

# Huxley City Council Minutes

## Tuesday, November 14, 2017

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:** Jensen, Deaton, Kuhn, Hemmen, Roberts

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk, Jeff Peterson–Public Works Director, Mark Pote – Police Chief, Travis Bakken – Parks and Recreation Director, Chad Anthony - Fire Dept. Chief, Krista McGinn – EMS Director

**CONSULTANT PRESENT:** Forrest Aldrich – city engineer

**GUESTS PRESENT:** Shave Devick, Greg Mulder, Joe Schierbrock, Scott Anderson, Bob Gibson, Mark DeYoung, Steve Domino, Corey Harms, Chris Gardner

**PRESENTATION:** Resident at 804 Timberlane asked permission to extend storm sewer pipe to redirect flow of water and reduce erosion problem on property. No expense to the city.

### CONSENT AGENDA:

*MOTION-Roberts, Second - Hemmen to approve all agenda items as listed.*

- Approve October 24, 2017 Regular Council Meeting Minutes
- Approve Financial Reports and Payment of Bills
- Approve Beer and Wine Permit for Casey's

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

### Claims:

ADAM'S DOOR CO., INC.	ADJUST DOORS & REPAIR WIRE	126.50
ADVANTAGE HOMES	BUILDING PERMIT DEPOSIT REFUND	500.00
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS & ELECTRIC	8,110.49
AMY HOLMES	COACHING REFUND	17.50
ANKENY SANITATION	WWTP	220.73
ARNOLD MOTOR SUPPLY	KNOCK SENSOR	843.88
BEN WRIGHT	COACHING REFUNDS	17.50
BRAD POWERS	COACHING REFUND	27.50
BRANDON BROWN	COACHING REFUND	27.50
BRICK GENTRY P.C.	MUNICIPAL LEGAL FEES	3,563.17
CARPENTER UNIFORM CO.	UNIFORM PARTS FOR 643	154.97
CHARLEY DALTON	SOCCER COACHING REFUND	17.50
CHICKEN SHED PRIMITIVES	FLOWERS-IN MEMORY OF M. HANKS	42.80
CHITTY GARBAGE SERVICE INC	FD GARBAGE SERVICE	21.94
CITY OF AMES	RESOURCE RECOVERY-2ND HALF	15,092.35
CLIFTON BARTH	COACHING REFUND	17.50
COLBY CALVERT	YOUTH SOCCER REFEREE	50.00
COMPASS MINERALS AMERICA	COURSE ROCK SALT	3,311.03
COUNTRY LANDSCAPES INC.	TREES FOR TREE SALE	1,398.50
CUSTOM STEEL SERVICE	STEEL SHEETS FOR 3C'S RAILING	173.90
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,513.58
DMACC	DEVIG EMT CLASS	921.00
DOORS INC.	HANGERS	106.35
DORSEY & WHITNEY LLP	2016 URBAN RENEWAL & DEV.	17,919.50
EASTER & ASSOCIATES	SITE PLAN REVIEWS	850.00
ED M. FELD EQUIPMENT CO. I	WALLET BADGES	252.00
EDWARD JONES	IRA	250.00
ELECTRIC WHOLESALE CO.	TWO POLE 30 AMP BOCT ON BREAKER	25.85
EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	210.14
ETHAN HOKEL	COACHING REFUND	17.50

FIDELITY SECURITY LIFE	VISION INS	296.93
FRED VAN BERGEN	COACHING REFUND	17.50
GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUND	1,500.00
HACH COMPANY	LDO PROBE RUGGED W/ CABLE	805.00
HARBOR WILCOX	YOUTH SOCCER REFEREE	40.00
HAWKINS, INC.	CHEMICALS FOR WATER TREATMENT	1,918.89
HEARTLAND CONSTRUCTION EQU	MOWER PARTS	45.12
HENRY EASTER	YOUTH SOCCER REFEREE	50.00
HOKEL MACHINE SUPPLY	CYLINDER RENTAL	196.00
HUXLEY COOP TELEPHONE CO.	CABLE, INTERNET, PHONE	1,778.38
INTEGRATED PRINT SOLUTIONS	WINTER BROCHURES	1,287.60
INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	19,322.64
INTERSTATE BATTERIES	FOUR BOXES OF "C" BATTERIES	47.80
IOWA DNR	LAB CERTIFICATION RENEWAL	400.00
IOWA DOT	TRASH BAGS, TP, & PAPERTOWELS	152.53
IPERS	IPERS	12,146.45
JAMIE WARG	SOCCER COACHING REFUND	17.50
JANELLE GRUNWALD	COACHING REFUND	17.50
JASON BAKER	COACHING REFUND	27.50
JAYDEN CATTELL	YOUTH SOCCER REFEREE	50.00
JEANA GINGERY	VOLLEYBALL COACHING REFUND	27.50
JERRY CARNEY AND SONS INC.	DOOR HANDLE BRACKET	30.00
JOSH NIELSEN	SOCCER COACHING REFUND	17.50
JULIE MARKS	COACHING REFUND	132.50
KALE KROGH	YOUTH FLAG FOOTBALL REFEREE	100.00
KELLY HARRYMAN	COACHING REFUND	17.50
KIAN THOMPSON	YOUTH SOCCER REFEREE	40.00
KYLE IMMEL	COACHING REFUND	17.50
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	918.64
LOWE'S	DEHUMIDIFIER	61.65
M. R. PROPERTIES LC	BUILDING PERMIT DEPOSIT REFUND	500.00
MADRID AUTOMOTIVE	SEPARATOR, LUBE, FUEL	200.75
MARCO, INC.	COPIER/PRINTER MAINTENANCE	450.59
MARCO, INC.	FD COPIER RENTAL	191.55
MARTIN MARIETTA MATERIALS	TWO TONS CLASS D RIP RAP	59.80
MARTIN OIL WHOLESALE	UNLEADED GASOLINE	320.95
MASON ADAMS	SOCCER COACHING REFUND	15.00
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
MATT BALTES	COACHING REFUND	27.50
MATTHEW DEVIG	REIMBURSEMENT FOR EMT BOOK	262.35
MICHAEL JORGENSEN	COACHING REFUND	25.00
MIDWEST BREATHING AIR SYST	AIR TESTING/MAINTENANCE	166.50
MIKE COLVIN	COACHING REFUND	27.50
MISSY COGDILL	VOLLEYBALL COACHING REFUND	27.50
MOODY ELECTRIC, INC.	REPAIRS LIGHTS & BALLAST AT 3C	727.14
MUNICIPAL SUPPLY	STANDPIPE GASKETS	57.00
NAPA AUTO PARTS	BULB	139.34
NCL OF WISCONSIN, INC.	INDICATOR THERMOMETERS	174.61
NEVADA PARKS AND RECREATIO	CIRL WEBSITE FEE	250.00
NICKOLAY CONSULTING, LLC	OCTOBER IT SERVICE	580.00
NOVA FITNESS EQUIPMENT	FITNESS EQUIPMENT REPAIRS	2,194.25
ORGLER, MIKE	BUILDING PERMIT DEPOSIT REFUND	500.00
PEPSI-COLA	CASES OF POP FOR VENDING	810.47
QUALITYONE COMMERCIAL CLEA	NOVEMBER JANITORIAL SERVICE	2,134.00
QUICK'S HARDWARE HANK	SEE ATTACHED	387.32
RANDY SHAEFFER	BUILDING PERMIT DEPOSIT REFUND	500.00
RELIASTAR LIFE INSURANCE C	LIFE INSURANCE	374.22
RYAN CARLIN	YOUTH SOCCER REFEREE	50.00
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	7,025.83
SCOTT ANDREWS	COACHING REFUND	17.50
SHANNA WUNDER	CLASS CANCELLED	15.00
SHANNON WILSON	COACHING REFUND	32.50
SPRINGER PROFESSIONAL HOME	MONTHLY RODENT CONTROL	42.00
STACEY BAUER	COACHING REFUND	27.50
STACIE NASON	VOLLEYBALL COACHING REFUND	27.50
STAPLES ADVANTAGE	CALENDAR AND LABELS	218.33
STEVE BROKMAN	TOT REGISTRATION REFUND	59.00
STEVE DOMINO	COACHING REFUND	52.50
STITCHED CRAFTS	HPD SHOULDER PATCHES	190.80
STORY COUNTY EXTENSION	ORNAMENTAL & TURFGRASS AP CLAS	35.00
STORY COUNTY MAYOR'S ASSOC	FY2018 DUES	40.00
STORY COUNTY RECORDER	RECORD HDC DEED	7.00
STORY COUNTY SHERIFF'S OFF	2ND QUARTER DISPATCH	5,957.00
TASC	FLEX BENEFIT PLANS	1,152.44
TASC - CLIENT INVOICES	TASC - CLIENT INVOICES	66.25
TAYLOR VANDEN WYNBOOM	COACHING REFUND	17.50
THE PROCESS EQUIPMENT COMP	TRANSDUCER	348.00
TREASURER, STATE OF IOWA	STATE WITHHOLDING	3,109.00
UHS PREMIUM BILLING	MEDICAL INSURANCE	16,429.32
VAN-WALL EQUIPMENT INC.	FORT RIGHT WHEEL SEAL REPAIR	414.25
VEENSTRA & KIMM, INC.	MEADOW LANE PLAT 3 CONSTR. PLA	8,355.00

VERIZON WIRELESS  
 VISA  
 WINDSTREAM IOWA COMMUNICAT  
 ZIEGLER INC

CITY ADMIN CELL PHONE  
 SEE ATTACHED  
 PD PHONE AT DISPATCH  
 FILTERS FOR BACKHOE

44.86  
 7,220.02  
 70.96  
 318.79

001	GENERAL FUND	80,557.50
002	LIBRARY	5,787.21
003	RECREATION	12,416.66
004	FIRE AND RESCUE	1,043.71
014	AMBULANCE	2,929.08
110	STREET	11,726.43
200	DEBT SERVICE	15,000.00
319	RECREATION	1,284.30
600	WATER UTILITY	16,829.74
610	SEWER UTILITY	12,302.87
	PAYROLL	84,600.06
	GRAND TOTAL	244,477.56

PUBLIC HEARING on Proposed Designation of 2017 Iron Bridge Urban Renewal Area. Mayor opened meeting at 6:10pm. City administrator, John Haldeman, commented that this action will allow urban renewal area to include the Iron Bridge development. Motion – Deaton, Second Kuhn to close hearing at 6:22pm. 5 ayes.

MOTION – Deaton, Second – Hemmen on Resolution No. 17-085 to Declare Necessity and Establish an Urban Renewal Area Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan and Project for the 2017 Iron Bridge Urban Renewal Area. Roll Call: Roberts, Deaton, Kuhn, Hemmen, Jensen voted yes. Motion passed.

MOTION – Roberts, Second – Deaton on Resolution No. 17-086 to Set a Date of Meeting at Which it is Proposed to Approve a Development Agreement with M.R. Properties, LC, to Include Annual Appropriation Tax Increment Payments. Meeting scheduled for November 28. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Roberts, Second – Hemmen on First Reading of Ordinance 464 to Provide for the Division of Taxes Levied on Taxable Property in the 2017 Iron Bridge Renewal Area Pursuant to Section 403.19 of the Code of Iowa. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Robert, Second – Deaton to Waive Second and Third Reading of Ordinance 464. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION Deaton, Second – Kuhn on Resolution No. 17-087 to Approve Construction Plans for 550<sup>th</sup> Street. Letter from city engineer outlines changes that will be included in plans. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Deaton, Second Kuhn on Resolution No. 17-088 Approve Construction Plans for Meadow Lane Plat #3. Letter from city engineer outlines changes that will be included in plans. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Kuhn, Second – Roberts to Approve Request to Extend Storm Sewer Pipe at 804 Timberlane at Property Owner’s Expense. Recommended that a maintenance agreement be executed prior to construction. 5 ayes, 0 nays. Motion carried.

MOTION – Deaton, Second – Jensen to Accept the FY17 Audit Report. 5 ayes, 0 nays. Motion carried.

MOTION – Deaton, Second Kuhn on Resolution No. 17-089 to Approve Urban Renewal Report for FY17. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Roberts, Second – Deaton on Resolution No. 17-090 to Approve Pay Estimate #3 from ConStruct, Inc from Ames, IA for the Main Avenue Storm Sewer Surface Restoration Project. Retainage funds will be used. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Kuhn, Second – Deaton to Approve Purchase of Weight Room and Cardio Equipment. 5 ayes. Motion carried.

Lawnmower purchase was tabled.

MOTION – Deaton, Second – Roberts to Change Council Meetings for December to the 12<sup>th</sup> and 19<sup>th</sup>. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

#### Miscellaneous

- Oath of Office for new council members will be performed at December 19th council meeting.
- Councilman Jensen suggested that city hall look at costs associated with capability to scan archived records.
- Councilman Kuhn asked that RFP's for city projects be included in future council packets.

**ADJOURNMENT:** Motion –Roberts, second – Deaton to adjourn meeting at 7:52 pm. 5 ayes, 0 nays.

**WORK SESSION:** Mayor Henry called the meeting to order at 8:00 pm.

Iron Bridge – Preliminary development agreement was submitted to council for review.

Food Truck Ordinance – preliminary ordinance was distributed to council for review.

Ambulance – Councilman Deaton informed council on fire department's request to have salaried staff. Councilman Deaton to provide costs to council.

Building Codes – Councilman Kuhn led council through building code revisions that will be adopted when city implements the 2015 International Building and Residential Codes.

**ADJOURNMENT:** Motion –Deaton, second – Kuhn to adjourn meeting at 9:17pm. 5 ayes, 0 nays.

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Craig D. Henry, Mayor

Attest:

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Jolene R. Lettow, City Clerk