

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, OCTOBER 3, 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, Meggen Lawrence, Ken Jans, and Doug Miller. Lauryn Myers was absent. Visitors: Sue Philpott, Chad Grandon and Wes Farrand.
3. A motion to approve to the agenda holding 5g,7d until Wes Farrand arrives was made by Gast. Lawrence seconded. 4 ayes.
4. Citizens Forum
 - a. NA
5. Department Reports
 - a. Sheriff Report – Written Report on File. Deputy Lentz will investigate the reports from the speed trailer. However, the speed trailer was hit and is now out of service.
 - b. Fire – Written report on file. 0 calls. Harvest Breakfast will be Oct 29th.
 - c. EMS – Written report on file. 12 pages, responded to 7. Cambridge responded to 0.
 - d. Library – Written report on file. New board members are Sharon Rink and Michelle Hand. They are moving the Library Board Meetings to the 3rd Tuesday of the month. The Library Director position will be opening.
 - e. Public Works – Written report on file. Watering the new trees on Mondays and Thursdays. They will be changing out the radios for the water meters. Ken thanked them for getting the streetlights and the lights at the south sign fixed.
 - f. City Clerk – Written report on file. One of the trail cams is not working.
 - g. Engineer's Report – Written report on file. 1) Baldwin St – CDBG Grant has been submitted. A public information meeting should be set-up in January/February timeframe. Check plans are due to the DOT in December. Final plans should be ready late January. 2) WWTP Improvements – This project is done. 3) High School Construction – Wes is working on a letter to the school for this project. 4) WTP NPDES Permit.- Wes will be looking into how to comply with the new permit regulations. 5) Rock Creek Ridge Estates 2- Preliminary plat maps are being created by Snyder and Assoc. Wes can do the plat review because he is a different department. There should be no conflict of interest. The council approved Wes to look at plat maps as soon as they are available.
 - h. Parks and Open Spaces Board – Steve reported that the trees from the forestry grant were planted with the help of volunteers from the 6th grade class and some high schoolers. Chris and Connie Hand volunteered to help. He would like to thank all the volunteers for their help.
6. Public Hearing
 - a. NA
7. Business
 - a. Discussion Approving the 2021-2022 Annual Financial Report – Gast moved to approve Resolution 2022-20 Approving the 2021-2022 Annual Financial Report. Jans seconded. 4 ayes
 - b. Discussion Approving Annual Urban Renewal Report 2021-2022 – Steve noticed that there was no end date for the Urban Renewal Areas. Mayor will contact Amy from Dorsey and check on this fact. Can it be used for any city cost? Gast moved to approve Resolution 2022-21 Approving Annual Urban Renewal Report 2021-2022. Miller seconded. 4 ayes.

- c. Discussion on transferring EMS Park Property to School – City will need to send a request to FEMA to transfer the property to the school. They will have to agree to the term of the original deed from FEMA. Gast moved to proceed creating a letter for transfer of FEMA property to CM School. and authorizing the mayor to sign. Jans seconded. 4 ayes.
 - d. Discussion and action on Supplemental Agreement for Baldwin St Design and Construction Services. – This agreement allows Snyder & assoc. to bill the city for additional costs to bring all plans up to DOT Specifications. This is needed for the STDBG Grant. It is also needed for the Environmental Clearance for both grants. Gast moved to approve the Scope of Services as presented. Lawrence seconded. 4 ayes.
 - e. Discussion and Action of Nuisance Properties – Sue Philpott discussed the interior of 523 Metcalf. She would like the city to call the health department about how bad the interior is. Steve asked her to email the pictures that she took to city hall. Steve asked the mayor to contact the Story County Health department and see what our responsibilities are. Gast moved to have the attorney send the official letter with a 30-day timeframe. Miller seconded. 4 ayes.
- 8 Council and Mayor Reports –
- a. Steve Gast- Steve would like to thank the city staff and volunteers for their help planting trees.
 - b. Meggen Lawrence – 1) Meggen Asked about the progress of the city hall remodel. It is on hold for now. Jameson would like to see a room built on the back for use by city council and library. 2) There are 2 trees in the right of way that need to be taken down. One on Baldwin is causing the sidewalk to be lifted and displaced. This tree will be taken down as part of the Baldwin St. Project. The second is at 5th and Metcalf Streets. It is gotten big and is now leaning to make it hard to see any traffic from the west. This would be in the DOT right of way. Wes will check to see how to proceed. Ken moved that Top Notch Tree Care be hired to do a tree risk assessment. This was not on the agenda so will be discussed in a special meeting on October 7th at 7:00PM.
 - c. Doug Miller – 1) Doug expressed concerns on the amount of money going out. with the Woodlawn St and Baldwin St projects. Steve mentioned that the Woodlawn St project would not be started right away. It is in the planning and staging phase. Franchise tax could be used for that project.
 - d. Ken Jans – Ken would like to thank the council and clerk for getting the budget done on time.
 - e. Jameson Hudson – 1) Jameson would like to schedule a workday for the council to organize city hall. They need to decide what will need to be kept and what to sell. 2) He would also like to start on getting a sidewalk program into place.
9. Consent Agenda
- a. Gast moved to accept Consent Agenda. Jans seconded. 3 ayes. Lawrence Abstain. September 12, 2022 Minutes with correction to 8M, second sentence, changing I to A.
Current Bills
 - b. Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
AFLAC	AFLAC CANCER	\$ 226.86

BARCO MUNICIPAL PRODUCTS INC	STREET SIGN HARDWARE	\$ 202.06
CENTRAL IOWA SHORTLINE LLC	TIRES, MOWER PARTS, REPAIRS	\$ 1,098.15
CHEM-SULT, INC	SODIUMHYPOCHLORITE	\$ 599.30
CONSUMERS ENERGY	RCH ELECTRIC	\$ 52.00
DAVE POMEROY	09/09/2022 - CEMETERY MOWING	\$ 1,350.00
DB IOWA HOLDINGS	LEGALS-MINUTES & ORDINANCES	\$ 574.64
INDEPENDANT PUBLIC ADVISORS	QUARTERLY RETAINER	\$ 2,000.00
IPERS	IPERS	\$ 2,168.03
ISU TREASURER'S OFFICE	RADIO SUBSCRIBER FEES FY23	\$ 5,904.26
LOGSDON'S GROCERY	SOAP,T-TISSUE,TOWELS,WATER	\$ 94.94
MAXWELL RODEO COMMITTEE	ELECTRIC IMPROVEMENTS	\$ 17,000.00
MAXWELL STATE BANK	FED/FICA TAX	\$ 3,162.78
NEW CENTURY FS	LP GAS	\$ 878.64
SNYDER & ASSOCIATES	WOODLAWN ST DRAINAGE	\$ 975.50
STORY COUNTY MEDICAL CENTER	DOT PHYSICAL	\$ 125.00
SYNCB/AMAZON	BOOKS DVDS	\$ 595.89
TREASURER-STATE OF IOWA	STATE TAXES	\$ 1,344.00
U.S. BANK	DW-DISTRIB CERT-CHRIS PITTS	\$ 48.58
Accounts Payable Total		\$ 38,400.63
Total Paid On: 9/21/22		\$ 5,400.39
Total Payroll Paid		\$ 5,400.39
***** REPORT TOTAL *****		\$ 43,801.02

Expenses By Fund	Sep 13-Sep30	
GENERAL		\$ 35,510.32
ROAD USE TAX		\$ 1,432.79
WATER		\$ 3,799.45
SEWER		\$ 3,058.46
TOTAL FUNDS		\$ 43,801.02

Revenues	September	
001 General		\$ 27,193.68
110 Road Use Tax		\$ 13,471.53
112 Employee Benefits		\$ 1,161.07
119 Emergency Funds		\$ 584.37
121 Local Option		\$ 20,645.17
200 Debt Service		\$ 6,798.75
600 Water		\$ 15,175.63
610 Sewer		\$ 25,334.58
612 WWTP Facility		\$ 240,232.42
625 Sewer Loans		\$ 46,500.00
TOTAL FUNDS		\$ 397,097.20

Bills to be paid October 5, 2022

Access Systems	Printer	\$ 182.41
Alliant Energy	Monthly Electric and Natural Gas	\$ 8,920.02
Badger Meter	Cellular Reads	\$ 253.65
Biblionix	Apollo Automation Subscript	\$ 900.00
Blank Park Zoo	Summer Reading Program	\$ 158.31
Central Iowa Shortline	Pliers, heater core	\$ 75.20
Continental Research Corp	Slik, De-icer	\$ 641.01
Iowa Dep of Resources	Annual Water Use Fee	\$ 115.00
Extension Office	RCH Spraying classes	\$ 70.00
Iowa Regional Utilities Assoc	RCH Water	\$ 372.46
Kirkwood Community College	WW Classes-Tony & Chris	\$ 635.00
Mid-American Research Chemical	Cold Water Bacteria, Weed Killer	\$ 2,456.00
SYNCB/Amazon	Library material	\$ 371.73
US Cellular	Cell Phones & hotspots	\$ 194.47
Windstream	telephones & Internet	\$ 367.33
		\$ 15,712.59

10. Adjourn. A motion to adjourn the meeting at 8:00 P.M. was moved by Lawrence
Seconded by Jans. 4 ayes

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

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