

HUXLEY SPECIAL COUNCIL MEETING/WORK SESSION MINUTES

Tuesday, September 6, 2022

These minutes are as recorded by the City Clerk and are subject to City Council approval at the next regular council meeting.

SPECIAL COUNCIL MEETING: The Huxley City Council held a Special Council 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 6:01 pm.

ROLL CALL: Roberts, Kuhn, Echer, Pilcher, Thompson

CITY STAFF PRESENT: Jolene Lettow – City Clerk, Jeff Peterson – Public Works Director, Keith Vitzthum – Asst. Public Work Director, Mat Kahler – Street Supt., A.J. Strumpfer – Wastewater Supt., Rocky Smith – Parks Supt., Gerry Stoll – Police Chief, Heather Denger – Parks and Rec Director

BUSINESS ITEMS:

Motion – Thompson, second – Pilcher to TABLE Resolution No. 22-076 to Accept a Contract and/or Determine Services to Assist in Effort to Find Candidates for the Position of City Administrator. Council deliberated on whether to conduct an internal search and see what possible candidates may apply. Roll Call: Echer, Thompson voted yes, Pilcher, Kuhn, Roberts voted no. Motion failed.

Motion – Kuhn, second - Roberts to Approve Resolution No. 22-076 to Accept a Contract and/or Determine Services to Assist in Effort to Find Candidates for the Position of City Administrator. Council chose to use Hinson Consulting, LLC as consulting firm to conduct city administrator search. Roll Call: Pilcher, Thompson, Kuhn, Roberts voted yes, Echer voted no. Motion carried.

Compensation for City Clerk/Finance Officer for Reclassification of Duties: City Clerk explained that responsibilities had changed and reclassification of job needed to be completed.

ADJOURNMENT: Mayor adjourned special council meeting at 6:43pm.

WORK SESSION: The Huxley City Council held a work session 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 6:52 pm.

ROLL CALL: Roberts, Kuhn, Echer, Pilcher, Thompson

CITY STAFF PRESENT: Jolene Lettow – City Clerk, Jeff Peterson – Public Works Director

DISCUSSION TOPICS: Council had preliminary discussion on the following topics with no formal action taken.

Ames Economic Development Commission (AEDC) – Brenda Dryer, AEDC representative, addressed council's concerns with contract and informed council that AEDC would modify contract to address their concerns. Revised contract would be provided to council for approval at next council meeting.

Safe Building Report/115 S. Main Avenue - Jeff Begg, Safe Building representative, informed council that the building permit for property was approved on May 17th. However, property owner had changed plans for building and had not updated the building permit. Safe Building communicated with property owner on measures necessary to become compliant. Council asked what status was with court order on property. Mayor to contact legal counsel.

Real Estate Owned by City and Being Part of Lot 25 Railroad Subdivision 2 – Council decided not to accept any proposals that had been submitted thus far for parcel. Council discussed what portion of parcel could be for sale. Mayor will be responsible for getting current valuation of property with cost for assessment not to exceed \$2500.

Capital Improvement Plan – Council reviewed projects/items on list. Council requested further budget details, FY22 outstanding CIP projects and updated costs for FY23 projects.

ADJOURNMENT: Motion – Pilcher, second – Kuhn to adjourn meeting at 8:22pm. 5 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk