Fire & Rescue Membership for Joe Schierbrock.

ADDITIONAL INFORMATION:

Request membership for Joe Schierbrock, of Huxley. Joe works at Mary Greeley and has a medical background. I feel he would be an excellent addition to the Fire Department.

PREVIOUS COUNCIL ACTION(S):

Previous votes by City Council

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Consent vote to approve membership

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

Heart of Iowa Regional Transit Agency (HIRTA) Transportation Advisory Group (TAG) BYLAWS

Mission

The HIRTA Transportation Advisory Group is a diverse group of community stakeholders and business representatives interested in the advancement and improvement of public transportation.

Purpose

The TAG acts as a liaison between local communities, business representatives, agency representatives and HIRTA. The TAG provides local and regional input regarding transportation issues important to the region and included in the HIRTA Strategic Plan.

Voting Members

- Section 1. Any governmental entity located wholly or partially within HIRTA's Region and having a population of at least 1,000, shall be eligible to be a Voting Member.
- Section 2. Voting Members shall be chosen from those who are willing to serve, none of whom shall be elected officials or members of the HIRTA Board.
- Section 3. Appointments by member governments of their primary and alternate representatives to serve on the TAG shall be conveyed in writing from each member's governing body to the TAG's Facilitator.
- Section 4. During January of each year, the TAG's Facilitator shall contact member governments to request the names of each member government's primary and alternate representatives to serve for the upcoming year.

Non-Voting Members

- Section 1. A diverse makeup of TAG members is desired. Non-Voting Members will represent Local business, agencies and groups including but not limited to, health and human services, persons with disabilities, senior citizens, youth, the business and freight moving communities, traditional automobile users and advocates for non-motorized transportation or public transit.
- Section 2. Appointments of Non-Voting Members will be made by the voting membership.

Meetings

- Section 1. The TAG shall hold regularly scheduled meetings, having at minimum two per calendar year.
- Section 2. Special meetings of the TAG may be scheduled as deemed necessary by the voting members and non-voting members. At least three (3) days' notice shall be given for a special meeting.
- Section 3. All TAG meetings shall comply with the open meetings law.
- Section 4. Current informal practice encourages regional discussion and collaboration. Roberts Rules of Order will be followed when clarification is required on rules of order and/or motion procedures, in such cases the TAG Facilitator will act as the Chair.

- Section 5. The TAG Facilitator may vote and participate in discussion, but shall not make a second motion.
- Section 6. In the conduct of business, a motion shall be voted upon by voice vote, with all votes being recorded by name. If requested, an item shall be voted upon by roll call vote.
- Section 7. Agendas and supporting materials for regularly scheduled meetings shall be emailed to voting and non-voting members as least one (1) day in advance of the meeting.
- Section 8. If a member government's appointed representative(s), or an alternative representative, fails to attend three consecutive scheduled meetings of the TAG, the TAG's Facilitator shall notify the member government to request consideration of a new appointment of the member government's representatives.

Facilitator

- Section 1. The HIRTA Executive Director will be responsible for appointing the TAG Facilitator.
- Section 2. The TAG Facilitator will be responsible for disseminating materials, including agendas and minutes.
- Section 3. The TAG Facilitator may request another member of the TAG assist in taking meeting minutes. This request will be made in advance.

Committees

- Section 1. When necessary, Voting Members may establish sub-committees to aid in projects or new programs. Committees will report back to the TAG with recommendations.
- Section 2. Appointments to any committee of the TAG shall be reviewed, at minimum, annually.

Amendments to the Bylaws

These bylaws may be amended at any regularly scheduled TAG meeting, or at any meeting specially called for such purpose. The amendment is subject to submittal in writing prior to the meeting date and upon an affirmative vote of the majority of those Voting Members present and voting at the meeting.

**Heart of Iowa Regional Transit Agency (HIRTA)
Transportation Advisory Group (TAG)
Representative Information**

Please note, members shall be chosen from those who are willing to serve, none of whom shall be elected officials or members of the HIRTA Board.

TAG – Primary Member

Name: _____

Title: _____ **Jurisdiction / Agency:** _____

Address: _____

Phone: _____ **Email:** _____

TAG – Alternate Member

Name: _____

Title: _____

Phone: _____ **Email:** _____

Form to be returned by **March 6, 2020** to: _____

Brooke Ramsey
bramsey@ridehirta.com
Phone: 515-309-9282
Fax: 515-777-2745

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Partial Payment Estimate No. 2 for the North Lift Station Federal Emergency Management Agency (FEMA) Project

SYNOPSIS:

Veenstra & Kimm, Inc (Forrest Aldrich, P.E. 3000 Westown Parkway West Des Moines, Iowa 50266) has submitted pay application No. 2 from J & K Contracting (10703 Justin Dr Urbandale, IA 50322) for work completed between December 28, 2019 and February 6, 2020 on the North Lift Station Flood Control and Mitigation project.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$26,391.00

Funding Source: City of Huxley: Org and Fund code to be provided

ADDITIONAL INFORMATION:

- Work in this pay request is primarily earthwork and subdrain work
- Work on the project is approximately 43.8% complete
- Completion of work is estimated to be mid-March 2020

PREVIOUS COUNCIL ACTION(S):

- January 14, 2020-Council approval of Partial Pay Estimate #1
- November 8, 2019-Council approval of Plans, Specifications and Form of Contract
- November 8, 2019-Award of Contract for the project

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Continued work on the project
- Inspection and presentation of the public improvements for Council action and acceptance

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the

RESOLUTION NO. 20-018

RESOLUTION

WHEREAS, the City of Huxley approved a contract with J & K Contracting on November 8, 2019 to conduct the North Lift Station Flood Control and Mitigation Project in Huxley and;

WHEREAS, Veenstra and Kimm, Inc. have presented the second payment application from the contractor in the amount of \$26,391.00 and;

WHEREAS, the application has been reviewed and found to be appropriate and reasonable for work completed between December 28, 2019 and February 6, 2020.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows:

Payment application No. 2 is hereby approved.

Roll Call	Aye	Nay	Absent
Nate Easter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Kuhn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Mulder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rick Peterson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracey Roberts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PASSED, ADOPTED AND APPROVED this 25th day of February 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 202-018** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of February 2020.

Kevin Deaton, 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) • 800-241-8000 (WATS)

February 18, 2020

Rita Conner
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

HUXLEY, IOWA
NORTH PUMP STATION FLOOD CONTROL & MITIGATION PROJECT
PARTIAL PAY ESTIMATE NO. 2

Enclosed are three copies of Partial Pay Estimate No. 2 for work on the North Pump Station Flood Control & Mitigation Project, under the contract between the City of Huxley and J&K Contracting, LLC dated November 8, 2019. The partial pay estimate is for the period from December 28, 2019 to February 6, 2020.

Partial Pay Estimate No. 2 is primarily for the earthwork and subdrain work. We have checked the estimate and recommend payment to J&K Contracting, LLC in the total amount of \$26,391.00.

Please sign all copies of Partial Pay Estimate No. 2 in the space provided and return one signed copy of the partial pay estimate to our office. Please return one signed copy of Partial Pay Estimate No. 2 to J&K Contracting, LLC with payment. The third copy should be kept for your files.

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

VEENSTRA & KIMM, INC.

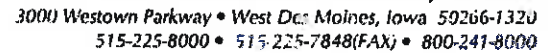
Jeremy B. Enano

JBE:jbe

45247

Enclosures

cc: Jared Bouska, J&K Contracting, LLC



PROJECT TITLE: *North Pump Station Flood Control & Mitigation Project*



Date: 2/17/2020

\$287,800.00

Pay Period: December 28, 2019 to February 6, 2020

BID ITEMS

[illegible]

SUMMARY			
		Original Contract	Total Completed
Bid Item Subtotal		\$287,800.00	\$126,180.90
APPROVED CHANGE ORDERS			
Change Order No.	Description/Notes	Total Approved	Total Completed
1		\$0.00	\$0.00
2		\$0.00	\$0.00
3		\$0.00	\$0.00
4		\$0.00	\$0.00
5		\$0.00	\$0.00
6		\$0.00	\$0.00
7		\$0.00	\$0.00
8		\$0.00	\$0.00
9		\$0.00	\$0.00
10		\$0.00	\$0.00
Total Change Orders		\$0.00	\$0.00
		Total Approved	Total Completed
Revised Contract Price		\$287,800.00	\$126,180.90
			Total Completed
Total Materials Stored			\$0.00
Total Completed Plus Materials Stored			\$126,180.90
Retainage (5%)			\$6,309.05
Total Earned Less Retainage			\$119,871.85
APPROVED PARTIAL PAYMENTS			
Partial Payment No.	Period	Total Approved	
1	December 1, 2019 to December 27, 2019	\$93,480.85	
2		\$0.00	
3		\$0.00	
4		\$0.00	
5		\$0.00	
6		\$0.00	
7		\$0.00	
8		\$0.00	
9		\$0.00	
10		\$0.00	
Total Previously Approved		\$93,480.85	
Amount Due This Request			\$26,391.00
Note: The amount \$26,391.00 is recommended for approval for payment in accordance with the terms of the Contract.			
		CONTRACT SUMMARY	
		ORIGINAL CONTRACT AMOUNT	\$287,800.00
		TOTAL CONTRACT AMOUNT PLUS CHANGE ORDERS	\$287,800.00
		THIS PARTIAL PAYMENT	\$26,391.00
		TOTAL PARTIAL PAYMENTS INCL THIS PAYMENT	\$119,871.85
		BALANCE	\$167,928.15
		PERCENT COMPLETE	43.8%
Recommended By:		Contractor:	Approved:
Veenstra & Kimm, Inc.		J&K Contracting, LLC	City of Huxley
Signature		Signature	
Name	Jeremy Enno	Name	Jared Bouska
Title	Project Manager	Title	Project Manager
Date	2-18-2020	Date	2-17-2020

Resolution No 20-019

**A RESOLUTION SETTING A PUBLIC HEARING FOR THE MAXIMUM PROPOSED
PROPERTY TAX LEVY RATE FOR FISCAL YEAR 2021**

WHEREAS, The State of Iowa law now requires all cities to pass a resolution establishing their maximum property tax dollars to certify for levy, post notification and hold a public hearing and vote; and

WHEREAS, the notice of public hearing and proposed maximum property tax dollars is required to be published no less than 10 but no more than 20 days prior to the date of the hearing.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Huxley, Iowa hereby orders a public hearing and notice thereof to be held on March 10, 2020 at 6:00 pm in the City Hall Council Chambers, Huxley, Iowa on the Fiscal Year 21 maximum proposed property tax levy rate.

PASSED AND APPROVED the 10th day of March 2020.

Kevin Deaton, Mayor

Attest:

Jolene R. Lettow, City Clerk

CITY NAME	NOTICE OF PUBLIC HEARING -PROPOSED PROPERTY TAX LEVY	CITY CODE
Huxley	Fiscal Year July 1, 2020 - June 30, 2021	85-816

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date:	Meeting Time:	Meeting Location:
03/10/2020	6:00pm	City Hall, 515 N. Main Ave, Huxley

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy.

After adoption of the proposed tax levy, the Council will publish notice and hold a hearing on the proposed city budget.

City Web Site (if available):		City Telephone Number:		
Iowa Department of Management		Current Year Certified Property Tax	Budget Year Effective Property Tax	Budget Year Proposed Maximum Property Tax
		2019/2020	2020/2021**	2020/2021
Regular Taxable Valuation	1	86,585,276	88,442,580	88,442,580
Tax Levies:				
Regular General	2	\$701,341	\$701,341	\$716,385
Contract for Use of Bridge	3	\$0	\$0	
Opr & Maint Publicly Owned Transit	4	\$0	\$0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	5	\$0	\$0	
Opr & Maint of City-Owned Civic Center	6	\$0	\$0	
Planning a Sanitary Disposal Project	7	\$0	\$0	
Liability, Property & Self-Insurance Costs	8	\$0	\$0	
Support of Local Emer. Mgmt. Commission	9	\$0	\$0	
Emergency	10	\$0	\$0	
Police & Fire Retirement	11	\$0	\$0	
FICA & IPERS	12	\$0	\$0	
Other Employee Benefits	13	\$0	\$0	
*Total 384.15A Maximum Tax Levy	14	\$701,341	\$701,341	\$716,385
Calculated 384.15A Maximum Tax Rate	15	\$8.10000	\$7.92990	\$8.10000
				2.15%

Explanation of significant increases in the budget:

If applicable, the above notice also available online at:

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year



HUXLEY

CITY OF HUXLEY APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

The City of Huxley appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515) 597-2561. Additional information may be found on the city web site at www.huxleyiowa.org. The City of Huxley is committed to providing equal opportunity for citizen involvement.

Please indicate those Boards and/or Commissions on which you would be willing to serve by checking below:

☐ Library Board of Trustees
☒ Zoning Board Of Adjustments
☐ Planning & Zoning Commission

☐ Tree Board
☐ Parks and Recreation Board
☐ Huxley Volunteer Fire Department

Name: Hyman David Lyle Date: 01/20/2010
Last First Middle
Address: 404 Northpark Blvd Huxley IA 50124
Street City State Zip
Occupation: Logistics Manager for Student Housing

Employer's Name & Address:

Havetkamp Properties, 420 Markham Rd Ste 105
Ames, IA 50014

Work Telephone No: _____ Hours which you can be reached at this number: _____

Home Telephone No: _____ Hours which you can be reached at this number: _____

Cell Phone No. 515-203-6273 Hours which you can be reached at this number: 8AM - 7PM

Email: hrc.dave@gmail.com

How long have you resided in Huxley? 10 years

Please list any previous Board membership positions (City, Church, School, Professional, etc.) and dates of service:

Crosslake HOA Board of Directors - 3 years 2016 - current

Crosslake Church - Deacon Board - 2008 - current

Please indicate below the reasons why you would like to be appointed to a Board or Commission and any specific skills or experience that you believe support your application:

I enjoy the Huxley community and have loved raising
my family here. I would like the opportunity to serve and
give back to the community.

Please list two references other than a family member:

Name: Paul W. Kun Relationship: Friend Phone Number: 515-201-3966

Name: Cory Harms Relationship: Friend Phone Number: 515-203-0371

Do you sell to, or are you in any manner a part to, any contract to furnish supplies, material, or labor to the City of Huxley? no If so, please list dates of employment and positions held.

Have you ever been employed by the City? no If so, please list dates of employment and Position(s) held.

Do you have relatives working for the City? no If so, please give name and relationship.

Please mail completed application to the office of the City Clerk at the following address:

City of Huxley
515 N. Main Ave.
Huxley, IA 50124
ATTN: Jolene Lettow

Mayor Approval: _____

Council Approval Date: _____

Term Start Date: _____ Expiration Date: _____

Ordinance

COUNCIL COMMUNICATION

AGENDA HEADING:

Amending Huxley Ordinance Chapter 69.13 (Parking Enforcement and Payment of Fines) and Chapter 70.03 (Parking Violations)

SYNOPSIS:

Amending Huxley Chapter 69.13 will provide for the 28E agreement between the City of Huxley and the Story County Treasure Office new collection process of delinquent parking fines. The process includes; parking citation not paid within 30-days of issuance will have an hold order on the vehicle registration renewal until citation is paid, allowing vehicle owner 7-days to protest the parking citation and will be issued a court date, and an additional fee of \$5.00 added for processing the hold order at the Story County Treasures Office.

Amending Chapter 70.03 to increase all parking fines \$5.00 except Handicap Space violations will remain at \$100.00. Standard parking violations will be \$10 and Snow Ordinance violations will be \$30.00.

FISCAL IMPACT:

Huxley has never had a way to enforce the collection of parking fines, which most of the fines never get paid. This should not have any cost to the City other then purchasing parking citation from a printing distributor.

ADDITIONAL INFORMATION:

The hold order can only be enforced on vehicles registered in Story County.

PREVIOUS COUNCIL ACTION(S):

- Council has passed approving delinquent parking ticket proposal on 04-09-2019.
- Council has passed the 28E agreement with the Story County Treasures Office on 01-14-2020.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

ORDINANCE NO. 508

AN ORDINANCE AMENDING THE CITY CODE OF HUXLEY, IOWA, BY AMENDING CHAPTER 69 (PARKING REGULATIONS)

WHEREAS Iowa Code Section 331.553(8) provides that a County Treasurer may enter into an agreement under Iowa Code 28E to collect or enforce delinquent parking fines on behalf of a City in conjunction with renewal of motor vehicle registrations pursuant to Iowa Code Sections 321.40(4) and 321.236; and

WHEREAS the City and the County have entered into such an agreement for the collection or enforcement of delinquent parking fines owed to the City;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Huxley, Iowa as follows:

SECTION 1. AMEND CHAPTER 69 (PARKING REGULATIONS). The Code of Ordinances of the City of Huxley, Iowa, is amended by adding new Section 69.13 Enforcement and Payment of Fines as follows:

