

Huxley City Council Minutes

Tuesday, September 25, 2018

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 met in a regular council meeting on the above date pursuant to rules of the council, notice posted at City Hall, posted on website and emailed to news media. Mayor Henry called the meeting to order at 6:01 pm.

COUNCIL MEMBERS PRESENT: Roberts, Jensen, Kuhn, Peterson, Mulder

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Gerry Stoll – Police Chief, Heather Denger – Parks and Recreation Director, Kevin Deaton – Assistant Fire Chief, Cathy Van Maanen - Library Director, Jeff Peterson – Public Works Director

CONSULTANTS PRESENT: Forrest Aldrich - City Engineer, Amy Beattie – City Attorney

GUESTS PRESENT: Joyce Hornstein, Michael Hart, Heidi Kuhl, Karie Kading Ramsey, Mark Lee, Chris Gardner, Mark DeYoung, Roger Wheeler

PERSENTATION: Chris Gardner explained to council his request to keep a portion of his driveway from being paved. Mr. Gardner has not yet built house on the property and there is about 250 yards of gravel driveway that has not been paved. Council will review variance request.

PUBLIC HEARINGS:

Motion – Roberts, Second Mulder to open public hearing to consider the sale of lots 5, 6, 7 in Huxley Development Corporation Plat 3. Hearing opened at 6:12pm. Roger Wheeler, city realtor, reported the pending offer was from Mr. Storage. A development covenant requires council approval for storage units to be allowed in development. There being no further comments, the hearing closed at 6:18pm

Motion – Mulder, Second – Peterson to open public hearing to consider the sale of lot 11 in Huxley Development Corporation plat 3. Hearing opened at 6:18pm. Roger Wheeler, city realtor, reported the pending offer was from Landscape by Design. There being no further comments, the hearing closed at 6:20pm.

CONSENT AGENDA:

MOTION- Roberts, Second - Peterson to approve all agenda items as listed:

- Approve September 11, 2018 Council Meeting and Work Session Minutes
- Approve Financial Reports and Payment of Bills

Councilman Kuhn asked about paper towels purchased from DOT and costs for stray cat that was held at Slater Vet Clinic. Roll Call: Kuhn, Jensen, Roberts, Peterson, Mulder voted yes. Motion carried.

Claims:

| | | |
|----------------------------|-------------------------------|-----------|
| A KING'S THRONE LLC | PORTA POTTIES FOR LARSON | 170.00 |
| ANKENY SANITATION | CENTENNIAL PARK | 317.29 |
| CARDMEMBER SERVICE | SEE ATTACHED | 7,763.14 |
| CENTRAL IOWA TELEVISION | JET TRUCK ROOT CUTTING | 900.00 |
| CHITTY GARBAGE SERVICE INC | TRASH PICKUP | 21.40 |
| CONSUMERS ENERGY | GAS AND ELECTRIC | 10,362.67 |
| COUNTRY LANDSCAPES INC. | TREE DRAWING AT PRAIRIE FEST | 203.00 |
| DB IOWA HOLDINGS | LEGAL PUBLICATIONS | 373.73 |
| DES MOINES STAMP MFG. CO. | TWO NOTARY STAMPS FOR PD | 61.55 |
| DITCH WITCH OF MINNESOTA & | REPAIR POWER PAC | 875.36 |
| DMACC BUSINESS RESOURCES | CONTROL PANELS 1 COURSE FOR 2 | 180.00 |
| DOLLAR GENERAL-REGIONS 410 | FRAMES, BALLOONS | 122.70 |
| ELECTRIC PUMP | R & R RAS PUMP | 5,203.43 |
| GALLS, LLC- DBA CARPENTER | UNIFORM PARTS | 144.98 |
| GERED BURKHARDT | BACKFLOW TESTING | 455.00 |
| HALVORSON TRANE | HEATING/COOLING SYSTEM REPAIR | 238.75 |
| HEARTLAND CO-OP | CHEMICALS | 212.90 |
| INLAND TRUCK PARTS COMPANY | BRAKE CALIPER & SPRING CLAMP | 163.78 |
| INTEGRATED PRINT SOLUTIONS | YOUTH SOCCER SHIRTS | 1,085.50 |
| INTERNAL REVENUE SERVICE | FED WITHOLDING TAX | 9,967.43 |
| INTERSTATE BATTERIES | BATTERY CABLE | 467.81 |
| IOWA DOT | MULTI FOLD TOWELS | 48.14 |

| | | |
|----------------------------|--------------------------------|----------|
| IOWA ONE CALL | EMAIL LOCATES | 62.10 |
| IOWA STATE UNIVERSITY | STREETS WORKSHOP-HANKS | 75.00 |
| JAX MERCANTILE | FALL 2018 WEAPONS QUALIFY AMMO | 1,428.00 |
| JULIE MOSHER | REFUND FOR PASSPORT PHOTO | 10.00 |
| KALSEM FARM, INC. | TWO STRAW BALES | 12.00 |
| KEYSTONE LABORATORIES | MONTHLY WATER SAMPLING | 741.20 |
| MARCO, INC. | MAINTENANCE AGREEMENT | 394.02 |
| METERING & TECHNOLOGY SOLU | METERS | 2,178.00 |
| MIRACLE RECREATION EQUIPME | PLUG ROCKITE | 56.93 |
| ON-SITE INFORMATION DESTRU | PURGE SERVICE | 232.60 |
| PAULA SUNDAY | REFUND FOR OVERPAID AMBULANCE | 811.50 |
| PCC AN AMBULANCE BILLING S | MAY AMBULANCE BILLING | 464.63 |
| PEPSI-COLA | VENDING PRODUCT | 391.14 |
| POSTMASTER | POSTMASTER | 352.81 |
| PREMIER OFFICE EQUIPMENT I | COPIES | 12.10 |
| SLATER ANIMAL HOSPITAL | BOARDING STRAY CAT | 103.51 |
| STAR EQUIPMENT LTD. | SEALING DISK AND SQUEEGEE | 94.21 |
| STITCHED CRAFTS | HPD PATCHES & FLEECE BEANIE | 275.00 |
| SWANK MOVIE LICENSING USA | PUBLIC PERFORMANCE SITE LICENS | 392.00 |
| SYNCE/AMAZON | DVDS, PROGRAM SUPPLIES, BOOKS | 137.85 |
| TASC | FLEX BENEFIT PLANS | 512.46 |
| TYLER TECHNOLOGIES, INC. | RECEIPT VALIDATION PRINTER | 582.42 |
| U.S. BANK EQUIPMENT FINANC | COPIER LEASE | 99.00 |
| USA BLUEBOOK | 1" POLYMER METER | 188.52 |
| VAN-WALL EQUIPMENT INC. | MOWER BLADE & TRIMMER SPOOL | 114.30 |
| VERIZON WIRELESS | AMBULANCE CELL PHONES | 561.39 |
| WINDSTREAM IOWA COMMUNICAT | DISPATCH PHONE | 70.83 |

| | | <u>Expenses</u> | <u>Revenue</u> |
|-----|----------------------|------------------|----------------|
| 001 | GENERAL FUND | 10,115.50 | 12,629.98 |
| 002 | LIBRARY | 1,715.29 | 81.81 |
| 003 | RECREATION | 4,762.20 | 7,938.48 |
| 004 | FIRE AND RESCUE | 101.40 | |
| 014 | AMBULANCE | 2,176.17 | 1,251.95 |
| 110 | STREET | 3,934.61 | 35,416.17 |
| 319 | RECREATION EQUIPMENT | 2,155.66 | |
| 600 | WATER UTILITY | 11,688.15 | 65,334.79 |
| 610 | SEWER UTILITY | 13,751.10 | 60,619.23 |
| | PAYROLL/MISC | <u>44,932.03</u> | <u>150.00</u> |
| | GRAND TOTAL | 95,332.11 | 148,006.24 |

Motion – Roberts, Second – Peterson on Resolution No. 18-081 to Approve Sale of Lots 5, 6, 7 in Huxley Development Corporation Plat 3 to Mr. Storage, LLC. Councilman Kuhn asked if lot will be built upon within a certain timeframe. City attorney noted that covenants address such issues. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Mulder, Second – Jensen on Resolution No. 18-082 to Approve the Sale of Lot 11 in Huxley Development Corporation Plat 3 to Landscape by Design. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Kuhn on Resolution No. 18-083 to Approve Final Plat for Villas at Deerwood. All easements have been provided according to requirements of new ordinance. City engineer reported that clean-up list has not been completed but that a maintenance bond has been provided that will cover all remaining items. Councilman Kuhn asked if criteria for elevation levels was the same in development as in residential developments. City engineer answered that private land did not follow same criteria as residential development. Karie Kading commented that developer was working to get everything completed on clean-up list, weather permitting. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Mulder on Resolution No. 18-084 to Approve the Filling of Two Sargent Positions on Police Force. Joe Marchesano to become daytime Sargent and Nate Albaugh to fill night Sargent position. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Peterson, Second – Kuhn on Resolution No. 18-085 to Approve Street Financial Report. Annual report that is submitted to Iowa Department of Transportation to disclose city's use of Road Use Tax funds. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Roberts on Resolution No. 18-086 to Approve the Hiring of Kerrie Mulder as Recreation Coordinator. Parks and Rec Director told council she had interviewed three candidates. Position would focus on youth programming. Roll Call: Kuhn, Roberts, Peterson, Jensen voted yes; Mulder abstained. Motion carried.

Motion – Kuhn, Second – Jensen on Resolution No. 18-087 to Approve Trick or Treat Night for October 31st. Resolution states Trick or Treat Night will be permanently set for October 31st every year. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Roberts, Second – Peterson on Resolution No. 18-088 to Approve the City of Huxley as a Fiscal Sponsor for Ballard Community Performing Arts Association (BCPAA) Grant Application to Story County Community Foundation. Foundation requires that all applicants have 501©3 status. BCPAA had filed for non-profit status but has not yet received confirmation. Therefore, applicant must have fiscal sponsor. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Peterson to Set Time and Date for Council Work Session to be held on October 2, 2018 at 5:30pm. 5 ayes, 0 nays. Motion carried.

Miscellaneous

Cathy Van Maanen, Library Director, informed council she had met with Ballard School Superintendent, Security Officer and Huxley Police Officer regarding security of students travelling between middle school and library. Further meetings to be scheduled to discuss situation.

Heather Denger, Parks and Recreation Director, reminded council of Fall Festival on October 7th at Centennial Park.

City engineer, Forrest Aldrich, provided information on status of plans for bike trail west of Highway 69.

Jolene Lettow, City Clerk, reported to council that current phone system was on its last leg. Staff has been meeting with phone providers to look at replacement options.

Councilman Kuhn asked if Tree Board had met to discuss issue with trees in area between 3C's building and Lynwood. Tree Board is researching and will report back to council.

Mayor commented on the recent invasion of mosquitoes and comments received from residents. Mosquito spraying will continue until frost. Stated that Pastoral Association has requested that no activities be scheduled before noon on Sundays.

ADJOURNMENT: Motion – Mukder, second – Roberts to adjourn meeting at 7:08 pm. 5 ayes, 0 nays. Motion carried.

WORK SESSION:

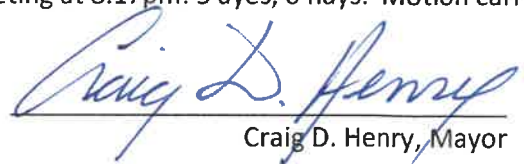
Mayor opened meeting at 7:15 pm.

Representatives with Northland Securities worked with council to analyze city debt and discuss future financial projections.

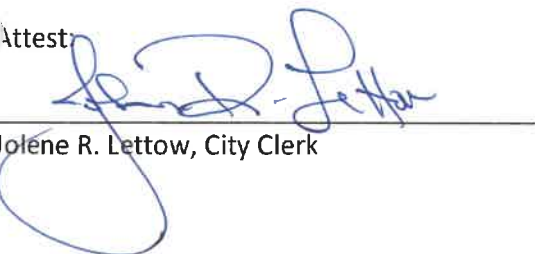
Gerry Stoll, police chief, reminded council of Coffee with Cop event at Double Dipped on October 3rd from 8 to 9:30am.

Councilman Jensen addressed council regarding fire alarms that are now required in multi-family complexes due to the National Fire Code. Councilman Jensen provided three cost estimates for the work that would be necessary in his four buildings. Council to discuss options available to utilize LMI eligibility/funds to update buildings.

ADJOURNMENT: Motion – Peterson, second – Roberts to adjourn meeting at 8:17pm. 5 ayes, 0 nays. Motion carried.


Craig D. Henry, Mayor

Attest:


Jolene R. Lettow, City Clerk