

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, OCTOBER 2, 2023, 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, Lauryn Myers, Meggen Lawrence, Doug Miller, & Ken Jans. Visitors: Sue Philpott, Jody Gast, Steve Flickinger, & Jayne Underhill.
3. A motion to approve the agenda was made by Myers. Jans seconded. 5 ayes.
4. Citizens Forum
 - a. NA
5. Departmental Reports
 - a. Sheriff – Report on file.
 - b. Fire – Report on file – Fall Breakfast Oct 28th. Derek Rothe would like to join Fire Department and EMS Department.
 - c. EMS – Report on file. Gast moved to accept Derek Rothe to the Fire & EMS Departments. Miller seconded. 5 ayes.
 - d. Library – Report on file. The library is closed due to renovations. They are painting, putting in new flooring and new blinds.
 - e. Public Works- Report on file. Flushing hydrants this month. Tony Passed his wastewater grade 2 license.
 - f. City Clerk- Report on file. Clerk would like to invite local photographers and artists to display their work in city hall. This would add some color and promote local talent. All were in favor of this idea but would like to see artwork depicting the Maxwell area. Lauryn volunteered to help with this project.
 - g. Engineer – Report on file
 - h. Parks and Open Space Board – Jody Gast was present. Flower sales raised \$1,000. The city is now a part of the Community Visioning Grant. For \$85,000. Jody gave special thanks to Casady Myers for all her work on the flower sale and getting donations.
6. Business
 - a. Discussion and Action on Livestock Permit for 515 South St- Gast moved to approve the livestock permit for 515 South St. Lawrence seconded. 5 ayes. Manure will be hauled away and spread on fields.
 - b. Discussion and Action on Ordinance changes to City Code on Trees- These amendments are being made to help the city become a Tree City USA. This would allow us to score higher on grants. Discussion on what the city would be required to do if becoming a Tree City USA. The Parks & Open Space Board would be the responsible party to maintain the status. Gast moved the presented ordinance changes to Chapter 24, Chapter 25, and Chapter 151 be drafted in amendment form with the title AMENDMENTS TO CHAPTERS 24, 25, AND 151 OF THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA, REGULATING PUBLIC TREES AND ESTABLISHING RESPONSIBILITIES FOR THEM and that the Clerk publish the title so as to allow approval of the ordinance in a single reading at the November 13th meeting of the Council. Lawrence seconded. 5 ayes.
 - c. Discussion and Action on Tree Management Plan. – Jody Gast explained that this plan is a comprehensive plan for trees in the city. The Parks and Open Spaces

recommended approval by the City Council. Gast moved to adopt the Tree Management Plan. Myers seconded. 5 ayes.

- d. Discussion and Action on Ordinance Change to Limit the Length of Time a Vehicle can be Parked in ROW – Gast moved the presented ordinance change to Chapter 69.05 entitled AN AMENDMENT TO THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA, TO LIMIT THE LENGTH OF TIME A VEHICLE CAN BE PARKED ON PUBLIC PROPERTY TO NO MORE THAN SEVEN DAYS AND ESTABLISHING FINES FOR PARKING VIOLATIONS be sent for publication by the Clerk so as to allow approval of the ordinance in a single reading at the November 13th meeting of the Council. Jans seconded. 5 ayes. Tickets can be written by mayor, public works director, and peace officers.
- e. Discussion and Action on Ordinance Change to Designate No Parking Zones – Discussion on no parking zone on Rock Creek was discussed along with parking zones around school. Gast moved the presented ordinance changes to Chapter 69.08 be drafted in amendment form with the title AN ORDINANCE AMENDING THE CITY OF MAXWELL, IOWA, CODE OF ORDINANCES RESTRICTING PARKING IN SPECIFIC AREAS. and that the Clerk publish the title so as to allow approval of the ordinance in a single reading at the November 13TH meeting of the Council. Myers seconded. 5 ayes.
- f. Discussion and Action on Ordinance Change Establishing Restrictions for Accessory Buildings– Gast moved the presented ordinance change to Chapter 165.09, 165.10, and 165.14 be entitled AN AMENDMENT TO THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA, ESTABLISHING RESTRICTIONS FOR ACCESSORY BUILDINGS and that the amendments be referred to Planning and Zoning for recommendation to the Council and that the Clerk publish the title no later than November 2nd by sending the title to the publisher no later than October 27th to allow approval of the ordinance at the November 13th meeting of the Council. Miller seconded. 5 ayes.
- g. Discussion and Action on Resolution Transferring between Funds and Zero Out Accounts – Gast moved to approve a Resolution Transferring between Funds and Zero Out Accounts. Myers seconded. 5 ayes.
- h. Discussion and Action on Solar Energy Ordinance– Gast moved the presented ordinance changes to Chapter 165.02 and new section 165.14 be drafted in amendment form with the title AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA, ALLOWING SOLAR ENERGY SYSTEMS and that the amendments be referred to Planning and Zoning for recommendation to the Council and that the Clerk publish the title no later than November 2nd by sending the title to the publisher no later than October 27th for first reading at the November 13th meeting of the Council. Lawrence seconded. 5 ayes.
- i. Discussion and Action on Cameras in Problem Areas – Discussion on the problems at the yardwaste and park restrooms. Trai cams need to be put back up. Dale will investigate new and faster cameras then the trail cams.
- j. Discussion and Action on the City Paying for Water Utilities. – It was discussed that the city areas will start paying for their use of water & sewer services. This is due to the debt from WWTP Improvements and the upcoming improvements to the water plant. The charges will start July 1st 2024.

6. Council and Mayor Reports –

- a. Steve Gast- 1) Inventory of all street inlets - Steve would like to direct the Public Works Director to locate and inventory the storm water inlets, size, and type, and to map where they are and where they go. 2) Occupancy of campers/trailers in the ROW or on private property -Steve has received complaints about this subject. The council has talked about it in the past and decided not to change ordinances on this subject. 3) We have a contract with the DNR to water the new trees on a maintenance plan. The city needs to have a way to track it, using a log sheet and map of trees. This is a part of becoming a Tree City. 4) Status of existing nuisance complaints – The nuisances from last fall never were followed through. It should be sent out to look at again.
- b. Lauryn Myers- a) Lauryn talked about when to turn in her resignation. Her last day will be October 31st. b) A major SCCF Grant will be turned in for the disc golf course. This would be a \$25,000 grant and would need \$15,000 matching fund. There are enough donations that the matching funds could be covered.
- c. Doug Miller – 1) OOR Grants are about done, with one person to turn in information for payout. 2) Doug talked about departments getting their reports to the clerk in a timely fashion. 3) Doug talked about the parking signs along the football field. New ones need to be ordered and with no parking this side. Ordinance needs to be changed.
- d. Ken Jans – Ken asked the status of the tree removal and how many have been taken down. We need a report from the contractor to Tony.
- e. Dale Higgins – 1) Dale talked about the Community Vision Grant. 2) He also talked about a grant through Byers that would tie in with the Vision Grant

9. Consent Agenda

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

10. Adjourn. A motion to adjourn the meeting at 8:30 P.M. was moved by Lawrence. Seconded by Myers. 5 ayes

THE NEXT REGULAR MEETING WILL BE NOVEMBER 13, 2023 AT 6:00 P.M.

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