

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, August 24, 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 6:02 pm.

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

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

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

CONSULTANTS PRESENT: Chip Schulz – city financial advisor/Northland Public Finance

CONSENT AGENDA:

Motion by Mulder, second by Easter to approve Consent Agenda as listed below.

- a) Approve Minutes from the August 10, 2021, Regular Meeting
- b) Approve Payment of Bills and June Treasurer's Report
- c) Second Reading of Ordinance No. 518 Parking Regulations and Request Waiver of Third Reading
- d) Second Reading of Ordinance No. 519 Pet Licenses and Request Waiver of Third Reading
- e) Motion to Approve Submittal of Iowa Department of Natural Resources Community Forestry Grant
- f) Motion to Approve Peyton Woodbeck for 6-Month Probationary Membership to Huxley Fire Rescue
- g) Approve Resolution No. 21-075 Set Public Hearing for Meadow Lane Investments, LLC Annexation
- h) Approve Resolution No. 21-076 Establishing Electronic Imaging and Destruction of Records and Documents Policy
- i) Approve Resolution No. 21-077 Allowing Electronic Signatures to be Sent and Accepted by the City of Huxley
- j) Approve Resolution No. 21-078 Five Year Agreement with the Iowa Department of Transportation for the State of Iowa Routes Within the Corporate Limits of the City of Huxley

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

Claims:

BAKER & TAYLOR ENTERTAINME	BOOKS	748.44
BELLA HOMES	BUILDING PERMIT DEPOSIT REFUND	1,000.00
BOLTON & MENK, INC	ENGINEERING-STREETS/WATER MA I	8,139.00
BOOK SYSTEMS, INC.	CORDLESS SCANNERS	1,410.00
BOUND TREE MEDICAL	AMBULANCE SUPPLIES	435.94
CARDMEMBER SERVICE	SEE ATTACHED	3,387.06
CENTRAL IOWA TOWING & RECO	TOWING OF 2014 DODGE	119.53
CHAD ELLIOTT	REIMBURSEMENT FOR PERMIT	0.00
CHELSEA CARPENTER	VOLLEYBALL REFUND	13.00
CLAMAN CONSTRUCTION, INC.	BUILDING PERMIT DEPOSIT REFUND	1,065.48
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,808.18
COMPUTER RESOURCE SPECIALI	IT WORK	4,206.24
CONCRETE TECHNOLOGIES	EAST 1ST ST. RECON-PAY EST 1	335,040.62
CONSUMERS ENERGY	ELECTRIC	11,134.91
CONTROL PROCESS SYSTEMS, I	GEAR OP & ADAPTER FOR BIOSOLID	200.16
CORE & MAIN LP	STORM LIDS & CURB STOP	1,028.30
DEMCO	BOOK PROCESSING	360.52
DICKSON & LUANN JENSEN	DICKSON & LUANN JENSEN	59,036.48
DOLLAR GENERAL-REGIONS 410	AIR FRESHENER PACK	68.50
EMILY MUDD	VIKING CHALLENGE REFUND	30.00
GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	508.00
GARBAGE GUYS	10 YD ROLL AWAY DUMPSTER	396.00
GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	1,003.66
GORDON FLESCH COMPANY, INC	LASERFICHE TRAINING	131.25
GPM	REFRIGERATION SLED SAMPLER	1,595.83
GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUND	2,000.00
HACH COMPANY	WATER TREATMENT CHEMICALS	286.97
HADAWAY FENCING LLC	FENCE REPAIRS AT PARKS	4,420.00