69.13 ENFORCEMENT AND PAYMENT OF FINES

1. Violations. Violations of this chapter shall result in a fine as set forth in Section 70.3 to this Code of Ordinances.
2. Payment of Tickets. Parking citations shall be paid at the office of the City Clerk within 30 days of issue.
3. Contesting Tickets. Parking tickets may be contested if the owner of the vehicle files a written protest within seven (7) days of the issuance of the citation. The written notice of protest must include the owner's name and contact information, ticket number, the date of the ticket, license plate number, and the reason for the contest. The written protest shall be filed in the office of the City Clerk and shall stop the running of the 30 day period for payment. If the right to contest the ticket is exercised, the ticket will be filed in with the appropriate District Court as a criminal traffic ticket and will be subject to court costs and surcharges in addition to the fine.
4. Failure to Pay or Contest. Failure to pay a parking citation complaint within 30 days of its issuance or timely contest such citation under the provisions of this Chapter shall render the charges contained therein admitted. The fine thereafter shall be increased by five dollars (\$5) and a hold may be placed on the registration of the vehicle until the fine and any additional processing costs are paid.

SECTION 2. AMEND CHAPTER 70 (TRAFFIC CODE ENFORCEMENT PROCEDURES). The Code of Ordinances of the City of Huxley, Iowa, is amended by amending the fine amounts set forth in Section 70.3

70.03. PARKING VIOLATIONS: ALTERNATE.

Uncontested violations of parking restrictions imposed by this Code of Ordinances shall be charged upon a simple notice of a fine payable at the office of the City Clerk. The simple notice of a fine shall be in the amount of ten dollars (\$10.00) for all violations except snow route parking violations and improper use of a persons with disabilities parking permit. If such fine is not paid within thirty (30) days, it shall be increased by five dollars (\$5.00). The simple notice of a fine for snow route parking violations is thirty dollars (\$30.00) and the simple notice of a fine for improper use of a persons with disabilities parking permit is one hundred dollars (\$100.00).

SECTION 3. REPEALER. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be effect from and after its final passage, approval and publication as provided by law.

Passed First Reading by the City Council of Huxley, Iowa, 28th day of January, 2020.

Passed Second Reading by the City Council of Huxley, Iowa, the 11th day of Feb., 2020

PASSED AND ENACTED by the City Council of Huxley, Iowa, the 25th day of Feb., 2020

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

1st Reading –

Motion by Council Member Roberts, seconded by Council Member Meador, first reading of Ordinance No. 508 (2020).

AYES: 5
NAYS: 0
ABSENT: 1

2nd Reading –

Motion by Council Member Peterson, seconded Council Member Easter, to approve the second reading of Ordinance No. 508 (2020).

AYES: 5
NAYS: 0
ABSENT: -

3rd Reading –

Motion by Council Member _____, seconded by Council Member _____, to approve the third reading of Ordinance No. ____ (2020)

AYES: -
NAYS: -
ABSENT: -

The Mayor declared Ordinance No. 508 (2020) was passed on _____.

I certify that the foregoing was published as Ordinance No. ____ (2020) on the ____ day of ____ 2012.

Jolene Lettow, City Clerk

Staff Reports



MEMORANDUM

To: Honorable Mayor Kevin Deaton & City Council
From: Heather Denger
Date: 2/21/20
Re: Parks & Recreation February 2020 Department Report

Director's Report

- Daddy-Daughter Dance was on Saturday, February 8 from 6-8pm in the Safe Room. There were 260 in attendance. 120 bought tickets ahead of time, 140 at the door.
- The gym continues to be quite busy however after February 22nd only AAU volleyball practices will be happening. CIRL youth basketball will end February 22nd.
- We have hosted 3 AAU volleyball tournament in February, each netting approximately \$1,000 in profit.
- I applied for a \$25,000 Wellmark Foundation Grant to aid in the cost of the Pickleball/Tennis Court project this Spring.

3C's Update

- Membership Update

	12 Month Memberships	6 Month Memberships	3 Month Memberships	EFT Bank Memberships	Total Active Memberships
February 2020	362	156	1	74	593
February 2019	319	138	5	67	529

- There have been 2,124 visits to the Citizens Community Center in February so far.
- There were 15 participants at the February 10 Lunch and Learn event: Ballard Education Foundation presented.
- Spring Group Exercise session starts Monday, February 24th.

Parks & Recreation Board Update

- Park Board met February 3rd. We discussed our Pickleball/Tennis Court project for Centennial Park, Farmer's Market, Trails and Sidewalks and 3 C's rules and regulations.
- The next meeting is scheduled for Monday, March 9 at 6pm in Council Chambers.

Tree Board Update

- There was no tree board meeting in February. We continue to look at combining Tree Board with Park Board.

Utility Report

January	2020					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	89	86	593,700	\$4,311.47	590,400	\$5,008.71
Schools	4	3	177,300	\$905.46	177,300	\$887.03
Rural	66	6	279,400	\$3,358.88	32,900	\$451.03
No Charge	20	14	1,069,600	\$0.00	951,400	\$0.00
Residential	1,608	1,592	4,468,355	\$48,559.89	4,414,355	\$59,862.17
Second Meter	133	0	300	\$799.60	0	\$0.00
Master Meters	12	0	269,800	\$0.00	N/A	\$0.00
Wells	2	0	9,776,000	\$0.00	N/A	\$0.00
TOTAL:	1,934	1,701	16,634,455	\$57,935.30	6,166,355	\$66,208.94

	Water:	Sewer:	
Total Billed Consumption (gallons):	5,519,055	5,214,955	TOTAL:
Total Billed:	\$57,935.30	\$66,208.94	\$124,144.24

January	2019					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	90	87	630,600	\$4,484.55	633,600	\$5,225.46
Schools	5	3	152,300	\$804.60	152,300	\$772.54
Rural	66	6	302,800	\$3,524.54	41,400	\$509.41
No Charge	20	14	1,264,200	\$0.00	1,135,400	\$0.00
Residential	1,620	1,604	4,763,037	\$50,048.55	4,708,837	\$61,361.41
Second Meter	133	0	1,400	\$805.45	0	\$0.00
Master Meters	12	0	299,500	\$0.00	N/A	\$0.00
Wells	2	0	10,421,000	\$0.00	N/A	\$0.00
TOTAL:	1,948	1,714	17,834,837	\$59,667.69	6,671,537	\$67,868.82

	Water:	Sewer:	
Total Billed Consumption (gallons):	5,850,137	5,536,137	TOTAL:
Total Billed:	\$59,667.69	\$67,868.82	\$127,536.51

Key:

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

February 2020 Public Works Report

- The plow push frame, circle angle and moldboard on the 1999 dump truck is no longer usable. It has been repaired in the past and while removing snow and ice on the last major snow event it suffered damages that are to the point that it is unrepairable without investing a minimum of \$6000 dollars or more into it and we would still have a 1999 plow. We went ahead and ordered a new plow for \$7000 and in the meantime went over and picked up the new plow from Henderson that can be used on the 1999 until we get a new one delivered which will be in May of 2020. Once the new truck arrives, we will put this plow on the new truck.

- Were still waiting for the new dump truck and plow. We were hoping to see delivery in the first or second week of February. That is still not the case and we are now looking at the first or second week in March.

- We have been removing dead trees, trimming trees and picking up branches in all the parks and removing leaves when the weather permits.

- Salt and sand inventory is getting low but we are hoping that we can get through the rest of the season without having to order more.

- Letters have been delivered to homeowners about the upcoming street repairs that we will be doing in the spring to notify those that have driveway approach issues that they can contact the contractor and see what it would cost them to have the contractor repair them while they are doing the streets and curbs. A total of 19 letters were delivered.

- The following information are the flows from the wastewater plant for your review: The influent flows are what are coming into the plant and the effluent flows are what we are discharging to the receiving stream.

1. 2019 Influent	g. .335 MG	ix .416 MG	n. .273 MG	tal 10.382MG
1. 2019 Effluent	g. .335 MG	ix .410 MG	n. .264 MG	tal 10.377 MG
1. 2020 Influent	g. .327 MG	ix .420 MG	n. .275 MG	tal 10.133 MG
1. 2020 Effluent	g. .327 MG	ix .438 MG	n. .268 MG	tal 10.142 MG

- Construction activities have all but ceased at the North Lift Station Mitigation Project. Hoping that once the weather warms up, they will be back on site to finish up. All the piping has been installed in the ground. They still have a lot of grading to do, installation of the driveway and sidewalk to the station, installation of the fence and gates and removal of debris and extra soils from the project.

- The new conduits have been installed on the hill from the North Lift Station to the top of the hill for the new electrical lines to be installed. Just waiting for materials and the electrical contractor to return to the site to finish up the new installation to replace the lines that were damaged during construction.

- We currently are rebidding the initial bids for the North lift station generator. We have received a couple bids on installing a new 60 KW generator instead of the 50KW and bids for plumbing it to the natural gas lines to eliminate the need for Diesel fuel and have a cleaner burning exhaust. Just waiting on our third bid and we will proceed for final approval.

- The pump that was needing repaired for the Sand Cherry Lift Station has been returned and reinstalled and seems to be working great.

- Still working with the property owner on the easement for the Oak Blvd. Lift Station generator installation. The wording on the easement has been corrected to satisfy the owner and we are just waiting for the owner to return the easement with their signatures so we can get it recorded and we can proceed with the purchase and installation. The generator purchase was approved by council in 2019 with ABC electric out of Des Moines.

- Tometich engineering has been out again to review the settling of the RAS/WAS building at the wastewater plant and has mounted a couple more settling levels on the interior of the building and will follow up later this summer to analyze and record any movement from the new levels.

- We were called out to Campus Drive due to a business that was having difficulty with their lateral accepting sanitary discharges from the property. After further review and some investigation of the collection main we noticed that a bunch of rock and fragments of plastic main line were backing up the system. There was a recent bore done in the area and after jetting the line out and videoing it we noticed that the collection main had been hit and broken and it allowed rock and debris to drop into the main and plug it up. The contractor had been notified and was told to fix the pipe. They sent out a plumber out and dug it up and the repairs have been made and everything is flowing good again. The contractor has been told to finish cleaning the rest of the main and re-televise all of the mains and lateral in the area that were in the vicinity of the new bore for final review and acceptance by the City.

- Still waiting on the delivery of the new utility truck. It looks like it may be delivered the first or second week in March now.

- Put together a spread sheet to show how far over CMC has been in their loadings to the plant. Bruce had not been completing their reports to determine the pounds of BOD and zinc. It was much more than anyone anticipated and a meeting will be scheduled to determine how CMC will rectify the issues.

- AJ passed his water treatment II exam. He is eligible to take the Grade III wastewater treatment exam in May.

- The SOPs and QA book has been updated per lab inspection and everyone has reviewed and signed the QA book.

- All of the recommendations per the lab inspection have been completed and a new lab certification certificate from the IDNR should be arriving soon to be displayed in the lab.

- The new vacator had blew out a hydraulic line while being used and was covered by warranty and repaired.

- We have ordered a new controller that adjusts and monitors the operation depth of the liquids in the wet well and when the pumps will turn on and off for the North lift station and will hopefully have it installed in the next few weeks by Iowa Automation.

- We have been having some problems with the software at the wastewater plant on updating the flows automatically on the system without having to enter them manually. Automatic systems have been contacted to investigate the issue and correct the problem.

- AJ and Keith are still reviewing and updating the bids on the new camera system to video the sanitary sewer collection system and storm sewers. Hope to have something for council approval sometime in March.

- In the month of January, the Huxley Water Plant treated 9,654,000 gallons of water. A maximum of 408,000 gallons of water per day, and a minimum of 229,000 gallons per day, and an average daily treated water of 311,000 gallons per day.

- Water consumption was up about 2,200,000 gallons compared to last January.

- We have been trying to update meter sizes and the age of water meters for future referencing.

- The master meter at new horizons has been malfunctioning and will have to be replaced at their expense.

- Clouser plumbing will be live tapping the water main for Kum and Go Project on February 21st.

- Forest and Vince from V&K will be coming to the water plant on the 24th to go over backwashing during the time the ground storage is out of service for refurbishing and plant expansion review.

- Meadowlane plat 3 is still in a holding pattern and still have not heard yet when they will be arriving to begin the installation of the utilities and continue the site work.
- The contractor on the I35 and Highway 210 project is back and working on the installation of the remaining water and sanitary sewer. All of the piping on the east side of I35 is installed. There is still a few hundred feet of sanitary that has to be installed on the west side and just the tap and connection for the water still needs to be completed on the west side. Once the connection is made, we will begin to fill the pipe and start running the tests that are required before the water can be turned on to the Kum and Go site. The tap for future use for CMC has been installed.
- The Underground contractor is back on site for the Westview project. They are installing sanitary piping from the lift station area and working their way North and east.
- I have been contacting all the properties on the 560th project that we will need easements from that have not returned them to answer any remaining questions so we can get these signed and recorded. Hope to have them all done in the next week or two.

Jeff Peterson, Public Works Director