

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, MARCH 2, 2020, 6:30 P.M. CITY HALL

1. The meeting was called to order by Mayor Jameson Hudson at 6:30 P.M.
2. Roll call was answered by Steve Gast, Alex Golly, Meggen Lawrence, Doug Miller. and Ken Jans. Visitors: Nancy Pritchard, Scott Oakes, Shelby Patterson, and Wes Farrand.
3. A motion to approve the agenda was made by Miller. Golly seconded. 5 ayes.

A meeting of the Maxwell City Council was held April 3, 2020. In order to help stop the spread of the COVID-19 virus, this special meeting of the Maxwell City Council was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. Therefore, only Mayor Hudson, Council Member Steve Gast and City Clerk Deb Hayes were present at Maxwell City Hall at 107 Main St. The agenda and the City's social media had this message posted more than 24 hours in advance to give instructions on how others could participate in the meeting Due to the COVID-19 crisis, the City of Maxwell will be holding this city council meeting electronically via a conference call. If you would like to participate, just before the meeting start time, you must call 844-855-4444 and enter this access code: 471070. Only staff are allowed in city hall

4. Citizens Forum
 - a. NA.
5. Department Reports
 - a. Sheriff – Written report on file.
 - b. Fire – Written report on file. New radios are in. They will be switching to the new system on April 16th. Fire Dept. is doing birthday drive-by. Ken asked that the fire dept take their gear on the drive-by in case of a call,
 - c. EMS – Written Report on File. Shelby Patterson and Nancy Pritchard were present by telephone. There was discussion on ems wearing protective gear while on calls. Shelby & Nancy explained the. procedures in place. More equipment is being ordered for their protection.
 - d. Library – Written report on file. The library is closed, and employees are doing inventory and weeding out books. Steve questioned the way they are doing their electronic meetings. The question was sent to the League of Cities.
 - e. Public Works – Written report on file. Potholes are being filled. Storm intakes were replaced in the park. Discussion on the parks & playgrounds being closed and if they need to be fenced off. Put on sign, Facebook and website.
 - f. City Clerk – Written report on file. City Hall is closed and only 1 person is working at a time. Permits are on the website and can be placed in the drop box.
6. Public Hearings
 - a. Second Reading for an Ordinance Amending the Code of Ordinances, City of Maxwell, IA., by Amending Chapter 165 – Zoning Regulations – Section

165.04, Official Zoning Map from R-E Estate Residential District to R-S Suburban Residential. – Gast moved to open the public hearing. Lawrence seconded. 5 ayes. No Public comments. Jans moved to close the public hearing. Gast seconded. 5 ayes. Gast moved to approve the second reading and waive the third reading of the Ordinance Amending the Code of Ordinances, City of Maxwell, IA., by Amending Chapter 165 – Zoning Regulations – Section 165.04, Official Zoning Map from R-E Estate Residential District to R-S Suburban Residential. Miller seconded. Ken stated that he would like to see smaller lots with affordable housing 4 ayes, 1 nay-Jans.

7. Business

- a. Resolution Approving Rock Creek Ridge Estates Plat 2 – Gast moved to approve Resolution 2020-09 a Resolution Approving Rock Creek Ridge Estates Preliminary Plat with the changes recommended in the Engineers report. There is a 2.25% increase which is slightly under what was budgeted. Gast moved to authorize the mayor to sign the Law Enforcement Services Contact. Jans seconded. 5 ayes
- b. Approval of 2020 Insurance Renewal and Decision on Options. –. Gast moved to approve Options 1 & 2 as well as Limited Pollution Exclusion Exception for Water & Wastewater Plants, Data Compromise/Cyber Solutions, & * Replacement Cost of First Response Vehicles. Jans seconded. 5 ayes.
- c. Discussion on Truck Replacement –After much discussion it was recommended that Tony go back to Karl Chevrolet and Truck Equipment and get clarification.on the quotes. They also suggested that the bids be more organized.
- d. Approval for Updated Appraisal and Review Appraisal for WWTP Drive Acquisition – Gast moved to approve the update of the appraisal and the hand-drawn sketch of a concept design for a development in that area. Jans seconded. 5 ayes.
- e. Discussion and action on Sidwell Concept Design – Approved in previous action.
- f. Discussion on Financial Help for River and Park Clean-up Group – Postpone due to COVID-19.
- g. Discussion and Action on Requested Changes to the Code of Ordinances – Some changes to the code of ordinances was left out of the update. Jans moved to move forward with the ordinance changes. Golly seconded. 5 ayes. Clerk instructed to publish the public hearing.
- h. Decision on Proposal for City Hall Furnace Replacement- Bids were discussed. Bids were not equal to the type of work to be done. Clerk instructed to ask for new bids.
- i. Discussion on Dog Nuisances – Discussion of complaints of dog waste left on public and private properties. Residents need to fill out complaints and take clear pictures of the dog and owner so that they can be identified.
- j. Discussion and Action on a Resolution Waiving Utility Bill Late Fees – This resolution would waive all late fees, shut-offs and liens on water bills until this COVID -19 crisis is over. Lawrence moved to approve Resolution 2020-10 A Resolution Waiving Utility Bill Late Fees. Miller seconded. 5 ayes.
- k. Discussion and Action on A Bond Counsel Engagement Agreement with Ahlers & Cooney for Planning & Design Loan. – This loan is part of the WWTP loan. There will be more paperwork once that loan is taken out. Gast moved to

authorize the Mayor to sign the Engagement Agreement with Ahlers & Cooney. Miller seconded. 5 ayes.

1. Resolution Fixing Date for a Meeting on the Proposition to Authorize a Loan and Disbursement Agreement and the Issuance of Notes to Evidence the Obligations to the City. – Gast moved to approve Resolution 2020-11 A Resolution Fixing Date for a Meeting on the Proposition to Authorize a Loan and Disbursement Agreement and the Issuance of Notes to Evidence the Obligations to the City. Golly seconded. 5 ayes.
 - m. Adoption of an Ordinance Restricting Campers Located on Private Property. – The city has received several complaints about people parking the campers in their front yard or occupying them for an extended time. Steve gave the council ordinances from 3 different cities. The council is to read the ordinances, do some research and offer any ideas for an ordinance for recreational vehicles in Maxwell.
8. Council and Mayor Reports –
- a. COVID-19 Community Preparedness Plan – There have been things done to help stop the spread of COVID-19. City Hall & Library are closed to public. Only one staff member is working in the office and library at a time., Council Board meetings are held electronically with the council meeting also broadcasted on YouTube. Parks and Playgrounds are now closed to the public. Other adjustments maybe made in the future.
 - b. Complaints – Cats problems- City will start trapping with live traps. 609 Main St- will start abandon building procedures.
 - c. Alex Golly -!) Kids are climbing on the tank. Do we need to put up signs? 2) What are the locates on Baldwin? Wes said that the are doing road samples for the repaving project. 3) Alex asked Wes about the building redesign that was talked about at the last meeting. They are about ready to present new spec for the building.
 - d. Meggen Lawrence – 1) Meggen had a resident talk to her about a family allowing their kids to ride go-carts in their yard. They also drive them into the road. Clerk will pas the information onto the sheriff’s office. 2) She was told that there was a black firebird and navy-blue dodge pick-up racing in town on April 3. 3) Resident thought that the bids for the furnace should go out to all businesses that participated.
 - e. Doug Miller – 1) Doug would like to investigate buying the whole parcel of land for the lagoon entrance. 2) This would be a good time to get residents to clean up their properties to make the town look nice.
 - f. Jameson Hudson –1) Clean-up day maybe cancelled due to COVID-19. The decision will be made at the May meeting. 2) Steve asked about the insurance for the Farmer’s Market. Clerk ask city’s insurance company and the Farmer’s Market is covered, but it would be a good idea that vendors had their own insurance. Jameson thanked the Council for their hard work & supporting the development.
9. Consent Agenda
- 1) Gast moved to accept the March 2, 2020 minutes, March 9, 2020 Minutes, & current bills. Golly seconded. 5 ayes.
 - 2) Bills presented were as follows:

VENDOR	REFERENCE	AMOUNT
AFLAC	AFLAC CANCER	\$ 252.48
AHLERS & COONEY P.C.	Bond related work	\$ 336.00
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 5,149.30
BADGER METER	CELLULAR READS - WATER METERS	\$ 376.47
BANLEACO	PRINTER/OVERAGES	\$ 231.92
BROCK BURTON	TAIL LAMP FOR 609	\$ 26.49
CALDWELL,BRIERLY,& CHALUPA LLC	NEW FIRE 28E AGREEMENT	\$ 168.00
CASEY'S BUSINESS MASTERCARD	MONTHLY GAS & DIESEL	\$ 305.34
CENTRAL IOWA SHORTLINE LLC	SCREW,NUTS,BOLTS,CLAMPS,HANDLE	\$ 112.67
CHICK-A-PEN-HILL	REPAIR & RECONDITION LIGHT	\$ 1,198.00
CHITTY GARBAGE SERVICE	MONTHLY GARBAGE	\$ 4,938.70
CIT SEWER SOLUTIONS	STORM SEWER LINE CLEANING	\$ 2,400.00
CONSUMERS ENERGY	RCH ELECTRIC	\$ 52.00
CUMMINS CENTRAL POWER,LLC	INSPECTION OF GENERATOR	\$ 526.49
CYCLONE AWARDS & ENGRAVING	BETTERMENT AWARDS	\$ 36.00
EMERGENCY MEDICAL PRODUCTS	GLOVES,GASTRIC ACCESS KITS	\$ 432.11
DB IOWA HOLDINGS	PUBLIC HEARING,MINUTES,BUDGET	\$ 658.64
gWORKS	W2 PACKAGE & ENVELOPES	\$ 58.66
INDEPENDANT PUBLIC ADVISORS	QUARTERLY RETAINER SERVICES	\$ 2,000.00
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 378.52
IPERS	IPERS	\$ 1,529.12
KEYSTONE LABORATORIES INC	#1D01391-SOLIDS,BOD,NITROGEN	\$ 309.00
MAXWELL STATE BANK	FED/FICA TAXES	\$ 2,450.94
PAUL NESS	BRACKETS FOR SHOP	\$ 65.31
PETTY CASH	POSTAGE	\$ 7.60
MAXWELL POST OFFICE	4 ROLLS OF STAMPS	\$ 220.00
SAFE BUILDING COMPLIANCE & TEC	906 BALDWIN BLDG & 2 ELECTRIC	\$ 361.94
SNYDER & ASSOCIATES	119.0266.01-10-WWTP IMPROVEMTS	\$ 18,916.03
ST PAUL STAMP WORKS INC	ANIMAL TAGS	\$ 90.61
STAPLES CREDIT PLAN	FOLDERS,INK RIBBON,KLEENEX,ENV	\$ 364.91
SYNCB/AMAZON	UNDERPAYMENTS FOR DEC-MARCH	\$ 70.60
TREASURER-STATE OF IOWA	STATE TAXES	\$ 1,222.00
U.S. BANK	UTV/ATV/GOLFCART STICKERS	\$ 97.07
US CELLULAR	MONTHLY CELL PHONE	\$ 203.90
USABlueBook	TESTING SUPPLIES AND BATTERIES	\$ 503.24
WINDSTREAM	091143516-INTERNET & PHONE	\$ 566.54
Accounts Payable Total		\$ 46,616.60
Total Paid On: 3/11/20		\$ 4,162.85
Total Paid On: 3/25/20		\$ 4,239.78
Total Payroll Paid		\$ 8,402.63
***** REPORT TOTAL *****		\$ 55,019.23

Expenses By Fund

Mar 03, 2020-April 1, 2020

GENERAL	\$ 22,629.83
ROAD USE TAX	\$ 3,819.77
CAPITAL PRJCT FUND - STRT	\$ 1,325.00
WATER	\$ 5,205.33
SEWER	\$ 6,108.30
WWTP FACILITY	\$ 15,931.00
TOTAL FUNDS	\$ 55,019.23

Revenue by Fund	Mar-20	
001 General		\$ 13,127.47
110 Road Use Tax		\$ 4,663.50
112 Employee Benfits		\$ 297.54
119 Emergency Fund		\$ 30.53
121 Local Option		\$ 8,532.65
600 Water		\$ 10,928.93
610 Sewer		\$ 13,126.63
Total Revenue		\$ 50,707.25

10. A motion to adjourn the meeting at 8:38 PM was moved by Gast. Seconded by Lawrence. 5ayes.

NEXT REGULAR MEETING WILL BE May 4, 2020 AT 6:30 PM

ATTEST: _____, Clerk _____, Mayor
 Deb Hayes Jameson Hudson