

## Huxley City Council Minutes

Tuesday, June 25, 2019

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:** Kuhn, Jensen, Mulder, Roberts, Peterson – via conference call

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

**CONSULTANTS PRESENT:** Matt Brick – city attorney, Forrest Aldridge – city engineer

**GUESTS PRESENT:** Susan Frantz, Kristina Brekke, Karie Ramsey, Dustin Ingram, Mason Adams, Darold Primmer, Katie Kinrade, Scott Wilson, Luke Wall, Roger Wheeler, Mason Adams

### COMMENTS FROM PUBLIC:

Mason Adams, Alliant Energy rep, provided council with a recap of the community support Alliant has supplied in the past year.

Karie Ramsey, Kading Properties, asked council if a building permit deposit could be refunded back to them. Builder allowed a new tenant to move in prior to an issuance of the certificate of occupancy.

Katie Kinrade, Prairiefest Chair, asked permission to have fireworks at this year's Prairiefest. Committee has researched insurance necessary for the event as well as proper location to ignite fireworks. Council instructed Prairiefest to submit application requesting authorization.

Scott Wilson, resident at 107 Lynwood, asked council if a berm could be placed between the residential homes and north side of 3C's building.

### PUBLIC HEARINGS:

Mayor opened public hearing at 6:15pm on Amending the Urban Renewal Plan for the Huxley Urban Renewal Area to Facilitate the Undertaking of a New Urban Renewal Project in the Huxley Urban Renewal Area Consisting of Providing Tax Increment Financing Support to Iowa Earth Works LLC in Connection with the Construction of a New Commercial Workshop Building for Use in the Company's Business Operations. There being no comments there was a motion by Mulder and a second by Kuhn to close hearing at 6:18pm. 4 ayes, 1 abstain – Jensen.

Mayor opened public hearing at 6:19pm to Approve a Development Agreement Between the City and Iowa Earth Works LLC in Connection with the Construction by the Company of a New Commercial Workshop Building and in the Huxley Business Park for Use in its Business Operations in the Huxley Urban Renewal Area, Which Agreement Provides for Certain Financial Incentives in the Form of Incremental Property Tax Payments to Earth Works LLC in a Total Amount Not to Exceed \$34,000 as Authorized by Section 403.9 of the Code of Iowa. There being no comments there was a motion by Mulder and a second by Kuhn to close hearing at 6:20pm. 4 ayes, 1 abstain – Jensen

### CONSENT AGENDA:

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

- June 11, 2019 Regular Council Meeting
- Financial Reports and Payment of Bills
- Approve Beer, Wine and Liquor Licenses
- Receive and File John Haldeman's Notice of Retirement
- Resolution No. 19-081 to Approve Amendment to the Employment Agreement for John Haldeman

- Receive and File Petition Regarding Parking on West Centennial  
Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

Claims:

|                            |                                |           |
|----------------------------|--------------------------------|-----------|
| ACCUJET LLC                | CUTTING TAPS, INSTALL LINERS,  | 35,586.10 |
| AFLAC                      | AFLAC                          | 4.00      |
| AMES LOCK & SECURITY       | REKEYED NORD KALSEM            | 357.20    |
| ANKENY SANITATION          | CITY TRASH PICKUP              | 229.57    |
| BAKER & TAYLOR ENTERTAINME | BOOKS                          | 542.88    |
| BUD'S AUTO REPAIR INC      | VEHICLE SERVICE                | 700.37    |
| BW EXTERIOR SOLUTIONS      | NEW ROOF FOR WWTP-HAIL DAMAGE  | 87,214.19 |
| CAPITAL SANITARY SUPPLY CO | JANITORIAL SUPPLIES            | 308.02    |
| CARDMEMBER SERVICE         | SEE ATTACHED                   | 7,029.21  |
| CASEY'S GENERAL STORES INC | GASOLINE                       | 1,627.08  |
| CLINTON H. THOMPSON        | BASKETBALL LEAGUE OFFICIAL     | 175.00    |
| CONSUMERS ENERGY           | GAS AND ELECTRIC               | 10,052.61 |
| D & K PRODUCTS             | AMM SULFATE                    | 1,600.00  |
| DELTA DENTAL PLAN OF IOWA  | DENTAL INSURANCE               | 1,513.12  |
| DMACC BUSINESS RESOURCES   | ANKENY WATER CONFERENCE        | 750.00    |
| DOLAN OLSON                | JANITORIAL SUPPLIES            | 25.63     |
| DOLLAR GENERAL-REGIONS 410 | WATER AND WIPES                | 99.15     |
| EBS                        | MEDICAL INSURANCE              | 16,977.65 |
| EDWARD JONES               | IRA                            | 250.00    |
| ENDERSON ELECTRIC, LLC     | SURGE PROTECTOR FOR WWTP       | 1,165.00  |
| FIDELITY SECURITY LIFE     | VISION INS                     | 333.41    |
| FJELLAND, MATT             | YOUTH TENNIS INSTRUCTOR        | 1,399.63  |
| GLEN FARRAND               | BASKETBALL LEAGUE OFFICIAL     | 75.00     |
| HACH COMPANY               | PROBE FOR BIOSOLIDS            | 1,984.55  |
| HEARTLAND CO-OP            | CHEMICALS AND FOAM BUSTER      | 192.60    |
| HOKEL MACHINE SUPPLY       | CHAIN CONNECTOR                | 3.20      |
| HOMES BY ADVANTAGE LLC     | BUILDING PERMIT DEPOSIT REFUND | 2,000.00  |
| HUBER FENCING LLC          | PICKET FENCE IN LIBRARY        | 2,264.28  |
| HUXLEY COMMUNICATIONS COOP | PHONE, INTERNET, CABLE         | 1,373.79  |
| INNOVATIONAL CONCEPTS, INC | GEOHERMAL SYSTEM TREATMENT     | 132.50    |
| INTERNAL REVENUE SERVICE   | FED WITHOLDING TAX             | 12,601.95 |
| IOWA DOT                   | TWO BOXES OF NUTS              | 180.20    |
| IOWA ONE CALL              | EMAIL LOCATES                  | 69.30     |
| IOWA STATE UNIVERSITY      | IDRO FEE FOR SERVICE PROJECT   | 2,250.00  |
| IPERS                      | IPERS PROTECTIVE CLASS         | 15,244.75 |
| JAYLIN WHITE BUFFALO       | BASKETBALL LEAGUE SCOREKEEPER  | 80.00     |
| LINCOLN FINANCIAL GROUP    | DISABILITY INSURANCE           | 1,146.40  |
| MANATTS                    | CONCRETE                       | 610.00    |
| MARCO, INC.                | COLOR AND BLACK COPIES         | 541.43    |
| MASS MUTUAL RETIREMENT SER | DEFERRED COMPENSATION          | 200.00    |
| MAT KAHLER                 | MENARDS REIMBURSEMENT          | 29.96     |
| MENARDS                    | TENTS FOR FARMER'S MARKET      | 200.33    |
| MID-IOWA SOLID WASTE EQUIP | GUTTER BROOMS FOR SWEEPER      | 259.84    |
| NEW CENTURY FS INC         | UNLEADED FUEL                  | 753.91    |
| NICK PEARSON               | BASKETBALL LEAGUE OFFICIAL     | 225.00    |
| NICK SWANSON               | GAS REIMBURSEMENT              | 27.34     |
| NICKOLAY CONSULTING, LLC   | MONTHLY IT SUPPORT MAINTENANCE | 105.00    |
| NOVA FITNESS EQUIPMENT     | FITNESS EQUIPMENT MAINTENANCE  | 2,018.40  |
| OXEN TECHNOLOGY            | OFFICE 365 & EXCHANGE ONLINE   | 228.00    |
| PEPSI-COLA                 | VENDING PRODUCT                | 475.66    |
| PINGEL MUDJACKING, LC      | MUDJACKING                     | 560.00    |
| POSTMASTER                 | POSTMASTER                     | 368.64    |
| PPG ARCHITECTURAL FINISHES | PAINT                          | 156.68    |
| PREMIER OFFICE EQUIPMENT I | COPIER LEASE                   | 11.92     |
| QUALITY FLOW SYSTEMS, INC. | KSB PUMP AND INSTALLATION      | 8,460.00  |
| SETH GRUNDEMEIER           | 5 HOCKEY STICKS REIMBURSEMENT  | 105.95    |
| SKOLD DOOR & FLOOR COMPANY | SAFE ROOM CURTAIN REPAIR       | 712.50    |
| STAR EQUIPMENT LTD.        | TAR SQUEEGEE                   | 125.28    |
| STAR EQUIPMENT, LTD        | CONCRETE STAKES                | 0.00      |
| STOREY KENWORTHY           | CIRCULAR DESK CHAIRS           | 495.18    |
| SYNCB/AMAZON               | BOOKS AND DVD                  | 97.15     |
| TASC                       | FLEX BENEFIT PLANS             | 558.28    |
| THE SHERWIN-WILLIAMS CO.   | 30 GALLON YELLOW PAINT         | 278.40    |
| TONYA BECKER               | TRX INFUSION INSTRUCTOR        | 176.88    |
| TREASURER, STATE OF IOWA   | STATE WITHOLDING               | 4,143.00  |
| VAN-WALL EQUIPMENT INC.    | GASKET AND THROTTLE            | 26.18     |
| VEENSTRA & KIMM, INC.      | WESTVIEW HEIGHTS TRAFFIC STUDY | 2,625.00  |
| VERIZON WIRELESS           | CELL PHONES                    | 428.00    |
| WILLCO INC.                | ECO-SAFE ALL IN ONE BIOLOGICA  | 3,000.00  |
| WINDSTREAM IOWA COMMUNICAT | DISPATCH PHONE                 | 72.96     |

