

Huxley City Council Minutes
Tuesday, June 14, 2016

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 6:02 pm.

COUNCIL MEMBERS PRESENT: Kuhn, Deaton, Jensen, Hemmen; absent - Roberts

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow- City Clerk, Travis Bakken – Parks and Recreation Director, Mark Pote – Police Chief, Jeff Peterson – Public Works Director

CONSULTANT PRESENT: Forrest Aldrich – Veenstra & Kimm

GUESTS PRESENT: Duane Jensen, Diane Taylor, Ernest Snyder, Paul & Cate Frey

COMMENTS FROM PUBLIC: Ernest Snyder, 408 E. 4th Street, brought his complaints to council regarding the damage on his property from the Timberlane/Oak Blvd. Water Main project. Public Works Director, Jeff Peterson, commented that he had been in contact with contractor and they keep stating they are going to make repairs. It was suggested that a meeting be held with contractor to discuss progress. Council also agreed that a letter from city attorney to contractor should be sent in an attempt to expedite process of getting the project completed in a satisfactory manner.

CONSENT AGENDA:

MOTION-Hemmen– Second - Deaton to Approve the Following Items from the Consent Agenda

- May 24, 2016 Council Meeting and Work Session
- Financial Reports and Payment of Bills
- Alcohol Permit for Casey’s
- Cigarette Permit for Fareway
- AFLAC 189.26
- ALLIANT ENERGY GAS & ELECTRIC 7,560.21
- ANKENY SANITATION CENTENNIAL PARK 284.81
- ARCPPOINT DES MOINES PRE-EMPLOYMENT DRUG TEST 45.00
- AUTOMATIC DOOR GROUP 3C'S ENTRY DOOR REPAIR 542.50
- AVESIS INCORPORATED VISION INS 343.72
- BLACK ROOSTER GLASS LLC REPLACE WINDOW IN JD TRACTOR 85.00
- BRIAN HARVEY BASKETBALL LEAGUE SCORE KEEPER 48.00
- BRICK GENTRY BOWERS SWARTZ LEGAL FEES 3,420.00
- BUD'S AUTO REPAIR INC SERVICE ON FORD 200.37
- CAROLYN CIRKSENA ZUMBA INSTRUCTOR 313.61
- CASEY'S GENERAL STORES INC GASOLINE 1,206.59
- CATHY VANMAANEN FITNESS CHALLENGE 50.00
- CENTRAL IOWA TELEVISION MAIN AND LATERAL INSPECTIONS 5,025.00
- CENTRAL STATES BANK & ROGE CENTRAL STATES BANK & ROGER WH 53,454.93
- CHELSEY AISENBREY FITNESS CHALLENGE 50.00
- CHITTY GARBAGE SERVICE INC MONTHLY GARBAGE FOR FD 43.34
- CHRISTIAN WEILAND BASKETBALL LEAGUE OFFICIAL 75.00
- CLARK EQUIPMENT CO. SNOWBLOWER ATTACHMENT 4,829.69
- CLINTON H. THOMPSON BASKETBALL LEAGUE OFFICIAL 225.00
- COMPASS BUSINESS SOLUTIONS A/P AND PAYROLL CHECKS 328.46
- DELTA DENTAL PLAN OF IOWA DENTAL INSURANCE 1,742.24
- DEYOUNG, MICHELLE DEYOUNG, MICHELLE 180.00
- DICKSON & LUANN JENSEN DICKSON & LUANN JENSEN 65,892.58
- DRAKE WUNDER BASKETBALL LEAGUE SCORE KEEPER 24.00
- DUSTY CHORDS JAZZ BAND MUSIC IN THE PARK 100.00
- EDWARD JONES IRA 250.00
- ELECTRONIC ENGINEERING RADIO TOWER SERVICE 69.65

• EMA NETLEY	BODY SCULPT INSTRUCTOR	247.90
• EMERGENCY MEDICAL PRODUCTS	AMSINO STANDARD IV SET	25.40
• EMILY HUISINGA	YOUTH SOCCER REFEREE	70.00
• FELD FIRE	TWO BADGES FOR AMBULANCE	148.00
• FJELLAND, MATT	YOUTH TENNIS INSTRUCTOR	1,685.72
• FORTERRA PIPE & PRECAST	ADJUSTING RINGS	253.00
• GATEHOUSE MEDIA IOWA HOLDI	GARAGE SALE ADVERTISEMENT	737.77
• GAVIN SOASH	YOUTH SOCCER REFEREE	80.00
• GRAINGER	VALVE REBUILD KIT	278.25
• GREENLAND HOMES	BLDG. PERMIT REFUND	500.00
• H.L. MUNN LUMBER CO.	BAGS OF CONCRETE FOR PARK BUIL	272.00
• HAWKINS, INC.	MISC. CHEMICALS	1,701.76
• HEATHER DENGER	FIT RX & YOGA-PILATES INSTRUCT	348.65
• HENRY EASTER	YOUTH SOCCER REFEREE	50.00
• HERMANN, RHIANNON	FITNESS CHALLENGE	25.00
• HOBBY LOBBY	PROGRAM SUPPLIES	64.42
• HUXLEY COMMUNICATIONS COOP	PHONE, INTERNET, CABLE	1,804.89
• INSITE CONSTRUCTION	BLDG PERMIT REFUND	500.00
• INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	20,208.90
• INTERSTATE ALL BATTERY CEN	BATTERIES	157.50
• INTERSTATE BATTERIES	ECONO BATTERY FOR UTILITY TRUC	55.00
• IOWA CITY/COUNTY MGMT. ASS	ANNUAL MEMBERSHIP FEES	150.00
• IPERS	IPERS	12,220.18
• JIM'S JOHNS INC.	PORTABLE UNITS FOR SOCCER	120.00
• KEYSTONE LABORATORIES	WASTE WATER SAMPLING	98.90
• KIAN THOMPSON	YOUTH SOCCER REFEREE	30.00
• LANDSCAPES BY DESIGN, INC.	DEPOSIT FOR ENTRY SIGN	2,000.00
• LAURIE OXLEY	TOTAL BODY CONDITIONING INSTRU	288.77
• LETTOW, JOLENE	GCMOA LUNCHEON	7.29
• LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	916.76
• LORI HILL	BODY SCULPT CLASS REFUND	12.00
• LOWE'S	8' TRIM, PAINT, AND KEYS	63.32
• MANATTS	CONCRETE FOR SCOREBOARD	408.00
• MARCO, INC.	COPIER MAINTENANCE AGREEMENT	429.81
• MARCO, INC.	MONTHLY CONTRACT FOR FD	401.75
• MARTIN BROS	MISC. JANITORIAL SUPPLIES	382.07
• MARTIN OIL WHOLESALE	UNLEADED & DIESEL FUEL	1,325.93
• MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
• MEADOW LANE INVESTMENTS, L	MEADOW LANE INVESTMENTS, LLC	15,430.79
• MEADOW VIEW LLC	MEADOW VIEW LLC	27,341.92
• MELISSA RAPP	MEMBERSHIP REFUND	125.36
• MENARDS	MISC. SUPPLIES	216.11
• METERING & TECHNOLOGY SOLU	BARE METERS & RADIO HEADS	3,798.00
• MIDWEST ALARM SERVICES	FIRE INSPECTION SERVICES	750.00
• MISCELLANEOUS VENDOR	KURTZ, DALLAS :US REFUND	407.88
• MR PROPERTIES	BLDG. PERMIT DEPOSIT REFUND	1,000.00
• MUNICIPAL FLEET SOLUTIONS	COMMAND CAR INSTALL FOR FIRE	2,220.08
• MUNICIPAL PIPE TOOL CO., L	JET CLELANING BRINE & BW TANKS	9,159.75
• NAPA AUTO PARTS	FUEL, OIL, AND AIR FILTERS	350.51
• NICKOLAY CONSULTING, LLC	MAY IT WORK	122.49
• NOE, STACEY	BOOT CAMP INSTRUCTOR	297.82
• O'REILLY AUTOMOTIVE, INC.	BELT, PULLEY, FILTER, SPARK PL	81.92
• OBI SOASH	YOUTH SOCCER REFEREE	40.00
• OFFICE OF VEHICLE SERVICES	SALVAGE THEFT EXAM	20.00
• OTIS ELEVATOR COMPANY	SERVICE FROM 6/1/16-8/31/16	197.67
• QUICK'S HARDWARE HANK	SEE ATTACHED	474.85
• RANDY REINERTSON	BASKETBALL LEAGUE OFFICIAL	150.00
• RELIASTAR LIFE INSURANCE C	LIFE INSURANCE	374.14
• ROBIN DOTY	FITNESS CHALLENGE	25.00
• RYAN CARLIN	YOUTH SOCCER REFEREE	30.00
• SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	14,514.01
• SCOTT HERMANN	REIMBURSEMENT FOR OIL	8.54
• SPRINGER PEST SOLUTIONS	MONTHLY PEST CONTROL	84.00
• STAPLES ADVANTAGE	COLORLED PAPER AND TAB DIVIDERS	60.44
• STORY COUNTY MAYOR'S ASSOC	2016 DUES	30.00
• TASC	FLEX BENEFIT PLANS	1,141.60
• TOMAS LOCKER	YOUTH SOCCER REFEREE	20.00
• TRACY WEBBER	FITNESS CHALLENGE	50.00
• TREASURER, STATE OF IOWA	STATE WITHHOLDING	3,152.00

• UHC PLAN OF THE RIVER VALL	MEDICAL INSURANCE	15,309.20
• USA BLUEBOOK	METER LOCKS	166.65
• VALIC	DEFERRED COMPENSATION	125.82
• VAN-WALL EQUIPMENT INC.	WINDOW REPLACEMENT IN JD MOWER	240.34
• VEENSTRA & KIMM, INC.	HOIT - CONSTRUCTION SERVICES	5,797.95
• VERIZON WIRELESS	ADMIN CELL PHONE	45.27
• VISA	SEE ATTACHED	369.79
• WINDSTREAM IOWA COMMUNICAT	PD PHONE AT DISPATCH	138.24
• ZIEGLER INC	PARTS FOR BACKHOE	38.18
• TASC - CLIENT INVOICES	JULY FLEX PLAN ADMIN FEE	62.91
• TODD ROUSH	FITNESS CHALLENGE	25.00
PAYROLL		<u>44,825.81</u>
TOTAL		\$343,717.94

Roll Call: Kuhn, Jensen, Hemmen voted yes; Deaton abstained. Motion carried.

PUBLIC HEARING ON SALE OF LOT 52 & 53 TO DUANE JENSEN:

Mayor Henry opened public hearing at 6:17 pm. Jensen is purchasing the lots for \$38,000. Lot 52 is already zoned multi-family. Lot 53 will need to go through rezoning process. MOTION – Deaton, Second- Kuhn to close hearing at 6:23pm. 4 ayes.

MOTION – Kuhn, Second – Hemmen on Resolution No. 16-044 to Approve 5 Year Agreement with Iowa DOT. Agreement states the responsibilities of the DOT and the city with maintenance and repair of primary roads. Roll Call: Jensen, Kuhn, Deaton, Hemmen voted yes. Motion carried.

MOTION – Deaton, Second – Hemmen on Resolution No. 16-045 to Set Public Hearing on the Vacation and Sale of Public Right-of-Way Located Within the City of Huxley Along E. 4th Street and E. 5th Street. Hearing date: June 28. City Administrator, John Haldeman, informed council that lots would become property of Meadowlane Development. Councilman Kuhn asked if the lots were buildable and if so, then a letter should be sent to residents to see if they would be interested in purchasing property. Roll Call: Hemmen, Jensen, Kuhn, Deaton voted yes. Motion carried.

MOTION – Hemmen, Second – Kuhn on Resolution No. 16-046 to Approve Disposition of Property to Duane Jensen for Lots 53 & 53 In Prairie Ridge Development. Roll Call: Hemmen, Kuhn, Deaton voted yes; Jensen abstained. Motion carried.

MOTION – Hemmen, Second – Kuhn on Resolution No. 16-047 to Fix a Date for Meeting at which it is Proposed to Approve and Authorize the Sale of Lots 54-57 in Prairie Ridge Development to Todd Petersen. Meeting date: June 28. Roll Call: Jensen, Kuhn, Deaton, Hemmen voted yes. Motion carried.

