

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, June 14, 2022

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: Kuhn, Pilcher, Echer, Roberts, absent: Thompson

AGENDA APPROVAL: Motion by Roberts, second by Echer to approve agenda as presented. Roll Call: Pilcher, Echer, Roberts, Kuhn, voted yes. Motion carried.

CITY STAFF PRESENT: Rita Conner – City Administrator, Jolene Lettow - City Clerk, Jeff Peterson – Public Works Director, Gerry Stoll – Police Chief, Heather Denger – Parks and Recreation Director

CONSULTANTS PRESENT: Forrest Aldrich – City Engineer/Veenstra & Kimm, Amy Beattie – City Attorney/Brick Gentry

PRESENTATION: Development Concept 120 Acres – Vicinity of Hwy. 69 & S. Main Avenue: Chris Gardner presented preliminary development proposal. Commented that annexation and rezoning would need to occur. Asked for council support with proposed development concept.

PUBLIC HEARING: Mayor opened meeting at 6:36pm. Owner of property, Don Van Houweling, informed council that he had received bids on the work to be completed for the development. Costs have increased substantially. Mr. Van Houweling would stay with the original \$644,000 Tax Increment Financing (TIF) agreement with city. Motion – Kuhn, second – Roberts to close hearing. 4 ayes, 0 nays. Motion carried.

CONSENT AGENDA:

Motion by Kuhn, second by Roberts to Approve Consent Agenda Items as Listed with Item (f) to be Removed from Agenda and Items (h & m) to be Pulled for Separate Discussion.

- a. Approve Minutes from May 24 and June 1, 2022 Council Meetings
- b. Approve Payment of Bills and Monthly Treasurer’s Report
- c. Approve Resolution No. 22-054 Payment Application No.7 Woodruff Construction Water Treatment Plant Expansion Project
- d. Approve Resolution No. 22-055 Payment Application No. 2 Manatt’s Street Rehabilitation Projects
- e. Approve Resolution No. 22-056 Set Hearing FY 22 Budget Amendment
- f. *Approve Resolution No. 22-057 Approve FY 23 Salaries - Pulled from agenda*
- g. Approve Resolution No. 22-058 Law Enforcement Training & Service Policy
- h. *Approve Resolution No. 22-059 Cambridge Law Enforcement Services Contract – Pulled for separate discussion*
- i. Approve Resolution No. 22-060 to Authorize Signatories and Depository Funds Placement
- j. Motion to Approve Appointments of Chief Gerry Stoll and Sergeant Nate Albaugh to Story County E-911 Board
- k. Motion to Approve Appointment of Aimee Fangman to the Library Board of Directors
- l. Motion to Approve Casa Azteca Alcohol Permit
- m. *Motion to Approve Posting Request for Proposals – Pulled for separate discussion*
 - i. *Building Inspection Services*
 - ii. *2022 Comprehensive Plan Update*
 - iii. *Space Needs Analysis*

Claims:

| | | |
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| A.C. Landwin | GUTTER WORK | 300.00 |
| ACCUJET LLC | ROBOTIC CUTTING STORM LINES | 4,381.90 |
| ALEX GREENFIELD | BOOT CAMP INSTRUCTOR | 80.00 |
| ALLIANT ENERGY | GAS AND ELECTRIC | 10,850.38 |
| AMERICAN AUTO AWARDS OF IO | CAR DECALS PARTY IN THE PARK | 139.45 |
| AMERICAN FENCE COMPANY | IHLE FENCE REMOVAL 306 OAK | 1,772.60 |
| ANNE FLECK | WRITERS WORKSHOP | 700.00 |
| ARNOLD MOTOR SUPPLY | POWER LUBE | 280.38 |

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| ATLAS ELECTRIC LLC | REPLACE CLARIFIER 2 STARTER | 2,651.00 |
| BRICK GENTRY P.C. | ATTORNEY FEES | 3,287.50 |
| BROWNELLS, INC. | RIFLE PARTS | 29.99 |
| BUD'S AUTO REPAIR INC | TIRE REPLACEMENT 731 | 964.71 |
| BULBGUY LIGHTING | LIGHTS FOR FLAG POLE | 220.36 |
| CARDMEMBER SERVICE | SEE ATTCHED | 6,774.22 |
| CATHY VANMAANEN | CATHY VANMAANEN | 63.98 |
| CHAD QUICK | SOCCER REFEREE | 154.00 |
| CHICKERING, ANDRE | REFUND WATER DEPOSIT | 120.00 |
| CINTAS CORPORATION | MED KIT MAINTENACE | 72.76 |
| CLAMAN CONSTRUCTION, INC. | BUILDING PERMIT DEPOSIT REFUND | 1,000.00 |
| CLARKE ENVIROMENTAL MOSQUI | MOSQUITO SPRAYING-JUNE | 2,940.00 |
| CLINTON H. THOMPSON | BASKETBALL LEAGUE | 705.00 |
| COMPUTER RESOURCE SPECIALI | NEW LAPTOP SET UPS | 3,534.98 |
| CONTINENTAL MANUFACTURING | CONTINENTAL MANUFACTURING CHEM | 48,129.95 |
| DACIA BUSS | SOCCER REFEREE 10 GAMES | 285.00 |
| DANKO EMERGENCY EQUIPMENT | RESCUE EQUIPMENT STRUTS/CHOCKS | 4,098.46 |
| DAVIS WILCOX | BOOT CAMP INSTRUCTOR | 145.00 |
| DEPARTMENT OF THE TREASURY | FORM 720 - PCORI FEE | 50.54 |
| DICKSON & LUANN JENSEN | DICKSON & LUANN JENSEN | 74,551.75 |
| DIGITAL ALLY | VIDEO MIGRATION | 100.00 |
| DIVISION OF LABOR | ELEVATOR PERMIT | 175.00 |
| DORSEY & WHITNEY LLP | DORSEY & WHITNEY LLP | 16,500.00 |
| DRAKE ROOFING, INC. | ROOF LEAKS, REPAIR HOLES | 1,629.00 |
| EDEN HART | BASKETBALL LEAGUE | 260.00 |
| EDWARD JONES | IRA | 125.00 |
| ERIC REIMER, LOCKSMITH | DOOR CODE CHANGE | 80.00 |
| FAREWAY STORES, INC. | FAREWAY STORES, INC. | 20,410.00 |
| FELD FIRE | WASHER MAINTENACE | 337.50 |
| FJELLAND, MATT | TENNIS SUMMER 2022 | 1,813.02 |
| FORMAN FORD | FRONT WINDOW CAULKING 3C'S | 4,061.00 |
| FORTERRA PIPE & PRECAST | 42' TRASH GUARD TIMBERLANE | 2,375.00 |
| GALLS, LLC- DBA CARPENTER | KATIE JUDGE EMS PANTS | 46.75 |
| GATEHOUSE-DB IOWA HOLDINGS | GATEHOUSE-DB IOWA HOLDINGS | 1,029.33 |
| GRADY THOMPSON | SOCCER REFEREE | 48.00 |
| GRANT NASON | SOCCER REFEREE | 135.00 |
| GREAT-WEST LIFE & ANNUITY | DEFERRED COMPENSATION | 136.54 |
| HOKEL MACHINE SUPPLY | CABLE AND CLAMPS | 408.43 |
| HOMES BY ADVANTAGE LLC | PERMIT REFUND 517 PRAIRIE VIEW | 1,000.00 |
| HUXLEY COMMUNICATIONS COOP | HUXLEY COMMUNICATIONS COOP | 1,538.07 |
| INTERNAL REVENUE SERVICE | FED WITHOLDING TAX | 17,020.18 |
| IOWA DOT | BATHROOM ITEMS/SAFET YGLASSES | 444.43 |
| IOWA EARTH WORKS, LLC | IOWA EARTH WORKS, LLC | 2,449.85 |
| IOWA ONE CALL | EMAIL LOCATES | 72.00 |
| IOWA PRISON INDUSTRIES | COUNCIL NAME PLATES | 71.00 |
| IPERS | IPERS | 9,326.56 |
| ISWEP | ISWEP MEMBERSHIP FEE 22-23 | 550.00 |
| JACKSON BROWN | BASKETBALL LEAGUE | 78.00 |
| JOHNSON FITNESS & WELLNESS | MATRI UPRIGHTCYCLE | 6,979.00 |
| KADING PROPERTIES | KADING PROPERTIES | 84,516.26 |
| KEMPKER'S TRUE VALUE AND R | KEMPKER'S TRUE VALUE AND RENTA | 560.12 |
| KW COMMERICAL DES MOINES | PROPERTY EVAL CITY REAL ESTATE | 500.00 |
| LILLY HUNTRODS | SOCCER REFEREE | 91.00 |
| M.R. PROPERTIES LC | M.R. PROPERTIES LC | 4,711.72 |
| MARCO TECHNOLOGIES LLC | CITY HALL PRINTER | 306.75 |
| MARCO, INC. | 4TH QUARTER COPIER | 227.73 |
| MEADOW LANE INVESTMENTS, L | MEADOW LANE INVESTMENTS, LLC | 63,505.42 |
| MENARDS - AMES | CLEANER/DISINFECTANT | 10.97 |
| MISCELLANEOUS VENDOR | BERTHUSEN, MIKE :US REFUND | 535.74 |
| MUNICIPAL SUPPLY | MAIN VALVE, LUGS, BOX | 4,622.44 |
| NCL OF WISCONSIN, INC. | 40g NITR.INHIB REFILL | 82.41 |
| NEIGHBORS HEATING & COOLIN | AC REPAIR | 635.10 |
| NOVA FITNESS EQUIPMENT | QUARTERLY MAINTNANCE FIX MACHI | 933.54 |
| OTIS ELEVATOR COMPANY | 3C'S ELEVATOR SERVICE | 240.30 |
| OUTDOOR ENVISIONS | MULCH | 183.60 |
| OXEN TECHNOLOGY | MICROSOFT MONTHLY FEE | 1,246.50 |
| OZ, MIKAYLA | OZ, MIKAYLA | 350.00 |
| PACIFIC DRYWALL | PACIFIC DRYWALL | 1,172.95 |
| PCC AN AMBULANCE BILLING S | APRIL AMBULANCE BILLING | 213.42 |
| PEPSI-COLA | PEPSI ORDER | 235.97 |
| POSTMASTER | POSTMASTER | 490.14 |
| QUALITY PEST CONTROL | NORD KALSEM PEST | 47.00 |
| RACOM | RADIO FEES 22-23 | 5,520.00 |
| REDWOOD BUILDERS, LLC | DEPOSIT REFUND 616 E4TH ST | 1,000.00 |
| RELIANT FIRE APPARATUS | AIR DRYER 732 REPAIR | 219.67 |
| ROBERTS, SUSAN | OFFICE CHAIR | 33.17 |
| SANDRY FIRE SUPPLY | NAME PATCHES FOR GEAR | 360.00 |
| SATONIUS PARKER | BASKETBALL LEAGUE | 605.00 |
| SCOTT MASON | AMBUALNCE OVERPAYMENT | 139.60 |
| SECURE SHRED SOLUTIONS | FILE SHREDDING | 111.00 |
| SKOLD DOOR & FLOOR COMPANY | SAFE ROOM DOOR MAINTENACE | 462.50 |
| SOUTH STORY BANK & TRUST | SOUTH STORY BANK & TRUST | 28,320.06 |
| STAPLES BUSINESS CREDIT | MAY 2022 | 561.05 |

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| TASC - CLIENT INVOICES | JULY FLEX SPENDING | 69.82 |
| TONYA BECKER | TRX FUSION | 50.00 |
| TREASURER, STATE OF IOWA | STATE WITHHOLDING | 3,012.00 |
| TYLER TECHNOLOGIES, INC. | SYSTEM SOFTWARE-YEARLY FEE | 14,032.23 |
| U.S. CELLULAR | MAY AMBULANCE PHONE BILL | 90.30 |
| USA BLUEBOOK | SALT BRIDGES, PH SOLUTION, | 576.03 |
| VEENSTRA & KIMM, INC. | ENGINEERING WATER & SEWER | 36,998.81 |
| VERIZON WIRELESS | CELL PHONE BILL | 241.43 |
| VISIONBANK | VISIONBANK | 5,285.52 |
| WINDSTREAM IOWA COMMUNICAT | DISPATCH PHONE | 169.95 |

| | REVENUES | EXPENSES |
|------------------------------|-----------|------------|
| 001 GENERAL FUND | 10,612.24 | 45,068.21 |
| 002 LIBRARY | 432.25 | 5,218.88 |
| 003 RECREATION | 8,403.31 | 9,570.73 |
| 004 FIRE AND RESCUE | 4,627.53 | 11,815.02 |
| 014 AMBULANCE | 1,522.07 | 2,118.31 |
| 110 ROAD USE TAX | 1,801.10 | 22,027.37 |
| 125 TIF | | 333,053.48 |
| 319 RECREATION NEW EQUIPMENT | | 6,979.00 |
| 345 WATER PLANT EXPANSION | | 50,782.81 |
| 600 WATER UTILITY | 81,994.46 | 17,737.22 |
| 610 SEWER UTILITY | 74,366.07 | 16,388.76 |
| * PAYROLL EXPENSE | | 129,697.69 |
| GRAND TOTAL | | 650,457.48 |

Consent Agenda Roll Call: Pilcher, Echer, Roberts, Kuhn voted yes. Motion carried.

Consent Agenda Item H: Motion – Roberts, second – Echer to Approve Resolution No. 22-059 Cambridge Law Enforcement Services Agreement. Councilman Kuhn expressed his concerns with City of Huxley subsidizing police services for Cambridge and stated the 2.5% increase in contract for next five years could possibly not cover the costs with the service. Roll Call: Pilcher, Roberts, Echer voted yes; Kuhn voted no. Motion carried.

Consent Agenda Item M: Motion – Echer, second – (none) to Approve Posting of Request for Proposals for:

- i. Building Inspection Services
- ii. 2022 Comprehensive Plan
- iii. Space Needs Analysis

Motion failed due to no second motion.

BUSINESS ITEMS:

Motion – Roberts, second – Kuhn on Resolution No. 22-053 Approving Development Agreement with Van Houweling, CD II, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement (*Partial Rebate of Future Taxes for Developer Up-front Contributions to 560th Street Improvements, bike trail and interior street subsurface materials in the Blue Sky Residential 37 Lot Subdivision*). Roll Call: Echer, Roberts, Kuhn voted yes; Pilcher voted no. Motion carried.

Motion – Roberts, second – Pilcher to DEFER Action to Increase Sewer Rates and Discuss at Next Work Session. Roll Call: Kuhn, Echer, Roberts, Pilcher voted yes. Motion carried.

Motion – Roberts, second – Pilcher to Approve First Reading of Ordinance 525 Chapter 140 Driveways – Options as Requested by Council. City attorney stated that current code could not be enforced as stated. Roll Call: Echer, Kuhn, Pilcher, Roberts voted no to existing ordinance. Motion failed. City attorney will draft new ordinance language by next council meeting.

Motion – Kuhn, second Pilcher to DEFER First Reading of Ordinance 526 to Extend the Speed Limit of 45mph on Hwy. 69 North of Huxley and First Reading of Construction Site Erosion and Sediment Control Ordinance to Next Work Session. Roll Call: Roberts, Pilcher, Kuhn, Echer voted yes. Motion carried.

INFORMATIONAL ITEMS:

Kamp East 1st Street and Deerwood Drive Development Proposal Follow-Up: Councilman Kuhn stated Deerwood Drive is in city's Comprehensive Plan and should continue to remain a major collector street in city's future development. Echer and Roberts both would like to see property developed. Developer would like to know the location of right-of-way alongside Deerwood Drive. Council directed staff to take to Planning & Zoning and bring back recommendation to council.

Meadowlane Development: Steve Quick approached council asking to reconsider council's previous development agreement decision. Council agreed to a work session discussion.

Pro Commercial Development Agreement – staff to provide history to council for review.

Huxley Communications – Company has asked for a development agreement. Council to discuss at future work session.

WORK SESSION: Agenda items moved to another work session.

ADJOURNMENT: Motion – Pilcher, second – Echer to adjourn meeting at 8:08pm. 4 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk