

# Huxley City Council Minutes

## Tuesday, December 4, 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 Pro Tem Kuhn called the meeting to order at 5:30 pm.

**COUNCIL MEMBERS PRESENT:** Roberts – in at 6:30pm, Jensen, Peterson, Mulder, Kuhn

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk, Jeff Peterson-Public Works Director, Kevin Deaton-Asst. Fire Chief, Gerry Stoll-Police Chief,

**CONSULTANTS PRESENT:** Forrest Aldrich - city engineer, Amy Beattie – city attorney

**GUESTS PRESENT:** Dave Mikkelson, Antionette Fowlkes, Melvin Masinde, Susan Bradbury, Jaydeusiah Aladania, Tami Flalde, Hyunjung Joun, Rakibul Ahasan, Melinda Busch, Kwadwo Afi Gyau, Namah Taku, Caleb Knutsen, Susan Frantz, Janet Stoll, Mark DeYoung, Chris Gardner

**PRESENTATION:** Presentation was provided by students from Iowa State University's Community and Regional Planning Department on their findings to update the city's Comprehensive Plan. Council will review and discuss at future work session.

### CONSENT AGENDA:

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

- November 13, 2018 Council Meeting and Work Session Minutes
- November 27, 2018 Council Meeting Minutes
- Financial Reports and Payment of Bills
- Planning and Zoning Appointment of Roger Bierbaum
- Resolution to Approve Request for Accommodation to Allow a Support Dog

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

### Claims:

72 DEGREES COMFORT COMPANY	BOND GAS LINE	3,732.00
AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	10,086.38
AMES A-1 LOCKSMITHS	LOCKS CHANGED AT FIRE STATION	53.75
AMY KAPLAN	FRAME FOR CITY HALL	21.50
ANKENY SANITATION	WASTWATER TREATMENT PLANT	229.57
BLUE SKY, LLC	BUILDING PERMIT DEPOSIT REFUND	500.00
BRICK GENTRY P.C.	HDC	4,360.00
BUD'S AUTO REPAIR INC	VEHICLE REPAIR	17.89
CAPITAL CITY EQUIPMENT CO.	LIFT TO CHANGE LIGHT BULBS	300.00
CARDMEMBER SERVICE	SEE ATTACHED	4,054.20
CASEY'S GENERAL STORES INC	GASOLINE	1,090.04
CATHY VANMAANEN	REIMBURSEMENT FOR TRAIN	20.00
CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	312.10
CENTRAL STATES BANK & ROGE	CENTRAL STATES BANK & ROGER WH	22,170.28
CHITTY GARBAGE SERVICE INC	FD GARBAGE SERVICE	126.60
CLAMAN CONSTRUCTION, INC.	BUILDING PERMIT DEPOSIT REFUND	500.00
COMPASS MINERALS AMERICA	COARSE SALT	3,252.80
CONSUMERS ENERGY	GAS AND ELECTRIC	10,023.14
COUNTRY LANDSCAPES INC.	TREE SALES	2,682.00
CULLIGAN WATER CONDITIONIN	CARBON BLOCKS & LABOR	142.44
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,397.48
DICKSON & LUANN JENSEN	DICKSON & LUANN JENSEN	200,547.65
DOOR & FENCE STORE INC.	REPAIR DOOR AT FIRE STATION	132.00
EBS	MEDICAL INSURANCE	14,251.37
EDWARD JONES	IRA	250.00
ELECTRIC WHOLESALE CO.	PHOTO EYE PURCHASED THEN RETUR	146.06
ERICA TAPP	UTILITY DEP REF.-COUNTY ADDRES	125.00
FALLER, KINCHELOE & CO, PL	AUDIT COMPLETION & ANNUAL REPO	6,350.00
FAREWAY STORES, INC.	FAREWAY STORES, INC.	16,774.11
FIDELITY SECURITY LIFE	VISION INS	282.31

G & L CLOTHING	BOOTS AND PANTS FOR HANKS	264.03
GALLS, LLC- DBA CARPENTER	RETURN	137.58
HALLETT MATERIALS	ICE CONTROL SAND	299.31
HARRISON TRUCK CENTERS	CONTROL CABLE FOR SWEEPER	19.13
HAWKINS, INC.	CHEMICALS FOR WATER TREATMENT	1,523.00
HEARTLAND CO-OP	CHEMICALS	2.66
HOKEL MACHINE SUPPLY	BOLTS, NUTS, WASHERS	212.01
HOMES BY ADVANTAGE LLC	BUILDING PERMIT DEPOSIT REFUND	500.00
HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	1,740.51
IMAGE TREND	EMS FIELD SITE LICENSE FEE	618.00
INTEGRATED PRINT SOLUTIONS	PUBLIC WORKS WINTER GEAR	826.00
INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	11,377.17
IOWA AAU	FEE TO HOST TOURNAMENTS	50.00
IOWA DOT	GLOVES, TRASH BAGS, PAPER TOWE	97.90
IOWA IRRIGATION	IOWA IRRIGATION	1,634.29
IOWA ONE CALL	EMAIL LOCATES	128.70
IOWA PRISON INDUSTRIES	"NO SALT NEW PAVEMENT" SIGNS	104.50
IOWA WATER ENVIRONMENT ASS	TWO MEMBERSHIPS	60.00
IPERS	IPERS	15,659.10
JEREMY J. ARENDS	NOVEMBER TREASURER'S REPORT	80.00
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	374.39
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	968.33
LOWE'S	SHEATHING AND WASHERS	113.03
MAGUIRE IRON INC.	INTERNAL CLEAN & INSPECT TOWER	4,317.50
MARCO, INC.	PD MAINTENANCE COPIER CONTRACT	628.23
MARTIN MARIETTA MATERIALS	ROAD STONE	444.64
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	150.00
MEADOW LANE INVESTMENTS, L	MEADOW LANE INVESTMENTS, LLC	18,071.14
MID-IOWA OCCUPATIONAL TEST	PRE-EMPLOYMENT DRUG TEST	55.00
MIDWEST ALARM SERVICES	FIRE ALARM MONITOR 12/18-12/19	444.96
MIDWEST BREATHING AIR SYST	QUARTERLY AIR TEST	174.75
MISCELLANEOUS VENDOR	HENSON, CODY :US REFUND	89.10
MR. STORAGE, LLC	MR. STORAGE, LLC	5,909.07
MUNICIPAL PIPE TOOL CO., L	JETTING SANITARY & STORM SEWER	13,201.80
MUNICIPAL SUPPLY	RETURN	1,729.86
NEW CENTURY FS INC	DIESEL FUEL	1,116.76
NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT	342.50
OTIS ELEVATOR COMPANY	ELEVATOR SERVICE CONTRACT	211.20
PEPSI-COLA	VENDING PRODUCT	424.19
PREMIER OFFICE EQUIPMENT I	LIBRARY COPIER MAINT. AGREEMEN	35.76
QUALITYONE COMMERCIAL CLEA	AUGUST'S JANITORIAL CLEANING	4,268.00
REESE ELECTRIC	BALL BEARING MOTOR & BEARINGS	53.60
RYAN JOHNSON	CIRL REFUND	99.00
RYAN VINCENT	REIMBURSE FOR MENARDS SUPPLIES	213.72
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	10,908.08
SHANNON DANNER	REFUND FOR AAU VOLLEYBALL	150.00
SOUTH STORY BANK & TRUST	SOUTH STORY BANK & TRUST	23,724.61
STA-RITE TRANSMISSIONS	REPAIRS ON '95 F150	60.90
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	418.54
STAPLES CREDIT PLAN	TAPE, BINDER CLIPS, NAME BADGE	40.07
STORY COUNTY RECORDER	NOVEMBER RECORDINGS	197.00
TASC	FLEX BENEFIT PLANS	512.46
THE CLEAN MACHINE OF IOWA,	3C'S AND CITY HALL CARPET	1,250.00
THEIA MANAGEMENT CONSULTIN	SALARY STUDY	5,626.16
TREASURER, STATE OF IOWA	STATE WITHHOLDING	4,150.00
U.S. BANK EQUIPMENT FINANC	COPIER LEASE	99.00
USA BLUEBOOK	DANGER AND CAUTION SIGNS	37.11
VEENSTRA & KIMM, INC.	MR. STORAGE 2 SITE PLAN	10,697.50
VERIZON WIRELESS	CITY ADMIN CELL PHONE	212.46
VISIONBANK	VISIONBANK	4,895.28
VITZTHUM, KEITH	REIMBURSEMENT FOR WORK BOOTS	198.74
WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	71.08
ZIEGLER INC	PARTS FOR SKIDLOADER, FILTERS	604.64

<u>Fund Totals</u>		
001	GENERAL FUND	31,572.64
002	LIBRARY	4,160.19
003	RECREATION	6,822.71
004	FIRE AND RESCUE	488.43
014	AMBULANCE	6,525.81
110	STREET	19,559.30
340	Trail Paving Proj	10,840.00
600	WATER UTILITY	21,265.75
610	SEWER UTILITY	15,747.88
	PAYROLL/MISC	56,611.50
	GRAND TOTAL	164,422.88

Motion – Roberts, Second – Kuhn on First Reading of Ordinance No. 490 to Amend the Code of Ordinances of the City of Huxley, Iowa, Chapter 41, Public Health and Safety. Councilman Mulder commented he likes the original code language that

does not force residents to get written permission from council to use pellet guns with city limits. Roll Call: Jensen, Roberts, Kuhn voted yes, Mulder, Peterson voted no. Motion passed.

Motion Peterson, Second – Jensen on Resolution No. 18-103 to Approve the Site Plans for Lots, 5, 6 and 7 in the Business Park for Mr. Storage. Forrest Aldrich, city engineer, reported that Planning and Zoning Committee recommended approval contingent upon council’s discussion for a request to change the width of driveway on south side of site and request that sidewalks not be installed at this time. Council directed staff to conduct research on sidewalks in business park. Roll Call: Peterson, Kuhn, Mulder, Jensen voted yes. Motion passed.

Motion – Jensen, Second – Peterson on Resolution No. 18-104 to Approve Site Plan for Lot 11 in Business Park for Landscape by Design. City engineer reported that Planning and Zoning recommended approval. Developer requested sidewalk installation waiver. Roll Call: Roberts, Kuhn, Mulder, Jensen, Peterson voted yes. Motion passed.

Motion – Mulder, Second – Peterson on Resolution No. 18-105 to Approve and Accept the Public Infrastructure Improvements at Blue Sky Commons with the Extension of Blue Sky Blvd and Installation of Street Lights. City engineer reported improvement was a short street extension. Punch list had been completed and recommended acceptance of project. Roll Call: Kuhn, Mulder, Jensen, Peterson, Roberts voted yes. Motion passed.

Motion – Jensen, Second – Roberts on Resolution No. 18-106 to Approve Installation of Street Light on South Side of Lot 34 which was Omitted on First Resolution of Subdivision. City not to exceed \$1500 in installation costs. Roll Call: Peterson, Jensen, Mulder, Kuhn, Roberts voted yes. Motion passed.

Motion – Peterson, Second – Roberts to Combine Resolution No. 18-107, 18-108, 18-109 to Set A Date of Meeting at which it is Proposed to Approve Development Agreements with Landscape by Design, Inc., Mr. Storage, LLP, and Pacific Drywall Corp., Including Annual Appropriation Tax Increment Payments. Hearing set for December 18th council meeting. Roll Call: Jensen, Peterson, Roberts, Kuhn, Mulder voted yes. Motion passed.

#### Miscellaneous

Asst. Fire Chief, Kevin Deaton reported:

- 1) House fire scheduled for December 8 at 9:30am – council members welcome. Water loss will be metered, school notified residents, demolition permit has been approved.

Gerry Stoll, Police Chief:

- 1) Interviewed for part-time police officers – will hire two
- 2) Live shooter training required by Federal law to occur once year at schools. Staff involved in training/preparation

Jolene Lettow, City Clerk:

- 1) Budget committee meetings to be conducted first part of January
- 2) Met with six phone service providers. Will narrow down to three and request bids

Tracey Roberts, Council Member:

- 1) Efforts in place for city to fundraise for purchase of new Christmas lights

ADJOURNMENT: Motion – Mulder, second – Peterson to adjourn meeting at 7:03 pm. 5 ayes, 0 nays. Motion carried.

#### **WORK SESSION:**

##### Fire Pull Alarms

Council discussed probability to assist with costs to install fire pull alarms in apartment buildings. Legal counsel stated city funds cannot be dispersed to private businesses. Discussed extension of installation deadline.

##### Winter Public Works Policies

Public Works Director asked council to review existing snow ordinance.

ADJOURNMENT: Motion – Peterson, second – Mulder to adjourn meeting at 8:12pm. 4 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk