

**Minutes of the Maxwell City Council  
Regular Session**

**Wednesday December 10, 2025**

**These minutes are as recorded by the city clerk and are subject to city council approval at the next regular council meeting.**

1. Maxwell City Council held a meeting on the above date pursuant to the rules of the council, with notice posted at city hall, city website, post office, Maxwell State Bank, and Facebook. Mayor pro tem Doug Miller called the meeting to order at 6:01 pm. Roll Call was answered by Gast, Philpott, Miller, Westendorf and Jans. City staff present clerk Wendy Crabtree and Snyder engineer Wes Farrand. Also present Deputy Logan Powers, Nancy Pritchard, Susie Livesay, Derek Rothe, Amanda Sharp, Anna Baldwin, Windstream representative Matt Graham, Clint Sloss, Jody Gast, Pratt Sanitation owner Gavin Stone, Food at First president Barb Mittman, Nicole Norton and Brandon Norton. Phone attendees Cindy Janes, Greg Cory and ISU professor Julie Robison.
2. Jans moved, seconded by Gast, to move item 7 after item 5, followed by items 15, 16, 17, 23h, and 23a. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
3. Open forum: none.
4. Gast moved, Westendorf seconded to approve the consent agenda: 11/12 regular meeting minutes, bills presented, and November's treasurer's report. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
5. Barb Mittman, Community Meal Coordinator for Nevada Food at First, presented on services. The program has 3 delivery stops near Maxwell, served 7,924 meals in 2025 to the 50161-zip code, and provides donations to the Collins-Maxwell school food pantry. Flyers will be provided for the clerk to have available in city hall.
7. Presentation for the 2024 Maxwell Community Betterment Citizen of the Year award to Jody Gast for her contributions as the parks and open spaces chair.
- 23h. Scout Park now has an accessible fire pit, and Jody Gast submitted the city's application for Tree City USA designation.
- 23a. Deputy Powers reported new deputies have completed training. Discussion of speeding concerns through town and patrol requests at Scout Park.
15. Matt Graham of Windstream discussed installing conduit for fiber internet in town. He noted service drops will run from power poles to pedestals with no impact on existing aerial lines. Gast moved and Westendorf seconded approval of Resolution 2025-47, a Resolution Adopting a Franchise Agreement with Windstream Communications. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
16. Pratt Sanitation president Gavin Stone discussed alternatives to Ames Resource Recovery. Stone explained the Marshall County landfill operates with a board with town representation. Gast moved, Jans seconded to place the mayor on their next agenda to explore Maxwell's use of the landfill. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
17. Discussion regarding Resolution 2025-40 transfer of \$5,000 from the library's trust account to the general fund. Gast moved, Jans seconded the clerk to research what amount should have been transferred and bring resolution to the next meeting. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.

6. Discussion of possible installation of a free microchip scanning from Oh My Dog Rescue. It would be a 24-hour scanner anyone in town can use. Gast moved and Jans seconded installation of the scanning station at city hall after security cameras are installed. RCV: Ayes—Gast, Westendorf, Miller, Jans; Nays—Philpott. Motion carried.
8. Council discussed the final plat for Rock Creek Ridge. P&Z recommended deferring action until required documentation is submitted and compliance with city code confirmed. Sloss (JAMC) advised requested documentation will return to P&Z in January before the 1/14/26 council meeting. Gast moved, Jans seconded to defer Resolution 2025-51 A Resolution Approving the Final Plat of Rock Creek Ridge and direct the clerk to communicate with P&Z the following 4 points. 1. The 180-day clock between the preliminary plat and the final plat does not apply in this case as the developer has been in active in submitting plans and communication with the city. The 180 only applies if there is no communication with the developer. 2. The plat shows a transfer of 10' in the Southwestern lot and 10'. Council is in favor of the transfer, but clerk needs to consult the city attorney to get a legal opinion on how to do it. 3. If there is a connection to North Street, which needs to be clear as part of the plat submittal, and the expense of connection will be the responsibility of the developers. If there is not a connection at North Street, there needs to be a cul-de-sac. 4. If the development is connected to North Street, the street Rock Creek Court needs to be renamed so that the east/west street is North Street, and the north south street is Woodlawn as originally proposed. The addresses need to be consistent with the street names. RCV: Ayes—Gast, Westendorf, Miller, Jans; Nays—Philpott. Motion carried.
9. Gast motioned and Westendorf seconded authorizing the mayor to sign the ISU contract for a comprehensive plan. ISU professor Julie Robison advised cost will not be over \$6,000. The work sessions will be done August through December of 2026 with January 2027 any final changes needed to be made prior to adoption.
10. Discussion of three bids for access control and installation of cameras at city hall and the library. Gast advised in FY26 there is \$6,000 in the budget and if council wants cameras installed this FY26, a budget amendment would need to be done, or they can wait until FY27. Gast moved and Westendorf seconded for Westendorf to create a spreadsheet so council can see the breakdown side by side at the next meeting. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
11. Gast moved and Jans seconded Resolution 2025-46, a proposed policy outlining standards for security cameras on municipal property. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
12. Gast moved and Jans seconded approval of Resolution 2025-48, a resolution establishing a sidewalk maintenance responsibility policy with changing the title to establishing a sidewalk and tree trimming maintenance policy. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.
13. Discussion n project for chapters 40-57 of the Maxwell code of ordinances. Jans moved and Westendorf seconded proposed changes and the clerk will relay follow up questions to Simmering Cory. RCV: Ayes—Gast, Westendorf, Miller, Jans; Nays—Philpott. Motion carried.

18. Westendorf moved, Gast seconded, to set the Fire Board meeting for January 24, 2026, with a city budget workshop to follow. Additional budget workshops were scheduled for February 18, February 25, and March 18, 2026. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.

19. Gast moved and Westendorf seconded to defer discussion and possible action of the 2026 Story County Sheriff's contract until the next meeting. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.

20. Gast moved and Westendorf seconded approval of Resolution 2025-49, a Resolution Setting a Date of Meeting at Which it is Proposed to Approve a Development Agreement with JAMC Real Estate Solutions, LLC, Including Annual Appropriation Tax Increment Payments, with the change from JAMC Real Estate Solutions LLC to be replaced with Third Millenium Development LLC. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.

21. Gast moved to defer Resolution 2025-50 A Resolution Setting Fees for Preliminary and Final Plat Reviews by the Planning and Zoning Commission to the January 14, 2026 meeting. Motion failed due to lack of a second. Philpott moved and Jans seconded to table until the next meeting until the city engineer receives all documentation from developer requested. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried.

22. Council comments from Miller provided printout of employee payroll for the past 5 years.

23. Department head reports on file. Farrand's engineer report highlighted Baldwin project is still not signed off from Reilly Construction and the DOT can't perform the audit until that's done. Zoning GIS database is cleaning up some property lines and will be sent to update the Beacon website. SRF funding approved for water treatment discharge program, but we don't need that in place until August 2027.

24. Letters of interest for the vacant council seat were received from Derek Rothe, Brandon Norton, and Perry Balke. All three candidates presented a brief summary of their professional experience and reasons for applying to the council. Philpott moved and Gast seconded, appointing Perry Balke to Gast's open seat. RCV: Ayes—Gast, Philpott, Westendorf, Miller, Jans; Nays—none. Motion carried. Balke will remain in the seat until the special election March 3, 2026 is certified – tentatively March 10, 2026.

25. Jans moved and Westendorf seconded adjournment. 9:10 pm. The next city council meeting will be on January 14, 2026 at 6:00 in city hall.

#### Claims Presented

AFLAC	STD	56.15
ALLIANT ENERGY	MONTHLY UTILITY BILL	8,456.23
EFTPS	FED/FICA TAXES	3,443.43
IPERS	IPERS	2,481.45
CONSUMERS ENERGY	RCH ELECTRIC	41
IOWA ONE CALL	LOCATE EMAILS	45
WINDSTREAM	LIBRARY PHONE	590.28

POST OFFICE	UB BILLS MADE 11/26/25	208.32
	COMPRESSOR QUARTERLY	
MIDWEST BREATHING AIR	TEST	723.31
NEW CENTURY FS	FUEL	669.23
TRUCK EQUIPMENT INC	SNOW REMOVAL PARTS	411.84
SNYDER	GENERAL & ROCKCRK RIDGE	8,464.55
IOWA DEP OF REVENUE	WET TAX NOVEMBER 2025	752.99
STORY COUNTY AUDITOR	2025 CITY ELECTION	958.8
	CITY TREE REMOVAL BROAD &	
JAKE THOMPSON	MAX	900
KARL CHEVROLET	HOOD HINGE REPLACEMENT	22.5
IOWA FINANCE		
AUTHORITY	LOAN INTEREST PAYMENTS	33,650.00
BADGER METER	ORION CELLULAR	408.37
IOWA REGIONAL	ROCK CREEK HEIGHTS	
UTILITIES	WATER	343.96
U.S. BANK	LIBRARY MATERIALS	1,853.13
CENTRAL IOWA	SNOW REMOVAL &	
SHORTLINE	STREETLIGHTS	129.83
CIT SEWER SOLUTIONS	FY26 CONTRACT	14,082.83
GANNETT HOLDINGS-		
CENTRAL	CITY HALL PUBLISHING	444.8
MICROBAC		
LABORATORIES	KEYSTONE INC	865.5
STORY CO HOUSING		
TRUST	DONATION FOR FY26	679
BOUND TREE MEDICAL		
LLC	EMS SUPPLIES	277.15
MEUSBURGER	WATER PLANT DOOR	
CONSTRUCTION	REPLACEMENT	5,100.00
CITY OF MAXWELL	CITY WATER BILLS	679.55
SUMMIT FIRE	ANNUAL FIRE EXTINGUISHER	
PROTECTION	INSPE	2,005.30
	INTEREST FOR GO CAPITAL	
EXCHANGE STATE BANK	LOAN	6,986.25
	CLAIMS TOTAL	95,730.75
Revenue		
General Fund 15,606.70		
Local Option Sales Tax 11,681.27		
Water 7,442.58		
Sewer 11,585.67		
Total 46,316.22		