

## HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, April 27, 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 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:** Easter, Peterson, Mulder, Roberts; absent - Kuhn

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

**CITY STAFF PRESENT:** Rita Conner – City Administrator, Jolene Lettow – City Clerk, Megan Brendeland – Fire Dept. Secretary, Trent Meiners – Deputy 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; Steve Gerdes, auditor

**PROCLAMATION:** Mayor read proclamation recognizing May 9 – 15 as Economic Development Week.

### PRESENTATIONS:

- Representatives from Holmes Murphy presented information pertaining to the city's health plan renewal. Explained the benefits of the city being a member of the Employee Benefits System.
- City auditor briefly explained the findings of the fiscal year 2020 audit.

### PUBLIC HEARINGS:

Mayor opened hearing at 6:19pm for rezoning of Blue Sky Residential from A-1 and M-1 to R-1. There being no comments from public motion by Easter, second by Roberts to close hearing at 6:20pm. 4 ayes. Hearing closed.

- Ordinance 515: Motion by Roberts, second by Easter to approve Ordinance 515 to Rezone Blue Sky Residential from A-1 and M-1 to R-1. Roll Call: Peterson, Mulder, Roberts, Easter voted yes. Motion carried, first reading passed.

Mayor opened hearing at 6:21pm for rezoning of Toy Box Storage Industrial from R-1 to M-1. There being no comments from public motion by Roberts, second by Easter to close hearing at 6:20pm. 4 ayes. Hearing closed.

- Ordinance 516: Motion by Easter, second by Peterson to approve Ordinance 516 to Rezone Toy Box Storage Industrial from R-1 to M-1. Councilman Easter commented Comp Plan lists property as M-1. Kristina Brekke, property owner, explained that the rezoning would expand lot to accommodate storage area and parking needs for commercial business currently on residential lot. Councilman Easter commented that there could be issue with lot that includes a home as well as a commercial business. Staff to look at alternatives. Council will revisit prior to second and third readings. Roll Call: Easter, Roberts, Mulder, Peterson voted yes. Motion carried, first reading passed.

### CONSENT AGENDA:

Motion by Roberts, second by Peterson to approve Consent Agenda as listed below with Items f and g to be pulled from Consent Agenda for separate discussion. Councilman Mulder requested changes in April 13<sup>th</sup> council minutes regarding Innovative Technologies Development Agreement Amendment.

- a. Approve Minutes from April 13, 2021 Regular Meeting
- b. Approve Payment of Bills and Treasurer's Report
- c. Approve Cigarette Permits for Casey's North, Casey's South and Kum & Go
- d. Second Reading Ordinance No. 512 Fire and Rescue Department Request Waiver of Third Reading
- e. Second Reading Ordinance No. 513 Traffic Signage Request Waiver of Third Reading
- f. *Motion to Approve Repair Work for 1998 Spartan Motors Firetruck – pulled for separate discussion*
- g. *Approve Resolution No. 21-033 Renewal of City Medical, Dental and Vision Insurance – pulled for separate discussion*

- h. Approve Resolution No. 21-034 East 1<sup>st</sup> Street Project Notice to Proceed, Contract, Bonds and Authorizing Mayor to Execute
- i. Approve Resolution No. 21-035 Set Public Hearing for Meadow Lane Investments, LLC Annexation
- j. Approve Resolution No. 21-036 Engineering Services Agreement with V & K for the Iowa Department of Transportation I-35 Widening Project

**Claims:**

A KING'S THRONE, LLC	PORT-O-JOHN	152.95
ALLENDER BUTZKE ENGINEERS	GEOTECHNICAL EXPLOR-WATER PLAN	6,100.00
AMERICAN BUSINESS PHONES	REMOTE LABOR	25.00
ARNOLD MOTOR SUPPLY	OIL, FILTER, BEARING CONE	653.40
AXON ENTERPRISE, INC.	TASER CARTRIDGES	108.15
BAKER & TAYLOR ENTERTAINME	BOOKS	821.90
BAKER GROUP	NEW ROOF FOR 3C'S-PARTIAL BILL	66,350.00
BLANK PARK ZOO	LIBRARY ZOO PROGRAM	125.00
BUD'S AUTO REPAIR INC	WATER PUMP FOR 2014 DODGE	596.13
CARDMEMBER SERVICE	SEE ATTACHED	14,865.83
CENTRAL IOWA DIESEL PERFOR	606 ATTACK FIRE TRUCK REPAIR	1,528.82
CENTRAL IOWA DISTRIBUTING	JANTORIAL SUPPLIES	415.00
CENTRAL IOWA LAWN & LANDSC	MOWER PARTS	45.30
CLINTON H. THOMPSON	BASKETBALL LEAGUE OFFICIAL	480.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,700.32
CONSUMERS ENERGY	ELECTRIC	9,580.34
DACIA BUSS	BASKETBALL LEAGUE REFEREE	100.00
DANKO EMERGENCY EQUIPMENT	HYDRANT GATE VALVE	769.73
DOLLAR GENERAL-REGIONS 410	JANITORIAL SUPPLIES	91.05
ED M. FELD EQUIPMENT CO. I	DRIP TORCHES	340.90
EDEN HART	BASKETBALL LEAGUE SCORE KEEPER	48.00
FREIGHTLINER OF DES MOINES	ENGINE 206 MAINTENANCE	1,385.67
GALLS, LLC- DBA CARPENTER	UNIFORM PARTS	55.25
GENERAL TRAFFIC CONTROLS,	TRAFFIC SIGNAL EQUIPMENT	872.00
HAWKINS, INC.	WATER TREATMENT CHEMICALS	1,988.15
HOKEL MACHINE SUPPLY	HOLE SAW-WATER PLANT EXPANSION	22.26
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	12,249.86
IOWA AUTOMATION CO.	INSTALL WIRE TO RUN RO PILOT	555.50
IOWA DOT	JANITORIAL SUPPLIES	100.70
IOWA EARTH WORKS, LLC	BURN PILE CLEAN UP	3,600.00
IOWA ONE CALL	EMAIL LOCATES	108.00
IOWA PRISON INDUSTRIES	STORY WALK SIGNS	8,690.00
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT CLAIM	3,593.82
J.P. COOKE CO., THE	PET TAGS	61.50
JACKSON BROWN	BASKETBALL LEAGUE SCOREKEEPER	72.00
KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	62.50
MARCHESANO, JOSEPH	UAG FAA TEST	173.00
MARTIN MARIETTA MATERIALS	CLEAN ROCK	141.15
MENARDS	SUPPLIES FOR WATER PLANT EXPAN	310.08
MUNICIPAL SUPPLY	SUPPLIES FOR WATER PLANT EXPAN	1,008.14
NELSON ELECTRIC	REIMBURSE FOR CANCELLED PERMIT	100.00
NEW CENTURY FS INC	OVERPAYMENT	2,833.83
OXEN TECHNOLOGY	HELP WITH EMAILS	90.00
PCC AN AMBULANCE BILLING S	MARCH AMBULANCE BILLING	287.72
POSTMASTER	POSTMASTER	455.32
PREMIER	PRINTER CONTRACT	42.56
ROBERTS, SUSAN	DOLLAR GENERAL REIMBURSEMENT	40.35
SATONIUS PARKER	BASKETBALL LEAGUE OFFICIAL	175.00
STORY COUNTY SHERIFF'S OFF	3RD QUARTER DISPATCH	12,659.92
STORY COUNTY TREASURER	PARKING TICKET PROCESSING-2	10.00
SYNCB/AMAZON	BOOKS, DVDS, VOICE AMPLIFIER	934.05
TASC	FLEX BENEFIT PLANS	577.05
TRANE U.S. INC.	CREDIT	7,630.52
U.S. BANK EQUIPMENT FINANC	PRINTER LEASE	110.45
VEENSTRA & KIMM, INC.	WATER TREATMENT PLANT EXPANSIO	45,017.64
VERIZON WIRELESS	PUBLIC WORKS CELL PHONES	332.16
WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	80.13

		<u>Expenses</u>	<u>Revenues</u>
001	General Fund	36,627.48	64,368.03
002	Library	12,213.31	516.51
003	Recreation	4,827.24	13,692.44
004	Fire and Rescue	5,822.01	
014	Ambulance	4,064.44	2,754.12
110	Street	4,662.03	50.00
125	TIF	7.95	
398	DeRecho Storm	69,950.00	
600	Water	65,612.72	78,564.81

610	Sewer	9,536.92	<u>79,609.68</u>
	Payroll	<u>55,551.84</u>	
	Grand Total	\$268,875.94	\$239,555.59

*Item f from Consent Agenda:* Motion by Easter, second by Roberts to Approve Repair Work for 1998 Spartan Motors Firetruck. Councilman Peterson asked how mural expense got approved. Monies spent on mural could be used for fire truck repairs. Deputy Chief Meiners explained repairs needed for fire truck and stated that funds to pay for mural could come out of association funds. Roll Call: Easter, Peterson, Mulder, Roberts voted yes. Motion carried.

*Item g from Consent Agenda:* Motion by Roberts, second by Peterson to Approve Resolution No. 21-033 Renewal of City Medical, Dental and Vision Insurance. Roll Call: Peterson, Easter, Roberts voted yes; Mulder abstained. Motion carried.

**BUSINESS ITEMS:**

Motion by Roberts, second by Easter to Approve Resolution No. 21-037 Kreg Tool Donation. Brian Van Zee, Kreg Tool representative, commented that the donation was Kreg Tool’s way of saying thanks to the city. Councilman Mulder suggested resolution reflect amount being donated to city. Roll Call: Mulder, Peterson, Easter, Roberts voted yes. Motion carried.

Motion by Easter, second by Peterson to TABLE Resolution 21-038 Toy Box Storage Site Plan to next Council Meeting. Councilman expressed his concern with 2 different zones on one lot and remarked that city should follow Code; stated legal counsel should review. Council addressed paving of parking lot, landscaping near parking lot and sidewalk. City engineer to review landscaping code. City administrator asked for consistency with waivers for paving of parking lots. Roll Call: Peterson, Easter, Roberts, Mulder voted yes. Motion carried, resolution tabled until next council meeting.

Motion by Easter, second by Roberts to Approve Resolution No. 21-039 Iowa Economic Development Authority – Iowa Downtown Resource Center for Main Avenue Assessment and Stakeholder Participation Process. Roll Call: Roberts, Mulder, Peterson, Easter voted yes. Motion carried.

Motion by Easter, second by Peterson to Approve Resolution No. 21-040 City of Huxley Supplemental Specifications. City engineer informed council that changes in specifications will be placed in one document but will not be referenced in SUDAS requirements. Notice of changes were sent to developers/builders. Roll Call: Easter, Roberts, Peterson, voted yes; Mulder abstained. Motion carried.

**INFORMATIONAL ITEMS:**

Construction Site Erosion Control Ordinance Development: Jeff Peterson, Public Works Director, provided council with a presentation on an erosion control and inspections ordinance for the city. Councilman Easter asked to get Huxley Development Commission (HDC) feedback.

Purchasing Policy: City administrator asked council for direction. Language changes had been provided by email from councilman Kuhn.

Financial Software Update: City clerk announced that RFP was being developed and would be sent to League and placed on city website.

ADJOURNMENT: Motion - Easter, second - Roberts to adjourn meeting at 8:35pm. 4 ayes, 0 nays. Motion carried.

Submitted by Jolene R. Lettow, City Clerk