

# Huxley City Council Minutes

Tuesday, October 9, 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 6:02 pm.

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

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk, Nate Albaugh – Police Officer, Heather Denger – Parks and Recreation Director, Kevin Deaton – Assistant Fire Chief, Cathy Van Maanen - Library Director, Jeff Peterson – Public Works Director, Lisa Wheeler – Administrative Clerk

**CONSULTANTS PRESENT:** Forrest Aldrich - City Engineer

**GUESTS PRESENT:** Andrew Gogerty, Brenda Dryer, Dustin Ingram

## CONSENT AGENDA:

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

- Approve September 25, 2018 Council Meeting and Work Session Minutes
- Approve October 2, 2018 Work Session Minutes
- Approve Financial Reports and Payment of Bills

Roll Call: Kuhn, Jensen, Roberts, Peterson, Mulder voted yes. Motion carried.

## Claims:

ACCESS SYSTEMS	DIAGNOSE PHONE SYSTEM PROB	268.75
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	10,819.21
BUD'S AUTO REPAIR INC	VEHICLE SERVICE	73.82
CAPITAL CITY EQUIPMENT CO.	WATER PUMP, GASKET, SHIELD	334.25
CASEY'S GENERAL STORES INC	UNLEADED AND DIESEL FUEL	1,484.11
CINTAS CORPORATION	MEDICAL SUPPLIES FOR CABINET	105.39
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,391.14
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,397.48
EASTER & ASSOCIATES	ENGINEERING FEES	575.00
EBS	MEDICAL INSURANCE	13,219.47
ED M. FELD EQUIPMENT CO. I	BADGE	125.00
EDWARD JONES	IRA	250.00
ELECTRIC WHOLESALE CO.	LIGHT BULBS	873.60
FIDELITY SECURITY LIFE	VISION INS	257.80
GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUND	500.00
HAWKINS, INC.	CHEMICALS FOR WATER TREATMENT	1,900.00
HOKEL MACHINE SUPPLY	AIR HOSE FOR SHOP	170.17
IAWEA	REGION 5 FALL MEETING	120.00
IKERSON CONCRETE, LLC	COLORING CONCRETE AT 3C'S	4,921.00
INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	10,077.85
INTERSTATE BATTERIES	BATTERY CABLE	20.98
IOWA CITY/COUNTY MGMT. ASS	2018-2019 MEMBERSHIP	150.00
IOWA DOT	OIL FOR FD	299.96
IOWA PRISON INDUSTRIES	NAME PLATES	82.58
IOWA SIGNAL INC.	SERVICE CALL ON STOP LIGHT	865.00
IPERS	IPERS	12,723.89
JENNIFER CONRAD	FLAG FOOTBALL REIMBURSEMENT	57.00
JOHNNY LUKEHART	YOUTH SOCCER REFUND	30.00
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	891.29
MANATTS	CONCRETE	1,184.75
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	750.00
MENARDS	SIX BAGS OF CONCRETE	33.60
MISCELLANEOUS VENDOR	LEE, BAO :US REFUND	253.47
NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT	105.00
NORTHLAND SECURITIES, INC.	CIP PROJECT	5,000.00
REDWOOD BUILDERS	BUILDING PERMIT DEPOSIT REFUND	500.00
STAR EQUIPMENT LTD.	THREE ROLLS OF CAUTION TAPE	20.37
STORY COUNTY EXTENSION	PESTICIDE SAFETY ED PROGRAM	140.00
STORY COUNTY RECORDER	RECORDING FEES	9.50
TASC	FLEX BENEFIT PLANS	512.46
TASC - CLIENT INVOICES	NOVEMBER ADMIN FEES	67.91
TREASURER, STATE OF IOWA	STATE WITHHOLDING	3,431.00

VAN-WALL EQUIPMENT INC.  
VEENSTRA & KIMM, INC.  
VERIZON WIRELESS

MOWER BLADES, WEED SPINDLE  
VILLAS AT 315-GENERAL SERVICES  
CITY ADMIN CELL PHONE

516.67  
13,481.69  
44.56

<u>Expenses</u>		
001	GENERAL FUND	31,948.24
002	LIBRARY	4,948.75
003	RECREATION	2,839.77
004	FIRE AND RESCUE	689.80
014	AMBULANCE	2,098.01
110	STREET	11,480.77
125	TIF	5,000.00
340	TRAIL PAVING PROJECT	2,710.00
342	HMGF GENERATOR PROJ	8,910.00
600	WATER UTILITY	15,298.51
610	SEWER UTILITY	6,115.87
	PAYROLL/MISC	45,808.46
	GRAND TOTAL	137,848.18

Motion – Roberts, Second – Peterson on Resolution No. 18-089 to Approve Driveway Agreement with Chris Gardner for 103 Iron Drive. Roll Call: Roberts, Kuhn, Mulder, Jensen, Peterson voted yes. Motion carried.

Motion – Roberts, Second – Jensen on Resolution No. 18-090 to Approve the Engagement of Northland Securities as Underwriter. Councilman Kuhn expressed concern on whether agreement would commit city to fees that could be negotiated with other underwriters. Roll Call: Roberts, Kuhn, Mulder, Jensen, Peterson voted yes. Motion carried.

Motion – Peterson, Second – Mulder on Resolution No. 18-091 to Approve Changes in Late Fees Charged for Parks and Recreation Activities. Parks and Rec Director explained that the department would like to implement late fees of \$5.00 if payments are 1 to 3 days late and \$10.00 if later. New rates would become effective January 3, 2019. Roll Call: Roberts, Kuhn, Mulder, Jensen, Peterson voted yes. Motion carried.

#### Miscellaneous

- Cathy Van Maanen, Library Director, thanked council for appointment of Brandon Miller to Library Board.
- Heather Denger, Parks and Recreation Director, thanked council members that attended Fall Festival.
- Councilman Peterson thanked Parks and Rec Director for fun, organized Fall Festival event. Also thanked police and fire departments for their efforts with recent home fire/tragedy.
- Councilman Jensen also thanked police and fire departments stating they have tough jobs and the departments serve the community well.
- Councilman Kuhn asked whether the fire hydrant was working at corner of Oak and Northpark. Staff replied the hydrant was out of commission but repairs were underway.
- Mayor applauded the police, fire, parks and rec departments for their hard work. Stated he had attended the open house for Innovative Technologies.
- Councilman Kuhn asked if Main Avenue Stormwater project was going to be rebid.
- Assistant Fire Chief, Kevin Deaton, announced there might be federal grant monies available to assist with new paging system.

ADJOURNMENT: Motion – Roberts, second – Mulder to adjourn meeting at 6:30 pm. 5 ayes, 0 nays. Motion carried.

#### **WORK SESSION:**

*Mayor opened meeting at 6:35 pm.*

#### Sponsorship for Youth

Heather Denger, Parks and Rec Director, talked about starting a Sponsorship for Youth program. Would allow eligible participants to receive half price programs. Councilman Mulder stated that monetary criteria should be set. Councilman Kuhn asked how participants would be chosen. Stated it might be best if city did not manage program – better suited for other agencies/organizations to handle.

#### Northland Financing and CIP

Council discussed when the process would begin to review and prioritize projects for Capital Improvement Plan (CIP). Mayor suggested work session be scheduled on October 16<sup>th</sup> to discuss CIP with tours being scheduled at beginning of meeting for council to view city facilities.

Job and Wage Study

Council will take formal action on results from study at October 23rd council meeting. Employee meetings will be scheduled after council meeting to inform employees of results.

ADJOURNMENT: Motion – Jensen, second – Peterson to adjourn meeting at 7:05pm. 5 ayes, 0 nays. Motion carried.

Attest:

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Jolene R. Lettow, City Clerk

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Craig D. Henry, Mayor