

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, SEPTEMBER 12, 2022, 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, Lauryn Myers, Ken Jans, and Doug Miller. Meggen Lawrence was absent. Visitors: Sue Philpott, Roger Cummings, Shannon Robertson, Billy Meek, Chad Grandon and Wes Farrand.
3. A motion to approve to the agenda moving 7b,c,f after Citizens Forum was made by Miller. Myers seconded. 4 ayes.
4. Citizens Forum
 - a. Chad Grandon – Chad was present to talk about a request for the city to deed EMS Park to the school to be used as the shotput ring and discus throw during track and parking at other times. It could still be used as a soccer field. The district would pay all legal fees. City will talk to attorney about giving it to school.
- 7b. Discussion and Action on Shotput Ring and Discus Area at Soccer Field. – The school has asked to put the shotput and discus rings at EMS Park. They would be 10X10 pads in the northeast and northwest corners. Gast moved to authorize the school to pit the pads for shotput and discus in EMS Park with Tony and the Mayor reviewing the placement. Myers seconded. 4 ayes.
- 7c. Discussion and Action on Electricity at Rodeo Grounds. - Roger Cummings & Shannon Robertson reported that the rodeo grounds are having problems with the electricity. One person reported to them that they got shocked when touching the fence. Roger received 3 bids. The bid that they accepted was \$11,000 but did not realize that it did not include putting in and hooking up the 2 electrical panels. This cost will be another \$17,000. Steve asked that the committee gives the city a written document of the bids. There is an unwritten agreement that the city is responsible for anything underground and rodeo for above ground This is a dangerous situation with the electricity. Gast moved to pay the \$17,000 out of community betterment since the rodeo has already contributed \$11,000. Jans seconded. 4 ayes.
- 7f. Discussion and Action on City Tree Survey – Ken Jans talked to Billy Meek since the city is looking for an arborist to assess the trees in the city right-a-way, parks, cemetery, and other city owned land. Steve talked about what the city needs to have done. Billy Meek said that the city is looking for a Level 1 Risk Assessment. Tony would work with him on deciding if trees are in right-of-way. The council asked Billy to give them a quote on how much he would charge to do the tree assessment by next council meeting.
- 4b. Thank you note from Old Settlers – Jameson read the thank you card from Old Settlers Committee to the city staff. Steve mentioned that the city staff does work hard getting ready for Old Settlers.
5. Department Reports
 - a. Sheriff Report – Written Report on File.
 - b. Fire – Written report on file. 5 calls. Trucks were taken to the Market for 9/11.
 - c. EMS – Written report on file. 10 pages, responded to 8 with Cambridge to 2. Scott would like to move forward with purchasing an iPad to take on calls. Gast moved to pursue the iPad that cost \$10 if still available if not Scott is to bring in quotes and to inquire about the cellular plan and drop the hotspot. Jans seconded. 4 ayes.
 - d. Library – Written report on file. A resignation of Jill Leonard from the Library Board was read. Ken would like to thank Jill for her years of service.

- e. Public Works – Written report on file. Ken asked about the streetlights that need to be installed yet. He would also like to know if the park restrooms are working. Yes, they are, and Kathie Smith has written a grant to get the restrooms and concession stand updated.
 - f. City Clerk – Written report on file. Steve asked questions about treasure’s report and budget report, which were answered.
 - g. Engineer’s Report – Written report on file. 1) Baldwin St – The project qualified for the LMI CDBG. Bidding letting could be as early as April 2023. Wes has tried to call Tionna but has not received a call back. 2) WWTP Improvements – Wes is working on the final paperwork needed to close this project. 3) High School Construction – There were questions on the easements for the grease trap and loading dock. Clerk and Wes are looking for answers as we thought this was taken care of. Doug questioned the non-existing ditches Wes said that when the construction is through that the city can ask for a walk through and cannot sign off the project until it meets their satisfaction. 4) Woodlawn Storm Study- It is in the capital improvement planning side for the city. 5) WTP NPDES Permit.- Discharge permit has been done wrong by the DNR in the past. Now the discharge permit will have to fallow new rules. We will have until 2027 to be in compliance. This gives us time to do testing and get a plan in place.
 - h. Parks and Open Spaces Board – No report.
- 6 Public Hearing
- a. First Reading of an Ordinance amending the Code of Ordinances of the City of Maxwell, Iowa, Pertaining to Alcoholic Beverage Control – Gast moved to open public hearing. Jans seconded. 4 ayes. These are State Legislative changes. Changes were discussed. Jans moved to close public hearing. Miller seconded. 4ayes. Miller moved to pass 1st reading of Ordinance Amending the Code of Ordinances of the City of Maxwell, Iowa, Pertaining to Alcoholic Beverage Control and waive 2nd and 3rd readings. Myers seconded. 4ayes.
 - b. First Reading of an Ordinance amending the Code of Ordinances of the City of Maxwell, Iowa, Pertaining to All-Terrain Vehicles – Myers moved to open public hearing. Jans seconded. 4 ayes. These are Legislative changes. Changes were discussed. Gast moved to close public hearing. Jans seconded. 4ayes. Miller moved to pass 1st reading of Ordinance Amending the Code of Ordinances of the City of Maxwell, Iowa, Pertaining to All-Terrain Vehicles and waive 2nd and 3rd readings. Jans seconded. 4ayes.
 - c. Public Hearing on Community Development and Housing Needs Assessment – Miller moved to open public hearing. Myers seconded. 4 ayes. Document was discussed. It was commented on it being a good document . Jans moved to close public hearing. Miller seconded. 4ayes
 - i. Resolution Approving Community Development and Housing Needs Assessment. – Gast moved to approve Resolution Approving Community Development and Housing Needs Assessment. Myers seconded. 4 ayes.
 - d. Public Hearing on Submission of CDBG Application for Water System Improvements. Miller moved to open public hearing. Myers seconded. 4 ayes.

CITY OF MAXWELL

PUBLIC HEARING ANNOUNCEMENTS

- A. **Explain how the need for the activities was identified.**
 - The need for the proposed Maxwell Water Main Improvement Project is due to a need to provide residents within the target neighborhood with a safe and high-quality water supply.
- B. **Explain how the proposed activities will be funded and the sources of funds.**

- The project will be funded with a combination of CDBG funds and a General Obligation Bond. It is estimated that total project cost will be \$632,066.00.
- C. Announce the date the CDBG application will be submitted to the State.**
- The grant application will be submitted to the Iowa Economic Development Authority no later than October 1, 2022, at midnight.
- D. Announce the requested amount of federal funds.**
- The City is requesting \$300,000.00 in CDBG funds for the proposed project.
- E. Announce the estimated portion of funds that will benefit low-and-moderate income persons.**
- The project will result in a target neighborhood benefit and based on a 2022 LMI survey, 51.79% of the residents living in the City who will be impacted by the project are of low-and-moderate income.
- F. Announce where the proposed activities will be conducted.**
- The proposed project activities will take place in the City of Maxwell within the existing public right-of-way along Baldwin Street between North Street and 5th Street.
- G. Announce plans to minimize displacement of persons and businesses resulting of funded activities.**
- The proposed project will not result in the displacement or relocation of any persons or businesses.
- H. Announce plans to assist persons actually displaced.**
- No persons will be displaced by the proposed project.
- I. Announce the nature of the proposed activities.**
- The nature of the proposed project involves the construction of 1,126 linear feet of water main, two fire hydrants, related service connections, excavation and restoration work related directly to the replacement of the water main

. Gast moved to close public hearing. Miller seconded. 4ayes

- e. Resolution Committing Matching Funds for CDBG Application – Gast moved to open public hearing. Myers seconded. 4 ayes. Funds to be committed for water improvements on Baldwin St. Gast moved to close public hearing. Miller seconded. 4ayes Gast moved to approve Resolution Committing Matching Funds for CDBG Application. Myers seconded. 4 ayes.
- f. Resolution Endorsing and Authorizing Submission of CDBG Application - Gast moved to open public hearing. Jans seconded 4 ayes. Authorizes submission of CDBG. Jans moved to close public hearing. Gast seconded. 4ayes. Myers moved to approve Resolution Endorsing and Authorizing Submission of CDBG Application. Gast seconded. 4 ayes.

7 Business

- a. Discussion and Action on Poultry Permit for 200 Webb Ct. – Gast moved to approve poultry permit for 200 Webb Ct. Myers seconded. 4 ayes.
- d. Discussion and Action on Slide Replacement at City Park – Cost for a replacement slide would be \$2,309.77. Miller moved to have public works employees fix the slide. Gast seconded. 4 ayes. .
- e. Discussion and Action on the Appointment of Library Board Members– 6 applications were received. The mayor presented 3 names that he thought were the best choices. They were Michelle Hand, Sharon Rink, and Amanda Sharp. Gast moved to accept Sharon Rink and Amanda Sharp to the Library Board.

Myers seconded. 4 ayes. Michelle Hand will have to be approved by the Board of Supervisors as she is considered nonresident.

- g. Discussion and Action on Fall Festival –Lauryn explained that the Fall Festival would be outside the Market season. It will be on Oct 23 11:00-3:00. The 4-h will be there with pumpkin painting. The school will be holding a color run. Gast moved to approve the Fall Festival with no fee for the use of the park. Jans seconded. 4 ayes.
 - h. Discussion and action on Trick-or-Treat Night – Jans moved to hold Trick-or-Treat night on Oct 30 at 6:00-8:00. Myers seconded. 4 ayes.
 - i. Discussion and Action on Resolution Approving the 2021/2022 Road Use Report - Gast moved to approve the Resolution Approving the 2021/2022 Road Use Report with a change to the caterpillar line. Jans seconded. 4 ayes.
 - j. Discussion and Action on Weather Sirens –The sirens are ordered. Jameson would like the council to reconsider where the sirens will be located. Myers move to reconsider where the sirens are to be located per the original motion. Gast seconded. 4 ayes. Gast moved to locate the sirens according to the original plans which was at the sewer lagoons and fire station. Myers seconded. 4 ayes.
 - k. Discussion ad Action on Certificate Raise for Public Works Assistant - Chris Pitts received his certification for water distribution. With the certificate, there is a \$1 raise. Gast moved to give Chris Pitts a \$1 increase to his wages. Myers seconded. 4 ayes.
 - l. Discussion and Action of Nuisance Properties – Several properties were removed from the list and will be sent thank you letters. Several properties will receive second letters. The properties that Safe Building looked at will be sent to the attorney for further action.
 - m. Approval of Alcohol License for Mom’s – Since no site plan was presented, Steve pointed out that this permit will include the entire property. I site plan should be presented for each alcohol license. Jans moved to approve Mom’s Alcohol license. Myers seconded. 3 ayes 1 nay-Gast
9. Council and Mayor Reports –
- a. Steve Gast- 1) The construction at the school has storage containers along Maxwell St in the parking. The workers then park along the storage units. This causes a blockage if someone parks on the other side of the road. Steve recommends that the mayor calls the school to talk to them about the double parking. Also, it is causing a significate damage to the street, which the city could request compensation for the damage during the final inspection. 2) Also, Steve has received complaints about the sidewalk in front of the Massage Therapy and Janco LLC properties. He inspected the sidewalks and they do need work, but the sidewalks across the street in front of the Central Iowa Shortline. Some of the sidewalks are getting dangerous. The city needs to be proactive in getting them fixed. City should investigate a sidewalk program with either a cost share program or fix and put the cost on property taxes Discuss at the October meeting.
 - b. Doug Miller – 1) Doug found trail cams at Theisen’s for \$95. The city wants trail cams with cell service.
 - c. Jameson Hudson – Jameson had a talk with Latifah, Tony and Nick about options for tornado siren. They also talked about the option to replace them.

10. Consent Agenda

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	200.59
ACCESS	MONTHLY PRINTER RENT	208.41
AFLAC	AFLAC CANCER	226.86
ALLIANT ENERGY	MONTHLY UTILITY BILL	8,299.82
BACKYARD ADVENTURES	ACRYLIC BACKBOARD-PARK	573
BADGER METER	CELL SERVICE FOR ENDPOINTS	1,754.46
CALDWELL,BRIERLY,& CHALUPA LLC	PAST DUE AMOUNTS ON WATERBILLS	27.75
CENTRAL IOWA SHORTLINE LLC	#21566 TIRE FOR SILVERADO	373.03
CENTRAL IOWA SHORTLINE LLC	#21873 blades & FUEL FILTER	490.27
CENTRAL IOWA SHORTLINE LLC	#21939,21941,21971-TIRE,STEER	543.18
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	886.2
CHRISTOPHER PITTS	NATA: ESSENTIALS OF FIRE FIGHT	100
CIT SEWER SOLUTIONS	FY2023 MAINTENANCE CONTRACT	9,754.21
CONLEY'S TRUCKING	1' BEDDING	707.61
CONNIE SMITH	POTENTILLA SHRUB-CITY HALL	18.55
CONSUMERS ENERGY	RCH ELECTRIC	52
DAVE POMEROY	08/01/2022-CEMETERY MOWING	1,350.00
EDISON LIGHTING SUPPLY & DIST	TUBE LIGHT BULBS	554.57
ELECTRIC PUMP & TOOL	2022 SERVICE AGREEMENT	400
ELECTRONIC ENGINEERING	WORK ON TORNANDO SIREN	415.89
FIRE SERVICE TRAINING BUREAU	HAZMAT & FF1 FOR JERRY HOLS	100
FIRE SERVICE TRAINING BUREAU	HAZMAT AWARENESS -JERRY HOLS	50
DB IOWA HOLDINGS	MINUTES, PUBLIC HEARING, ORD	551.9
DB IOWA HOLDINGS	PUBLIC NOTICE & MINUTES	320.44
HOKEL MACHINE SUPPLY INC	RETURN BOXES-LIBRARY&USED FLAG	75.71
IMFOA	Dues	50
IOWA CODIFICATION, INC	CODE UPDATES	713
IOWA PRISON INDUSTRIES	STREET SIGNS	595.98
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	547.9
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	406.86
IPERS	IPERS	2,150.59
JERICO SERVICES, INC	DUST CONTROL	3,349.13
KARL CHEVROLET	WORK ON TRANSMISSION SILVERADO	5,779.92
KEYSTONE LABORATORIES INC	MONTHLY TESTING	1,891.25
LEXIPOL	EMS PLATFORM/MOBILE SOLUTION	324.36
MATTHEWS WHITE PLUMBING	REPLACE LINE & CURBBOX CITYHAL	2,190.35
MAXWELL STATE BANK	FED/FICA TAXES	3,282.92
MICROBAC LABORATORIES	MONTHLY TESTING	2,025.00
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TESTING	188.5
MOMAR	COPPER SULFATE, ONE STEP	4,382.98
MYERS CONCRETE CONST	SIDEWALK & STEP REPLACEMENT	6,550.00
NEW CENTURY FS	LP GAS	6,417.88

P & P SMALL ENGINES INC	STARTER FOR FERRIS MOWER	309.99
PETTY CASH	BUBBLE WRAP FOR SIREN RECEIVER	5.55
MAXWELL POST OFFICE	4 ROLLS OF STAMPS	240
PRATT SANITATION INC	MONTHLY GARBAGE	5,421.40
PRATT SANITATION INC	MONTHLY GARBAGE	5,385.47
R.J. ELECTRIC	REFUND OUT OF CITY PERMIT	75
SAFE BUILDING LLC	MISC PERMITS & NUSIANCE REPORT	1,274.50
SCOTT JOHNSON	IA '22 TRAUMA & PREPAREDNESS	75
SIGLER	EMS TSHIRTS & HOODIE	219.91
SIMMERING-CORY, INC.	LMI SURVEY-TARGET NEIGHBORHOOD	2,000.00
SNYDER & ASSOCIATES	#119.0266.01-33 WWTP IMPROVE	2,199.00
STAPLES CREDIT PLAN	OFFICE SUPPLIES	343.25
SYNCB/AMAZON	BOOKS & DVD	356.59
U.S. BANK	postage FOR SIREN RECEIVER	26.2
US CELLULAR	MONTHLY CELL PHONE	194.47
USABlueBook	TESTING SUPPLIES & MISC	993.38
WINDSTREAM	TELEPHONE	375.17
ZIEGLER INC	IN000668387 & IN000669314	511.35
Accounts Payable Total		88,887.30
Total Paid On: 8/10/22		5,864.24
Total Paid On: 8/24/22		4,942.82
Total Paid On: 9/07/22		4,848.44
Total Payroll Paid		15,655.50
***** REPORT TOTAL *****		104,542.80

Expenses By Fund	08/01/2022 - 9/09/2022	
GENERAL		48,724.60
ROAD USE TAX		7,298.00
CAPITAL PRJCT FUND - STRT		2,332.50
WATER		17,556.78
SEWER		27,429.42
WWTP FACILITY		1,201.50
TOTAL FUNDS		104,542.80

Revenues	August	
001 General		\$ 7,792.59
110 Road Use Tax		\$ 8,763.97
121 Local Option		\$ 10,047.12
303 FEMA Wind Disaster		\$ 2,999.89
600 Water		\$ 13,431.77
610 Sewer		\$ 24,944.58
612 WWTP facility		\$ 81,509.61
TOTAL FUNDS		\$ 103,141.78

a. Gast moved to accept Consent Agenda. Jans seconded. 4 ayes.

Dollar General Store Alcohol Permit

August 1, 2022 minutes

August 9, 2022 minutes

Current Bills

b. Bills presented were as follows:

11. Adjourn. A motion to adjourn the meeting at 9:34 P.M. was moved by Jans Seconded by Myers. 4 ayes

NEXT REGULAR MEETING WILL BE OCTOBER 3, 2022 AT 6:30 P.M.

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