|     |                 | <u>Fund Expenses</u> | <u>Fund Revenues</u> |
|-----|-----------------|----------------------|----------------------|
| 001 | GENERAL FUND    | 38,121.81            | 79,598.29            |
| 002 | LIBRARY         | 8,043.35             | 505.60               |
| 003 | RECREATION      | 9,523.66             | 9,807.78             |
| 004 | FIRE AND RESCUE | 416.52               | 4,199.22             |

|     |                     |            |            |
|-----|---------------------|------------|------------|
| 006 | CEMETARY            | 32.04      | 200.00     |
| 014 | AMBULANCE           | 2,125.46   | 755.02     |
| 110 | STREET              | 1,044.25   |            |
| 324 | CITY PROPERTY SALES |            | 69,340.39  |
| 600 | WATER UTILITY       | 24,745.64  | 55,634.87  |
| 610 | SEWER UTILITY       | 143,107.57 | 60,850.75  |
|     | PAYROLL/MISC        | 56,055.61  | 153,730.41 |
|     | GRAND TOTAL         | 291,372.38 |            |

Motion -Mulder, Second – Roberts on Second Reading of Ordinance 495 to Change the Zoning on Property Owned by Dickson and LuAnn Jensen and Legally Described as Westview Heights Plat 1. Zoning changes are being made within the development. P & Z is reviewing preliminary plat. Roll Call: Roberts, Kuhn, Mulder, Peterson voted yes; Jensen abstained. Motion carried.

Motion – Roberts, Second – Mulder to Waive Third Reading of Ordinance 495. Roll Call: Roberts, Kuhn, Mulder, Peterson voted yes; Jensen abstained. Motion carried.

Motion – Mulder, Second – Roberts on Resolution No. 19-082 to Approve Urban Renewal Plan Amendment for the Huxley Urban Renewal Area for Iowa Earth Works Development Agreement. Roll Call: Roberts, Kuhn, Mulder, Peterson voted yes; Jensen abstained. Motion carried.

Motion – Roberts, Second – Kuhn on Resolution No. 19-083 to Approve Development Agreement with Iowa Earth Works LLC and Authorize Annual Appropriation Tax Increment Payments and Pledge Certain Tax Increment Revenues to the Payment of the Agreement. Roll Call: Roberts, Kuhn, Mulder, Peterson voted yes; Jensen abstained. Motion carried.

Motion – Roberts, Second – Kuhn on Resolution No. 19-084 to Approve Public Right-of-Way Encroachment Agreement for the Purpose of Constructing a Wheelchair Ramp. Agreement must include language to stipulate curb will be returned to original state if homeowner sells home. Roll Call: Kuhn, Roberts, Peterson, Jensen, Mulder voted yes. Motion carried.

Motion – Mulder, Second – Roberts on Resolution No. 19-085 to Approve Amending the Amended Site Plan for Innovative Technologies. Pole barn was being added to property. P & Z reviewed and recommended approval. Roll Call: Kuhn, Roberts, Peterson, Jensen, Mulder voted yes. Motion carried.

Motion – Mulder, Second – Jensen on Resolution No. 19-086 to Approve Consulting Engineer Proposal for FY20 CIP for Water and Street Improvements. Roll Call: Kuhn, Roberts, Peterson, Jensen, Mulder voted yes. Motion carried.

Motion – Roberts, Second – Mulder on Resolution No. 19-087 to Amend Resolution Annexing a Certain Parcel of Real Estate Owned by Leonard and Leona Larson at the SE Corner of I-35 and Hwy 210. Roll Call: Kuhn, Roberts, Peterson, Jensen, Mulder voted yes. Motion carried.

Motion – Mulder, Second – Jensen on First Reading of Ordinance No. 500 to Amend Current Ordinance Regarding Fireworks and Comply with the State Code. Roll Call: Kuhn, Roberts, Peterson voted no, Jensen, Mulder voted yes. Motion failed. Special events must obtain permit.

Motion – Roberts, Second – Kuhn on Resolution No. 19-088 to Approve FY20 Salaries. Councilman Peterson requested review of City Clerk and HR/Administrative Clerk wages. Councilman Jensen asked what process was to double check figures for wage increases. Language regarding probationary period to be removed from resolution. Jensen, Peterson, Roberts, Kuhn voted yes; Mulder abstained. Motion carried.

Motion – Jensen, Second – Mulder to Table Resolution No. 19-089 to Approve Consultant Contract for Hiring New City Administrator. Councilman Jensen asked why council had not been able to review other proposals that had been submitted. Roll Call: Jensen, Mulder voted yes; Peterson, Kuhn, Roberts voted no. Motion failed.

Motion – Roberts, Second – Kuhn on Resolution No. 19-089 to Approve Consultant Contract for Hiring New City Administrator. Roll Call: Peterson, Roberts, Kuhn, Mulder voted yes; Jensen voted no. Motion carried. Council meeting scheduled for July 16<sup>th</sup> to discuss plans to hire new city administrator.

Motion – Roberts, Second – Jensen on Resolution No. 19-090 to Approve Purchase of LED Lights for the Wastewater Treatment Plant. Roll Call: Roberts, Jensen, Mulder, Kuhn voted yes. Motion carried.

Motion – Roberts, Second – Mulder on Resolution No. 19-091 to Approve Contract with AEDC for FY20. Roll Call: Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried.

#### Miscellaneous

- Kevin Deaton, Asst Fire Chief, informed council that the election for a new Fire Chief was scheduled for Tuesday, July 2<sup>nd</sup> at 7:00pm. Also announced that there would be fire training with surrounding communities on a house in Sheldahl on July 14<sup>th</sup>.
- Forrest Aldrich, City Engineer, reported that Kum N Go had moved their opening from November to February to complete the infrastructure needs.
- Jolene Lettow, City Clerk, talked to council about a plan for new Christmas lights and putting up banners around town.
- John Haldeman, City Administrator, presented council with list of work session items.
- Councilman Mulder thanked John Haldeman for his service and congratulated him on his announcement to retire.
- Mayor Henry thanked council for their support with the recent death of his father.

ADJOURNMENT: Motion – Mulder, second – Roberts to adjourn meeting at 8:23pm pm. 4 ayes, 0 nays. Motion carried.

#### **WORK SESSION:**

Development/Incentives – Dustin Ingram, from AEDC, provided council with a preliminary development assistance plan for future businesses.

Offer on Lot in Prairie Ridge – Council will entertain any offer received for lot behind Jerry’s Automotive. Also discussed cleanup of Jerry’s Automotive lot.

Councilman Mulder asked status of old Huxley Cleaners building.

Council discussed landscaping ideas for around the 3C’s building.

Council discussed the request from Kading Development to refund a building permit deposit that the city held. Developer allowed a tenant to move into a townhome prior to the Certificate of Occupancy being granted. Council agreed to abide by city code and keep deposit.

Council requested city clerk to look for new conference phone.

ADJOURNMENT: Motion – Mulder, second – Roberts to adjourn meeting at 9:00 pm. 4 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk