

## HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, September 28, 2021

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 held a meeting on the above date pursuant to rules of the council, notice posted at City Hall and onto website. Mayor Deaton called the meeting to order at 6:00 pm.

**ROLL CALL:** Roberts, Kuhn, Peterson, Easter, Mulder

**AGENDA APPROVAL:** Motion by Easter, second by Mulder to approve agenda as presented. Roll Call: Peterson, Kuhn, Roberts, Easter, Mulder voted yes. Motion carried.

**CITY STAFF PRESENT:** Rita Conner – City Administrator, Jolene Lettow – City Clerk, Gerry Stoll – Police Chief, Jeff Peterson, Public Works Director, Keith Vitzthum – Asst. Public Works Director, Sydney Steinle – Intern, Heather Denger – Parks and Rec Director

**CONSULTANTS PRESENT:** Chip Schultz – city financial advisor/Northland Public Finance; Forrest Aldrich – city engineer/Veenstra & Kimm

**PRESENTATION:** Jeff Peterson, Public Works Director, was awarded the prestigious William D. Hatfield Award. The award is presented to operators of wastewater treatment plants for outstanding performance and professionalism. The award was established in honor of Dr. William D. Hatfield, Superintendent of the Decatur, Illinois Sanitary District, who was President of the Central States Sewage Works Association in 1944-45 and served as President of the Federation in 1958-59. The award consists of a plaque suitably inscribed with the recipient's name and was presented by a Federation representative.

### **PUBLIC HEARINGS:**

*Proposal to Enter into a Water Revenue Improvement and Refunding Loan Agreement*

Mayor opened meeting at 6:06pm. There were no public comments. Motion – Kuhn, second – Peterson to close hearing at 6:06pm.

*Meadow Lane Investments, LLC Annexation*

Mayor opened meeting at 6:07pm. There were no public comments. Motion – Mulder, second – Peterson to close hearing at 6:07pm.

### **CONSENT AGENDA:**

Motion by Kuhn, second by Peterson to approve Consent Agenda as listed below with *Items b and d* to be pulled from Consent Agenda for separate discussion.

- a. Approve Minutes from the September 14, 2021, Regular Meeting
- b. *Approve Payment of Bills*
- c. Approve Resolution No. 21-088 Set Public Hearing for Rezoning of Property for Meadow Lane Investments, LLC. Hearing scheduled for Octobe12.
- d. *Motion to Approve Purchase of Tree Spade by the Parks & Recreation Department*
- e. Motion to Approve Hannah Hawkins for 6 Month Probationary Membership with Huxley Fire & Rescue Department

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

### *Items Pulled from Consent Agenda:*

b) Motion – Peterson, second – Easter to Approve Payment of Bills: Councilman Mulder noted that payment of tree should not be included on Claims List since purchase was listed as a separate item on agenda. Claims should be approved without tree spade included. Roll Call: Mulder, Peterson, Kuhn, Roberts, Easter voted yes. Motion carried.

#### **Claims::**

A KING'S THRONE, LLC  
AFLAC

PORT-O-JOHN'S FOR SOCCER FIELD  
AFLAC

305.90  
216.96

ARNOLD MOTOR SUPPLY	FILTER, GREASE TUBES, WIPERS	317.33
BAKER & TAYLOR ENTERTAINME	BOOKS	629.96
BOLTEN & MENK, INC.	STREET & WATER MAIN	4,845.50
BROWNELLS, INC.	RIFLE PARTS	738.73
BUD'S AUTO REPAIR INC	TIRE FOR PD VEHICLE	1,224.87
CARDMEMBER SERVICE	SEE ATTACHED	9,165.34
CASCADE PUBLIC LIBRARY	DVD	22.00
CENTRAL IOWA IMPACT, LLC	GUN INSPECTION	50.00
CINTAS CORPORATION	FIRST AID SUPPLIES	43.63
COMFORT FOOD CATERING OF H	DOWNTOWN REVITAL TEAM LUNCHEON	375.00
CONSUMERS ENERGY	ELECTRIC	9,990.08
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,395.68
DES MOINES STAMP MFG. CO.	NOTARY STAMP	33.00
DOLLAR GENERAL-REGIONS 410	AIR FRESHENERS	33.00
EBS	MEDICAL INSURANCE	17,590.70
EDWARD JONES	IRA	250.00
ENVIRONMENTAL RESOURCE ASS	NUTRIENTS RETEST	104.30
FIDELITY SECURITY LIFE	VISION INS	303.01
GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	888.69
HEARTLAND CO-OP	SUMMER PROPANE FILL	112.96
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	14,250.34
INTERSTATE BATTERIES	REPLACEMENT BATTERIES	285.90
IOWA LAW ENFORCEMENT ACADE	DEF. TACTIC INSTRUCTOR SCHOOL	432.00
IPERS	IPERS	18,168.40
KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	207.10
KIM REMSBURG	YOUTH SOCCER REFUND	42.00
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	1,315.95
MARCO TECHNOLOGIES LLC	ADMIN COPIER CONTRACT	381.75
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
MENARDS - AMES	LUMBER	219.12
NEW CENTURY FS INC	DIESEL, UNLEADED & SUMMER LP	4,953.85
OVERDRIVE, INC.	BRIDGES E-BOOK CONTENT FEE	897.06
PEPSI-COLA	VENDING PRODUCT	293.78
POPULAR SUBSCRIPTION SERVI	MAGAZINES	323.07
POSTMASTER	POSTMASTER	483.28
PREMIER	LIBRARY COPIER FEES	106.76
RUBY REFRIGERATION	FREON, VALVE, LABOR FOR WWTP	132.95
SAGE HOMES, INC.	BUILDING PERMIT DEPOSIT REFUND	1,000.00
SUNSET LAW ENFORCEMENT	AMMO	101.45
SWANK MOVIE LICENSING USA	COPYRIGHT COMPLIANCE LICENSE	412.00
SYNCB/AMAZON	BOOKS	391.50 TASC
FLEX BENEFIT PLANS	577.05	
THE CLEAN MACHINE OF IOWA,	LIBRARY CARPET CLEANING	1,650.00
TREASURER, STATE OF IOWA	STATE WITHOLDING	4,665.00
TRENT MEINERS	REPLACEMENT BATTERIES	194.73
U.S. BANK EQUIPMENT FINANC	COPIER LEASE	103.22
USA BLUEBOOK	LMI KIT	403.43
VAN-WALL EQUIPMENT INC.	REAR RIMS FOR JD 2950	2,189.72
VERIZON WIRELESS	PUBLIC WORKS CELL PHONES	1,009.23
WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	80.13

		<u>Expenses</u>	<u>Revenues</u>
001	General Fund	40,257.52	9,266.88
002	Library	8,315.17	200.58
003	Recreation	7,401.15	8,620.05
004	Fire and Rescue	696.60	
014	Ambulance	718.77	192.90
110	Street	12,795.93	136.85
345	Water Plant Expansion	51.12	
398	Derecho	6,350.00	52,391.86
600	Water	14,410.41	111,630.05
610	Sewer	19,510.44	<u>86,188.70</u>
	Payroll	<u>62,655.14</u>	
	Grand Total	\$ 173,162.55	\$ 268,627.87

Roll Call: Roberts, Kuhn, Peterson, Easter, voted yes; Mulder voted no. Motion carried.

d) Motion – Peterson, second – Roberts to Approve Purchase of Tree Spade. Parks and Rec Director explained the need to purchase tree spade to replant trees in city that were destroyed by Derecho. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

**BUSINESS ITEMS:**

Motion – Easter, second – Roberts to TABLE Resolution No. 21-084 and Resolution 21-086 to September 28th Council Meeting to Award Contract for the Water Treatment Plant Improvements Project, Shallow Well No. 7 Project and Fix the Amount of Performance and/or Payment Bonds. Council decided to table vote until all funding resources could be identified. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

Motion – Easter, second – Peterson to Approve Resolution No. 21-089 to Take Additional Action on Proposal to Enter into a Water Revenue Improvement and Refunding Loan Agreement. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

Motion – Mulder, second – Kuhn to Approve First Reading or Ordinance No. 519 on Hard Surface Paving as modified and followed by Code which will be included on Ordinance at second and third readings. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

Motion – Mulder, second – Kuhn on Resolution No. 21-090 for Hale Trailer Site Plan. Site plan must include easements along Highway 210 for water and sewer as directed by DOT. No grass islands on property and hard surface parking as stipulated in modified Ordinance 519. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

Motion – Roberts, second – Easter to Approve Resolution No. 21-091 for Huxley Communications Site Plan. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

Motion – Easter, second – Roberts to TABLE Resolution No. 21-092 FY2022 Capital Improvements Plan (CIP). Council asked staff to provide fund balance information and table to work session for further council discussion. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

Motion – Peterson, second – Mulder to Approve Resolution No. 21-093 Meadow Lane Investments LLC Annexation. Roll Call: Mulder, Peterson, Roberts, Easter, Kuhn voted yes. Motion carried.

First Reading or Ordinance No. 520 Parking Regulations: council discussed options for parking on Timberlane near Larson Sports Complex.

**INFORMATIONAL ITEMS:**

- 32701 560<sup>th</sup> Avenue Huxley Utility Services and Annexation Update: staff continuing to work with property owners on offer of graduated abatement. Costs have decreased on utility service connection fees. Staff asked council to determine abatement schedule for future annexations.
- Accessory Building Addition Site: no changes
- Planning & Zoning Commission Fence Height Review – commission members concerned with allowing increase of fence height due to other residents wanting same allowance
- Report on Community Connectivity Public Input Process – survey results were distributed to council.

ADJOURNMENT: Motion – Roberts, second – Kuhn to adjourn meeting at 8:50pm. 5 ayes, 0 nays. Motion carried.

Attest:

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Kevin Deaton, Mayor

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Jolene R. Lettow, City Clerk