

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, March 9, 2021

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 held a Zoom meeting on the above date pursuant to rules of the council, notice posted at City Hall and onto website. Mayor Deaton called the meeting to order at 6:00 pm.

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

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

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

CONSULTANTS PRESENT: Forrest Aldrich– city engineer

PRESENTATION: Mayor Deaton read the letters of recognition for police officers Jacque Gloede and Rex Deckard

CONSENT AGENDA:

Motion by Mulder, second by Peterson to approve Consent Agenda as listed below with Item d. Amendment to Purchasing Policy pulled and discussed as a separate item.

- a. Approve Minutes from February 23 Regular Meeting and March 2 Special Meeting
- b. Approve Payment of Bills
- b. Approve Resolution No. 21-014 Maximum Tax Levy Rate
- c. Approve Resolution No. 21-015 Set Hearing to Approve FY 2022 Budget
- d. *Approve Resolution No. 21-016 Amendment to Purchasing Policy – pulled from Consent Agenda*
- e. Approve Resolution No. 21-017 Agreement for Building System Services
- f. Approve Resolution No. 21-018 Set Hearing for Plans, Specifications and Form of Contract for the East First Street Project

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

Claims:

ADAM JABLONSKI	COACH DISCOUNT	37.50
AFLAC	AFLAC	216.96
ALISE VAN PELT	TIMEKEEPER - 12 GAMES	144.00
ALLIANT ENERGY	GAS AND ELECTRIC	13,326.14
AMANDA VANDENWYNBOOM	COACH DISCOUNT	27.50
AMERICAN FENCE COMPANY	GATE AND FENCE FROM STORM DAMA	3,681.00
AMY RICHARDSON	COACH DISCOUNT	37.50
ANDREW PRINCEHOUSE	TIMEKEEPER - 21 GAMES	252.00
ARNOLD MOTOR SUPPLY	WIRE & BULB	139.83
BEN JOHNSON	REFEREE - 24 GAMES	504.00
BRETT FULLER	BASKETBALL COACH	37.50
CHAD QUICK	REFEREE FIVE SOCCER GAMES	60.00
CITY OF AMES	RMS ANNUAL FEE	2,255.47
CITY OF ANKENY	TIER SERVICE FEE	200.00
COLIN MEMMER	REFEREE & TIMEKEEPER	330.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,757.34
CONNOR MOORE	REFEREE AND TIMEKEEPER	603.00
CONSUMERS ENERGY	GAS AND ELECTRIC	10,275.88
DACIA BUSS	REFEREE - 25 GAMES	500.00
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,490.22
EBS	MEDICAL INSURANCE	17,056.25
EDWARD JONES	IRA	250.00
ELLIOTT JOSEPHSON	BASKETBALL COACH DISCOUNT	27.50
FIDELITY SECURITY LIFE	VISION INS	308.80
HAWKINS, INC.	WATER TREATMENT CHEMICALS	2,143.65
HOTSY	SOAP INJECTOR & NIPPLE	43.28

INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	12,022.51
IOWA DOT	TRASH BAGS, TOWELS, CLEANER	328.70
IOWA LAW ENFORCEMENT ACADE	BIAS TRAINING CLASSES	200.00
IOWA MUNICIPAL FINANCE OFF	ANNUAL MEMBERSHIP	50.00
IOWA ONE CALL	EMAIL LOCATES	19.80
IPERS	IPERS	16,046.79
JOHN BROOKS	BASKETBALL COACH DISCOUNT	27.50
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	415.43
KENT KLINGBALL	COACH DISCOUNT	37.50
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	1,261.04
LINDSAY GUSTAFSON	COACH DISCOUNT	37.50
MADISON STARLING	TIMEKEEPER - 2 GAMES	24.00
MARCO, INC.	PD COPIER MAINTENANCE	242.15
MARK JUDGE	BASKETBALL COACH DISCOUNT	37.50
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
MELISSA COGDILL	COACH DISCOUNT	37.50
MENARDS - AMES	TOILETS, SHOVELS, WIPES, ETC.	404.00
MISCELLANEOUS VENDOR	HALL, PHILLIP :US REFUND	442.58
MOSQUITO CONTROL OF IOWA	MOSQUITO CONTROL 2020	11,535.00
MUNICIPAL SUPPLY	RETURN	439.05
OSCAR FROEHLICH	COACH DISCOUNT	37.50
RYAN DUNN	COACH DISCOUNT	35.00
SCOTT ERICKSON	COACH DISCOUNT	37.50
SETH TJADEN	COACH DISCOUNT	37.50
SIOUX SALES COMPANY	REMINGTON SHOTGUN	672.75
STORY COUNTY FIREFIGHTERS	2021 MEMBERSHIP	25.00
TASC	FLEX BENEFIT PLANS	577.07
TASC - CLIENT INVOICES	APRIL FLEX PLAN ADMIN FEES	69.82
THE CLEAN MACHINE OF IOWA	CARPET CLEANING	1,465.00
TRANE U.S. INC.	SERVICE HEATING/COOLING	1,269.00
TREASURER, STATE OF IOWA	STATE WITHHOLDING	3,881.00
VEENSTRA & KIMM, INC.	DSI SOUTH LOT - SITE PLAN	4,998.48
VERIZON WIRELESS	PUBLIC WORKS CELL PHONES	493.62
VERIZON WIRELESS - LERT B	SUBPOENA RECORDS	50.00
WYNJA, PAT	COACH DISCOUNT	27.50

001	General Fund	45,118.92
002	Library	4,601.76
003	Recreation	7,024.47
004	Fire and Rescue	872.10
014	Ambulance	1,083.18
110	Street	14,388.52
340	Trail Paving Project	3,638.48
398	DeRecho Storm	3,694.86
600	Water	17,644.74
610	Sewer	17,620.99
	Payroll	<u>53,681.17</u>
	Grand Total	\$169,369.19

Motion Easter, second – Peterson on Resolution No. 21-016 Amendment to Purchasing Policy. Councilman Mulder asked if professional services were included in policy. Also stated he was not prepared enough to vote on this resolution. Councilman Kuhn expressed concerns with section of policy regarding micro purchases and reported he continues to struggle with language allowing mayor to have complete authority in cases of emergency. He also has concerns with exemption of bid process in emergencies. Mayor requested staff bring purchasing policy in line with personnel policy guidelines. Councilman Peterson asked that council revisit policy sooner rather than later. Roll Call: Mulder – abstain, Easter, Peterson, Roberts voted yes, Kuhn voted no. Motion passed to approve amendment to Purchasing Policy.

Resolution No. 21-019 Fenceline Beer Lab Patio. Fenceline owner, Susan Frantz, asked council if the additional restroom which is required per the Plumbing Code, be portable until permanent restroom is installed. Councilman Kuhn stated plumbing code could not be amended. Staff to work on corrected resolution and Special Use Permit for March 23rd meeting.

Motion – Peterson, second – Mulder on Resolution No. 21-020 Fireworks Safety Demo Training. Kristina Brekke would like to offer a Fireworks Safety Class/Demonstration on June 5th from 8 to 10pm at Brekke residence. Mayor commented that the demonstration needed a fireworks permit. Councilman Kuhn asked if program could be

completed by 9pm instead of 10pm. Roll Call: Mulder, Easter, Peterson, Kuhn, Roberts voted yes to allow demonstration to be held on June 5th from 8 to 10pm. Rain date set for Sunday, June 6th from 7 to 9pm.

STAFF/COUNCIL REPORTS:

- City Administrator reported 3 vendors had been contacted to upgrade audio/video components in Council Chambers
- Water Treatment Plant Expansion: council to select water rate increase at March 23rd meeting
- HDC Strategic Planning Session: Councilman Kuhn reported that session focused on what role HDC had in city planning. Councilman Easter stated there were strong members on HDC Board that city could utilize
- Parks and Rec meeting scheduled for April 5 – possible joint meeting with council
- Fire Chief reported that Slater EMS had sent letter asking that Huxley wait to assist until after second page. Also stated that there was a monthly, joint fire training that included all Ballard communities
- Parks and Rec Director announced spring programs underway: soccer, tennis, baseball. Staff is working on summer programming
- Library Director communicated that she was interviewing prospects for Children's Program Director
- City Engineer told council that bid conducted by DOT for E. 1st Street project will be on agenda for approval at next council meeting. V& K hired person with FEMA experience.
- Councilman Mulder asked when there would be a personnel meeting
- Councilman Peterson reported that builders were not keeping streets clean in Prairieview area. Asked for status of CMC and if they had been billed for waste that conflicts with contractual limits.
- Councilman Kuhn would like to see city adopt an erosion control ordinance with plans for erosion control to be submitted with building permits. Ordinance to also include penalties.

ADJOURNMENT: Motion - Easter, second - Peterson to adjourn meeting at 7:52pm. 5 ayes, 0 nays. Motion carried.

WORKSESSION: City Sidewalk Infill Program

Map was provided to council that staff had completed to show first phase of sidewalk infill. Council discussed plans. Costs are yet to be calculated and brought back to council. Councilman Peterson asked status of high school and middle school sidewalks and requested map be provided to council with infill for entire town. Councilman Easter suggested public involvement.

ADJOURNMENT: Motion - Kuhn, second - Roberts to adjourn meeting at 8:46pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk