

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
WEDNESDAY, FEBRUARY 12, 2025, 6:00 P.M. CITY HALL

1. The meeting was called to order by Mayor Dale Higgins at 6:03 P.M.
2. Roll call was answered by Steve Gast, Sue Philpott, Joel Westendorf & Doug Miller. Ken Jans via telephone at 6:11 p.m. Visitors: Erin Gilbert
3. A motion to move 6f after Citizen Forum and approval was made by Gast. Philpott seconded. 5 ayes.
4. Citizens Forum
 - a. NA.
5. Public Hearing-
 - a. NA
6. Business
 - a. Discussion and Action on Old Settlers Requests – Due to weather, this item was tabled as no one was able to come for Old Settlers.
 - b. Discussion and Action on New Development - Dale had a conference call with the developers. They are working on funding and grant opportunities to help fund this project. They are looking to break ground this year depending on the funding. They will start off with 6 homes which could be attached homes or townhouses. Greg Piklap is going to work with the city on a TIF District.
 - c. Discussion and Action on Supplemental Agreement for Additional Services #3 – Gast moved to approve and authorize the mayor to sign the Supplemental Agreement. Jans seconded. 5 ayes. Joel asked the question on why the Federal wording wasn't in the first agreement. Wes Farrand explained that it usually isn't used in the engineering agreement but with the grants that we have it was suggested to put it in.
 - d. Discussion and Action on Updated Cost Opinion on Woodlawn St Storm Sewer – Gast moved to approve the Law Enforcement Services Contract. Westendorf seconded. 4 ayes.
 - e. Discussion and Action on Dust Control – Gast TO table this item until the March Council Meeting. Westendorf seconded. 5 ayes. There was discussion on dust control in previous years. Ken will get bids from various vendors.
 - f. Discussion and Action on 900 Baldwin St Poultry Permit – Gast moved to approve the poultry permit for 900 Baldwin St. Philpott seconded. 4 ayes. Jans was not on the phone to vote.
 - g. Discussion and Action on Resolution Compensation of Property at 616 Maxwell Street for Removal of a Tree on Public Land – Gast moved to approve Resolution 2025-04 to compensate the resident at 616 Maxwell St a total of \$840 for the removal of a public tree. Westendorf seconded. 5 ayes.
 - h. Discussion an Action on Resolution Establishing Policy Concerning the Removal of Trees on Public Land – Gast moved to approve Resolution 2025-05 Establishing Policy Concerning the Removal of Trees on Public Land. Westendorf seconded. 5 ayes.
 - i. Discussion and Action on TextMyGov Proposal - Gast moved to not to moved forward with the TextMyGov Proposal. Philpott seconded. 5 ayes.

- j. Discussion and Action on Approach to Steps at 400 Metcalf St. – After much discussion and looking at maps it was decided that the approach is not a city issue but a school issue. The school will need a permit to move forward with the repair.
 - k. Discussion and Action on Employee Handbook. – Dale made the changes that the council wanted. A resolution will be made to approve the new employee handbook at the March meeting.
7. Departmental Reports-
- a. Sheriff –Report on file. Joel is looking into some of the times that are recorded on the monthly report.
 - b. Fire –Report on file. One of the engines is in the shop and may cost between \$16,000-\$20,000 to repair.
 - c. EMS – No report on file.
 - d. Library – Report on file. A new assistant position will be posted.
 - e. Public Works –Report on file. Roof needs to be replaced on the county shed. Tony needs to get bids.
 - f. City Clerk- Report on file. Discussion on treasurer’s report and Baldwin St Project.
 - g. Engineer – Report on file. Updates on Baldwin St, Heart of Iowa Trail, and Scope of Services.
 - h. Parks & Open Spaces–Report on file. Jody is working on some grants.
8. Council and Mayor Reports –
- a. Steve Gast – 1) Steve is working on budget items.
 - b. Sue Philpott – 1) Sue complimented the snow removal this time. 2) Sue discussed having cats in leashes as well as dogs. It would cut down on the feral cats in town.
 - c. Joel Westendorf – 1) Joel is working on clarifying the sheriff’s report. 2) Joel talked about the Story County Hazard Mitigation Plan.
 - d. Doug Miller – 1) Doug discussed the days that were counted on the Baldwin St Project and why certain days were not counted. 2) Doug talked about Huxley Communications and the water that they used boring the main lines. Bulk water was discussed and how to meter it for usage.
 - e. Ken Jans – 1) Ken asked that bids for a roof on the county shed be gotten. 2) discussed the no parking signs on Baldwin St that need to be removed. 3) Ken had questions on the Fire Department and EMS Department payouts. 4) Dust Control and prices were discussed.
9. Consent Agenda
- 1) Westendorf moved to approve Consent Agenda. Gast seconded. 5 ayes.
 - 2) The bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	213.39
AFLAC	AFLAC CANCER	144.42
ALLIANT ENERGY	MONTHLY UTILITY BILL	9,018.45
AMAZON CAPITAL SERVICES	1CXG-3FMH-JPQH	607.76
AMAZON CAPITAL SERVICES	LIBRARY BOOK	100.71

AT&T MOBILITY	FIRSTNET CELL PHONES	273.93
AT&T MOBILITY	CELLPHONE	273.81
BADGER METER	WATER METER CELLULAR READS	398.4
BADGER METER	CELLULAR READS FOR METERS	398.4
BARCO MUNICIPAL PRODUCTS INC	BARRICADES	1,182.25
BRANDON BREER	TRAININGS,MEETINGS,CALLS	295
BRICK GENTRY P.C.	Employee Handbook	620
CARL MARSHALL	CALLS,MEETING,TRAINING	175
CARL MARSHALL	ASH & dEBRIS REMOVAL	2,000.00
CENTRAL IOWA SHORTLINE LLC	#53862,53998-TORCH & MARKER	137.08
CENTRAL IOWA SHORTLINE LLC	#54063,54161-FUEL SUPPLEMENT	101.81
CENTRAL IOWA SHORTLINE LLC	#54233-HYDRAULIC HOSES	579.59
CHEM-SULT, INC	SODIUMHYPOCHLORITE	590
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	1,123.40
CHEM-SULT, INC	SODIUMHYPOCHLORITE	634.4
CHEM-SULT, INC	SODIUMHYPOCHORLORITE	590
CHRIS PITTS	CALLS,MEETING,TRAININGS	105
CITY OF MAXWELL	UTILITY BILL	637.29
CITY OF MAXWELL	WATERBILLS	469.46
CONSUMERS ENERGY	RCH ELECTRIC	18.09
DEREK ROTHE	TRAININGS,MEETINGS,CALLS	3,300.00
DYLAN MCCARL	CALLS,MEETINGS,TRAININGS	30
EXCHANGE STATE BANK	BALDWIN ST LOAN	2,675.35
GANNETT IOWA LOCALIQ	LEGALS	179.58
gWORKS	SUBSCRIPTION FEE & PRODUCT SUPP	9,660.00
IOWA ONE CALL	LOCATES	20.9
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	326.24
IPERS	IPERS	2,656.84
JAKE THOMPSON	rEMOVAL OF TREE @ SOCCER FIELD	600
JAMIE NESS	TRAINING,CALLS,MEETINGS	700
JARED HUDSON	MEETINGS,CALLS,TRAININGS	130
JERRY HOLS	TRAINING,MEETING,CALLS	1,600.00
JIM HUDSON	CALLS,TRAININGS, MEETINGS	365
JOEL WESTENDORF	TRAINING, MEETINGS,CALLS	160
KARL CHEVROLET	2011 CHEVROLET TRUCK	1,007.25
KENIK PIERCE	TRAININGS, CALLS,MEETINGS	1,645.00
LAWSON MASSEY	CALLS,MEETINGS,TRAININGS	250
LUKE NESS	CALLS,TRAININGS, MEETINGS	120
MAXTURF	BASEBALL FIELD RENOVATION	1,500.00
MAXWELL STATE BANK	FED/FICA TAXES	4,427.87
MAXWELL STATE BANK	FED/FICA TAX	4.12
MENARDS/ANKENY	WOOD & METAL SPRING CLAMP	23.79
MENARDS-AMES	PIPE HEATING CABLE & FOIL PIPE	59.41
MICROBAC LABORATORIES	TESTING	587.5

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MUNICIPAL MANAGEMENT CORP	LEAK SURVEY & LOCATE 2 LEAKS	1,200.00
NEW CENTURY FS	DIESEL & GAS	101.96
OMNISITE	ANNUAL PLAN FOR LAGOONS	455
PLUMB SUPPLY COMPANY	TOILET & SUPPLIES FOR SHOP	187.04
PLUMB SUPPLY COMPANY	S100758168.001-MOP BASIN	459.18
MAXWELL POST OFFICE	4 rolls of stamps	292
PRATT SANITATION INC	MONTHLY GARBAGE	5,853.40
PRATT SANITATION INC	MONTHLY GARBAGE PICKUP	5,764.13
REILLY CONSTRUCTION	PAY APPLICATION #2	819,522.86
RILEY PITTS	CALLS, TRAINING, MEETINGS	35
RON HAYES	CALLS, MEETINGS, TRAININGS	70
ROSS FRANK	TRAININGS, CALLS, MEETING	20
RYAN LEWIS	TRAININGS, CALLS, MEETINGS	4,785.00
SAFE BUILDING LLC	PLUMBING & MECHANICAL PERMITS	150
SAFE BUILDING LLC	ELECTRICAL	75
SCOTT JOHNSON	TRAINING, CALLS, MEETINGS	1,805.00
SCOTT JOHNSON	STORAGE CABINETS W/LOCKS EMS	278.18
SHAWN ZIESER	CALLS, TRAINING, MEETINGS	25
SHELBY PATTERSON	TRAINING, MEETINGS, CALLS	130
SHELLY RICHARDSON	TRAINING, CALLS, MEETINGS	340
SIMMERING-CORY, INC.	BALDWIN PROJECT	4,000.00
SNYDER & ASSOCIATES	#119.0265.01A-15 BALDWIN ST	16,195.81
SNYDER & ASSOCIATES	#119.0265.01A-16 BALDWIN ST	17,051.95
STORY COUNTY HOUSING TRUST	SCHT DONATION	679
STORY COUNTY TREASURER	LAW ENFORCEMENT FY24/25 3RDQTR	14,703.93
SUMMIT FIRE PROTECTION	FIRE EXTINGUISHER INSPECTIONS	1,966.69
SWANK MOVIE LICENSING USA	COPYRIGHT COMPLIANCE SITE LICN	191
TOM HUDSON	CALLS, TRAININGS, MEETINGS	375
TONY NESS	TRAINING, CALLS, MEETINGS	1,040.00
TRAVIS SOTTER	CALLS, TRAININGS, MEETINGS	40
TREASURER-STATE OF IOWA	STATE TAXES	2,239.32
TREVER COUGHENOUR	TRAINING, CALLS, MEETINGS	215
U.S. BANK	GOOGLE	431.11
USABlueBook	INV00574874	663.17
WINDSTREAM	091143516-TELEPHONE & INTERNET	555.1
WYATT LEWIS	TRAININGS, CALLS, MEETINGS	2,320.00
Accounts Payable Total		957,383.32
Total Paid On: 12/11/24		7,622.71
Total Paid On: 12/17/24		923.5
Total Paid On: 12/26/24		6,112.59
Total Paid On: 12/31/24		24.94
Total Paid On: 1/08/25		6,212.72
Total Payroll Paid		20,896.46

***** REPORT TOTAL *****	978,279.78
GENERAL	86,629.53
ROAD USE TAX	1,410.62
BALDWIN ST PROJECT	838,456.67
CAPITAL FUND PRJCT-STORM	18,214.72
WATER	17,053.84
SEWER	16,514.40
TOTAL FUNDS	978,279.78

10. Adjourn. A motion to adjourn the meeting at 8:24 P.M. was moved by Philpott. Seconded by Jans. 5 ayes

THE NEXT REGULAR MEETING WILL BE MARCH 12, 2025, AT 6:00 P.M.

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