

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, September 14, 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: Roberts, Kuhn, Peterson, Easter; absent - Mulder

AGENDA APPROVAL: Motion by Roberts, second by Easter to approve agenda as presented. Roll Call: Peterson, Kuhn, Roberts, 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, Keith Vitzthum – Asst. Public Works Director, Sydney Steinle – Intern, Heather Denger – Parks and Rec Director

CONSULTANTS PRESENT: Chip Schutlz – city financial advisor/Northland Public Finance; Forrest Aldrich – city engineer/Veenstra & Kimm

PUBLIC HEARINGS:

Plans, specifications, form of contract and estimated cost for the Water Treatment Plant improvements project

Mayor opened meeting at 6:02pm. Representatives from Westek and Woodruff spoke to council regarding interest in bid award. Motion – Kuhn, second – Peterson to close the hearing at 6:08pm.

Plans, specifications, form of contract and estimated cost for the Water System Improvements – Shallow Well No. 7 project

Mayor opened hearing at 6:09 pm. There were no comments from public. Motion – Peterson, second – Easter to close hearing at 6:10pm.

CONSENT AGENDA:

Motion by Easter, second by Peterson to approve Consent Agenda as listed below with *Item f* to be pulled from Consent Agenda for separate discussion.

- a) Approve Minutes from the August 24, 2021, Regular Meeting and September 7, 2021 Worksession
- b) Approve Payment of Bills
- c) Motion to Approve Alcohol Permit for Fenceline
- d) Approve Resolution No. 21-079 Payment Application No. 3 East 1st Street Project
- e) Approve Resolution No. 21-080 Interfund Transfers
- f) *Approve Resolution No. 21-081 Set Hearing on proposed plans, specifications, form of contract and estimate of cost for the Street Repair Projects, and the taking of bids therefor. Hearing scheduled for October 12.*
- g) Approve Resolution No. 21-082 Setting the date for a Public Hearing on a Proposal to enter into a Water Revenue Improvement and Refunding Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$7,425,000. Hearing scheduled for September 28.

Claims:

A KING'S THRONE, LLC	PORTO-JOHNS	305.90
ACCUJET LLC	CAMERA TO FIND HOLE IN PIPE	618.26
AFLAC	AFLAC	216.96
ALLIANT ENERGY	GAS AND ELECTRIC	12,335.51
AMBER JUNGST	PRAIRIEFEST RUN REFUND	30.00
ARNOLD MOTOR SUPPLY	BLOWER MOTOR RESISTOR	190.98
AYMI PARADISE-FLORES	BURN BOOT CAMP REFUND	42.00
BIG 8 TYRE CENTER	TUBES & RIMS	558.40
BOUND TREE MEDICAL	AMBULANCE SUPPLIES	204.89
BRICK GENTRY P.C.	HUXLEY FIRE AND RESCUE	1,162.50
CENTRAL STATES ROOFING	REPAIR ROOF AT FIRE STATION	330.54
CLAMAN CONSTRUCTION, INC.	BUILDING PERMIT DEPOSIT REFUND	1,000.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,787.92
COMPUTER RESOURCE SPECIALI	COMPUTER WORK	1,965.41
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,490.22
EBS	MEDICAL INSURANCE	17,590.70
EDWARD JONES	IRA	250.00

FIDELITY SECURITY LIFE	VISION INS	318.49
GABRIEL SEHMANN	PRAIRIEFEST RUN REFUND	30.00
GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	229.46
GARBAGE GUYS	FD DUMP AND PICKUP	396.00
GPM	CALIBRATE FLOW METERS	669.50
GRIMES ASPHALT & PAVING	COLD PATCH	544.58
HAWKINS, INC.	WATER TREATMENT CHEMICALS	3,008.90
HOKEL MACHINE SUPPLY	BOLTS, LOCKNUTS FOR JOHN DEERE	24.72
HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	1,567.96
I-80 CONCRETE	C4 CONCRETE MIX	2,015.00
INNOVATIONAL WATER SOLUTIO	HYDRONIC TESTING- GEOTHERMAL	2,150.00
INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	27,777.65
INTERSTATE BATTERIES	BATTERY FOR JD 1445	107.95
IOWA DNR	CONST PERMIT-SHALLOW WELL NO 7	10,800.00
IOWA ONE CALL	EMAIL LOCATES	81.90
IOWA STATE UNIVERSITY	RADIO SUBSCRIBER FEES FY22	11,401.33
IPERS	IPERS	17,848.85
JASPERING ELECTRIC INC	INSTALL STREET LIGHTS DAMAGED	1,500.00
KASSI HARDER	PRAIRIEFEST RUN REFUND	30.00
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	594.15
KEYSTONE LABORATORIES	PILOT STUDY & MONTHLY SAMPLING	4,974.10
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	1,315.95
LISA GROTE	PRAIRIEFEST RUN REFUNDS	20.00
MARCO, INC.	PD COPIER CONTRACT	430.63
MARY GREELEY MEDICAL CENTE	BLOOD WITHDRAWAL-PD	76.50
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
MELISSA RIESENBERG	PRAIRIEFEST RUN REFUND	30.00
MENARDS - AMES	NK DUGOUT REPAIRS	481.85
METERING & TECHNOLOGY SOLU	METERS AND BACK PLATES	1,170.00
MIKE DEE	PRAIRIEFEST RUN REFUND	60.00
MISCELLANEOUS VENDOR	RIVERA, MADELINE :US REFUND	1,263.15
MK SERVICES	ANNUAL BACKFLOW CERTIFICATIONS	500.00
MUNICIPAL SUPPLY	METER COUPS & MARKING FLAGS	702.80
NATHAN PICK	PRAIRIEFEST RUN REFUND	40.00
NEVADA PARKS AND RECREATIO	CIRL WEBSITE FEE & TEAM FEES	675.00
OTIS ELEVATOR COMPANY	9/1-11/30/21 ELEVATOR SERVICE	232.68
OXEN TECHNOLOGY	MICROSOFT 365 AND EXCHANGE	262.00
PPG ARCHITECTURAL FINISHES	LIGHT IVORY PAINT	84.82
REDWOOD BUILDERS, LLC	BUILDING PERMIT DEPOSIT REFUND	1,000.00
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	22,794.62
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	521.74
STORY COUNTY TREASURER	601 OAK BLVD PROPERTY TAX	22.00
SUNSET LAW ENFORCEMENT	AMMO	1,656.69
TASC	FLEX BENEFIT PLANS	1,154.10
TASC - CLIENT INVOICES	JULY FLEX PLAN	320.82
THE SHERWIN-WILLIAMS CO.	PARTS FOR PAINT SPRAYER	251.86
TIFFANY MATNEY	FLAG FOOTBALL REFUND	67.00
TRANE U.S. INC.	QUARTERLY CONTRACT	8,929.75
TREASURER, STATE OF IOWA	STATE WITHHOLDING	4,668.00
U.S. CELLULAR	AMBULANCE CELL PHONES	91.40
UNITYPOINT CLINIC	PRE-EMPLOYMENT PHYSICAL	160.00
USA BLUEBOOK	WATER/WASTEWATER SUPPLIES	428.77
VEENSTRA & KIMM, INC.	ANNEXATION STUDY MAP	158,777.03
VERIZON WIRELESS	PD CELL AND MDTs	201.55

	<u>Expenses</u>	<u>Revenues</u>
001 General Fund	86,059.61	9,266.88
002 Library	6,372.44	200.58
003 Recreation	6,571.44	8,620.05
004 Fire and Rescue	9,828.84	
014 Ambulance	1,539.33	192.90
110 Street	17,116.02	136.85
325 E. 1 st St. Construction	13,489.05	
338 Water Meters	1,170.00	
345 Water Plant Expansion	155,943.38	
398 Derecho	1,931.39	52,391.86
600 Water	20,628.19	111,630.05
610 Sewer	16,141.75	<u>86,188.70</u>
Payroll	<u>62,268.09</u>	
Grand Total	\$ 399,059.53	\$ 268,627.87

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

Pulled from Consent Agenda: Motion – Roberts, second – Easter to Approve Resolution No. 21-081 to set hearing on proposed plans, specifications, form of contract and estimate of cost for the Street Repair Projects, and the taking of bids therefor. Councilman Kuhn asked if bids were for street projects listed in FY21 CIP. Street repair projects are behind a year due to no street projects being completed last year due to Derecho. Roll Call: Roberts, Kuhn, Easter, Peterson voted yes.

BUSINESS ITEMS:

Motion – Roberts, second – Easter to Approve Resolution No. 21-083 to Approve and Confirm Plans, Specifications, Form of Contract and Estimate of Cost for the Water Treatment Plant Expansion Project. Roll Call: Easter, Peterson, Kuhn, Roberts voted yes. Motion carried.

Motion – Peterson, second – Easter to TABLE Resolution No. 21-084 to September 28th Council Meeting to Award Contract for the Water Treatment Plant Improvements Project and Fix the Amount of Performance and/or Payment Bonds. Council decided to table vote until all council members could be present. Roll Call: Easter, Peterson, Kuhn, Roberts voted yes. Motion carried.

Motion – Easter, second – Peterson to Approve Resolution No. 21-085 to Approve and Confirm Plans, Specifications, Form of Contract and Estimate of Cost for the Water System Improvements for Shallow Well No. 7 Project. Roll Call: Peterson, Kuhn, Easter, Roberts voted yes. Motion carried.

Motion – Peterson, second – Easter to TABLE Resolution No 21-086 to September 28th Council Meeting to Award Contract for the Water System Improvements – Shallow Well No. 7 Project and Fix Amount of Performance and/or Payment of Bonds. Council decided to table vote until all council members could be present. Roll Call: Peterson, Kuhn, Easter, Roberts voted yes. Motion carried.

Motion – Roberts, second – Easter to Approve Draft Agreement for Huxley Fire Rescue Services to Kelley and Direct City Administrator to Continue Agreement Review Process with Huxley Fire Rescue Chief, City of Kelley, Related Agencies. Council Kuhn calculated cost to be \$300+ for each Kelley call and council agreed \$300 should be billable amount in agreement. Councilman Easter commented that City of Kelley should be billed as opposed to individual residents in Kelley. Mayor asked Fire Chief to research what Kelley and West Story had budgeted for service. 4 ayes, 0 nays. Motion carried.

Motion - Roberts, second – Easter to TABLE Resolution No. 21-087 Vehicle Purchase Huxley Police Department FY22 CIP. Council wanted to review all CIP projects together instead of pulling out separate projects for approval. Peterson, Kuhn, Easter, Roberts voted yes. Motion carried.

INFORMATIONAL ITEMS:

Accessory Building Addition Site: structure is oversized for Code. Council discussed amending code but didn't have research as to reason for Code language.

32701 560th Avenue Huxley Utility Services and Annexation Update: property owners will tie into city's utility services but do not want to annex into city.

ADJOURNMENT: Motion – Easter, second – Roberts to adjourn meeting at 8:43pm. 4 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk