

PUBLIC NOTICE

THE MAXWELL CITY COUNCIL WILL HOLD A REGULAR COUNCIL MEETING ON WEDNESDAY, APRIL 3, 2024, AT 6:00 PM AT MAXWELL CITY HALL, 107 MAIN STREET, MAXWELL, IA

The City of Maxwell invites residents to join this city council meeting via a conference call. If you would like to participate, you must call 844-855-4444 and enter this access code: 843508 no earlier than 5 minutes prior to the meeting.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CITIZENS' FORUM**
 - a. OPEN
- 5. DEPARTMENTAL REPORTS**
 - a. SHERIFF
 - b. FIRE DEPT
 - c. EMS DEPT
 - d. LIBRARY
 - e. PUBLIC WORKS
 - f. CITY CLERK
 - g. ENGINEER
 - h. PARKS AND OPEN SPACES BOARD
- 6. BUSINESS**
 - a. DISCUSSION AND ACTION ON MARKET IN THE PARK ITEMS
 - b. DISCUSSION AND ACTION ON LAW ENFORCEMENT CONTRACT
 - c. DISCUSSION AND ACTION ON SETTING BUDGET HEARING
 - d. DISCUSSION AND ACTION ON DUST CONTROL
 - e. DISCUSSION AND ACTION ON CONSTRUCTION EASEMENT
 - f. DISCUSSION AND ACTION ON SHELTER UPDATES
 - g. DISCUSSION AND ACTION ON CEMETERY MOWING EMPLOYEE
 - h. DISCUSSION AND ACTION ON YARDWASTE BURNSITE
- 7. COUNCIL AND MAYOR REPORTS**
 - a. GAST
 - b. PHILPOTT
 - c. WESTENDORF
 - d. MILLER
 - e. JANS
 - f. HIGGINS
- 8. CONSENT AGENDA**
 - a. APPROVAL MARCH 6, 2024 MINUTES
 - b. APPROVAL MARCH 19, 2024 MINUTES
 - c. APPROVAL CURRENT BILLS AS PRESENTED
- 10. ADJOURN**



Library Board Report

April 2024 (reporting for prior month)

ATTENDANCE OF LAST MEETING OF BOARD OF TRUSTEES:

Anna Baldwin Director
Amanda Sharp President
Shawna Shivers Vice President
Sharon Rink Secretary
Michele Hand

BOOKS:

Total- 300

MOVIES:

Total- 97

ATTENDANCE:

Total - 508

Children- 114 Adults- 169

BRIDGES:

Total- 284

On hold- 102

* Movie Attendance – no movie due to spring break

* Activity Attendance – 19

* Spring Party Attendance – 25

* Petting Zoo Attendance – 200+

Computers-Adult- 10

Child - 17

CURRENT EVENTS

- Beginning new hours on Thursday's 9am-11am. (This will bring us back into compliance for our full 20 hour week we are scheduled for).
- Spring party was lower attendance than last year, but still went well
- Petting zoo was a hit again.
- Working on filling board seats. Sharon will be leaving board since retiring from her job and traveling and still down one from July.
- Only one early out next month due to school snow day make up hours

UP COMING EVENTS

- Summer reading planning/tween reading program
- Updating website/training
- Painting book return
- Possible family movie night
- Looking for more events for public education/entertainment

Maxwell Public Library Minutes
Board of Trustees
Thursday February 15, 2024
6:00 PM @ Maxwell Public Library

Opening

Meeting of the Maxwell Public Library Board of Trustees was called to order at 6:01 pm on Thursday, March 21, 2024 in person at the library. Board members in attendance were Michele, Amanda, Shawna, Sharon & Library Director, Anna.

1. Call to order

2. Roll call

3. Approval of agenda 1st Michele 2nd Shawna Yay 4 Nay 0

4. Consent items

- a. Approval of Feb 2024 minutes. Shawna made the motion to amend the February 15, 2024 to include a "1st by Sharon" concerning Anettte's raise. 1st Shawna 2nd Michele Yay 4 Nay 0
- b. Approval of Feb 2024 bills. 1st Shawna 2nd Michele Yay 4 Nay 0

5. Reports

a. Director's Report

- i. Upcoming Better Policy for Trustees April 30 zoom for anyone interested.
- ii. Summer reading program was discussed. County Fair dates (July 17-22) have changed this year so there is a conflict with the summer reading program. Past dates were July 8, 10, 12, 15, 17 & 19. Dates this summer will be July 8, 10 & 12 at 10-11:00.
- iii. Anette may start having story time on Thursday mornings as well as the usual Monday mornings.

b. Friends Board

- i. Nothing to report

c. Grants

- i. Nothing to report

6. Business

a. Vote and/or discuss training

- i. SSB 3131-nothing to report
- ii. Fine Free-Sharon shared her notes on the webinar concerning going fine free. ***Training minutes totaled 15 minutes.*** Shawna made a motion to revisit this after July 1 to have time to construct a policy. 1st Shawna 2nd Sharon Yay 4 Nay 0

b. Vote and/or discuss bills/budget

i. Potential purchase of more carpet squares

- 1. Michele made the motion to price a box of carpet squares & a box of flooring to have on hand for replacements. The purchases will be no more than \$1,000 for replacements. 1st Michele 2nd Shawna Yay 4 Nay 0

ii. Mailbox/book drop painting

- 1. A patron volunteered to sand blast the library mailbox & an art teacher from Baxter will paint a mural. Michele made the motion to pay up to \$500 for supplies for this project. 1st Michele 2nd Shawna Yay 4 Nay 0

7. Open Forum

- a. There is a community need on 4-5 Wednesday afternoons for middle school track students to have a safe place to wait for their parents after practice. It was discussed & agreed that the library is open during that time & would be acceptable to the library staff.
- b. Training of Chapter 8: Evaluation Service & Advocating for Advancements to be reviewed & discussion at the next meeting.

8. Adjourn

a. The March meeting was adjourned at 7:12 pm. 1st Sharon 2nd Shawna Yay 4 Nay 0

Next meeting will be held Thursday, April 18, 2024 at 6:00 pm.

Next meeting anticipated topics:

1. Vote &/or discuss bills & budget
2. Vote &/or discuss training-Chapter 8

Reported by Sharon Rink
Secretary



Maxwell Parks and Open Spaces Board

Report

April 3, 2024

The Maxwell Parks and Open Spaces Board did not meet in March.

Report on on-going activities:

The **Tree City awards ceremony** is April 4, 2024. Doug Miller has offered to attend in the absence of Jody Gast. Thank you Doug.

The inclusive swing equipment will be installed at the end of March at the City Park!

The Maxwell class of 1966 decided to change their donation to a tree to be planted in the City Park.

We have been **awarded** the grant from Alliant Energy to plant 12 trees. The grant specified that the trees had to be planted on public property and to help with energy saving. The trees will be planted along the east side of the high school/middle school buildings (west side of Metcalf Street). The school administration is working with us to set a date for students to help with the planting. The date will be sometime in late April or early May.

We have been **awarded** the Spring 2024 Community Forestry Grant. These are to be planted at the south end of the City Park, north of and along Broad, and the species are intended to attract birds. The

planting date is set for April 18, 2024. Please plan on attending to help!

We have been **awarded** a Paint Iowa Beautiful Grant to update the paint, inside and out, for the “church stand” at the City Park. Diamond Vogel out of Ames will donate 6 gallons of paint for the project. I (Jody) am not certain if this has to be a certain kind of paint, or if it can be used toward primer. I think we pick whichever is the most expensive to buy, if possible. **Since the six gallons will not be enough to completely paint the church stand, I would like to request the City Council appropriate enough money to complete the work.** This will involve several days for community work to scrape the sides, then prime and paint. The Fire Department has said they will pressure wash the building ahead of this to get it clean.

Also discussed: designating a work day to update the paint for the silhouettes at the dog park; We will have an Arbor Day celebration activity and tree/shrub give-away and tree planting on either April 18 or April 26.

Bike trail work and activities depend upon when Story County Conservation completes their work. The latest estimate is that the contractor will start work at the end of the month.

The Parks and Open Spaces/Tree Board will meet April 15, 2024 at 5:30 pm at City Hall to prepare for tree planting activities and Arbor Day; and discuss a proposed Integrated Vegetation Management Plan for Maxwell. Adopting such a plan will make the City eligible for additional grants possibilities.

Respectfully submitted,

Jody Gast, Chair



Sheriff's Office

Story County
PAUL H. FITZGERALD, Sheriff



Emergency 911 • Office: 515-382-6566 • Fax #: 515-382-7479 • 1315 S. B Ave. Nevada, Iowa 50201

January 11, 2024

Mayor Dale Higgins
Maxwell City Hall
P. O. Box 215
Maxwell, IA 50161

Dear Mayor Higgins:

Enclosed you will find the Contract Law Enforcement Services contract for fiscal year 2025. This contract reflects the per capita rate increase of 2.5% based on the 2020 Census population figures for your city (859).

After your review and acceptance, please:

1. Sign the contract,
2. **Affix your city seal,**
3. Return the contract to my office
no later than March 8, 2024.

I will sign and forward the contract to the Board of Supervisors for their signatures and see that it is recorded with the Recorder and the Secretary of State. Once it has been recorded and we receive our copy, we will forward a file stamped copy to you.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Paul H. Fitzgerald".

Paul H. Fitzgerald
Story County Sheriff

Enclosure

Prepared by: Paul H. Fitzgerald, Story County Sheriff, Nevada, Iowa 50201 515-382-6566

LAW ENFORCEMENT SERVICES CONTRACT

On this _____ day of _____, 2024, the City of Maxwell and Story County, Iowa, enter into the following agreement:

1. The Story County Sheriff's Office will provide the City of Maxwell, Iowa, with law enforcement services. These services will include but not be limited to:
 - A. Radar operations to control speed.
 - B. Issuing violations under city ordinances (excluding animal control ordinances) upon request.
 - C. Housing inmates who have been incarcerated under a city ordinance.
 - D. Service of abatement notices on request.
 - E. Periodically checking commercial buildings for unlocked doors and trespassers.
 - F. Investigation of traffic accidents and complaints.
 - G. Dispatch of city fire departments and first responders.
 - H. Staffing a 24 hour E911 dispatch center.
 - I. Providing a detective division to investigate crimes and conduct on-going investigations.
 - J. Investigation of drug-related offenses.
 - K. Supplying schools or community clubs with officers and materials for special programs and talks upon request.
 - L. Routine patrols and special patrols upon request.
 - M. Supply fully equipped patrol cars with radio, lights, siren and all related equipment, gasoline and oil, tires, and maintenance, uniforms and all other personal equipment.

2. In consideration for the law enforcement services above described, the City of Maxwell, Iowa will pay a per capita rate of \$68.47 (based on the 2020 census of 859) to Story County, Iowa, which amounts to the annual sum of \$58,815.73. This shall be paid in equal quarterly installments to the Story County Sheriff on July 1, October 1, January 1 and April 1. The per capita increase for the next fiscal year was negotiated at the September 2021 Mayor's Meeting. For the purposes of this contract, fiscal year shall be from July 1, through June 30, of the following year.

AGREEMENT

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3. The Sheriff shall be the administrator of this Agreement. Law Enforcement policy, regulations and matters pertaining to the employment of the Sheriff's personnel shall be determined solely by the Sheriff. The time, place and manner in which these services are implemented shall be in the sole discretion of the Sheriff. The Mayor, Mayor Pro Tem and the City Administrator shall be authorized to make requests to the Sheriff for performance of specific law enforcement services as specified in this Agreement.
4. The initial term of the Agreement shall be automatically extended for successive one-year periods upon the same terms and conditions provided by this Agreement for the initial term, unless this Agreement is terminated or modified by the express election of either city or county as hereinafter provided. Modification of this contract may be made by mutual consent of both parties.
5. In accordance with Chapter 28E, Code of Iowa, a copy of this Agreement shall be filed with the Secretary of State and recorded with the Story County Recorder. Signatures will include the Mayor of Maxwell, the City Clerk of Maxwell, the Chairperson of the Story County Board of Supervisors, the Story County Auditor and the Story County Sheriff. The city seal shall be affixed to the contract before returning to the county for filing.
6. The city shall fund the consideration for this Agreement from general revenues under the City's annual general budget. There shall be no joint property acquired pursuant to this agreement.
7. This contract may be terminated by either party. Termination is effective at the end of the current quarterly billing cycle and must be preceded with a 30 day written notice to either party. Notice shall be accomplished by certified mail or personal service.

STORY COUNTY, IOWA

CITY OF MAXWELL, IOWA

Story County Board of Supervisors

Dale Higgins, Mayor
City of Maxwell, Iowa

Attest: Story County Auditor

Deb Hayes
City Clerk for Maxwell, Iowa

Paul H. Fitzgerald
Story County Sheriff

NOTICE OF PUBLIC HEARING – PROPOSED BUDGET

Fiscal Year July 1, 2024 - June 30, 2025

City of: **MAXWELL**

The City Council will conduct a public hearing on the proposed Budget at: (entered upon publish) Meeting Date: (entered upon publish) Meeting Time: (entered upon publish)

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property 13.09088

The estimated tax levy rate per \$1000 valuation on Agricultural land is 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number
(515) 387-8655

City Clerk/Finance Officer's NAME
(entered upon publish)

		Budget FY 2025	Re-estimated FY 2024	Actual FY 2023
Revenues & Other Financing Sources				
Taxes Levied on Property	1	406,903	387,741	384,669
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	406,903	387,741	384,669
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	0	0	0
Other City Taxes	6	191,563	171,952	179,110
Licenses & Permits	7	4,650	8,960	6,724
Use of Money and Property	8	25,200	2,760	24,037
Intergovernmental	9	244,072	485,946	395,353
Charges for Fees & Service	10	618,070	559,550	524,883
Special Assessments	11	0	0	0
Miscellaneous	12	9,100	4,245	7,851
Other Financing Sources	13	0	972,000	240,232
Transfers In	14	438,770	708,479	565,102
Total Revenues and Other Sources	15	1,938,328	3,301,633	2,327,961
Expenditures & Other Financing Uses				
Public Safety	16	172,130	168,040	225,922
Public Works	17	195,335	234,240	160,138
Health and Social Services	18	2,100	2,000	0
Culture and Recreation	19	114,640	168,845	143,755
Community and Economic Development	20	20,000	21,500	479
General Government	21	152,230	181,050	157,366
Debt Service	22	95,981	95,341	95,680
Capital Projects	23	125,580	1,600,000	86,626
Total Government Activities Expenditures	24	877,996	2,471,016	869,966
Business Type / Enterprises	25	516,491	502,601	500,348
Total ALL Expenditures	26	1,394,487	2,973,617	1,370,314
Transfers Out	27	438,770	708,479	565,102
Total ALL Expenditures/Transfers Out	28	1,833,257	3,682,096	1,935,416
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	105,071	-380,463	392,545
Beginning Fund Balance July 1	30	1,486,518	1,866,981	1,474,436
Ending Fund Balance June 30	31	1,591,589	1,486,518	1,866,981

**FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES**

The City of : **MAXWELL** County Name: **STORY COUNTY**

Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	31,402,646	2b	31,034,294	City Number: 85-818 Last Official Census: 859
DEBT SERVICE	3a	31,402,646	3b	31,034,294	
Ag Land	4a	211,630			

Consolidated General Fund Levy Calculation

	CGFL Max Rate	CGFL Max Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2024 Budget Data	8.37000	250,115	29,882,200	5.09
	Limitation Percentage			
	2			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2025	8.20591	257,688	3.03	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW		(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	8.20591	Consolidated General Fund			5	257,688	254,665	43 8.20591
		Non-Voted Other Permissible Levies						
384.12(1)	0.95000	Opr & Maint publicly owned Transit			7	0	0	45 0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)			11	0	0	49 0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs			14	37,800	37,357	52 1.20372
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.			462	0	0	465 0.00000
		Voted Other Permissible Levies						
28E.22	1.50000	Unified Law Enforcement			24	0	0	62 0.00000
		Total General Fund Regular Levies (5 thru 24)			25	295,488	292,022	
384.1	3.00375	Ag Land			26	636	636	63 3.00375
		Total General Fund Tax Levies (25 + 26)			27	296,124	292,658	Do Not Add
		Special Revenue Levies						
384.6	Amt Nec	Police & Fire Retirement			29	0	0	0.00000
	Amt Nec	FICA & IPERS (if general fund at levy limit)			30	19,620	19,390	0.62479
Rules	Amt Nec	Other Employee Benefits			31	0	0	0.00000
		Subtotal Employee Benefit Levy (29,30,31)			32	19,620	19,390	65 0.62479
			Valuation					
386	As Req	With Gas & Elec		Without Gas & Elec				
	SSMID 1 (A)	0 (B)		0	34	0	0	66 0.00000
	SSMID 2 (A)	0 (B)		0	35	0	0	67 0.00000
	SSMID 3 (A)	0 (B)		0	36	0	0	68 0.00000
	SSMID 4 (A)	0 (B)		0	37	0	0	69 0.00000
	SSMID 5 (A)	0 (B)		0	555	0	565	0.00000
	SSMID 6 (A)	0 (B)		0	556	0	566	0.00000
	SSMID 7 (A)	0 (B)		0	1177	0	1179	0.00000
	SSMID 8 (A)	0 (B)		0	1185	0	1187	0.00000
		Total Special Revenue Levies			39	19,620	19,390	
384.4	Amt Nec	Debt Service Levy 76.10(6)			40	95,981	94,855	70 3.05646
384.7	0.67500	Capital Projects (Capital Improv. Reserve)			41	0	0	71 0.00000
		Total Property Taxes (27+39+40+41)			42	411,725	406,903	72 13.09088

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

(City Representative)

(Date)

(County Auditor)

(Date)

FUND BALANCE

City Name: MAXWELL
 Fiscal Year July 1, 2024 - June 30, 2025

	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	TOTAL GOVERNMENT	PROPRIETARY	GRAND TOTAL
Annual Report FY 2023									
Beginning Fund Balance July 1	1	437,287	784,628	116,489	-898	0	1,335,611	138,825	1,474,436
Actual Revenues Except Beg Balance	2	758,312	386,389	0	95,257	0	1,392,772	935,189	2,327,961
Actual Expenditures Except End Balance	3	700,229	325,888	0	95,680	0	1,208,423	726,993	1,935,416
Ending Fund Balance June 30	4	495,370	845,129	116,489	-1,321	0	1,519,960	347,021	1,866,981
Re-Estimated FY 2024									
Beginning Fund Balance	5	495,370	845,129	116,489	-1,321	0	1,519,960	347,021	1,866,981
Re-Est Revenues	6	712,564	309,298	0	96,241	0	2,663,903	637,730	3,301,633
Re-Est Expenditures	7	695,515	627,139	0	95,341	0	3,017,995	664,101	3,682,096
Ending Fund Balance	8	512,419	527,288	116,489	-421	0	1,165,868	320,650	1,486,518
Budget FY 2025									
Beginning Fund Balance	9	512,419	527,288	116,489	-421	0	1,165,868	320,650	1,486,518
Revenues	10	639,609	351,138	0	95,981	0	1,217,528	720,800	1,938,328
Expenditures	11	620,358	288,987	0	95,981	0	1,130,906	702,351	1,833,257
Ending Fund Balance	12	531,670	589,439	116,489	-421	0	1,252,490	339,099	1,591,589

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
PUBLIC SAFETY										
Police Department/Crime Prevention	60,130							60,130	57,390	55,981
Jail								0	0	0
Emergency Management								0	0	49,432
Flood Control								0	0	0
Fire Department	61,300							61,300	58,560	41,016
Ambulance	46,100							46,100	43,590	72,387
Building Inspections	4,400							4,400	8,000	7,061
Miscellaneous Protective Services								0	0	0
Animal Control	200							200	500	45
Other Public Safety								0	0	0
TOTAL (lines 1 - 10)	172,130	0				0		172,130	168,040	225,922
PUBLIC WORKS										
Roads, Bridges, & Sidewalks		68,267						68,267	85,720	55,404
Parking - Meter and Off-Street								0	0	0
Street Lighting	38,650							38,650	29,000	26,906
Traffic Control and Safety								0	0	0
Snow Removal		3,360						3,360	2,380	2,350
Highway Engineering								0	0	0
Street Cleaning								0	0	0
Airport								0	0	0
Garbage (if not Enterprise)	71,258							71,258	82,140	73,563
Other Public Works		13,800						13,800	35,000	1,915
TOTAL (lines 12 - 21)	109,908	85,427				0		195,335	234,240	160,138
HEALTH & SOCIAL SERVICES										
Welfare Assistance								0	0	0
City Hospital								0	0	0
Payments to Private Hospitals								0	0	0
Health Regulation and Inspection								0	0	0
Water, Air, and Mosquito Control	2,100							2,100	2,000	0
Community Mental Health								0	0	0
Other Health and Social Services								0	0	0
TOTAL (lines 23 - 29)	2,100	0				0		2,100	2,000	0
CULTURE & RECREATION										
Library Services	42,700							42,700	58,275	24,787
Museum, Band and Theater								0	0	0
Parks	61,500							61,500	95,570	106,783
Recreation								0	0	0
Cemetery	10,440							10,440	15,000	12,185
Community Center, Zoo, & Marina								0	0	0
Other Culture and Recreation								0	0	0
TOTAL (lines 31 - 37)	114,640	0				0		114,640	168,845	143,755

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39							0	0	0
Economic Development	40	19,000						19,000	20,500	479
Housing and Urban Renewal	41							0	0	0
Planning & Zoning	42	1,000						1,000	1,000	0
Other Com & Econ Development	43							0	0	0
TIF Rebates	44							0	0	0
TOTAL (lines 39 - 44)	45	20,000	0	0	0	0	0	20,000	21,500	479
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	8,250						8,250	6,920	7,168
Clerk, Treasurer, & Finance Adm.	47	70,510						70,510	64,220	56,519
Elections	48							0	1,000	0
Legal Services & City Attorney	49	18,670						18,670	18,000	20,480
City Hall & General Buildings	50	23,330						23,330	66,700	55,141
Tort Liability	51	31,470						31,470	24,210	18,058
Other General Government	52							0	0	0
TOTAL (lines 46 - 52)	53	152,230	0	95,981	125,580	0	0	152,230	181,050	157,366
DEBT SERVICE										
Gov Capital Projects	54			95,981				95,981	95,341	95,680
TIF Capital Projects	55				125,580			125,580	1,600,000	86,626
TOTAL CAPITAL PROJECTS	56							0	0	0
TOTAL CAPITAL PROJECTS	57	0	0	0	125,580	0	0	125,580	1,600,000	86,626
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	571,008	85,427	95,981	125,580	0	0	877,996	2,471,016	869,966
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59						161,480	161,480	155,581	162,871
Sewer Utility	60						169,150	169,150	347,020	337,477
Electric Utility	61							0	0	0
Gas Utility	62							0	0	0
Airport	63							0	0	0
Landfill/Garbage	64							0	0	0
Transit	65							0	0	0
Cable TV, Internet & Telephone	66							0	0	0
Housing Authority	67							0	0	0
Storm Water Utility	68							0	0	0
Other Business Type (city hosp., ISF, parking, etc.)	69							0	0	0
Enterprise DEBT SERVICE	70						185,861	185,861	0	0
Enterprise CAPITAL PROJECTS	71							0	0	0
Enterprise TIF CAPITAL PROJECTS	72							0	0	0
TOTAL Business Type Expenditures (lines 59 - 72)	73						516,491	516,491	502,601	500,348
TOTAL ALL EXPENDITURES (lines 58 + 73)	74	571,008	85,427	95,981	125,580	0	516,491	1,394,487	2,973,617	1,370,314
Regular Transfers Out	75	49,350	203,560				185,860	438,770	708,479	565,102
Internal TIF Loan / Repayment Transfers Out	76							0	0	0
Total ALL Transfers Out	77	49,350	203,560	0	0	0	185,860	438,770	708,479	565,102
Total Expenditures & Fund Transfers Out (lines 74+77)	78	620,358	288,987	95,981	125,580	0	702,351	1,833,257	3,682,096	1,935,416
Ending Fund Balance June 30	79	531,670	589,439	116,489	15,313	0	339,099	1,591,589	1,486,518	1,866,981

REVENUES DETAIL

City Name: MAXWELL
Fiscal Year July 1, 2024 - June 30, 2025

REVENUES & OTHER FINANCING SOURCES	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
Taxes Levied on Property	1	292,658	19,390	94,855	0			406,903	387,741	384,669
Less: Uncollected Property Taxes - Levy Year	2							0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	292,658	19,390	94,855	0			406,903	387,741	384,669
Delinquent Property Taxes	4							0	0	0
TIF Revenues	5							0	0	0
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	3,466	230	1,126	0			4,822	4,842	4,998
Utility franchise tax (Iowa Code Chapter 364-2)	7		27,000					27,000	27,770	30,201
Parish/meal/wager tax	8							0	0	0
Gaming/wager tax	9							0	0	0
Mobile Home Taxes	10							0	0	0
Hotel/Motel Taxes	11							0	0	0
Other Local Option Taxes	12		159,741					159,741	139,340	143,911
Subtotal - Other City Taxes (lines 6 thru 12)	13	3,466	186,971	1,126	0			191,563	171,952	179,110
Licenses & Permits	14	4,650						4,650	8,960	6,724
Use of Money & Property	15	25,200						25,200	2,760	24,037
Intergovernmental:										
Federal Grants & Reimbursements	16							0	257,000	81,659
Road Use Taxes	17		114,247					114,247	111,670	118,208
Other State Grants & Reimbursements	18	2,000						2,000	5,056	82,780
Local Grants & Reimbursements	19	124,295	3,530					127,825	112,220	112,706
Subtotal - Intergovernmental (lines 16 thru 19)	20	126,295	117,777	0	0		0	244,072	485,946	395,353
Charges for Fees & Service:										
Water Utility	21						178,160	178,160	161,770	143,597
Sewer Utility	22						356,780	356,780	314,460	299,209
Electric Utility	23						0	0	0	0
Gas Utility	24						0	0	0	0
Parking	25						0	0	0	0
Airport	26						0	0	0	0
Landfill/Garbage	27	81,930					81,930	81,930	82,320	81,102
Hospital	28						0	0	0	0
Transit	29						0	0	0	0
Cable TV, Internet & Telephone	30						0	0	0	0
Housing Authority	31						0	0	0	0
Storm Water Utility	32						0	0	0	0
Other Fees & Charges for Service	33	1,200					1,200	1,200	1,000	975
Subtotal - Charges for Service (lines 21 thru 33)	34	83,130	0	0	0	0	534,940	618,070	559,550	524,883
Special Assessments	35						0	0	0	0
Miscellaneous	36	9,100					9,100	9,100	4,245	7,851
Other Financing Sources:										
Regular Operating Transfers In	37	95,110	27,000		130,800		185,860	438,770	708,479	565,102
Internal TIF Loan Transfers In	38						0	0	0	0
Subtotal ALL Operating Transfers In	39	95,110	27,000	0	130,800	0	185,860	438,770	708,479	565,102
Proceeds of Debt (Excluding TIF Internal Borrowing)	40						0	0	972,000	240,232
Proceeds of Capital Asset Sales	41						0	0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	95,110	27,000	0	130,800	0	185,860	438,770	1,680,479	805,334
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	659,609	351,138	0	130,800	0	720,800	1,938,328	3,301,633	2,327,961
Beginning Fund Balance July 1	44	512,419	527,288	116,489	10,093	0	320,650	1,486,518	1,866,981	1,474,436
TOTAL REVENUES & BEGIN BALANCE (lines 42-44)	45	1,152,028	878,426	116,489	140,893	0	1,041,450	3,424,846	5,168,614	3,802,397

ADOPTED BUDGET SUMMARY

City Name: MAXWELL
 Fiscal Year July 1, 2024 - June 30, 2025

	GENERAL	SPECIAL REVENUES	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
Revenues & Other Financing Sources										
Taxes Levied on Property	1	292,658	19,390	94,855	0	0	0	406,903	387,741	384,669
Less: Uncollected Property Taxes-Levy Year	2	0	0	0	0	0	0	0	0	0
Net Current Property Taxes	3	292,658	19,390	94,855	0	0	0	406,903	387,741	384,669
Delinquent Property Taxes	4	0	0	0	0	0	0	0	0	0
TIF Revenues	5	0	0	0	0	0	0	0	0	0
Other City Taxes	6	3,466	186,971	1,126	0	0	0	191,563	171,952	179,110
Licenses & Permits	7	4,650	0	0	0	0	0	4,650	8,960	6,724
Use of Money and Property	8	25,200	0	0	0	0	0	25,200	2,760	24,037
Intergovernmental	9	126,295	117,777	0	0	0	0	244,072	485,946	395,353
Charges for Fees & Service	10	83,130	0	0	0	0	0	618,070	559,550	524,883
Special Assessments	11	0	0	0	0	0	0	0	0	0
Miscellaneous	12	9,100	0	0	0	0	0	9,100	4,245	7,851
Sub-Total Revenues	13	544,499	324,138	95,981	0	0	0	1,499,558	1,621,154	1,522,627
Other Financing Sources:										
Total Transfers In	14	95,110	27,000	0	130,800	0	185,860	438,770	708,479	565,102
Proceeds of Debt	15	0	0	0	0	0	0	0	972,000	240,232
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	639,609	351,138	95,981	130,800	0	720,800	1,938,328	3,301,633	2,327,961
Expenditures & Other Financing Uses										
Public Safety	18	172,130	0	0	0	0	0	172,130	168,040	225,922
Public Works	19	109,908	85,427	0	0	0	0	195,335	234,240	160,138
Health and Social Services	20	2,100	0	0	0	0	0	2,100	2,000	0
Culture and Recreation	21	114,640	0	0	0	0	0	114,640	168,845	143,755
Community and Economic Development	22	20,000	0	0	0	0	0	20,000	21,500	479
General Government	23	152,230	0	0	0	0	0	152,230	181,050	157,366
Debt Service	24	0	0	95,981	0	0	0	95,981	95,341	95,680
Capital Projects	25	0	0	0	125,580	0	0	125,580	1,600,000	86,626
Total Government Activities Expenditures	26	571,008	85,427	95,981	125,580	0	0	877,996	2,471,016	869,966
Business Type Proprietary: Enterprise & ISF	27	0	0	0	0	0	0	516,491	502,601	500,348
Total Gov & Bus Type Expenditures	28	571,008	85,427	95,981	125,580	0	0	1,394,487	2,973,617	1,370,314
Total Transfers Out	29	49,350	203,560	0	0	0	185,860	438,770	708,479	565,102
Total ALL Expenditures/Fund Transfers Out	30	620,358	288,987	95,981	125,580	0	702,351	1,833,257	3,682,096	1,935,416
Excess Revenues & Other Sources Over	31									
(Under) Expenditures/Transfers Out	32	19,251	62,151	0	5,220	0	18,449	105,071	-380,463	392,545
Beginning Fund Balance July 1	33	512,419	527,288	116,489	10,093	0	320,650	1,486,518	1,866,981	1,474,436
Ending Fund Balance June 30	34	531,670	589,439	116,489	15,313	0	339,099	1,591,589	1,486,518	1,866,981

LONG TERM DEBT SCHEDULE - LT DEBT I

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name	Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
WWTP Improvement GO	1,500,000	GO	2021-02	70,000	22,733	92,733	3,248			95,981
WWTP Improvement Revenue	2,332,379	NON-GO	2021-08	108,000	37,100	145,100	5,300		150,400	0
Sewer Loan	227,012	NON-GO	2015-13	11,000	2,363	13,363	338		13,701	0
	4	-								0
	5	-								0
	6	-								0
	7	-								0
	8	-								0
	9	-								0
	10	-								0
	11	-								0
	12	-								0
	13	-								0
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	21	-								0
	22	-								0
	23	-								0
	24	-								0
	25	-								0
	26	-								0
	27	-								0
	28	-								0
	29	-								0
	30	-								0
TOTALS				189,000	62,196	251,196	8,886	0	164,101	95,981

LONG TERM DEBT SCHEDULE - GRAND TOTALS

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

	Principal Due FY 2025	Interest Due FY 2025	Total Obligation Due FY 2025	Bond Reg./ Paying Agent Fees Due FY 2025	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Sources OTHER THAN Budget Year Debt Service Levy	Amount Paid Budget Year Debt Service Levy
GO - TOTAL	70,000	22,733	92,733	3,248	0	0	95,981
NON GO - TOTAL	119,000	39,463	158,463	5,638	0	164,101	0
GRAND - TOTAL	189,000	62,196	251,196	8,886	0	164,101	95,981

Baldwin Reconstruction - sidewalk easements

Wes Farrand <wfarrand@snyder-associates.com>

Wed 2/21/2024 11:58 AM

To:Dale Higgins <mayorofmaxwell@gmail.com>;Deb Hayes (cityofmaxwell@hotmail.com) <cityofmaxwell@hotmail.com>
Cc:Spencer Wignall <swignall@snyder-associates.com>;Ben Alison <balison@snyder-associates.com>

📎 3 attachments (356 KB)

2024_02_14_1190265_H1.pdf; TEMPORARY CONSTRUCTION EASEMENT-Maxwell.docx; 5- Purchase Agreement - Offer to Purchase.docx;

Dale,

In our coordination meeting the other day for the Baldwin project, it was mentioned that the City was taking the lead on obtaining the temporary construction easements (TCE) necessary to complete the sidewalk work associated with the Baldwin Street Reconstruction project.

I did not recall this but wanted to check in with you to see if you were aware of it, or if it was something that maybe Jameson had done or was going to do.

The temporary easements needed are shown as a gray-green shading on the attached drawing.

Also attached are some easement documents for reference and use on those easements.

- TCE agreement received from Edward Parker (Maxwell City Attorney?) on 2/17/23. This is what we used for the Christiansen package.
- Purchase agreement which we used for the Christiansen property, Edward Parker had not suggested changes to this document.

We would recommend the City use these documents in attempting to acquire the other TCE's.

Please advise if you need our assistance in completing an agreement for these easement needs.
Respectfully,

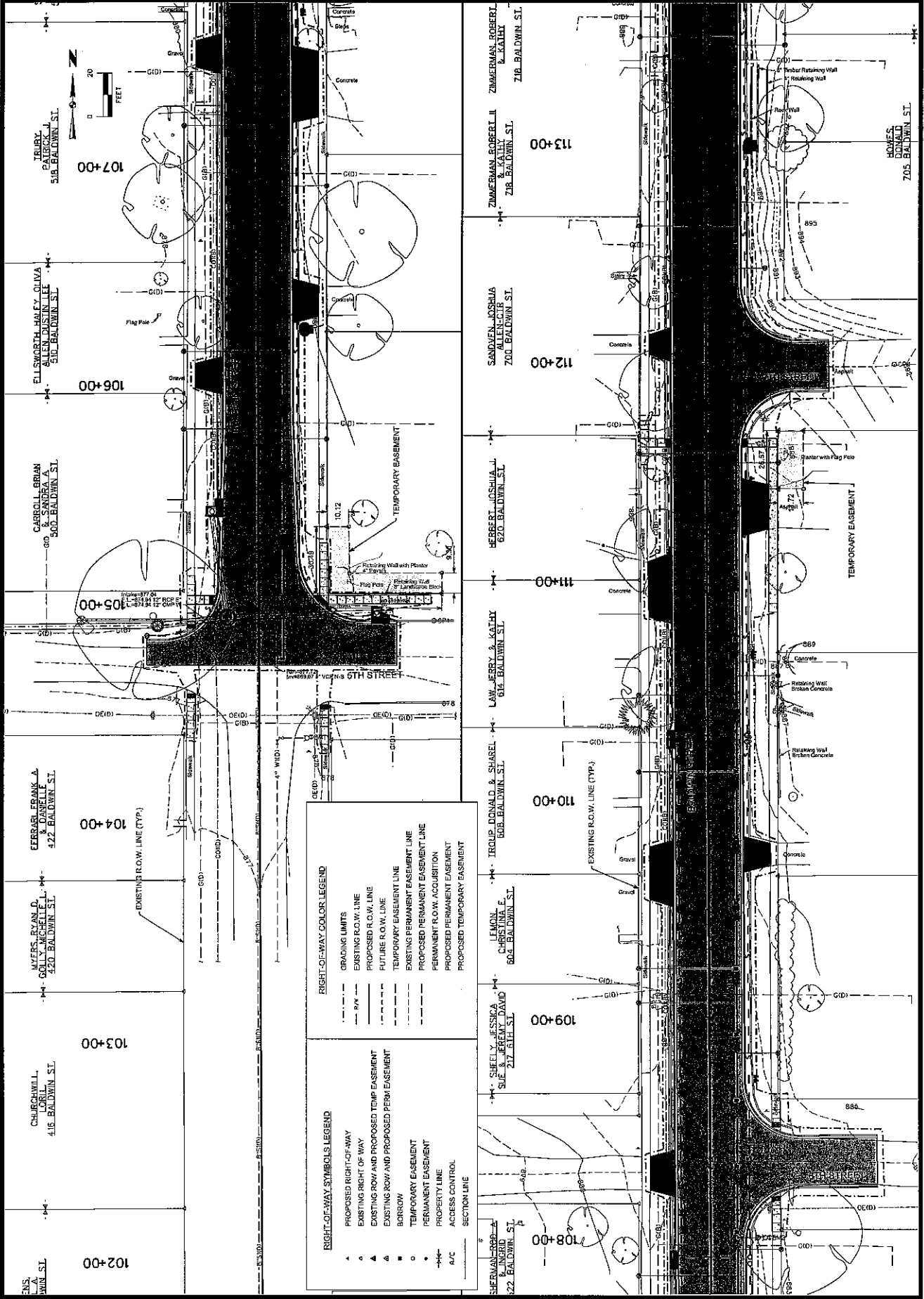
Wes Farrand, P.E.

Project Manager



P: 515.964.2020 | C: 515.238.1147
2727 SW Snyder Blvd, Ankeny, IA 50023
Snyder-Associates.com

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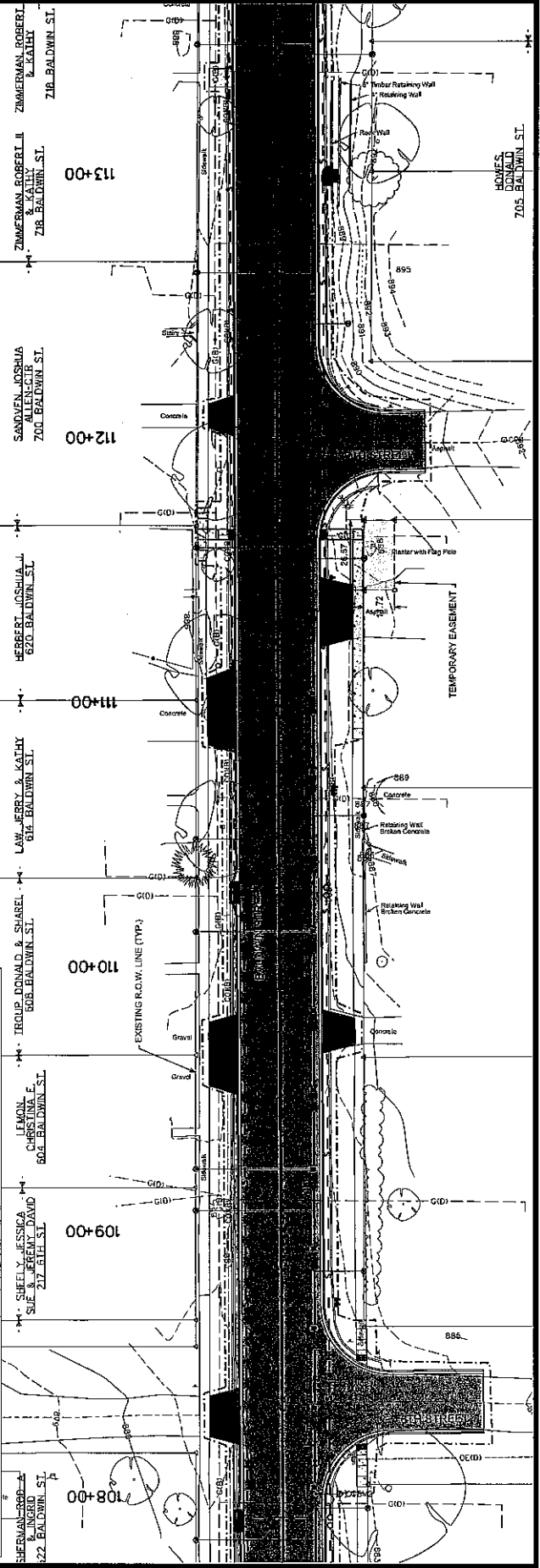


RIGHT-OF-WAY SYMBOLS LEGEND

- ▲ PROPOSED RIGHT-OF-WAY
- ▲ EXISTING RIGHT OF WAY
- ▲ EXISTING ROW AND PROPOSED TEMP EASEMENT
- ▲ EXISTING ROW AND PROPOSED PERM EASEMENT
- ▲ BORROW
- TEMPORARY EASEMENT
- PERMANENT EASEMENT
- PROPERTY LINE
- ACCESS CONTROL
- SECTION LINE

RIGHT-OF-WAY COLOR LEGEND

- GRADING LIMITS
- EXISTING R.O.W. LINE
- PROPOSED R.O.W. LINE
- FUTURE R.O.W. LINE
- TEMPORARY EASEMENT LINE
- EXISTING PERMANENT EASEMENT LINE
- PROPOSED PERMANENT EASEMENT LINE
- PERMANENT R.O.W. ACQUISITION
- PROPOSED PERMANENT EASEMENT
- PROPOSED TEMPORARY EASEMENT





PAINT IOWA
B E A U T I F U L



Dear Paint Iowa Beautiful Award Recipient,

Congratulations on being a **2024 Award Recipient**. We appreciate the pride you have in your community as evidenced by the desire to improve it.

Your award certificate gives you the details on how to redeem it, but it is really quite simple; purchase the paint through your local Diamond Vogel store and then submit your invoices to Keep Iowa Beautiful for reimbursement.

You can help us continue to provide this program for communities in the future by observing the following requests:

- Complete the project in the calendar year 2024
- Request reimbursement of invoices all at one time and before December 31, 2024
- Provide us "Before and After" photos and/or video of your project
- Send us copies of any news coverage or publicity your project receives

Please consider using the logos of Paint Iowa Beautiful, Diamond Vogel and Keep Iowa Beautiful in conjunction with the projects announcement and promotional material. If you would like the logos electronically, please e-mail or call Keep Iowa Beautiful: 515-237-0339 or info@keepiowabeautiful.com.

Thanks for your work in helping Keep Iowa Beautiful. We are confident that you'll find that a little bit of paint can make a dramatic difference.

Have Fun!

Sincerely,

Doug Vogel
VP, Corporate Marketing
Diamond Vogel

Bill Jackson
Executive Director
Keep Iowa Beautiful

Paint Iowa Beautiful Marketing Tips

Congratulations on being awarded a Paint Iowa Beautiful grant. Here are some resources that you can use in promoting your group and project.

Logos: Logos are available for your use on signage, flyers, t-shirts, etc. Email or call Keep Iowa Beautiful: 515-237-039 or info@keepiowabeautiful.com to get the logos you need. Please be respectful when using our logos. Size them proportionally and do not re-color them. If they are not being used in color, then use the black & white version.

Press Release: Keep Iowa Beautiful sends the enclosed general press release to media across the state. It is highly recommended that you do a press release to local paper, radio television station when you are doing your project. If you do get some media coverage, please send the Keep Iowa Beautiful a copy.

Photos: Photos are a great way to tell the story of your project. Newspapers love them – and so do we. Before and after photos of your project or volunteers just having fun are great subjects. If you have photos, please share them with the Keep Iowa Beautiful office for possible inclusion in their newsletter and website.

Yard Sign: A yard sign is available to be displayed near your project. It simply says “Another Project of Paint Iowa Beautiful” and displays the logo as shown on the front of your grant award. We will be sending a yard sign for your project to the Diamond Vogel location shown on your grant award so make sure to ask for it at the store when picking up your paint! If you need additional signs, please contact the Keep Iowa Beautiful Office.



2024 PROJECT AWARD

Diamond Vogel and Keep Iowa Beautiful are proud to present

Maxwell Parks & Open Spaces Board

an award of **6 gallons of Diamond Vogel paint*** in conjunction with their beautification project:

"Church Stand" shelter at the Maxwell City Park

Your Diamond Vogel contact for your project will be:

Location: **Diamond Vogel Paint**
118 E Lincoln Way
Ames, IA 50010
Manager: **Pedro Ramirez**
Phone Number: **515-232-1057**
Store Email: **ames@diamondvogel.com**

***To redeem your certificate, purchase the paint through the Diamond Vogel Store or Dealer and submit your invoice to Keep Iowa Beautiful at:**

<https://keepiowabeautiful.org/paint-iowa-beautiful-report/> by December 31, 2024.

You will be reimbursed through Keep Iowa Beautiful up to the number of gallons that you were awarded. Please be aware that sundry supplies and non-Diamond Vogel manufactured goods are not eligible for reimbursement.

Diamond Vogel is also pleased to support your group's project with special discounted pricing on paint and painting supplies. Our Service Center staff will help you choose the products that are best suited to your project needs. **If your project requires additional paint, you can purchase it for the same price, just bring this certificate as your coupon.**

Project Contact:

Joelyn Gast, Park & Open Spaces Bd
chair
417 Maxwell St.
Maxwell, IA 50161
(515) 975-7855
jody50161@live.com

Keep Iowa Beautiful Contact:

Keep Iowa Beautiful
2910 Westown Parkway, Suite 302
West Des Moines, Iowa 50266
Phone: 515-237-0339
Email: info@keepiowabeautiful.com
Web Site: www.keepiowabeautiful.org

Diamond Vogel Corp Contact:

Doug Vogel, VP Corporate Marketing
Diamond Vogel Paints
1110 Albany Place SE
PO Box 380
Orange City, IA 51041
Phone: 712-737-8880 Ext. 11426
Email: doug.vogel@diamondvogel.com
Web Site: www.diamondvogel.com

Tips For A Successful Painting Project



Choose the right paint and painting supplies for your project. Our Service Center staff will help you choose the products that are best suited to your project needs.



Prepare the surface before applying primer/paint. Make necessary repairs before painting. A properly prepared surface is clean, solid and dry and free of cracks and imperfections.



For great-looking and long-lasting results, be sure to properly apply primer to the surfaces you plan to paint. In general, the only time a primer is not needed is if you're repainting a surface in good condition.



Don't paint immediately after rain (or if rain is predicted), during foggy weather, when the temperature is below 50 or above 95 unless the product you are using is designed for these conditions.



Dispose of paint and/or empty paint cans properly to help do your part in conserving the environment. It's best to contact your local division of Public Works or Waste Management company for guidelines.



***WARNING!**

If you scrape, sand, or remove old paint, you may release lead dust. **LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE.** Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and wet mop. Before you start, find out how to protect yourself and your family by contacting the national Lead Information Hotline at 1-800-424-LEAD or log on to www.epa.gov/lead.

Cemetery Mowing Employee

The City of Maxwell is looking for an individual for the mowing, weed-eating every other mowing, picking up sticks, general maintenance of the 2 cemeteries within city limits. The employee will work with Public Works Director on frequency of mowing and other questions. The city will supply the equipment. If you have questions, please call at 515-387-8655 or stop at City Hall.

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
WEDNESDAY MARCH 6, 2024, 6:00 P.M. CITY HALL

1. The meeting was called to order by Mayor Dale Higgins at 6:00 P.M.
2. Roll call was answered by Steve Gast, Sue Philpott, Joel Westendorf, Doug Miller, & Ken Jans. Visitors: Karin Svedes, Marty Chitty, Brett Baker, Melissa Johnson, Greg Piklapp, Jody Gast, & Scott Johnson
3. A motion to move Departmental Reports except for Public Works & Parks & Open Spaces after Business was made by Gast. Jans seconded. 5 ayes.
4. Citizens Forum
 - a. Brett Baker – Brett Baker is the Mayor of Nevada and is running for Iowa House. He talked to the Council about why he is running. .
 - b. Marty Chitty – Marty Chitty is running for Iowa House. He was on the Board of Supervisors. He also discussed why he was running.
5. Departmental Reports
 - a. Public Works – Scott Johnson was present to discuss getting a new box scrapper. The present one is broken and bent. It has been welded and pieced together many times. Another one would cost between \$500-\$5,000. The council asked for a proposal to consider another box scrapper at the next meeting.
 - b. Parks & Open Spaces – Jody Gast was present. Swing equipment is to be installed at the end of March. The Maxwell Class of 1966 would like to put a bench in the park. Jody has applied for a grant from Alliant for 12 trees. We have applied fir the Spring 2024 Community Forestry Gwent. These trees will be planted to attract birds. We have applied for a Paint Iowa Beautiful Grant to update the “church Stand” Arbor Day events were discussed. Bike trail work will begin sometime this year.
6. Business
 - a. Update on the Story County Community Foundation - Karin Svede was present to discuss available grants. The city has received several grants from Story County Community Foundation. There are also endowment grants for small businesses.
 - b. Discussion and Action on City Insurance - Melissa Johnson was present to go over the city insurance policy. Jans moved to raise the umbrella coverage to \$4,000,000 and to increase the deductible. Melissa will have new costs available at the March 19th meeting. Gast seconded. 5 ayes
 - c. Discussion and Action on Property Annexation, TIF, and Urban Renewal – Greg Piklapp was present. Discussion was on Urban Renewal and TIF for a new development north of Rock Creek Dr. Gast moved to give Steve Piklapp permission to move forward with Dorsey and get copies of the previous TIF Districts and to move forward with updating Urban Renewal. Jans seconded. 5 ayes. Gregg also discussed Baldwin Development and seeing if property owners are interested in voluntarily annexing to the city.
 - d. Discussion and Action on Baldwin St Easement Acquisition. – A storm drain easement is needed for the Baldwin St project. It would start at 5th St and go south to Indian Creek. Gast moved to send the letter to Tracy Christiansen about the easement. Jans seconded. 5 ayes.

- e. Discussion and Action on Ambulance Bids – Three bids were received. They were \$2,650 from Tyler Mortvedt, \$863 from Melissa Johnson & \$352 from Ken Jans. Gast moved to accept the high bid. Miller seconded. 5 ayes.
- f. Discussion and Action on Ball Park Improvement Quote – Recreation Club gave a bid of materials needed to update the play fields at Legion Park and the City Park. Gast moved to have funds up to \$1600 available for these improvements from Local Option Sales Tax. Jans seconded. 5 ayes. Scott Johnson was asked to investigate materials needed.
- g. Discussion and Action on Cemetery Mower Bids– Three bids were received for a new mower, leaf blower and weed-eater. \$17,538.98 from P & P Small Engines, Inc, \$17850.00 from Brown Equipment, \$17949.98 from All Outdoor Power Equipment. Gast moved to accept lowest bid from P & P Small Engines. Westendorf seconded. 5 ayes. Scott Johnson was asked to move forward on the purchase.
- h. Discussion and Action on Yardwaste Burn site – There are 4 more signatures to get. One resident is willing to sign the affidavit if the burn pile is moved 100 ft south of the current location. This would mean getting some additional signatures. Gast moved to contact the extra residents to get signatures and move burn location 100 ft south of current location. Jans seconded. 5 ayes.
- i. Discussion and Action on Clean-up Day – Clean-up Day is scheduled for June 8 from 8 a.m. to 11 a.m. Garage sale day is scheduled on June 1st,
- j. Discussion and Action on Appointment to Parks and Open Spaces Board – Gast moved to appoint Chris Pitts to the Parks and Open Spaces Board. Westendorf seconded. 5 ayes.
- k. Discussion and Action on GIS Mapping – Gast moved to accept the offer from Seiler for GIS Mapping. Failed due to lack of second. Discussion on differences between the 2 programs followed. Westendorf moved to accept the SilverSmith proposal. Jans seconded. 2 ayes- Westendorf & Jans, 3 nays- Gast, Philpott & Miller. Gast moved that the proposals be reconsidered at the next meeting. Westendorf seconded. 5 ayes.
- l. Review and Action on Employee Handbook – There was discussion on several points in the book including holidays as a workday & overtime vs salary. Dale asked that the time be given to everyone to look over the policy and discuss it at a workshop. A workshop was set up for April 11th at 6:00 with a possibility of it being held at the American Legion so employees can attend as a round table.

7. Departmental Reports

- a. Sheriff – No Report.
- b. Fire – Report on file. Gast moved to accept Trever Coughenour onto the Fire Department. Miller seconded.
- c. EMS – Report on file. Ken asked Scott if the ambulance was ready to sell. Scott will check.
- d. Library – Report on file. Strategic Plan is ready. Several parties are being planned.
- e. City Clerk- Report on file. Break in at Yard waste was discussed. The tree company is willing to remove some trees or do clean-up work rather than get tickets. The council agreed to have 4 trees of their choosing removed along with clean-up and stump removal.
- f. Engineer – Report on file.

8. Council and Mayor Reports –

- a. Steve Gast – Steve received complaints about cars blocking line of sight at 6th St. and Maxwell St. Sidewalks were talked about and if the sidewalk was decommissioned.
- b. Joel Westendorf – Joel has asked Scott to take him on a tour of the facility as he has not seen any of them. He also mentioned active shooter training coming up at Prairie Meadows.

9. Consent Agenda

- a. Gast moved to approve the consent agenda. Westendorf seconded. 5 ayes.
- b. Bills presented were as follows:

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	233.72
ACCESS	MONTHLY PRINTER RENT	194.83
AFLAC	AFLAC CANCER	144.42
ALLIANT ENERGY	MONTHLY UTILITY BILL	7,900.61
AMAZON CAPITAL SERVICES	#1K4X-4F74-WRQK-BOOKS, DVD	441.96
AT&T MOBILITY	FIRSTNET CELL PHONES	60.28
BADGER METER	METER CELLULAR READS	396.15
BADGER METER	WATER METER CELLULAR READS	396.15
BOLAND RECREATION	PLAYGROUND EQUIPMENT	5,681.00
CALDWELL,BRIERLY,& CHALUPA LLC	Parcel 'E' SALE	180
CALDWELL,BRIERLY,& CHALUPA LLC	PHONE CONFERENCE	39
CENTRAL IOWA SHORTLINE LLC	HOSE CLAMP,PVC CAP,ADAPTOR	5.82
CENTRAL IOWA SHORTLINE LLC	DIESEL OIL, TRANSMISSION FLUID	52.25
CENTRAL IOWA SHORTLINE LLC	PLUG,VALVE, NIPPLE	34.13
CHEM-SULT, INC	SODIUMHYPOCHLORITE	479
CONSUMERS ENERGY	RCH ELECTRIC	41
EMERGENCY MEDICAL PRODUCTS	#2613288-DEFIB PADS,AIRWAYS	1,336.10
GANNETT HOLDINGS-CENTRAL	TRI COUNTY TIMES SUBSCRIPTION	46.8
GANNETT IOWA LOCALIQ	BUDGET AMMENDMENT MINUTES	1,047.06
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	369.28
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	305.36
IPERS	IPERS	2,111.41
MAXWELL STATE BANK	FED/FICA TAXES	3,238.13
MICROBAC LABORATORIES	TESTING	690.5
MICROBAC LABORATORIES	TESTING	592.5
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	226
NEW CENTURY FS	DIESEL & GAS	1,254.39
MAXWELL POST OFFICE	postage	400
PRATT SANITATION INC	MONTHLY GARBAGE	5,264.92
PRATT SANITATION INC	MONTHLY GARBAGE	5,280.54
ROOF, GERDES, ERLBACHER PLC	FINANCIAL AUDIT	4,900.00
SIMMERING-CORY, INC.	GRANT ADMINISTRATION SERVICES	2,000.00
SNYDER & ASSOCIATES	#123.0441.01A-1-WTP PUMP STTN	16,251.48

SNYDER & ASSOCIATES	#123.0441.01A-2 WTP PUMP	18,299.00
STORY COUNTY ANIMAL CONTROL	3 DSH BROWN TABY	115.5
STORY COUNTY FIREFIGHTERS ASSC	2024 STORY COUNTY FIREFIGHTER	25
STORY COUNTY HOUSING TRUST	SCHT DONATION	1,188.00
U.S. BANK	ASSOCIATION DUES	1,157.09
US CELLULAR	MONTHLY CELL PHONE	11.17
USABlueBook	TESTING SUPPLIES	598.84
WINDSTREAM	091143420	351.49
WINDSTREAM	#091143516-INTERNET& TELEPHONE	640.98
ZIEGLER INC	BACKHOE TROUBLESHOOTING	906.05
Accounts Payable Total		84,887.91
Total Paid On: 2/07/24		5,037.00
Total Paid On: 2/21/24		4,937.30
Total Paid On: 3/06/24		4,895.36
Total Payroll Paid		14,869.66
***** REPORT TOTAL *****		99,757.57

Expenses	Feb 1, 2024 - March 6, 2024	
GENERAL		43,840.69
ROAD USE TAX		9,687.29
CAPITAL PRJCT FUND - STRT		2,000.00
WATER		33,197.10
SEWER		11,032.49
TOTAL FUNDS		99,757.57

Revenues	February	
001 General		\$9,764.55
110 Road Use Tax		\$8,846.27
112 Employee Benefits		\$240.77
119 Emergency Funds		\$87.23
121 Local Option		\$14,425.87
200 Debt Service		\$1,030.76
600 Water		\$12,470.36
610 Sewer		\$26,426.39
TOTAL FUNDS		\$73,292.20

10. Adjourn. A motion to adjourn the meeting at 9:18 P.M. was moved by Philpott. Seconded by Westendorf. 5 ayes

THE NEXT REGULAR MEETING WILL BE APRIL 3, 2024 AT 6:00 P.M.

ATTEST: _____, Clerk _____, Mayor
 Deb Hayes Dale Higgins

