

Huxley City Council Minutes
Tuesday, September 13, 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 Pro Tem Kuhn called the meeting to order at 6:00 pm.

COUNCIL MEMBERS PRESENT: Kuhn, Hemmen, Deaton, Jensen, Roberts; absent – Mayor Henry

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

CONSULTANT PRESENT: Forrest Aldrich – Veenstra & Kimm, Amy Beattie – Brick, Gentry Law Firm

GUESTS PRESENT: Duane Jensen, Ben Jensen, Todd Petersen, Sonja Nop

Mayor Pro Tem Kuhn read proclamation recognizing Constitution Week 2016.

Sonja Nop, 103 W. 5th Street, presented council with a petition to create a non-peak fee for Nord Kalsem Shelter rental. Nop stated the facility had previously been used for homeschooling purposes and new rental rate was too high. Council stated they would discuss in work session.

CONSENT AGENDA:

MOTION-Hemmen, Second - Roberts to Approve the Following Items from the Consent Agenda

- August 23, 2016 Council Meeting
- Financial Reports and Payment of Bills

• ACTIVE911, INC.	SUBSCRIPTION	389.27
• ADVANTAGE HOMES	BLDG PERMIT DEPOSIT REFUND	500.00
• AFLAC	AFLAC	189.26
• ALLIANT ENERGY	GAS AND ELECTRIC	9,439.98
• AMES ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT AGREEMENT	25,000.00
• ANKENY SANITATION	CENTENNIAL PARK	293.34
• ARNOLD MOTOR SUPPLY	CREDIT FOR CORE	576.95
• AVESIS INCORPORATED	VISION INS	339.96
• BRICK GENTRY BOWERS SWARTZ	LEGAL FEES	2,287.50
• BUD'S AUTO REPAIR INC	SERVICE ON TAHOE	67.98
• CARPENTER UNIFORM CO.	RADIO POUCH & UNIFORM PANTS	100.98
• CASEY'S GENERAL STORES INC	GASOLINE	1,095.89
• CHITTY GARBAGE SERVICE INC	TRASH PICKUP	43.89
• CLASSIC BUILDERS	BLDG PERMIT DEPOSIT REFUND	500.00
• COUNTRY LANDSCAPES INC.	BUSHES FOR CENTENNIAL HOUSE	256.00
• DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,742.24
• DOOR & FENCE STORE INC.	REPAIR ON MOTOR	363.27
• ED M. FELD EQUIPMENT CO. I	6" FNST X 4" MNST	156.95
• EDWARD JONES	IRA	250.00
• EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	771.67
• ENVIRONMENTAL RESOURCE ASS	DEMAND & DEMAND WASTEWATER	208.46
• FALLER, KINCHELOE & CO, PL	AUDIT FOR FY ENDED 6/30/16	5,000.00
• GATEHOUSE MEDIA IOWA HOLDI	LEGAL PUBLICATIONS	384.18
• GIOVANTI HOMES LLC	BLDG. PERMIT DEPOSIT REFUND	500.00
• H.L. MUNN LUMBER CO.	FIELD CHALK FOR COED SOFTBALL	33.66
• HACH COMPANY	MISC. CHEMICALS	129.55
• HUXLEY COOP TELEPHONE CO.	PHONE, CABLE, INTERNET	1,757.19
• HUXLEY FIRE AND RESCUE	REIMBURSE THE HFR ASSOC.	35.34
• INNOVATIVE COATINGS & MATE	SEBS FOR ALGAE & AMMONIA, ACTI	4,088.72
• INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	10,904.38
• INTERSTATE BATTERIES	ECONO BATTERY	40.00

• IOWA DOT	TRASH BAGS	579.12
• IPERS	IPERS	19,180.21
• JAMIE WARG	FLAG FOOTBALL REGIST. REFUND	55.00
• LAURIE OXLEY	CYCLING INSTRUCTOR	201.00
• LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	966.04
• LOWE'S	SUPPLIES FOR ROOF LEAK & PAINT	105.49
• MARCO, INC.	USAGE FOR COLOR PRINTS	19.35
• MARTIN OIL WHOLESALE	UNLEADED AND DIESEL GAS	1,102.41
• MARY GREELEY MEDICAL CENTE	TIER FOR LOOMIS	200.00
• MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
• METERING & TECHNOLOGY SOLU	METERS AND RADIO HEADS	2,537.00
• MISCELLANEOUS VENDOR	FUNK, JASON :US REFUND	460.01
• MUNICIPAL SUPPLY	BLUE PAINT AND MARKING FLAGS	115.80
• NICKOLAY CONSULTING, LLC	AUGUST IT SUPPORT	122.49
• OTIS ELEVATOR COMPANY	SERVICE CONTRACT-9/1-11/30/16	197.67
• PCC AN AMBULANCE BILLING S	MAY AMBULANCE BILLING	1,784.02
• RALPH N. SMITH, INC.	FLOOR REPAIR AT 3C'S	2,700.00
• RELIASTAR LIFE INSURANCE C	LIFE INSURANCE	374.14
• SAM'S CLUB MC/SYNCEB	SEE ATTACHED	6,475.04
• SCOTT HERMANN	ADULT COED SOFTBALL UMPIRE	25.00
• SEANA GODBOLD	ADULT COED SOFTBALL UMPIRE	95.00
• SHARON BREWER	MUSIC IN THE PARK	100.00
• SPRINGER PROFESSIONAL HOME	MONTHLY TREATMENT	42.00
• STAPLES ADVANTAGE	HANGING FOLDERS & RECEIPT BOOK	359.81
• STAR EQUIPMENT LTD.	SEG LW TURBO CUP	58.00
• STATE LIBRARY OF IOWA	FY2017 EBSCO SUBSCRIPTION FEES	190.85
• TASC - CLIENT INVOICES	OCTOBER ADMIN FEES	62.91
• TREASURER, STATE OF IOWA	STATE WITHHOLDING	5,351.00
• UHC PLAN OF THE RIVER VALL	MEDICAL INSURANCE	15,309.20
• VALIC	DEFERRED COMPENSATION	203.90
• VAN-WALL EQUIPMENT INC.	PPV FAN PARTS FOR FIRE DEPT	268.70
• VEENSTRA & KIMM, INC.	CONSTR. SERVICES-HOIT	20,544.44
• VERIZON WIRELESS	ADMINISTRATOR CELL PHONE	44.35
PAYROLL EXPENSE		<u>45,620.83</u>
TOTAL		\$193,147.39

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

MOTION – Roberts, Second – Kuhn to Table Resolution No. 16-068 to Change Zoning for Lot 52 In Prairie Ridge Plat I PUD from Multi-Family Residential District to Single Family and Duplex Residential Zoning until Supporting Documentation is Provided by Developer on Why Zoning Should Be Changed. Duane Jensen asked council to approve change in zoning stating that community was saturated with senior housing. Council asked for verification of saturated market. Roll Call: Deaton, Kuhn, Hemmen, Roberts voted yes; Jensen abstained. Motion carried.

MOTION – Deaton, Second – Roberts on Resolution No. 16-069 to Approve Site Plan for Prairie Ridge Apartments. Forrest Aldrich, city engineer, told council that all issues with site plan had been resolved except that parking lot needed lighting. Council approved site plan subject to staff review of lighting plan. Roll Call: Roberts, Hemmen, Jensen, Kuhn, Deaton voted yes. Motion carried.

MOTION – Roberts, Second – Kuhn to Approve Resolution No. 16-070 to Approve and Authorize the Placement of Funds in Various Depositories and Designating Those Authorized to Make Deposits. Roll call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Roberts, Second – Jensen on Resolution No. 16-072 to Approve Partial Payment No. 1 for the Heart of Iowa Trail project. First payment included work performed to get trail ready for paving and paving of 500 feet of trail. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Deaton, Second – Jensen to Approve Replacement of Existing Administrative Vehicle (2005 Ford Explorer) with a \$9500 Used DOT Vehicle (2011 Tahoe). Decals will also need to be purchased. Old administrative vehicle must be sold. 5 ayes, 0 nays. Motion carried.

Miscellaneous

Jeff Peterson, Public Works Director, asked council if agreement provided to council that provided language to relieve city of any responsibility for fence being put in city right-of-way along Oak Blvd was okay. Council agreed to move forward and get agreement signed by resident.

Forrest Aldrich, city engineer, reported:

- concrete was being poured for pavement in Bella Vista development
- underground work completed in Meadowlane development
- met with Timberlane/Oak Blvd project contractor to discuss punch list and getting project completed
- met with contractor on Main Avenue Stormwater project and conducted walk-thru with punch list
- briefed council on the intake issue on west side of Northview – different style grate would be installed. Grate would be larger and will be lowered in attempt to resolve issue. City staff will perform necessary work.

Councilman Jensen asked about standing water on church property beside Bella Vista development. City engineer responded that Bella Vista would be redirecting flow of water by supplying a high intake system. Agreement between church and Bella Vista developer was being developed and would be signed prior to final inspection. Also asked city engineer about future plans for completion of Main Avenue Stormwater project.

Councilman Deaton asked city attorney if the tabling of Resolution No. 16-068A would interfere with obligation to finish within contractual timeframe. City attorney responded that the timeframe listed in contract would still need to be upheld. Councilman also asked what construction hours were for community: 7 am to 9 pm May through September, 7 am to 8 pm October through April. Councilman Deaton also inquired about status of Main Avenue Stormwater project and work being performed off punch list.

Councilman Deaton thanked Councilman Jensen for repairing pothole at entrance to Ballard Plaza.

ADJOURNMENT: Motion – Roberts, Second – Hemmen to adjourn meeting at 7:13pm. 5 ayes, 0 nays. Motion carried.

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 Pro Tem Kuhn called the meeting to order at 7:20pm.

LMI – Council discussed the city’s LMI (low to moderate income) home repairs project. City administrator informed council that approximately \$50,000 to \$60,000 could be allocated to project each year based on current developer’s agreements. Councilman Jensen suggested that a level of funding be designated each year that was less than what was available explaining that excess funds could be set aside to cover taxation changes, or unexpected changes in budget. Council decided the following criteria would be introduced for FY17 LMI project:

- 1) \$3500 limit – amount could be broken up into several different projects per property owner – maximum out of pocket expense for city per property owner would be \$3500 in 24 month period
- 2) 50/50 split of costs for each project – city would pay 50% and property owner would pay 50%
- 3) Add water and sewer line repairs to possible project list; remove air conditioners and skirting for mobile homes
- 4) \$35,000 would be total amount of city funds expended in a budget year, remaining balance held in fund

Water Rates – John Haldeman, City Administrator, presented council with a spreadsheet showing water and sewer rate increases. Spreadsheet calculated increases of \$2.00 flat fee and 2% consumption increase for each utility. Average increase per resident would be approximately \$5.00 per month. Council discussed various other rate increase options, effective dates, etc.

Nord Kalsem Shelter Rates – council discussed petition that was presented to council at beginning of meeting. Petitioner asked that council review new rate of \$25/hour and asked if a lower rate could be set for weekday usage. Council decided that facility could be rented Monday through Thursdays, excluding holidays, for \$15/hour.

Councilman Kuhn remarked that residents had approached him and Councilman Hemmen regarding third row of trees between 3C's building and Lynwood. Stated residents were concerned that trees were dying. Staff will forward information onto Tree Board.

ADJOURNMENT: Motion – Roberts, Second – Hemmen to adjourn meeting at 8:26pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk