

Huxley City Council Minutes

Tuesday June 12, 2018

These minutes are as recorded by the Deputy 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: Roberts, Jensen, Peterson, Kuhn. Mulder-Absent

CITY STAFF PRESENT: John Haldeman-City Administrator, Amy Kaplan-Deputy City Clerk, Jeff Peterson-Public Works Director, Gerry Stoll-Interim Police Chief, Nate Brockman-Waste Water Superintendent, Travis Bakken-Parks & Rec Director, Cathy Van Maanen-Library Director, Kevin Deaton-Deputy Fire Chief.

GUESTS PRESENT: Chris Gardner-Bella Homes, Andrew Gogerty-Tri County Times, Steve Quick, Ann Quick, Brenda Dyer-Ames Economic Development Commission, Lauris Olson-Story County Supervisor.

CONSULTANT PRESENT: Forrest Aldrich-City Engineer, Jim Nervig-City Attorney.

PRESENTATIONS:

Lauris Olson-Story County Supervisor: Lauris presented on a potential housing assistance program grant and asked council to provide feedback via email/mail on if they thought Huxley could benefit from said program.

Nate Brockman- Huxley Wastewater Superintendent: Nate updated council on the F.O.G. program he established and implemented.

CONSENT AGENDA:

MOTION-Jensen, second-Roberts to approve agenda items 4.01 and 4.03:

- Approve May 22, 2018 Regular Council Meeting & Work Session Minutes
- Approve Beer, Wine, and Liquor Licenses and Cigarette Permits/Renewals

Roll Call: Roberts, Kuhn, Jensen, Peterson voted yes.

MOTION-Kuhn, second-Peterson to approve agenda items 4.02:

- Approve financial reports and payment of bills

Roll Call: Roberts, Kuhn, Peterson voted yes. Jensen abstained.

VENDOR NAME	DESCRIPTION	GROSS AMOUNT
A KING'S THRONE LLC	PORT-O-JOHN FOR SOCCER FIELD	\$ 73.60
ABC ELECTRICAL SERVICES	TRANSFER SWITCH PROJECT	\$ 9,275.00
ADVANTAGE HOMES	BUILDING PERMIT DEPOSIT REFUNDS	\$ 2,000.00
AFLAC	AFLAC	\$ 4.00
ALLIANT ENERGY	GAS AND ELECTRIC	\$ 8,791.69
ANKENY SANITATION	MUNICIPLE BUILDINGS GARBAGE PICKUP	\$ 305.08
ARNOLD MOTOR SUPPLY	AUTO PARTS AND SUPPLIES	\$ 495.60
AUTOMATIC SYSTEMS CO.	WWTP SCADA COMPUTER UPGRADE	\$ 25,430.00
BAKER & TAYLOR ENTERTAINME	BOOKS	\$ 3,765.28
BELLA HOMES	BUILDING PERMIT DEPOSIT REFUND	\$ 500.00
BLANK PARK ZOO	MUSICAL HABITAT PROGRAM	\$ 90.00
BOOK LOOK	BOOKS	\$ 864.47
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$ 158.47
BRICK GENTRY P.C.	LEGAL FEES	\$ 5,534.85
BSN SPORTS, LLC	NEW BASKETBALLS & BALL CART	\$ 610.32
CENTRAL IOWA REGIONAL TRAN	FY 20199 CIRTPA ASSESSMENT	\$ 431.00
CENTRAL STATES BANK	DEVELOPER'S AGREEMENT	\$ 28,303.43
CLAMAN CONSTRUCTION, INC.	BUILDING PERMIT DEPOSIT REFUND	\$ 500.00
CLASSIC BUILDERS	BUILDING PERMIT DEPOSIT REFUNDS	\$ 1,000.00

CLINTON H. THOMPSON	BASKETBALL LEAGUE OFFICIAL	\$	325.00
COLBY CALVERT	YOUTH SOCCER REFEREE	\$	60.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$	3,381.93
CULLIGAN WATER CONDITIONIN	FILTERS AND LABOR	\$	142.44
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$	1,742.24
DICKSON & LUANN JENSEN	DEVELOPER'S AGREEMENT	\$	186,794.57
DMACC	CARDIOLOGY CLASS	\$	15.00
EBS	MEDICAL INSURANCE	\$	16,380.57
EDWARD JONES	IRA	\$	250.00
ELECTRIC PUMP	SEAL KIT, GLYCOL, SHOP SUPPLIE	\$	2,171.62
ELECTRIC WHOLESALE CO.	EYE, BULB, HEATING ELEMENT	\$	1,175.77
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	\$	481.98
FELD FIRE	LIGHTS AND GUAGES	\$	1,795.75
FIDELITY SECURITY LIFE	VISION INS	\$	306.62
GAVIN SOASH	YOUTH SOCCER REFEREE	\$	100.00
GREG AND AMANDA PLOEGER	BUILDING PERMIT DEPOSIT REFUND	\$	500.00
HACH COMPANY	CHEMICALS, BUFFER	\$	747.14
HAWKINS, INC.	WATER CHEMICALS	\$	1,930.00
HEATHER DENGER	FITNESS CLASS INSTRUCTOR	\$	313.00
HENRY EASTER	YOUTH SOCCER REFEREE	\$	20.00
INTEGRATED PRINT SOLUTIONS	SUMMER P & R BROCHURE	\$	249.00
INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$	25,850.11
INTERSTATE BATTERIES	ECONO BATTERY	\$	40.00
IOWA CODIFICATION INC	APRIL 2018 SUPPLEMENT	\$	2,504.00
IOWA DOT	JANITORIAL SUPPLIES	\$	171.73
IOWA PRISON INDUSTRIES	"NO PARKING" SIGNS	\$	375.10
IPERS	IPERS	\$	12,572.13
JAYDEN CATTELL	MENS LEAGUE BBALL SCORE KEEPER	\$	30.00
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	\$	394.18
KEVIN SCHULZE	BASKETBALL LEAGUE OFFICIAL	\$	375.00
KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	\$	330.07
LAURIE OXLEY	CYCLING INSTRUCTOR	\$	170.00
LETTOW, JOLENE	REIMBURSEMENT FOR LUNCH	\$	36.37
LINCOLN FINANCIAL GROUP	DISABILITY & LIFE INSURANCE	\$	1,010.58
LOWE'S	DECK BOARDS, PVC PIPE, ELBOW,	\$	65.69
MARCO, INC.	COPIER/PRINTER MAINT FEE	\$	469.53
MARTIN BROS	JANITORIAL SUPPLIES	\$	354.30
MARTIN MARIETTA MATERIALS	AGLIME AND GABION	\$	209.79
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$	850.00
MEADOW LANE INVESTMENTS, L	DEVELOPER'S AGREEMENT	\$	17,262.44
MENARDS	MATERIALS FOR OAK LIFT STATION	\$	540.46
METERING & TECHNOLOGY SOLU	ERT, METER, COUPLINGS	\$	400.00
MID-IOWA SALES CO.	BRUSH GREEN FLAGS	\$	150.30
MIDWEST ALARM SERVICES	FIRE INSPECTION	\$	750.00
MISCELLANEOUS VENDOR	UTILITY DEPOSIT REFUNDS	\$	407.78
MOODY ELECTRIC, INC.	NEW OUTLETS	\$	421.55
MR PROPERTIES	BUILDING PERMIT DEPOSIT REFUND	\$	500.00
MUNICIPAL SUPPLY	SUPPLIES	\$	143.89
OFFICE OF AUDITOR OF STATE	AUDIT FILING FEE	\$	625.00
OTIS ELEVATOR COMPANY	ELEVATOR SERVICE 6/1-8/31/18	\$	211.20
OXEN TECHNOLOGY	MONTHLY OFFICE 365 FEE	\$	67.50
PAULSON, MELISSA	REFUND FOR NORD KALSEM RENTAL	\$	10.00
PCC AN AMBULANCE BILLING S	JANUARY AND MARCH BILLINGS	\$	1,280.68
PREMIER OFFICE EQUIPMENT I	COLOR COPIES FOR LIBRARY	\$	6.83
QUALITYONE COMMERCIAL CLEA	JUNE CUSTODIAL SERVICES	\$	2,134.00
RAGNASOFT, INC.	PLANIT FIRE	\$	600.00
RAYMOND DRUMMOND	BASKETBALL LEAGUE SCORE KEEPER	\$	70.00
RYAN CARLIN	YOUTH SOCCER REFEREE	\$	60.00
SAGE HOMES, INC.	BUILDING PERMIT DEPOSIT REFUND	\$	500.00
SECRETARY OF STATE	NOTARY APS FOR POLICE	\$	60.00
SIRCHIE	FINGERPRINT INK PADS	\$	41.90
SPRAYER SPECIALTIES INC.	SPRAY TIP AND VALVES	\$	48.23
STAPLES	OFFICE SUPPLIES	\$	368.10
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$	446.87
STRYKER SALES CORPORATION	MTS POWER LOAD & UPGRADE	\$	23,800.31
SYNCB/AMAZON	DVDS AND BOOKS	\$	644.08
TASC	FLEX BENEFIT PLANS	\$	1,149.92
TASC - CLIENT INVOICES	JULY FLEX PLAN ADMIN FEE	\$	67.91

THE CLEAN MACHINE OF IOWA,	LIBRARY CARPET CLEANING	\$	1,820.00
TIM VANLOO	BASKETBALL LEAGUE OFFICIAL	\$	225.00
TONYA BECKER	TRX FUSION INSTRUCTOR	\$	354.00
TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$	3,353.00
TRICKLE'S L.L.C.	TIRES, TUBES, MOUNT, DISMOUNT	\$	1,429.91
U.S. BANK EQUIPMENT FINANC	APRIL/MAY CONTRACT PAYMENT	\$	188.10
UNITED WAY OF STORY COUNTY	TRAINING REIMBURSEMENT	\$	495.00
UTILITY EQUIPMENT COMPANY	4" YELLOWMINE PIPE	\$	766.80
VEENSTRA & KIMM, INC.	REIMBURSEABLE ENGINEERING FEES	\$	31,779.84
VERIZON WIRELESS	CITY ADMIN CELL PHONE	\$	45.36
WILLIAM RIVARD	REIMBURSE FOR DUPLICATE PAYMEN	\$	100.00
WINDSTREAM IOWA COMMUNICAT	PD PHONE AT DISPATCH	\$	70.93
Payroll Expense		\$	109,721.60
GRAND TOTAL		\$	555,942.49

FUND TOTALS			
001 GENERAL FUND	\$		82,413.46
002 LIBRARY	\$		13,029.35
003 RECREATION	\$		8,321.43
004 FIRE AND RESCUE	\$		12,272.86
014 AMBULANCE	\$		19,032.89
100 PRAIRIE RIDGE DEVELOPMENT	\$		50.00
110 ROAD USE TAX	\$		13,648.66
125 TIF	\$		232,360.44
600 WATER UTILITY	\$		17,822.84
610 SEWER UTILITY	\$		47,268.96
01 PAYROLL EXPENSE	\$		109,721.60
GRAND TOTAL	\$		555,942.49

MOTION – Roberts, second–Peterson on Resolution No. 18-044 accepting public infrastructure improvements in the Iron Bridge Development. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Roberts, second –Peterson on Resolution No. 18-045 amending the Innovative Technologies site plan. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION – Jensen, second –Roberts on Resolution No. 18-046 accepting the proposed Dougherty’s Residential Parcel Subdivision located at 55013 282nd Street (13-02-200-200), 2 miles outside of Huxley. Roll Call: Kuhn, Jensen, Peterson, Roberts voted yes. MCU.

MOTION – Roberts to table the action on the first reading of Ordinance No. 481 amending the code of ordinances of the City of Huxley, Chapter 165, sign regulations for further review. Council’s intent of the ordinance language is to state that the signs need to face inward and must be approved by City Staff prior to installation. Revisions to the ordinance are to be brought back to the next council meeting on Tuesday June 26th, second–Peterson. 4 AYE. 0 NAY.

MOTION –Kuhn, second –Roberts on Resolution No. 18-047 accepting the Iowa State University & Regional Planning 532 Community Planning Studio Comprehensive Plan update. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Roberts, second –Kuhn on Resolution No. 18-048 approving the hiring of temporary full-time officer. The contact terminates when a Chief is hired. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Peterson to add language to the pre-treatment agreement stating the flow meter must be calibrated once a year, second –Jensen on Resolution No. 18-049 approving the pre-treatment agreement for Continental Manufacturing Chemists. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Kuhn, second –Jensen on Resolution No. 18-050 approving the filing fee for minor plats within the two mile area. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Jensen, second –Roberts on the first reading of ordinance No. 482 approving the amending of registration fee in Chapter 123.05. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MOTION- Kuhn, second- Roberts to waive the second and third reading. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Peterson, second–Jensen on Resolution No. 18-051 approving the addition of Gerry Stoll as a signatory at Fidelity Bank and South Story Bank and Trust. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Roberts, second–Peterson on Resolution No. 18-052 approving the changing of the registration fee for Chapter 123 for peddlers, solicitors, and transient merchants. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MOTION –Roberts, second –Kuhn on Resolution No. 18-053 approving the local match for Iowa State Recreational Trails Grant. Roll Call: Peterson, Kuhn, Jensen, Roberts voted yes. MCU.

MISCELLANEOUS:

- **Library-**
 - New lights have been installed and the facility has been painted.
 - Open House is on Sat June 30th from 10am to noon.
- **Fire-**
 - 10,000 gallons of water was used during the house fire by Palestine Church.
 - The Power Load for the ambulance has been delivered and will be installed by Striker.
 - Chad has a one, five and ten-year plan ready for the CIP meeting.
- **Police-**
 - Gerry is working on information for the CIP meeting.
- **Public Works-**
 - Several City buildings were damaged in the hail storm. We received an insurance check from EMC for \$96,000.
 - After review from the North Lift Station selection committee, V&K was awarded the project. City Staff will work with Forrest and his team on the project.
- **Administrative Staff-**
 - Council received an email from a resident regarding their rental at Nord Kalsem Shelter house. Council was supportive of Administrative staff's decision to retain the \$100 deposit due to early entrance into the facility. Council did not find it necessary to respond to said email as staff has had numerous interactions with the family.
- **Council-**
 - Regarding Meadow Lane Plat 3E, no building permits can be issued until storm water calculations are received and approved.
 - Kuhn discussed the signs from peddlers around town being placed in the right of way. Gerry indicated he had picked up at least 50 signs that were in violation so far.
 - Jolene and Amy are currently providing information to Northland Finance.
 - A mailbox on Timberlane sticks out into the road on the west side of the street and is a potential danger to pedestrians/vehicles. Public works will handle.
 - The City of Slater has asked Huxley EMS to cover their community. A contract or 28E agreement is being discussed. More to come.
 - The Iowa Finance Authority has released their housing study. The results can be viewed on the Iowa Finance Authority website.
 - Discussion took place regarding the findings of the Fire Department Association audit performed by the State Auditors Office.

Motion to adjourn at 7:40PM. Motion- Roberts, second- Peterson. 4 ayes, 0 nays. MCU.

WORK SESSION: Mayor Henry called the meeting to order at 7:46 PM.

Real Estate listing of Huxley Business Park

Roger Wheeler was in attendance to address council's questions. Council asked Roger and Ethan Hokel to put together a proposal to list the commercial properties in the Huxley Business Park.

Equipment at Nord Kalsem Community Center

Council directed staff to list the pool table and piano on GovDeals for 3 weeks with no reserve and buyer is responsible to move the item(s). If the items do not sell, they will be donated.

Roof Soffit Repair

Council directed staff to discuss building issues further with C&K, obtain referrals and inquire about a warranty on the work. Information gathered is to be provided to council at the June 26th, 2018 meeting.

ADJOURNMENT: Motion –Kuhn, second – Roberts to adjourn meeting at 8:15 PM. 4 ayes, 0 nays. MCU.

Submitted by: Amy Kaplan, Deputy City Clerk