MOTION – Hemmen, Second – Jensen on Resolution No. 16-048 to Approve the Proposed Agreement with V & K, Inc. to Perform Construction Observation Services as Outlined in Agreement for Bella Vista and Meadow Lane Plat 2. Forrest Aldrich, city engineer, explained to council that there would be one observation officer assigned to monitor both projects. Council discussed who is responsible for elevation levels and city engineer explained that civil engineers set elevation levels. Roll Call: Deaton, Hemmen, Jensen, Kuhn voted yes. Motion carried.

MOTION – Kuhn, Second – Hemmen on Resolution No. 16-049 to Approve the Proposed Agreement with V & K, Inc. to Perform Construction Observation Services for Non-Punch List Items from the Main Avenue Storm Sewer Project. City engineer tried to explain the non-punch list items. Council had discussion on what responsibilities city engineer had with observation. Roll Call: Hemmen, Jensen, Kuhn voted yes; Deaton voted no. Motion carried.

MOTION – Hemmen, Second – Deaton on Resolution No. 16-050 to Approve the Salaries for Appointed Officers and Employees for FY2017. Council approved 4% increase. Roll Call: Kuhn, Deaton, Hemmen, Jensen voted yes. Motion carried.

MOTION – Deaton, Second – Hemmen on Resolution No. 16-051 to Approve the Funding Levels for Outside Agency Requests. Huxley Food Pantry-\$300; ACCESS-\$1,000; MICA-\$300; Legal Aid-\$1,700. Roll Call: Deaton, Hemmen, Jensen, Kuhn voted yes. Motion carried.

MOTION – Kuhn, Second – Jensen on Resolution No. 16-052 to Approve the Release and Settlement Agreement for 201 Oak Blvd. Freys stated they were unhappy with language in agreement and would not participate in agreement. Council directed staff to work with Freys and city attorney to discuss concerns. Roll Call: Deaton, Hemmen, Jensen, Kuhn voted yes. Motion carried.

Diane Taylor, 804 Timberlane, asked council if culverts could be moved to disrupt swirling in creek behind property. City engineer does not feel any repairs could be made within reasonable costs to remedy situation. Stated there was no simple fix. Council concurred.

Forrest Aldrich, city engineer, told council that Heart of Iowa bike trail improvement project will begin since contractor has completed all necessary certifications.

City administrator, John Haldeman, instructed council to review Devig letter regarding annexation and respond back with comments.

Councilman Deaton asked mayor to find another location for can redemption container that currently sits at fire station. Mayor will try to locate another spot.

Councilman Jensen asked status of Quick Development Agreement. Agreement will be agenda topic at next council meeting.

ADJOURNMENT: Motion – Kuhn, Second – Deaton to adjourn meeting at 7:48pm. 4 ayes, 0 nays. MCU

WORK SESSION: The Huxley City Council met in a work session 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 7:55pm.

3C's Membership - Travis Bakken, Parks and Rec Director, provided council with spreadsheet showing possible rate increases for 3C's membership prices. Council discussed different options and decided that 25% increase was necessary to try and cover costs associated with equipment replacement/repairs. Monies received above current membership rates will go into fund for future equipment replacement/repairs.

Centennial Parking Lot – Mayor tried to persuade council to leave parking lot open. Council stated there were no funds available to get parking lot up to code. It was decided to look at costs to seal coat driveway 400 feet from street into lot. Until costs can be reviewed, parking lot will stay closed.

Main Avenue Storm Sewer Project – City attorney provided update. Said letter had been sent from city attorney to bond attorney urging contractor to finish project. Bond attorney had acknowledged receipt of letter. Contractor foreman had been to site and recognized punch list items.

Ballard Creek Meters – Council discussed water bill fee structure at Ballard Creek Community. Currently facility is billed one unit price instead of being billed for each number of units in facility. Council agreed that billing should change and include charges for each billing unit with effective date of January 1, 2017.

Facility Rental Rates – A resident asked the mayor for an exception on rental rates to use Nord Kalsem Community Center. Council decided it was best not to make exceptions in order to avoid conflict of interest.

Rest Area Brochure – Historically, city has provided information to be used in brochure that gets distributed in rest areas and some motels. Council decided not to print in the brochure this year – save costs and does not see how brochure can help with economic development.

ADJOURNMENT: Motion – Jensen, Second – Kuhn to adjourn meeting at 9:00pm. 4 ayes, 0 nays. MCU

Craig D. Henry, Mayor

Attest:

Jolene R. Lettow, City Clerk