HOKEL MACHINE SUPPLY	FLAT FACE & ADAPTOR	44.60
HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	1,567.96
INTEGRATED PRINT SOLUTIONS	BASKETBALL LEAGUE TSHIRTS	604.00
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	14,197.21
IOWA DEPARTMENT OF NATURAL	NPDES ANNUAL FEE	295.00
KEYSTONE LABORATORIES	PILOT STUDY	4,701.00
LEDGEWOOD BUILDERS, LLC	BUILDING PERMIT DEPOSIT REFUND	1,000.00
MANATTS	8.5 YARDS OF CONCRETE	1,117.75
MARCO, INC.	COLOR/BW COPIES	797.10
MARTIN MARIETTA MATERIALS	1" ROAD STONE	2,233.75
MENARDS	OUTLETS	6.42
MID-IOWA SOLID WASTE EQUIP	CREDIT	3,681.79
NEW CENTURY FS INC	UNLEADED FUEL	4,527.56
NORTHLAND CHEMICAL CORP	JANITORIAL SUPPLIES	415.72
PCC AN AMBULANCE BILLING S	JULY BILLING	280.96
PEPSI-COLA	VENDING PRODUCTS	231.82
POSTMASTER	POSTMASTER	461.18
PREMIER	LIBRARY PRINTER FEES	47.70
QUILL CORPORATION	PURCHASE ORDERS	87.09
RAGNASOFT, INC.	PLANIT SCHEDULE	825.00
RAY O'HERRON CO. INC.	GLOCK 17 GEN 5 MAGS	470.45
RICHARD KEPLER	REIMBURSE FOR TREE REMOVAL	4,000.00
ROYCE JOHNS MUSIC LLC	ROYCE JOHNS MUSIC LLC	500.00
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	5,167.72
SHERRI SMITH	VIKING CHALLENGE REFUND	30.00
STORY COUNTY HOUSING TRUST	2021 PLEDGE	1,831.59
SYNCB/AMAZON	BOOKS AND DVDS	199.92
TASC	FLEX BENEFIT PLANS	577.05
U.S. BANK EQUIPMENT FINANC	LIBRARY COPIER LEASE	103.22
VAN-WALL EQUIPMENT INC.	U-JOINT FOR BRUSH MOWER	394.64
VERIZON WIRELESS	PUBLIC WORKS CELL PHONES	332.08
WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONES	80.13
ZIEGLER INC	GAS SHOCK FOR STEERING COLUMN	150.50

		<u>Expenses</u>	<u>Revenues</u>
001	General Fund	26,021.22	50,651.85
002	Library	4,375.78	588.65
003	Recreation	4,326.45	18,533.79
004	Fire and Rescue	807.76	
014	Ambulance	2,078.46	2,133.05
110	Street	14,665.96	50.00
124	LMI	1,831.59	
125	TIF	59,036.48	
325	E. 1 st St. Construction	337,274.37	
345	Water Plant Expansion	4,332.30	
398	Derecho	8,420.00	
600	Water	12,565.45	115,367.68
610	Sewer	16,440.98	<u>89,344.73</u>
	Payroll	<u>63,868.35</u>	
	Grand Total	\$ 556,045.15	\$ 276,669.75

Motion by Easter, second by Peterson to Waive Third Reading of Ordinance 518 Parking Regulations. Roll Call: Easter, Peterson, Kuhn, Mulder, Roberts voted yes. Motion carried.

Motion by Mulder, second by Easter to Waive Third Reading of Ordinance No. 519 Pet Licenses. City will no longer require pets to be registered; however, city code requires all cats and dogs to be vaccinated for rabies. Roll Call: Mulder, Easter, Peterson, Roberts, Kuhn voted yes. Motion carried.

INFORMATIONAL ITEMS:

- a) Update on FY 22 and Long-Range Capital Improvement Plan
- b) Update on Water Treatment Plant Expansion Update and Debt Reduction Comparisons
Chip Schultz provided council with comparison summary of key bond covenants.
- c) Fence Permit for 124 Lynwood-Code of Ordinances Chapter 165.37
Council directed staff to take ordinance to Planning & Zoning Commission for review and provide recommendation to council.
- d) Updates on Economic Development Projects in Negotiation (ATI Group, Blue Sky Estates, Ballard Plaza)

ADJOURNMENT: Motion – Easter, second – Roberts to adjourn meeting at 7:13pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk