



CITY COUNCIL MEETING NOTICE

**Tuesday, April 25, 2023 6:00pm
CITY COUNCIL CHAMBERS**

AGENDA

- 1. CALL TO ORDER REGULAR MEETING: ROLL CALL**
- 2. APPROVE AGENDA AS PRESENTED AND/OR AMENDED**
- 3. PROCLAMATION – Iowa Economic Development Week**
- 4. PUBLIC COMMENT (5 MINUTE TIME LIMIT FOR ITEMS NOT ON THIS AGENDA)**
 - Dr. Kirk Peterson
 - Travis Baker
- 5. CONSENT AGENDA – *These are routine business items and will be acted upon by one Roll Call Vote without separate discussion unless a council member requests an item to be removed or considered separately.***
 - a. Approve Minutes from April 11th Council Meeting
 - b. Approve Payment of Bills
 - c. Approve Resolution No. 23-027 for Pay Application #4 for Shallow Well No. 7 Water Treatment Plant Expansion Project
 - d. Approve Resolution No. 23-028 for Pay Application No. 17 for Water Treatment Plant Expansion Project
 - e. Approve Mosquito Control Contract with Clarke Environmental Mosquito Mgmt. Inc.
 - f. Approve Repair of Bleachers in 3C's Gymnasium to Riser Incorporated
 - g. Approve FY21 CIP Project/Payment to Decorah Auto Center for 2022 Cab & Chassis to Replace 2006 Rescue Truck
- 6. BUSINESS ITEMS**
 - a. Untable Resolution No. 23-026 to Approve FY24 Budget
 - b. Resolution No. 23-026 to Approve FY24 Budget
 - c. Approve First Reading of Ordinance 529 to Amend Municipal Code of the City of Huxley, Iowa to Increase Number of Chickens in a Household
 - d. Resolution No. 23-029 to Approve Sanitary Sewer and Water Service Agreement with Tyler and Courtney Lowy
- 7. WORK SESSION**
 - a. 120 South Development
- 8. DEPARTMENT, COUNCIL AND MAYOR REPORTS**
- 9. ADJOURNMENT**

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Monday morning preceding Tuesday's council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

2023 Economic Development Week Proclamation

WHEREAS, economic development professionals are engaged in a wide variety of settings including rural and urban, local, state, and federal governments, public-private partnerships, chambers of commerce, and universities, helping to create and expand jobs that facilitate growth in these regions; and,

WHEREAS, the creation of new opportunities for businesses and entrepreneurs is a one of several key components to securing the City of Huxley economic future for generations to come; and

WHEREAS, Huxley is committed to fostering a business-friendly climate that will attract and retain employers, enable the community to grow and remain competitive on a global scale, and generate new jobs and opportunities for our citizens; and

WHEREAS, the Huxley Development Corporation in partnership with the Ames Economic Development Commission is committed to providing quality resources that boost economic growth and enhance quality of life throughout Huxley and Story County;

THEREFORE, I, Kevin Deaton, Mayor of the City of Huxley, do hereby proclaim May 8, 2023 through May 12, 2023, as "ECONOMIC DEVELOPMENT WEEK" in appreciation of all our partners in the economic development field do to make the City of Huxley the vibrant and thriving community it is today.

Consent Agenda

April 11th Minutes

Payment of Bills

Resolution No. 23-027 Pay App #4 for
Shallow Well No. 7 Project

Resolution No. 23-028 Pay App for
Water Treatment Plant Expansion

Mosquito Control Contract

Bleacher Repairs in 3C's Gymnasium

FY21 CIP/Payment to Decorah Auto Center
for 2022 Cab & Chassis

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, April 11, 2023

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 Pro Tem Kuhn called the meeting to order at 6:00 pm.

ROLL CALL: Kuhn, Roberts, Pilcher, Echer; absent - Thompson

CITY STAFF PRESENT: Dave Haugland – City Administrator, Jolene Lettow – City Clerk, Nathan Albaugh – Police Chief, Heather Denger – Parks and Recreation Director, Cathy VanMaanen – Library Director, Travis Woodbeck – Fire Chief

OATH OF OFFICE:

The oath was administered by Mayor Pro Tem, David Kuhn, to new police chief, Nathan Albaugh.

Oath was administered by Police Chief, Nathan Albaugh, to new police officer, Hieu Shreffler

PUBLIC HEARING: Mayor Pro Tem opened the hearing at 6:05pm. There being no discussion a motion was made by Roberts and seconded by Pilcher to close the hearing. 4 ayes. Motion passed

MOTION – Pilcher, second – Roberts to Table Resolution No. 23-026 to Approve FY24 Budget. Roll Call: Roberts, Echer, Kuhn, Pilcher voted yes. Motion carried.

CONSENT AGENDA:

- Approve Minutes from March 28th Council Meeting and April 4th Work Session
- Approve Monthly Treasurer's Report and Payment of Bills
- Approve Health, Vision and Dental Insurance Renewals
- Approve Appointment of Aaron Trowbridge to Parks and Recreation Board
- Approve Cigarette Permit for Kum N Go
- Approve Annual Allocation for Story County Housing Trust Request for FY24

CLAIMS:

ACCUJET LLC	JET VAC ON WALNUT	1,082.23
ACME CONTRACTING, LLC	N LIFT STATION REPAIR	2,160.00
ALLIANT ENERGY	UTILITIES	12,912.33
ARNOLD MOTOR SUPPLY	RETURN COIL ON PLUG COIL X3	1,451.89
BECKER TONYA	TRX FUSION INSTRUCTOR	165.00
BRICK GENTRY P.C.	MUNICIPAL	1,575.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	4,231.74
CORE & MAIN LP	FLUORIDE SOLUTION/OXYGEN SENSO	2,416.41
GCMOA	GCMOA	35.00
GENERAL INSURANCE AGENCY	RENEW POLICY	4,076.88
GIBSON ALEXA	SPRING SOCCER '23	94.00
GREAT-WEST LIFE & ANNUITY	DEFERRED COMPENSATION	11.54
GREENFIELD ALEX	BOOT CAMP INSTRUCTOR	105.00
HAUGLAND, DAVID	MOVING EXPENSE	5,000.00
HAWKINS, INC.	CHEMICALS	2,998.43
HOKEL MACHINE SUPPLY	1 1/4 INCH ROD	47.28
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	13,589.36
KEMPKER'S TRUE VALUE AND R	NUTS, BOLTS, BREAKERS, COLD PATCH	422.71
KEYSTONE LABORATORIES	MONTHLY WATER TESTING	77.00
MARCO TECHNOLOGIES LLC	GET FAX MACH WORKING & EMAILS	43.75
MARTIN MARIETTA MATERIALS	GRAVEL	533.84
MENARDS - AMES	SCREW DRIVER SET/RATCHET/ANCHO	207.11
MIDWEST AUTOMATIC FIRE SPR	INSPECTION FIRE SPRINKLER & BA	359.75
NIECE, KARISSA	NIECE, KARISSA	52.00
POMP'S TIRE SERVICE, INC.	TIRE DISPOSAL	30.00
SHAFER'S AUTO BODY CO INC	'21 FORD EXP/BODY WORK	2,862.25
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	512.79
TASC	FLEX BENEFIT PLANS	1,081.21
TASC - CLIENT INVOICES	ADMINISTRATIVE FEES	78.52
TRANE U.S. INC.	QUARTERLY CONTRACT	19,204.75
U.S. CELLULAR	AMBULANCE PHONES	94.35
VEENSTRA & KIMM, INC.	ENGINEER SERVICES 2/19 - MAR18	14,527.67
VERIZON WIRELESS	POLICE PHONES	241.38

Payroll Expense
TOTAL

63,103.53
\$111,908.58

Motion – Roberts, second – Pilcher to Approve Consent Agenda. Roll Call: Echer, Kuhn, Roberts, Pilcher voted yes. Motion carried.

ADJOURNMENT: Motion – Pilcher, second – Roberts to adjourn meeting at 6:37 pm. 4 ayes, 0 nays. Motion carried.

Attest:

David Kuhn, Mayor Pro Tem

Jolene R. Lettow, City Clerk

APRIL 25, 2023

VENDOR	DESCRIPTION	AMOUNT
a kings thone	porta john 4/7 - 5/4/23	\$190.45
a touch of magic	summer reading performer	\$600.00
arnolds	auto parts/oil	\$1,072.84
baker & taylor	books	\$442.39
boundtree	medical supplies	\$991.29
cintas	medical supplies	\$146.94
cochran heating & cooling	nord kalsem furnace fix	\$370.00
computer resource specialists	resolve computer issues	\$1,070.09
compass business solutions	checks	\$475.92
consumers energy	utilities	\$11,876.64
core and main	filters	\$196.72
des moines publishing	ordered incident forms	\$395.00
dollar general	batteries/kleenex/clorox	\$26.48
gatehouse	council minutes publishing	\$1,484.18
central iowa towing	mattila/camper removal	\$2,904.00
general insurance	renewals	\$181,626.00
grainger	watts repair kit	\$127.33
ted hacker	overcharged for membership	\$95.64
dave haugland	moving expense	\$5,000.00
heidi holsapple	refund for tennis	\$52.00
huxley communication	phones/cable/internet	\$1,522.53
iowa dot	trash bags/cleaner/gloves/tp, pt	\$384.57
interstate battery	batteries	\$387.95
martin marietta	rock	\$1,246.17
marco technologies	contract copier	\$337.40
mcfarland	consult fees/4th qtr'22& 1st qtr '23	\$600.00
menards	countertop/faucet/centennial park remodel	\$1,527.47
micro lab/keystone	water testing/chemicals	\$201.50
mid iowa	jet trailer	\$88,459.00
new century fs	fuel	\$3,306.10
north central labs	nitrification inhibitor	\$131.09
oxen technology	remove rita from email	\$262.00
paxxo	cassettes	\$698.16
pcc	ambulance billing	\$270.71
plumb supply	admin bathroom water shut off	\$17.09
pomps	2 tires for tractor/international	\$1,851.03
premier	printer fees/library	\$33.95
sherwin williams	field paint/youth program	\$503.00
showtime homes	refund building permit	\$1,000.00
story county housing trust	inspections	\$6,977.35
story county housing trust	23 commitment	\$1,923.00
unity point	pre employment physical/HIEU	\$171.00
verizon	public works phones	\$365.41
ziegler	egr valve/emmissions/backhoe	\$4,548.67
payroll	4/1/23 thru 4/14/23	\$40,103.98
	TOTAL	\$365,973.04

APRIL 25, 2023

visa

casey's	pizza/pop/water pland training	\$55.75
fareway	easter candy	53.48
sams	plates/silverware/baggies/wipes/towels	1616.67
s&h auto electric inc	rebuild starter for street sweeper	\$275.00
otc brands	parks & rec	\$13.65
acme tools	tower charger/plastic pipe shear	\$1,127.00
ia division of criminal investigation	background checks for 3 new employees	\$45.00
bio logic	yearly maintenance	\$160.00
awwa	membership	\$90.00
amazon	flash drives/memory stick jump drive pen	\$488.21
511 tactical	police clothing	\$316.72
iamu	heat/illness prevention webinar	\$120.00
usps	mail passports	\$143.71
intoximeters inc	police clothing	\$125.00
the webstaurant store		\$147.70
zoom	zoom	\$119.95
american water works	membership	\$90.00
imfoa	membership	\$129.44
		\$5,117.28

RESOLUTION NO. 23-027

**RESOLUTION APPROVING PAYMENT APPLICATION NO. 4 FOR THE
WATER SYSTEMS IMPROVEMENT, SHALLOW WELL NO. 7 PROJECT**

WHEREAS, on October 12, 2021 by Resolution No. 21-085, City Council approved the notice to proceed, contract, and bond with a general contractor and authorized Mayor to execute the contract with Northway Well & Pump Company for the Water Systems Improvement, Shallow Well No. 7 project and;

WHEREAS, Veenstra & Kimm, Inc. has reviewed the 4th payment application in the amount of \$124,056.70 and recommends payment.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows:

Payment No. 4 in the amount of \$124,056.70 is hereby approved.

Roll Call	Aye	Nay	Absent
Rory Echer	_____	_____	_____
David Kuhn	_____	_____	_____
Nikolas Pilcher	_____	_____	_____
Tracey Roberts	_____	_____	_____
Kevin Thompson	_____	_____	_____

PASSED, ADOPTED AND APPROVED this 25th day of April 2023.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 23-027** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of April 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

SUMMARY					
				Contract Price	Value Completed
Original Contract Price				\$593,914.00	\$431,221.80
Approved Change Order (list each)		No. 1			
		No.2			
		No. 3			
		No. 4			
Revised Contract Price				\$593,914.00	\$431,221.80
				Materials Stored	\$0.00
				Value of Completed Work and Materials Stored	\$431,221.80
				Less Retained Percentage (5%)	\$21,561.09
				Net Amount Due This Estimate	\$409,660.71
Less Estimate(s) Previously Approved		No. 1	\$133,004.75		
		No. 2	\$114,420.38		
		No. 3	\$38,178.89		
		No. 4			
		No. 5			
		No. 6			
		No. 7			
		No. 8			
		No. 9			
		No. 10			
				Total Previously Approved	\$285,804.02
Percent Complete	73%			Amount Due This Estimate	\$124,056.70

The amount \$124,056.70 is recommended for approval for payment in accordance with the terms of the Contract.

Prepared By: Northway Well & Pump Company Signature: <i>[Signature]</i> Title: Project Manager Date: 4/6/2023	Recommended By: Veenstra & Kimm, Inc. Signature: <i>[Signature]</i> Title: Project Engineer Date: 4/17/2023	Approved By: City of Husley Signature: <i>[Signature]</i> Title: Mayor Date: Signature: <i>[Signature]</i> Title: Public Works Director Date: 4/17/2023
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RESOLUTION NO. 23-028

**RESOLUTION APPROVING PAYMENT APPLICATION NO. 17 FOR THE
WATER TREATMENT PLANT IMPROVEMENTS PROJECT**

WHEREAS, on October 12, 2021 by Resolution No. 21-085, City Council approved the notice to proceed, contract, and bond with a general contractor and authorized Mayor to execute the contract with Woodruff Construction for the Water Treatment Plant Improvements project and;

WHEREAS, Veenstra & Kimm, Inc. has reviewed the 17th payment application in the amount of \$579,847.23 and recommends payment.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows:

Payment No. 17 for a total amount of \$579,847.23 is hereby approved.

Roll Call	Aye	Nay	Absent
Rory Echer	_____	_____	_____
David Kuhn	_____	_____	_____
Nikolas Pilcher	_____	_____	_____
Tracey Roberts	_____	_____	_____
Kevin Thompson	_____	_____	_____

PASSED, ADOPTED AND APPROVED this 25th day of April 2023.

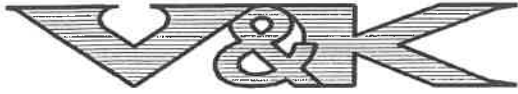
APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 23-028** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of April 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk



VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320
515-255-8000 • 515-225-7848(FAX) 800-241-8000(WATS)

PAY ESTIMATE NO. 17

Date: April 4, 2023

Project Title	Water Treatment Plant Improvements		Contractor	Woodruff Construction	
	Huxley, Iowa			1920 Philadelphia St. #102	
				Ames, Iowa 50010	
Orig. Contract Amount & Date	\$10,995,400.00	October 12, 2021	Pay Period	March 1, 2023 through March 31, 2023	

BID ITEMS


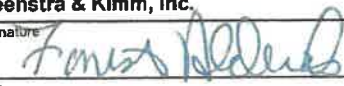
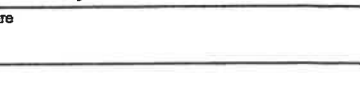

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
01000	Bonds & Insurance	LS	xxxx	\$ 303,585.00	\$ 303,585.00	100%	\$303,585.00
01000	General Conditions	LS	xxxx	\$ 661,000.00	\$ 661,000.00	85%	\$561,850.00
02050	Demolition & Modifications	LS	xxxx	\$ 74,228.00	\$ 74,228.00		\$0.00
02200	Earthwork, Excavation & Backfill	LS	xxxx	\$ 328,700.00	\$ 328,700.00	73%	\$239,816.00
02520	Pavement & Sidewalks	LS	xxxx	\$ 84,400.00	\$ 84,400.00		\$0.00
02610	Buried Piping & Site Utilities	LS	xxxx	\$ 679,470.00	\$ 679,470.00	100%	\$679,470.00
02830	Chain Link Fencing, Gates	LS	xxxx	\$ 35,500.00	\$ 35,500.00		\$0.00
03200	Concrete Reinforcement - Material	LS	xxxx	\$ 109,067.00	\$ 109,067.00	100%	\$109,067.00
03300	Detention Tank Concrete	LS	xxxx	\$ 197,800.00	\$ 197,800.00	100%	\$197,800.00
03300	Building Concrete Foundations	LS	xxxx	\$ 137,600.00	\$ 137,600.00	100%	\$137,600.00
03300	Building Concrete Sog	LS	xxxx	\$ 89,300.00	\$ 89,300.00	100%	\$89,300.00
03300	Ground Storage Tank Concrete	LS	xxxx	\$ 75,200.00	\$ 75,200.00	100%	\$75,200.00
03300	Concrete Equipment & Housekeeping Pads	LS	xxxx	\$ 68,600.00	\$ 68,600.00	88%	\$60,368.00
03421	Precast Concrete	LS	xxxx	\$ 145,800.00	\$ 145,800.00	100%	\$145,800.00
04200	Masonry	LS	xxxx	\$ 334,900.00	\$ 334,900.00	95%	\$318,155.00
05120	Structural Steel & Metal Fabrications	LS	xxxx	\$ 182,500.00	\$ 182,500.00	75%	\$136,875.00
06100	Rough Carpentry	LS	xxxx	\$ 7,200.00	\$ 7,200.00	79%	\$5,700.00
06250	Cabinets, Countertops & Furniture	LS	xxxx	\$ 25,000.00	\$ 25,000.00		\$0.00
07110	Damproofing	LS	xxxx	\$ 8,050.00	\$ 8,050.00	100%	\$8,050.00
07410	SS Metal Roof & Gutters	LS	xxxx	\$ 230,000.00	\$ 230,000.00	56%	\$129,215.00
07900	Joint Sealers	LS	xxxx	\$ 8,500.00	\$ 8,500.00	82%	\$7,000.00
07540	PVC Membrane Roofing & Metal Coping	LS	xxxx	\$ 31,400.00	\$ 31,400.00	100%	\$31,400.00
08110	Steel Doors, Frames & Hardware	LS	xxxx	\$ 31,850.00	\$ 31,850.00	96%	\$30,576.00
08120	Aluminum Doors, Frames & Glazing	LS	xxxx	\$ 14,300.00	\$ 14,300.00	100%	\$14,300.00
08306	Access Hatches	LS	xxxx	\$ 8,700.00	\$ 8,700.00	100%	\$8,700.00
08330	Coiling Overhead Door	LS	xxxx	\$ 14,300.00	\$ 14,300.00	100%	\$14,300.00
09510	Acoustical Ceilings	LS	xxxx	\$ 5,600.00	\$ 5,600.00		\$0.00
09650	Resilient Tile Flooring	LS	xxxx	\$ 8,900.00	\$ 8,900.00		\$0.00
09702	Decorative Quartz Epoxy Flooring	LS	xxxx	\$ 4,700.00	\$ 4,700.00		\$0.00
09900	Painting & Coatings	LS	xxxx	\$ 100,600.00	\$ 100,600.00	65%	\$65,390.00
10400	Identifying Devices	LS	xxxx	\$ 7,500.00	\$ 7,500.00		\$0.00
10522	Fire Extinguishers	LS	xxxx	\$ 1,300.00	\$ 1,300.00		\$0.00
11200	Aerator	LS	xxxx	\$ 69,500.00	\$ 69,500.00		\$0.00
11224	Chemical Feed & Gas Disinfection Equipment	LS	xxxx	\$ 313,250.00	\$ 313,250.00		\$0.00
11320	Membrane Softening System	LS	xxxx	\$ 1,980,000.00	\$1,980,000.00	74%	\$1,472,764.50
11321	Horizontal Pressure Filters	LS	xxxx	\$ 941,700.00	\$ 941,700.00	95%	\$894,615.00
11405	Pumps	LS	xxxx	\$ 167,600.00	\$ 167,600.00		\$0.00
12490	Window Roller Shades	LS	xxxx	\$ 1,400.00	\$ 1,400.00		\$0.00
13200	Ground Storage Tank	LS	xxxx	\$ 728,000.00	\$ 728,000.00	95%	\$691,600.00
13570	Inside Process Piping & Valves	LS	xxxx	\$ 861,500.00	\$ 861,500.00	17%	\$142,954.00
14310	Hoisting Equipment	LS	xxxx	\$ 2,400.00	\$ 2,400.00	100%	\$2,400.00
15400	Plumbing	LS	xxxx	\$ 128,500.00	\$ 128,500.00	77%	\$99,164.55
15600	Heating, Ventilation & Air Conditioning	LS	xxxx	\$ 163,200.00	\$ 163,200.00	37%	\$60,780.00
16000	Electrical Distribution & Lighting	LS	xxxx	\$ 812,800.00	\$ 812,800.00	45%	\$363,802.00
16480	Low Voltage Motor Control Centers	LS	xxxx	\$ 145,000.00	\$ 145,000.00		\$0.00
16620	Standby Generator System	LS	xxxx	\$ 250,000.00	\$ 250,000.00		\$0.00
17100	Process Control & Instrumentation Systems	LS	xxxx	\$ 415,000.00	\$ 415,000.00		\$0.00

Materials Stored Summary			
	Number of Units	Unit Price	Extended Cost
Circulating Fan CF-1 Stored Off Site	LS	\$8,800.00	\$8,800.00
Split Systems and EUH Stored Off Site	LS	\$30,800.00	\$30,800.00
(1) 6" Pressure Relief Valve Stored On Site	LS	\$5,688.00	\$5,688.00
A/C Unit Stored Off Site	LS	\$13,860.00	\$13,860.00
Additional Valves Stored On Site	LS	\$32,049.00	\$32,049.00
(5) 3" Plug Valves	LS	\$1,345.00	\$1,345.00
Steel and Misc. Metals Stored On Site	LS	\$18,379.53	\$18,379.53
Standing Seam Materials Stored Off Site	LS	\$70,800.00	\$70,800.00
Aerator	LS	\$55,030.00	\$55,030.00
Flanged Fittings	LS	\$57,084.22	\$57,084.22
Valves 13 & 16	LS	\$17,774.00	\$17,774.00
Check Valves 17A & 17B	LS	\$5,192.00	\$5,192.00
Vertical Turbine Pump	LS	\$30,425.00	\$30,425.00
12" Butterfly Valve Stored On Site	LS	\$11,252.00	\$11,252.00
Misc. Electrical Supplies	LS	\$29,458.00	\$29,458.00
Misc. Instrumentation	LS	\$141,100.00	\$141,100.00
Chemical Storage Tanks Stored On Site	LS	\$106,437.00	\$106,437.00
Pipes and Fittings Stored On Site	LS	\$56,781.21	\$56,781.21
Valves Stored On Site	LS	\$225,495.00	\$225,495.00
Additional Valves Stored On Site	LS	\$116,825.00	\$116,825.00
Additional Pipes and Fittings Stored On Site	LS	\$12,155.00	\$12,155.00
Desalitech Payment Schedule - 10% at Purchase Order	LS	\$18,959.50	\$18,959.50
Desalitech Payment Schedule - 50% at Submittal Approval	LS	\$94,797.50	\$94,797.50
Desalitech Payment Schedule - 30% at Delivery	LS	\$56,878.50	\$56,878.50
TOTAL MATERIALS STORED			\$1,217,365.46

SUMMARY

		Contract Price	Value Completed
Original Contract Price		\$10,995,400.00	\$7,097,597.05
Approved Change Order (list each)	No. 1	-\$1,210.80	-\$1,210.80
Revised Contract Price		\$10,994,189.20	\$7,096,386.25
Materials Stored			\$1,217,365.46
Value of Completed Work and Materials Stored			\$8,313,751.71
Less Retained Percentage (5%)			\$415,687.59
Net Amount Due This Estimate			\$7,898,064.12
Less Estimate(s) Previously Approved	No. 1	\$319,803.25	
	No. 2	\$219,410.20	
	No. 3	\$67,944.00	
	No. 4	\$180,555.10	
	No. 5	\$281,798.50	
	No. 6	\$409,966.13	
	No. 7	\$1,463,776.27	
	No. 8	\$398,536.40	
	No. 9	\$367,147.48	
	No. 10	\$1,149,051.59	
	No. 11	\$177,257.65	
	No. 12	\$372,845.55	
	No. 13	\$618,230.75	
	No. 14	\$363,921.96	
	No. 15	\$421,189.15	
	No. 16	\$506,782.91	
Total Previously Approved			\$7,318,216.89
Percent Complete	65%	Amount Due This Estimate	\$579,847.23

The amount \$579,847.23 is recommended for approval for payment in accordance with the terms of the Contract.

Prepared By: Woodruff Construction Signature  Title Project Manager Date 4-4-23	Recommended By: Veenstra & Kimm, Inc. Signature  Title Project Engineer Date 4/4/2023	Approved By: City of Huxley Signature  Title Mayor Date 4/4/23
		Signature  Title Public Works Director Date 4/4/23



Clarke Environmental Mosquito Management, Inc. 2023 Professional Services Outline for City of Huxley, IA Environmental Mosquito Management Program

Part I. General Service

- A. Computer System and Record Keeping Database
- B. Public Relations and Educational Brochures
- C. Mosquito Hotline Citizen Response – (800) 942-2555
- D. Comprehensive Insurance Coverage for The City of Huxley, IA
- E. Program Consulting and Quality Control Staff
- F. Monthly Operational Reports, Periodic Advisories, and Annual Report
- G. Regulatory compliance on local, state, and federal levels including NDPES Standards
- H. All Clarke ULV Spray Trucks are equipped with both Real Time GPS Tracking as well as the ability to pull past spray events to prove speed, amount applied, dosage, etc. by address to assist with citizen's concerns

Part II. Adult Control

- A. Adulticiding in Residential Areas: Community-wide truck ULV treatment of all City Streets and Parks using Biomist® or synthetic pyrethroid insecticide:

B. ☒ 7 – Biweekly Treatments...\$1,323.00per = \$9,261.00*

☐ 15 – Weekly Treatments...\$1,179.35per = \$17,690.25*



***Any additional authorized treatments beyond the core program will be priced at \$1,425.00 per treatment.**

- C. Adulticiding Operational Procedures
 - 1. Notification of community contact.
 - 2. Weather limit monitoring and compliance.
 - 3. ULV particle size evaluation.
 - 4. Insecticide dosage and quality control analysis.
 - 5. All ULV Trucks have GPS recording in case of citizen complaints.



**Clarke Environmental Mosquito Management, Inc.
2023 Client Agreement Authorization for City of Huxley, IA
Environmental Mosquito Management Program**

- I. **Program Payment Plan:** For Parts I and II as specified in the 2023 Professional Services Cost Outline, the payments will be invoiced on June 1, July 1, and August 1 of 2023 according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed. The City of Huxley, IA has the option to extend this program for 2024 and 2025 at rates not to exceed a 3% annual increase. New areas to be covered in 2024 - 2025 will be pro-rated to the program price at the rates in effect at the time.

ESTIMATED PROGRAM PAYMENT PLAN

Please check the desired options below:

- ☒ 7 – Biweekly Treatments...\$1,323.00 per = \$9,261.00
Invoiced June 1, July 1, and August 1 @ \$3,087.00 per month
- ☐ 15 – Weekly Treatments...\$1,179.35per = \$17,690.25
Invoiced June 1, July 1, and August 1 @ \$5,896.75 per month

II. **Approved Contract Period and Agreement:**

Please check one of the following contract periods:

- ☐ 2023 Season
- ☐ 2023 – 2025 Seasons (Price not to exceed 3% over previous year)

For City of Huxley, IA:

Sign Name: _____ Title: _____ Date: _____

For Clarke Environmental Mosquito Management, Inc.:

Name: Rob Olson Title: Control Consultant Date: 3/15/2023



HUXLEY

PARKS & RECREATION DEPARTMENT

MEMORANDUM

To: Honorable Mayor Kevin Deaton & City Council
From: Heather Denger
Date: ~~4/3/23~~
Re: Repair of Bleachers at 3 C's Gym

Attached you will see some pictures of the current condition of the bleachers in the gym at 3 C's. There are dozens of broken sections of bleachers as well as damaged toe boards. Although we have been working on getting estimates for nearly a year we have only successfully received two estimates for repairs.

We would request council approval to have Riser Incorporated purchase and install all necessary parts for the bleachers. Estimated time frame for equipment arrival and installation would be June 2023. Costs for services would come out of our building budget.

Heather Denger
Parks & Recreation Director

RISER INCORPORATED

5 Sugar Creek Lane
Waukee, IA 50263
515-201-6475
Troy Graen, president

Estimate

Date	Estimate #
3/6/2023	368

Name / Address
3 C's 515 N. Main Ave. Huxley, IA 50124

			Project
Description	Qty	Cost	Total
Bleachers in gym. In order to replace 85-90 broken seats we will have to order around 110 to fill the rows out.		10,000.00	10,000.00T
The cost for seats, labor and shipping is close to 10,000.			
Replace 1 skirt board on bleachers and repair all others, Look at and replace outrigger wheels where necessary.		550.00	550.00T
Out-of-state sale, exempt from sales tax		0.00%	0.00
Thank you for the opportunity.		Subtotal	\$10,550.00
		Total	\$10,550.00

Signature _____

Phone #	Fax #	E-mail
515-201-6475		troygraen@gmail.com

Heather Denger

From: Ashlee Fifer <ashlee@towns-endco.com>
Sent: Wednesday, February 22, 2023 3:09 PM
To: Heather Denger
Cc: Todd Townsend
Subject: HUXLEY - Community Center - Parks & Rec Dept. - Indoor Bleacher Repair

Hi Heather,

I have received pricing to replace your damaged bleacher seats, bleacher toe board and outrigger wheels that Todd discussed with you during his visit.

All Materials, Delivered and Labor would be \$12,787.00

Please let me know if you would like to move forward on getting the material ordered.

Thank you,

Ashlee Fifer



3068 99th Street
Urbandale, IA 50322
Office: 515-278-1339

From: Heather Denger <hdenger@huxleyiowa.org>
Sent: Thursday, February 09, 2023 8:59 AM
To: Ashlee Fifer <ashlee@towns-endco.com>
Subject: : Bleacher Seats

Good Morning-

Just following up on whether you've put together a quote for Huxley Parks and Recreation for bleacher seats.

Thank you!

Heather Denger, CSCS/NPRA

Director of Parks and Recreation/Huxley, IA

Heather Denger

From: Connie Gilliam <CGilliam@CarrollSeating.com>
Sent: Friday, April 14, 2023 1:03 PM
To: Heather Denger
Subject: RE: Huxley Bleacher

The Interkal seating will make it interesting. I can give you pricing-if its in-line with what you need, we can schedule a visit.

The SSM Seat is no longer made and is replaced by the ESM seat. I am giving you pricing utilizing the ESM modules. This is only taking into consideration one side as one side appears to have between 110-120 seats. It looks as though the sections are 13-14-13, but I cannot state that 100%. I will base my count off your count for ease of pricing.

For 110 seats, they would be \$105 each for a cost of \$11,550.

End caps would depend on how many rows-they are \$12.50 each-looks like 18 needed for a cost of \$225 with shipping of \$943.00

TOTAL \$12,718.00 This does not include installation or site visit. A site visit would be at a minimum \$500. Installation would be \$1,800.00.

GRAND TOTAL: \$15,018.00

Thank you,

Connie Gilliam
Carroll Seating Company
10 Lincoln St., Kansas City, KS 66103
816-471-2929

cgilliam@carrollseating.com



www.carrollseating.com

From: Heather Denger <hdenger@huxleyiowa.org>
Sent: Thursday, April 13, 2023 8:02 AM
To: Connie Gilliam <CGilliam@CarrollSeating.com>
Subject: RE: Huxley Bleacher

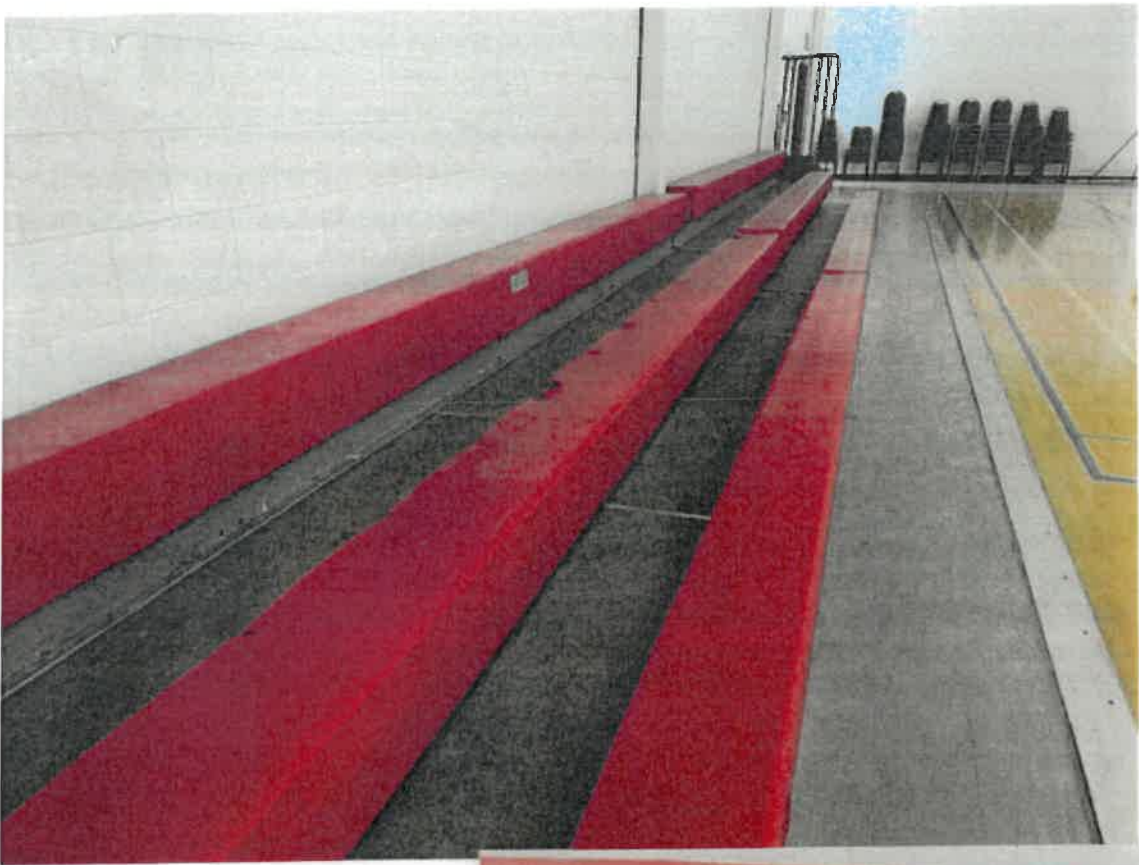
Connie-

We were told we need to replace 85-90 broken seats and would have to order 110 to fill rows in.

From: Connie Gilliam <CGilliam@CarrollSeating.com>
Sent: Wednesday, April 12, 2023 4:07 PM
To: Heather Denger <hdenger@huxleyiowa.org>; Mike Gilliam <MGilliam@CarrollSeating.com>
Subject: Huxley Bleacher

Good afternoon,

I received your website request and would like to help!



**20' wide sections,
60' total width
64" deep
2 sides of gym**



115909 No. 114704 Customer No.		MOTOR VEHICLE PURCHASE AGREEMENT		DATE 02/01/2023	
Decorah Auto Center Inc. 2072 State Hwy 9 Decorah, IA 52101 (563) 382-3919		BUYER City of Huxley CO-BUYER ADDRESS 104 E Railway St ADDRESS LINE 2 CITY HUXLEY STATE IA ZIP 50124 EMAIL ADDRESS woodbeck53@msn.com RES. PHONE (515) 231-6018 CELL (515) 231-6018 WORK SALESPERSON Stalberger, Martin BUYER'S REGISTRATION MONTH COUNTY STORY			
		DESCRIPTION OF PURCHASED VEHICLE: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED <input type="checkbox"/> DEMO <input type="checkbox"/> CAR <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> VAN <input type="checkbox"/> OTHER STOCK NO. 7165 YEAR 2022 MAKE Ford MODEL F450 BODY TYPE Crew Chas Cab 4x4 V.I.N. 1FDPW4HN3N8F37185 TRIM COLOR Red TO BE DELIVERED ON OR ABOUT 02/01/2023			
		PRICE OF VEHICLE \$ 54,410.00 ACCESSORIES: Protection Package 0.00 Discounts -9,346.00 Other Options Other Options/Agreed Upon Work. 0.00 0.00 0.00		TRADE-IN ALLOWANCE AND OTHER CREDITS: YEAR MAKE MODEL BODY TYPE V.I.N. BALANCE OWED TO YEAR MAKE MODEL BODY TYPE V.I.N. BALANCE OWED TO TRADE-IN GROSS ALLOWANCE \$ 0.00 LESS AMOUNT OWING \$ 0.00 NET TRADE-IN ALLOWANCE OR REMAINING TRADE-IN DEBT \$ 0.00 CASH DOWN PAYMENT OR CREDIT BALANCE \$ 0.00 MANUFACTURER'S REBATE (IF ANY) \$ 0.00 TOTAL DOWN PAYMENT or AMOUNT OWED \$ 0.00	
		DOCUMENTARY FEE \$ \$ 45,064.00 CASH PRICE \$ 45,064.00 \$ LESS DOCUMENTARY FEE \$ 0.00 LESS TRADE-IN ALLOWANCE \$ 0.00 LESS MANUFACTURER'S REBATE \$ 0.00 \$ 45,064.00 AMOUNT SUBJECT TO FEE FOR NEW REGISTRATION FEE FOR NEW REGISTRATION \$ N/A TITLE FEE \$ 0.00 LICENSE FEE \$ 0.00 LIEN FILING FEE (credit sale only see (1) on page 2) \$ N/A ELECTRONIC REGISTRATION & TITLING FEE \$ N/A TOTAL CASH DELIVERED PRICE \$ 45,064.00 LESS TOTAL DOWN PAYMENT or PLUS AMOUNT OWED \$ 0.00 UNPAID CASH BALANCE DUE ON DELIVERY \$ 45,064.00 OTHER INFORMATION OR TERMS OF SALE:		BUYER'S TRADE-IN CERTIFICATION If you are trading in a vehicle, you certify the following: 1. That there is no salvage, repair or other history on the vehicle title that would affect the value of the vehicle. If there is salvage, repair or other history on the title, you agree that the dealer may cancel this sale. That to the best of your knowledge, the vehicle was never on or required to be on a salvage, rebuilt, flood or branded title in this or any other state. 2. That the air bags are intact and in working order. 3. That while you have owned the trade-in, its odometer has not been repaired, replaced, tampered with or altered in any way. That the odometer statement, damage disclosure statement and prior vehicle history which you provided us for your trade-in is true and correct. 4. That the original emission control system (including the catalytic converter) is intact. That the engine and transmission have not been changed from the manufacturer's original specifications. That the trade-in does not have a cracked or defective head, block, powertrain or frame. WARRANTY DISCLAIMER YOU UNDERSTAND THAT THE VEHICLE IS SOLD "AS IS" WITH ALL FAULTS AND THAT THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, or any other warranties, express or implied, covering the vehicle unless we make a written warranty to you or unless we enter into a service contract with you within 90 days from the date of this contract. If we do so, any implied warranty will last only as long as the limited written warranty. This provision does not affect any warranties which may be provided by the manufacturer. If there is a manufacturer's warranty on the vehicle, we are not a party to it and it is not a part of this contract. If we are authorized by the manufacturer to perform warranty work on your vehicle, we hope that you ask us to perform the work. However, the manufacturer's warranty is between you and the manufacturer. X City of Huxley By: [Signature] Documentary Fee. A documentary fee is not an official fee. A documentary fee is not required by law, but may be charged to a buyer for the preparation of documents and the performance of related services. The maximum amount that may be charged for a documentary fee is determined by Iowa Code Section 322.19A. This notice is required by law.	
You understand that this agreement (including the terms on page 2) is an offer to purchase the vehicle described which will become a binding contract once the dealer has signed it. This document represents the complete agreement between you and the dealer regardless of any other oral, written or prior agreements or representations. However, if you are buying a used vehicle, the information you see on the window form for this vehicle is part of the contract and the information on the window form overrides any contrary provision in this contract. [La informacion que aparece en la ventanilla de este vehiculo forma parte de este contrato. La informacion contenida en el formulario de la ventanilla anula cualquier prevision que establezca lo contrario y que aparezca en el contrato de venta.] Statement of buyer (and co-buyer): I understand that liability insurance coverage which would protect me under the Iowa Motor Vehicle Financial and Safety Responsibility Act, Iowa Code chapter 321A, IS NOT INCLUDED in my purchase of the herein described motor vehicle. I have received a copy of this statement. By signing this contract, you are certifying that you are at least 18 years old (if there are two buyers, that at least one of you is 18 years old), that you have read this contract, pages 1 and 2, and agree to its terms, and that you have received a copy of it. X City of Huxley By: [Signature] Buyer's Signature Buyer's Driver's License or F.I.D. No. 42-6021693 X Co-Buyer's Signature Co-Buyer's Driver's License or F.I.D. No. Accepted By: [Signature] Dealer's Authorized Representative					



Business Items

Untable Resolution No. 23-026 FY24 Budget

Resolution No. 23-026 FY24 Budget

First Reading of Ordinance 529
Domestic Chickens Amendment

Resolution No. 23-029
Water and Sanitary Sewer Service Agreement

RESOLUTION NO. 23-026

**RESOLUTION TO APPROVE THE PROPOSED ANNUAL BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2024**

WHEREAS, the Iowa Legislature adopted legislation that mandates that a city shall prepare and adopt a budget and shall certify taxes; and

WHEREAS, the City Clerk has published the budget estimates and notice of hearing no less than ten (10) days and no more than twenty (20) days prior to the date of the hearing; and

WHEREAS, the detail budget has been made available for public review at City Hall no less than ten (10) days and no more than twenty (20) days prior to the date of the hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HUXLEY, IOWA, that the Huxley City Council approves the Proposed FY 2024 Budget and directs the City Clerk to submit said budget to Story County.

Roll Call	Aye	Nay	Absent
Rory Echer	_____	_____	_____
David Kuhn	_____	_____	_____
Niko Pilcher	_____	_____	_____
Kevin Thompson	_____	_____	_____
Tracey Roberts	_____	_____	_____

PASSED, ADOPTED AND APPROVED this 25th day of April 2023.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 23-026** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of April 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

ORDINANCE 529

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF HUXLEY, IOWA
BY AMENDING SECTION 55.18 DOMESTIC CHICKENS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA:

Section 1: Section 55.01(7) of the Huxley, Iowa Municipal Code is amended changing the number of chickens allowed from 4 hens to **no more than 10 hens** per household.

55.18 DOMESTIC CHICKENS. 55.01(7) allows domestic chickens within the city limits. Residents will be allowed to raise, harbor or keep hens on single-family dwelling properties with a valid permit for one year. The annual permit fee will be \$25.00. Domestic chicken permit applications are available at City Hall at 515 N. Main Avenue, Huxley, Iowa. An applicant shall complete items on the checklist prior to approving the permit. Each permit must be certified annually in the month prior to the expiration date. This section restricts the number of egg laying hens to **no more than 10 hens** per tract of land regardless of how many dwelling units are on the tract. No roosters are allowed.

Section 2: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3: This ordinance shall be in full force and effect after its passage and approval as provided by law.

PASSED AND APPPROVED THIS _____ DAY OF _____, 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk



DOMESTIC CHICKEN PERMIT APPLICATION

\$25.00 per year

Permit renewal requested annually by February 1st

Date: _____

Name: _____

Address: _____

Phone: _____

THE FOLLOWING ITEMS ARE REQUIRED TO OBTAIN A PERMIT TO HAVE URBAN CHICKENS WITHIN THE HUXLEY CITY LIMITS

1. _____ Neighbor Approval in Writing (This will include the neighbors on each side of you, directly behind them and directly behind you).
2. _____ \$25 Yearly Fee for Permit
3. _____ Appropriate Coop Approval by City Official
4. _____ Applicant Understands They Cannot Have More Than Ten (10) Hens on Property at Any One Time and NO ROOSTERS
5. _____ Applicant Understand Chickens Must be Kept in the Coop at All Times and Are Not Allowed to Roam the Applicants Property
6. _____ Applicant Understands the Permit Can Be Revoked at Any Time by Staff if Conditions Listed are Not Being Met – Permit is For One Year Only and Must be Renewed Each Year

City Official – Signature

Applicant Signature

Expiration of Permit

RESOLUTION NO. 23-029

RESOLUTION APPROVING WATER AND SANITARY SEWER SERVICE AGREEMENT BETWEEN THE CITY OF HUXLEY, IOWA AND TYLER AND COURTNEY LOWRY, LOT 2 OF OAK BEND PLAT 1

WHEREAS, the property owner has requested that the city provide water and sanitary sewer service to the Property, and

WHEREAS, in consideration of the City providing water and sanitary sewer service to the Property, and in consideration of Property Owner hooking into the City water main and sanitary sewer collections main, the parties agree to certain matters as set out in this Agreement.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows:

Approval of Sanitary Sewer and Water Service Agreement as recorded.

Roll Call	Aye	Nay	Absent
Rory Echer	___	___	___
David Kuhn	___	___	___
Nikolas Pilcher	___	___	___
Tracey Roberts	___	___	___
Kevin Thompson	___	___	___

PASSED, ADOPTED AND APPROVED this 25th day of April 2023.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 23-029** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of April 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

WHEN RECORDED RETURN TO:

~~Jeff Peterson PWD~~ *Solene Lettow*
City of Huxley
515 N. Main Ave.
Huxley, Iowa 50124

Preparer Information: Jeff Peterson PWD 515 N. Main Avenue Huxley, Iowa 50124 (515) 597-2562

Sanitary Sewer and Water Service Agreement

Re: **Lot 2 of Oak Bend Plat 1**, an Official Plat in Story County, Iowa

THIS Agreement is entered into this 29th day of March, 2023, by and between the City of Huxley, Iowa ("City") and Tyler Jordan Lowy and Courtney Christine Lowy ("Property Owner") concerning the above-described property ("Property") and attachment A.

WHEREAS, the Property Owner has requested that the City provide water and sanitary sewer service to the Property; and

WHEREAS, in consideration of the City providing water and sanitary sewer service to the Property, and in consideration of Property Owner hooking onto the City water main and sanitary sewer collections main, the parties agree to certain matters as set out in this Agreement.


NOW, THEREFORE, the parties agree as follows:

1. The City agrees to provide sanitary sewer to the Property by allowing the Property Owner to connect to the City sanitary sewer system.
2. The City agrees to provide water service to the Property by allowing the Property Owner to connect to the City water system.
3. The Property Owner agrees that this Agreement is an application to voluntarily annex the Property into the City of Huxley. The Property Owner agrees that when the Property becomes contiguous with the City of Huxley anywhere on the Property the City is authorized to proceed with a voluntary annexation, including a voluntary annexation with nonconsenting owners (known as an 80-20 annexation) of the Property, in the City's sole discretion and timing.
4. The Property Owner agrees to be subject to and comply with all City ordinances and other laws, rules and regulations concerning the City's sanitary sewer and water system including but not limited to the payment of all fees.

5. The Property Owner grants to the City the right to enter the Property at any time upon reasonable notice to inspect the water and sanitary sewer connections and to perform other required inspections.
6. The Property Owner agrees that the billed usage for sanitary and water will be calculated off the water meters that is set forth by City ordinances / resolutions for rural customers that are not within the corporate limits of Huxley.
7. The Property Owner hereby grants to the City an easement over, under and through the Property for the purpose of installing, maintaining and reading any equipment required by the City.
8. The Property Owner agrees to disconnect any septic systems and water wells located on the Property and to provide any other protection reasonably required by the City to prevent any affect on the City's water or sewer system.
9. All costs associatted with permits, connections, materials and installation of water and sanitary lines will be the responsibility of the Property Owner. All upkeep and maintenance costs of the water and sanitary service lines, valves, curb stops, meter pits, meters and all appurtenances associated with these service lines will be the responsibility of the Property Owner.
10. In the event a breach by a party of its obligations under this Agreement is not cured within thirty days following the date of written notice from the other party to the breaching party, the non-breaching party shall be entitled to exercise all rights and remedies available at law or in equity including, but not limited to, the right to obtain damages, restitution, specific performance, and injunctive relief. All rights and remedies provided for herein or which are otherwise available at law or in equity shall be distinct, separate, and cumulative, and may be exercised concurrently, independently or successively in any order whatsoever and as often as the occasion therefore arises.
11. This Agreement constitutes the entire agreement of the parties with respect to the subject matter and supersedes all negotiations, preliminary agreements and all prior and contemporaneous discussions and understandings of the parties.
12. This Agreement may be executed in any number of counterparts, each of which shall be deemed as original, but all of which together shall constitute one and the same instrument, and in making proof hereof, it shall not be necessary to produce or account for more than one such counterpart.
13. This Agreement shall run with the Property and shall be binding upon and shall inure to the Property Owner and their heirs, transferees, successors and assigns.

Signature Page to Follow

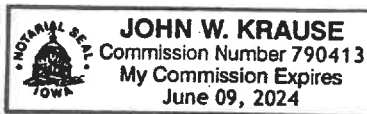
EXECUTED the day and year first above written.



Tyler Jordan Lowy


Courtney Christine Lowy

STATE OF IOWA, STORY COUNTY, ss:

On this 24th day of March, 2023, before me the undersigned, a Notary Public in and for said State, personally appeared Tyler Jordan Lowy and Courtney Christine Lowy to me known to be the persons named in and who executed the foregoing instrument to which this is attached; and acknowledged that they executed the instrument as their voluntary act and deed.




Notary Public in and for said State

City of Huxley, Iowa

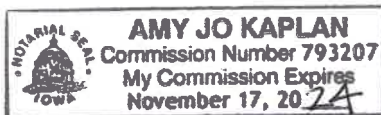
By: 
Kevin Deaton, Mayor

Attest: 
Jolene Lettow, City Clerk

STATE OF IOWA, STORY COUNTY, ss:

On this ____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Iowa, personally appeared Kevin Deaton and Jolene Lettow, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Huxley, Iowa; that the seal affixed to the foregoing instrument to which this is attached is the corporate seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its City Council, as contained in Ordinance Resolution No. _____ passed by resolution of the City Council under Roll Call No. _____ of the City Council on the ____ day of _____, 2023; and that Kevin Deaton and Jolene Lettow, as such officers, acknowledged the execution of the instrument to be the voluntary act and deed of the City, by it and by them voluntarily executed.


Notary Public in and for the State of Iowa



Department Reports

City Administrator

Library

Parks and Recreation

Police

Public Works

To: Mayor Deaton and City Council
From: David Haugland, City Administrator
Re: Monthly Activities



HUXLEY
— HEART OF THE PRAIRIE —

Meetings:

- Staff Meetings on April 3rd, 10th, and 17th
- Met with Mayor Deaton on several occasions
- Met with School Superintendent on April 5th to discuss an SRO (School Resource Officer) position
- Met with representatives from the Ames Economic Development Commission (AEDC) on April 6th
- Met with council members Echer and Pilcher on April 7th
- Met with city engineer on April 7th to go over all of the existing projects in Huxley
- Met with Mike Schonhorst on April 12th and 21st to talk about city's liability insurance coverage
- Met with and toured Chris Gardner's developments on April 14th
- Meeting with John Danos and Amy Bjork, bond counsel with Dorsey & Whitney, on April 17th
- City Council work session on April 4th
- City Council meeting on April 11th

Projects:

- Met with Jeff Peterson, Public Works Director, on April 3rd and toured Street Department, Water Treatment Facility and Wastewater Treatment Plant and talked about existing and future projects
- Met with Parks and Recreation Director, Heather Denger, on April 5th and toured all of the city parks and talked about vision for future improvements in parks
- Met with Chief Nathan Albaugh on April 5th and toured police station and talked about improvements for his department
- Met with Library Director, Cathy Van Maanen, on April 11th and toured library and discussed future improvements

Miscellaneous

- Called and visited with auditors who will perform FY22 audit beginning May 1st. The auditor indicated the final report should be completed by end of June.
- Called and visited with Chip Schultz, financial advisor, on several occasions to discuss various matters and reviewed the city's recent bond rating document.
- Called and visited with Ted Nellesen, Iowa Department of Management, to discuss budget questions
- I have been reading numerous city documents and policies working to familiarize myself with them and driving around and learning the community
- Stopped by the fire station and introduced myself to the staff working that day
- I have had several calls with Amy Beattie, city attorney, regarding pending issues

Huxley Public Library - Monthly Report

Librarian's Report to the Library Board of Trustees for the month of March 2023

NEW PATRONS REGISTERED

11 City Adult
4 City Youth
3 County or area Adult
County or area Youth
18 Total

CIRCULATION-Patron Report Class

175 In-House Use

1574 Huxley Adult circulation

121 Huxley Youth circulation

318 Rural Story County circulation

69 Other rural circulation

337 Other cities circulation

466 Ballard Student circulation

27 Ballard Teacher circulation

Daycares

67 ILL Sent

66 Computer Mouse
3220 Total

OTHER

119 Average Daily Circulation
3275 Door Counter
41 Adult Program attendance
81 General Interst attendance
336 Youth Program attendance

RECIEPTS FROM PETTY CASH

\$92.00 Lost/Damaged books
\$99.22 Copier / printer
\$12.50 FAX fees
\$35.00 Donations
\$2,598.12 Passports
\$2,836.84 Total Cash Receipts

CIRCULATION-Item Report Class

Print Materials:

196 Adult Non-Fiction

450 Adult Fiction

328 Young Adult

151 Juvenile Non-Fiction

521 Juvenile Fiction

1147 Easy Books

10 Periodicals

52 ILL Received

2855 Total Print

Non-Print Materials

234 DVDS

10 Audio/CDs

53 Other (kits, etc)

68 Computers

365 Total Non-Print

3220 Total of Materials Loaned

Digital Downloads

154 hoopla
485 Bridges
639 Total

3859 GRAND TOTAL

Mar-22
3393

Prepared by C. Van Maanen



HUXLEY

PARKS & RECREATION DEPARTMENT

MEMORANDUM

To: Honorable Mayor Kevin Deaton & City Council
From: Heather Denger
Date: 4/17/23
Re: Parks & Recreation April 2023 Department Report

3C's Update

- Membership Update

	12 Month Memberships	6 Month Memberships	3 Month Memberships	EFT Bank Memberships	Total Active Memberships
March 2023	334	107	11	72	524
March 2022	292	103	7	67	469
March 2021	279	89	6	55	429
March 202	NO	REPORT	CLOSED	COVID	
March 2019	299	144	5	65	513

- WE ARE BACK TO OUR PRE-COVID MEMBERSHIP NUMBERS!!!! SO EXCITING.**
- There were 3,374 total visits to the Citizens Community Center during March 2023.
- Ballard Play Group has continues to meet Friday mornings 10a-12p until Memorial Day.
- Spring Youth Soccer practices have started. Games began week of April 16th. 149 participants this season.
- Spring Youth Tennis began April 15th. 56 participants.
- Bam-Bam Baseball starts April 29th. 36 participants.
- Adult Men's Basketball League began April 16th. 13 teams registered. Games run until June 4th and are primarily on Sundays, occasionally Wednesday evenings.
- Easter Event was Saturday, April 1st in the Safe Room: All spots were reserved (180+) for time with bunnies and small Easter egg hunts. Once again we received lots of great feedback.
- Rocky has been working on opening all parks, opening restrooms, putting nets back up, etc. Centennial Park Restrooms were "cleaned" up thanks in part to Modern Woodsmen who donated \$900 toward the project. New sinks, counters, toilets and toilet paper holders were installed and floors painted. They look much better. Still working on putting a door up for the men's restroom stall.
- Rocky installed new drinking fountains with bottle filling stations at Railroad Park and Centennial Park.
- Worked on additional quotes for bleacher repair.



Parks & Recreation Board Update

- Our April Park Board Meeting met on Monday, April 3rd. We discussed Splash Pad Fundraising, Party in the Parks and other programming options.
- Next meeting is Monday, May 1st at 6pm in Council Chambers.

Tree Board Update

- Tree Board did Park walk-throughs of Centennial Park, Nord-Kalsem Park and Berhow Park on Tuesday, April 18th. Mapping was updated on arcgis and tree planting plans are being determined.
- Tree Board was awarded \$4,000 grant for planting trees in town, specifically along the right-of-way on both sides of Meadow Lane. Tree board is evaluating site and will be moving forward on the project this year.
- Tree Rebate form is now live online. <https://huxleyiowa.org/wp-content/uploads/2023/03/Tree-Rebate-Application-2022.pdf>

City of Huxley
Huxley Police Department
Report for March 15th-April 15th, 2023

March 16th, 2023 3:36 PM

Officer responded to a car vs. semi accident on Interstate 35 just south of 210. No injuries to either driver.

March 16th, 2023 6:28 PM

Officer responded to an out of control teen complaint at the 500 block of Westwood. The teen was transported to the hospital by parents.

March 18th, 2023 1:50 PM

Officer responded to an out of control teen at the 500 block of Main. Officer was able to help calm the situation so the family could cohabitate with no further problems.

March 20th, 2023 2:06 PM

Officer received a harassment complaint at the 400 block of Vine. A Slater man was contacted and advised to stop the harassing behavior in order to avoid future police attention.

March 20th, 2023 3:39 PM

Officer received a motor vehicle theft complaint at the 500 block of E 1st Street. A motorcycle belonging to an Ames man was stolen while parked in the New Horizons trailer court. The motorcycle was later recovered in Des Moines. Investigation ongoing.

March 21st, 2023 10:16 AM

Officer received a fraud complaint at the 800 block of Pine Valley. An attempt to open a credit card in the victim's name was made by an unknown person. No loss of money.

March 21st, 2023 3:14 PM

Officer responded to the 500 block of Main for a dispute between a mother and teenage daughter. The two agreed that the daughter will stay with a friend for the remainder of the day and evening. Department of Human Services was contacted and advised of the issues involving this residence.

March 21st, 2023 5:19 PM

Officer responded to a theft complaint at the Dollar General. Two juvenile females were caught shoplifting items. The juveniles were released to their guardians. Dollar General declined charges.

March 24th, 2023 12:41 PM

Officer responded to a Criminal Mischief complaint at the Kum and Go on Highway 210. The bathroom had been vandalized by an unknown individual using a sharpie marker.

March 28th, 2023 9:50 AM

Officer was requested by Ballard Middle School faculty to assist with a student.

March 30th, 2023 3:15 PM

Officer received a complaint of two counterfeit \$100 bills that were used to purchase gift cards at the Fareway Grocery Store. Video surveillance has been gathered to assist with the investigation.

March 30th, 2023 6:26 PM

Officer responded to a shoplifting complaint at the South Casey's. An unknown male shoplifted a bottle of liquor and left the store approximately 20 minutes prior to the report being made.

April 3rd, 2023 2:06 AM

Officer charged a Ft Dodge man with Eluding and Driving while Barred on Highway 69 near 290th. The driver also had two nation-wide arrest warrants. He was transported to the Story County Jail.

April 3rd, 2023 12:41 PM

Officer received a burglary complaint at the 200 block of Water Street. A vehicle had several items taken from within in while parked at the victim's residence.

April 3rd, 2023 7:43 PM

Officer stopped a vehicle for a traffic violation on Highway 210 near Interstate 35. The driver of the vehicle was suspended by the DOT. He was cited and released with a court date for Driving While License Suspended.

April 4th, 2023 10:13 AM

Office responded to the Ballard Middle School for a theft complaint. All involved parties including the school, victim parents, and suspect parents agreed to let the school administration handle the discipline.

April 4th, 2023 3:17 PM

Officer responded to the Kempker's Hardware Store for a counterfeit \$100 that was used to purchase a drill bit.

April 4th, 2023 11:15 PM

Officer stopped a vehicle for a traffic violation on E 1st Street near Parkridge. The driver of the vehicle was suspended from driving by the DOT. He was cited and released with a court date for Driving While License Suspended.

April 5th, 2023 9:39 PM

Officer was requested to assist with an accident on Highway 210 near 585th Ave after a police pursuit originating in Ankeny.

April 6th, 2023 1:38 PM

Officer opened an assault case at the 500 block of N Main.

April 7th, 2023 2:46 PM

Officer received a complaint at South Story Bank of a counterfeit \$100 bill that was part of the deposit from the Dollar General.

April 7th, 2023 3:47 PM

Officer received a fraud complaint at the 200 block of Ridgewood. The reporting party had responded to a letter that advised an account was opened in his name. The reporting party called the number and believed it to be a scam prior to giving any personal information. All account numbers were changed to prevent any loss.

April 9th, 2023 6:35 PM

Officer responded to a neighbor dispute at the 100 block of Oak Blvd. The two parties were separated for the remainder of the night. One half was a juvenile who was released to her guardians.

April 10th, 2023 6:44 PM

Officer responded to a Criminal Mischief complaint at the 100 block of Oak Blvd. A juvenile female threw an ice drink at the victim's vehicle. This dispute in a continuation from the night prior. The victim declined charges. Juvenile was released to her guardians. Central Iowa Apartments management were made aware of the incidents and the tenants involved.

April 10th, 2023 8:55 PM

Officer stopped a vehicle for a traffic violation on Highway 69 near E 3rd. The driver of the vehicle had a warrant for his arrest and was also suspended from driving by the DOT. He was arrested for both and transported to the Story County Jail.

April 11th, 2023 4:25 PM

Officer responded to a two vehicle accident in the Fareway parking lot. No injuries, both vehicles drove from the scene under their own power.

April 12th, 2023 11:15 PM

Officer served an arrest warrant at the Kum and Go on Highway 210. A Des Moines man was transported to the Story County Jail.

April 13th, 2023 3:30 PM

Officer responded to a two vehicle accident at the Southbound exit ramp from Interstate 35 to Highway 210. No injuries.

April 13th, 2023 9:45 PM

Officer stopped a vehicle for a traffic violation on 585th near the south City limits of Cambridge. The driver of the vehicle had a license that was suspended by the DOT. She was cited and released with a court date for Driving While License Suspended.

April 14th, 2023 5:01 PM

Officer responded to a two vehicle accident at the 3c's parking lot. No injuries.

April 14th, 2023 10:38 PM

Officer stopped a vehicle for a traffic violation on Highway 210 near Interstate 35. The driver of the vehicle was suspended from driving by the DOT. He was cited and released with a court date for Driving While License Suspended.

April 15th, 2023 2:21 AM

Officers were requested to assist with a fatality pedestrian vs semi accident at the Story / Polk County line on Interstate 35.

Nathan Albaugh

April 18th, 2023

Monthly Update / Activities of the Police Department

On Wednesday, April 12th, two junk vehicle / campers were removed from the property at 104 N 5th Ave. The following day, Pitt's tree / lawn service came to the property and cleaned the debris. Any items that were agreed upon to be valuable and typically kept outside such as a canoe, aluminum ladder, and riding lawn mower, were placed neatly under the deck of the property with clear and strict instruction to the homeowner that this can't be left in the yard as part of a pile of garbage.

The total cost for the removal of the campers: \$2904. Yard cleanup: TBD









As for the properties at 202 N Circle Drive and 315 N 2nd Ave, we have the paperwork signed and submitted back to Shannon Archer with the Brick and Gentry Law firm. We are waiting for the go ahead to move on those properties.

At the time of this report, the Explorer is still out for estimates. Bud's has given us their estimate. We are currently waiting on Ames Ford to return with an estimate as well.

Respectfully,
Nathan Albaugh
Chief of Police

April 2023 Monthly Public Works Report

The weather has been very cooperative this month to allow the staff to get out and get some things done outside for spring preparation and it looks like we will start mowing the week of April 24th. We have at least two seasonal employees that will be able to start with the summer activities next week to help with the maintenance and upkeep of the public grounds.

The water main and sanitary at 120 Plat development has been installed at the west end off of South Main Avenue and the crews have now moved over to the east by the medical campus to start the installation of the sanitary sewer piece that runs within in the new easement between Bioforge and the Medical Plaza properties. The testing for both the water main and sanitary on South Main Avenue still needs to be performed.

Still trying to secure the letter of credit on the 550th and Iron Bridge pavement and driveway repairs that need to be done to release the project and move on. This has seemed to have stalled out with the developer and his attorney to get this secured and provided to the City as we have requested and have all agreed to several months ago. May have to visit with legal on how we proceed with this.

Clean up of trees and branches behind the amphitheater in railroad park is ongoing and being done when time allows.

The new power lines and poles along 560th with consumers have been installed and is now operational and all of the old poles and wires have been removed.

I have been notified that the windmill structure's will be removed on April 25th on both the school ground and possibly the one out in Blue Sky. The first phase is to get the structures down on the ground and within a week or two after that another crew will arrive to scrap the structure's out and haul them away.

Ballard plaza plat 2 and landing final walk throughs are still pending. With the weather improving I expect some progress very soon.

Attend Water Treatment Plant Improvements progress meetings to discuss problems, issues, pay apps, and progress, etc. We are going to have a meeting with the well contractor and his subs in person to see where they are at on the project and try and get a schedule on when they are expecting to have the well project completed and ready to do a walk thru and exercise and test the equipment and well.

Licensed operators attended the Region 5 IAWEA spring meeting in Newton in the Iowa Rural Water Office meeting room. This meeting covers topics on wastewater treatment and collection systems. Region 5 has other operators and superintendents that attend from surrounding communities that work at wastewater plants and on their collection systems and is

a good opportunity for them to network with other operators to talk about issues and current problems that they may be dealing with the hopes that someone has had the same issues or problems and can help them on how they rectified the problem or issue. C.E.U.s are awarded for these workshops for certification renewal.

Current water and wastewater certificates expired on March 31st and will be renewed this month if you have the required continuing education units that are mandated by the IDNR based on license grade. All of the city staff operators have the required amount of certified C.E.U.'s to have their certificates renewed and we will get those filed and updated this month.

The clean-up of the site at Ankeny Lawn and Landscape is still pending and we will be issuing a court order to have the site cleaned up if we don not see any progress within the next two weeks. At this point we still have no building permit issued but I have been in contact with Mr. Rankin and he has assured me that during our conversation on April 19th that he would have something to us by the time you see this report. I hope to have an update to you at the council meeting on where we are since the phone communication.

Both the old tar kettle machine and old jetter have been placed on gov deals to be auctioned off. Once the retired ambulance that we received from the fire department is outfitted with all the equipment and tools from the old panel van we will have it placed on the auction as well.

Currently working on the review and comments of the Anthem Plat 1 construction set which is the South part of the 120 Plat Development. Hope to have my review and comments to the developer and engineer by weeks end.

Mat and I attended the Annual Iowa American Public Works Association meeting in Des Moines this month. A variety of topics were on the agenda that you could attend.

Attend and participate in the Monday morning staff meetings at city hall.

Attend council meetings when needed.

Attend webinars and meetings for the I-35 expansion project as needed.

Coordinate and attend department head meetings bi-weekly.

Street Department

In the last month in the street department, we have been doing equipment repairs, building, roadway and storm sewer maintenance along with snow and ice removal if needed and detailed below;

- Graded and swept all gravel back into parking lots at parks
- Cleaned all sand and debris out of grass from snow piles
- Cold patched potholes throughout town
- Grouted and replaced broken bricks in 18 storm intakes throughout town
- Took all sanders and plows off trucks and put them in storage for the summer

- We will be taking delivery of the new tar kettle the week of April 24th
- Did a 1000 hr. service on the backhoe which brings it up to 3,020 hrs. on the machine
- Updated all SDS sheets and book
- Gone through and made comments on the South 120 project plans
- Helped with sanitary sewer force main repair

We used roughly 2000 gallons of brine for the season, roughly 70 tons of sand salt mix this season, and 1,151.8 gallons of diesel.

We will keep working on maintaining equipment and building up keep along with making many street and storm sewer repairs.

Parks Department

Restrooms have been cleaned and are now open for use. All the bacterial tests have passed for washing and drinking purposes.

Centennial restrooms have had a makeover with new counters, stools and new floor coating. Looks much better.

New drinking fountains with a bottle fill were installed at Railway and Centennial parks and the drinking fountain that was removed from railway will be installed at Berhow. I believe money was donated to purchase the new fountains that will be a great asset to the parks.

Soccer fields and baseball fields have had fertilizer applied to them.

All the soccer fields have been laid out and painted.

A new light pole has been installed at the Nord-Kalsem basketball court where the old one had rotted at the ground level and came down with the recent heavy winds. Alliant has donated a new pole and has also installed it with Alliant staff and equipment. This was an in-kind donation and we can't say enough on how much we appreciate it. Kudos to Alliant and staff? A new light had to be ordered and has arrived and they will be back to install it and rewire it for us as well.

Filled all the potholes along west drive of Centennial Park.

Walked, removed trash and mowed the North west right of way right of way along highway 69. This is very rough in places due to old work that was probably done by the ITC service trucks. They have been notified to see if they can come back and remove the ruts and re-seed the areas that need re-graded. Once this is done, we will reassess the area to see if some more final grading needs to be done.

The tennis and pickleball nets have been installed.

All of the playground equipment has been checked and any repairs that are necessary will be completed.

Water Department

In the month of March, the Huxley Water Plant treated 11,752,000 gallons of water. A maximum of 619,000 gallons of water per day, a minimum of 250,000 gallons per day, and average daily treated water of 379,125 gallons per day. Consumption was still up for this time of year. We found

another leak this past month in the industrial park it was running straight into the storm drain so it never did surface to where we could see it.

Plant expansion is still moving forward slowly and the R.O. skids were delivered and put in place and they will probably need to be adjusted once the pipe work is in place. They started forming up for the driveway around the building hoping to pour the concrete yet this week and it will need to cure at least 7 days before driving on it. Keith has been trying to coordinate with the contractor so we can still get our salt and chemical deliveries in a timely manner. The roofers are still on site installing the flashing and metal on the roof and not quite sure when they will finish up. The ground storage tank still needs to be filled and disinfected before we can put it into service. Keith met with the well field contractor and project inspector on site this past month and we are still waiting on a concrete pad to be poured so the generator can be installed and the electrical can be connected. We are also needing the natural gas ran to the mound to connect to the generator for its fuel source.

We finished flushing fire hydrants this past week with only a couple complaints of discolored water which is to be expected when flushing hydrants. We started transferring equipment from the old water main repair van to the old ambulance that the fire department gave us this should be a little more dependable than our 44-year-old van, it was getting hard to find parts for it. I think we got our money's worth out of it though.

The anchors on the discharge pumps in our backwash waste tank have started to break loose from the concrete floor causing blow by and loss of flow to the force main. If we replace the concentric reducers with eccentric reducers this will offset the anchoring points to the concrete for the pumps are stable again, parts are on order.

There is an 8" x 10" 90-degree fitting in the plant that needs to be replaced and Keith was hoping to get by until the plant expansion was done but now that the completion date has been pushed back, we are going to have to replace it. The fitting is restricting our production by about 100 GPM and going into the summer months we feel we will need to produce as much water as possible.

Wastewater Department

We finally received our new jet trailer from Mid-Iowa. We have all been trained on its operation and how it works. So far, we are happy with the equipment we have received. There is couple of nozzles we would like to consider replacing, since the new jet trailer runs on different pressure than the old one.

We have our old jet trailer listed on GovDeals currently. This will be on through April 28th. It has a high reserve set since these machines are bringing a fair amount of money used and because new and used ones are hard to come by.

We found a leak in the force main coming from the North lift station pumps. After exposing the force main we found a tooth mark from an excavator bucket in the pipe which we believe was from J&K and the mitigation project that was completed there a few years ago. We kept track of hours,

equipment and materials used and have sent a bill to J&K to be reimbursed for the work we had to complete.

We had to order several parts for the Oak lift station pumps. One of the pumps keeps losing prime and causing the pumps to run excessive hours. We also had a few components that are just plain wore out that needed replaced. We have ordered these parts and a few of them are on backorder for a few weeks and hope to get them as soon as possible.

We have started videoing storms sewers for the street department. We have found several protruding taps in the storm sewers that will need to be cut out. The company we are looking to hire for this is stacked up with work. We are hoping to get them here in the next few weeks.

We have been reviewing contract pricing for our jet/vac work that we have done every year. We did this back in 2019 and have not been satisfied with the company we are currently contracted with. To get the best price for the city we have been looking at 5-year contracts with a few reputable companies in the area.

We are still waiting on our new panel view for the UV's to arrive I'm hoping this is completed on this year's budget.

We had all our lift station wet wells cleaned last week. We found a large amount of grease and other debris in the wet well, we are hoping to get some communication out to remind residents and business owners what should or should not be flushed or washed down the drain.

AJ is working on going through our SDS to make sure we are up to date. He has almost completed this and hopes to get electronic copies on file as well.

Staff installed a new roof on the North lift station. The shingles were showing age, so we thought it best to get it replaced before we have any leaking.

We found a manhole that is leaking and causing some infiltration. We are waiting on a quote back from CIT to complete this work.

We have had influent flows averaging 419,000 gallons per day. The influent strength has been a little lower for this time of year, we think it has been from some I&I as our influent flow has increased by about 50,000 GPD. We have seen a decrease in our percentage of removal for the month, but we are still achieving greater than 96% removal for BOD, TSS and ammonia.

Jeff Peterson PWD