

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, JUNE 6, 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, Doug Miller, Ken Jans and Meggan Lawrence via telephone. Visitors: Wes Farrand, Sue Philpott, Mitzi DeGroot, Renae Archer, Matt Corey, and Kevin Carpenter.
3. A motion to approve to the agenda moving the Sheriff's Report before Citizen's Forum and 9d after Business Item 7.1 was made by Gast, Jans seconded. 5 ayes.
- 3b. Sheriff Report Deputy Powers had nothing to report. Jameson noted that a citizen has been mowing part of the city park without permission and requested law enforcement assist in curtailing this action due to liability issues. There will be different deputies attending our meetings beginning in July.
4. Citizens Forum
 - a. Mitzi DeGroot asked Jameson to read a letter from Old Settlers lawyer which was in the council packet regarding the park reservation on July 30. Lauryn summarized the plans for Market in the Park for that date. Old Settlers will move their prep work to Sunday, July 31. Ownership and use of fencing was also mentioned. The city has no interest or information on that topic.
 - b. Sue Philpott — Sue Philpott had several topics to discuss. 1.) Sue said Market in the Park was trying to convince the Rodeo to move up a week. Lauryn corrected her that the Market was considering adding an event, Mutton Bustin', on July 30, but has given up on that idea due to insurance costs. 2.) Band shell rental has always included the basketball court. Sue questioned why the two areas are now separate parcels. 3.) Sue asked why the emergency sirens were not sounded last Saturday. Jameson replied the siren is automatically tested the third Saturday of the month by Story County. 4.) Sue requested the music volume be reduced at the Market in the Park on Sundays.
 - c. Renae Archer asked why nobody can reserve the park any Sunday during the entire summer. Discussion followed. At the end of the discussion, Renae agreed to reach out again to a group interested in touring the museums, visiting the Freedom Rock, and having a picnic to see if they are interested in coming to Maxwell as this would be a valuable event for the city.
5. Department Reports
 - b. Fire — Written report on file. Luke Ness was unanimously approved to join the Fire Department on a motion by Gast with a second by Myers.
 - c. EMS — No report
 - d. Library—No report
 - e. Public Works—Written report on file. An elm tree has been planted in memory of Brad Plunkett. Streets should be seal coated any day now. Open house at the wastewater is plant is set for July 9. Footings will be added to the shelter damaged during the Derecho and FEMA will cover these added costs.
 - f. City Clerk—Written report on file.

g. Engineer—Written report on file. A grant from CDBG in the amount of \$240,000 has been awarded to the city. A special meeting will be called to discuss Woodlawn water options with area residents. Wes has provided recommendations to the school regarding use of city property for storage and various other concerns. He will review progress on these concerns and report back to the council.

(Item 7c) Motion by Gast, seconded by Jans to authorize engineer to begin procurement of CDBG grant administrator. Approved on 5-0 vote.

h. Parks and Open Spaces—Spotlights are here for the south entrance of the city donated by the Jans.’ The playground replacement tube is here and ready for installation.

6. Public Hearing on waste storage containers. Motion by Jans, second by Gast to open public hearing. Unanimous approval to open the hearing. The public hearing was closed on a motion by Miller and seconded by Myers. Motion to approve initial reading and waive the additional readings if published in that manner by Gast with a second by Miller. Motion approved, 5-0.

7 Business

- a. Discussion and Action on GIS Service for Water/Sewer—Gast moved approval of the Silversmith contract with a second by Myers. Kevin Carpenter reviewed the benefits of the service. Motion failed, 0-5.
- b. Discussion and Action on participation in Mid-Iowa Planning Alliance-- Motion by Gast, seconded by Myers to approve membership. Motion approved, 5-0.
- c. Discussion and Action already approved under 5g.
- d. Discussion and Action on Animal Rescue Service Contract--The mayor was authorized to sign the contract with Story County Animal Control on a motion by Gast, seconded by Jans. Motion approved, 5-0.
- e. Discussion and Action on appointment to Story County 911 Board--Ken Jans was appointed the delegate with Steve Gast the alternate on a motion by Gast with a second by Myers. Motion approved, 5-0.
- f. Discussion and Action on Ga-Ga pit construction-- A motion by Jans, seconded by Miller to put a Ga-Ga pit in the city park. Austin Boegge and Maddox Cross have fundraised for this project. Placement of the Ga-Ga pit would be north of the playground. The Parks and Open Spaces board has approved the plan. The city approved as well, 5-0.
- g. Discussion and Action on new flag placement at the cemetery--Miller moved and Jans seconded action placing new flags at the cemetery over the next few years. Parks and Open Spaces endorses this plan. Motion approved, 5-0
- h. Discussion and Action on IT In a Box—Jans moved and Miller seconded approval of IT in a Box. Motion failed, 0-5.

Matt Corey entered at this time and provided information about the county's ability to assist towns with GIS service needs and cost estimates.

i. Discussion and Action on Starlink internet purchase—Motion by Miller, seconded by Jans to purchase Starlink internet. Discussion followed. More information is needed. Gast made a motion to defer to next meeting. Seconded by Jans. Motion to defer to finance committee was approved, 5-0.

j. Discussion and Action on project for Story County Communications plan—Gast moved, and Myers seconded participation in the plan. The city will provide 3-5 pictures to the county and a list of important city dates. Motion approved, 5-0

k. Discussion and Action on posting for opening on the Planning and Zoning/Board of Adjustment boards—Motion to approve by Gast with a second by Lawrence. Add July 11 to the posting. Motion approved, 5-0.

l. Discussion and Action on nuisance properties— 1)Tim Peters (120 Metcalf St.) has requested a hearing on his property. It will be added to the July 11 agenda, but the council noted the property is now in good standing. 2) 108 Maxwell St.-Lauryn will contact owner to see what assistance is needed. 3) 621 5th St-Doug will recheck and report back to council. 4) Tongay property (421 6th St.)-council decided to allow 90 days for cleanup. 5) 26 Jennings St.-Steve will revisit property and report back to council. 6) 521 6th Street-Per Lauryn, progress has been made, but a new fence permit needs to be secured. Lauryn will recheck and report back. 7) Other mentioned properties are 618 5th Street and 515 5th Street.

9d. Discussion and Action on alcohol permit for Market in the Park—Motion by Gast, seconded by Miller to approve the permit. Discussion on area where consumption can occur was held. It was decided to be the area bordered by Old Settlers' Way (south and east), an east-west line for the north boundary at the wooden playground equipment, and Army Post Road (west). The area will be designated by corner stakes indicating no alcohol beyond the corner point markings. Gast amended the original motion to include the boundaries. Seconded by Jans. Unanimous approval on amendment and the revised motion, 5-0.

8. Council and Mayor Reports ...

- a. Steve Gast- 1) Steve reminded everyone of primary election June 7 at the Legion Hall.
- b. Lauryn Myers-nothing
- c. Meggen Lawrence — Meggen talked about lawns that need mowing.
- d. Doug Miller — Doug suggested we review and update the Employee Handbook and questioned when employee reviews/new salaries will be discussed as they will be in effect next month. Doug attended a meeting of the Central Iowa Regional Housing Authority and is the alternate member for that group.
- e. Ken Jans-New signage needed for Pioneer Cemetery location. Parks and Open Spaces will pursue that task.

f. Jameson Hudson-The developer backed out of the plan to develop the south 12 acres of the Scott Oakes property. Scott Oakes himself has a developer interested in moving forward. Jameson will be in touch with this company.

9. Consent Agenda

a. Gast moved to accept Consent Agenda, which includes Tobacco Permit for Dollar General Store, Tobacco Permit for Logsdon’s Grocery, Alcohol License for Logsdon’s Grocery, May 02, May 13, and May 23 minutes.

b. Bills presented were as follows:

CLAIMS REPORT

| VENDOR | REFERENCE | AMOUNT |
|--------------------------------|--------------------------------|--------------|
| ACCESS | MONTHLY PRINTER RENT | \$ 199.97 |
| ACCESS | MONTHLY PRINTER RENT | \$ 199.97 |
| AFLAC | AFLAC CANCER | \$ 226.86 |
| ALLIANT ENERGY | MONTHLY UTILITY BILL | \$ 7,151.55 |
| ALLIANT ENERGY | MONTHLY UTILITY BILL | \$ 7,151.55 |
| BADGER METER | cellular water meter reads | \$ 323.07 |
| BADGER METER | CELLULAR WATER METER READS | \$ 323.07 |
| CALDWELL,BRIERLY,& CHALUPA LLC | PHONE CONFERENCE W/MAYOR | \$ 37.00 |
| CASEY'S BUSINESS MASTERCARD | MONTHLY GAS & DIESEL | \$ 229.70 |
| CENTRAL IOWA SHORTLINE LLC | #20019,20229,20321-TURF MIX | \$ 711.54 |
| CENTRAL IOWA SHORTLINE LLC | #20503-EATER FILTER CARTRIDGE | \$ 711.54 |
| CIT SEWER SOLUTIONS | EMERGENCY JET VAC 4/22/2022 | \$ 3,068.50 |
| CONSUMERS ENERGY | RCH ELECTRIC | \$ 52.00 |
| DAVE POMEROY | MOWING 5/2/2022 | \$ 2,025.00 |
| DEBORAH CARPENTER | CEMETERY FLOWERS | \$ 32.04 |
| EMERGENCY MEDICAL PRODUCTS | #2332911-COLD PACK,MANOMETER | \$ 572.50 |
| FIRE SERVICE TRAINING BUREAU | #221592-FF1 FOR JERRY HOLS | \$ 100.00 |
| DB IOWA HOLDINGS | LEGALS-MINUTES, BUDGET, PH | \$ 535.37 |
| HONEY DO HOME IMPROVEMENT | MATERIAL FOR PLAYGROUND SHELTE | \$ 11,520.00 |
| IOWA REGIONAL UTILITIES ASSOC | RCH MONTHLY WATER | \$ 310.54 |
| IOWA REGIONAL UTILITIES ASSOC | RCH MONTHLY WATER | \$ 310.54 |
| IPERS | IPERS | \$ 2,244.91 |
| KEYSTONE LABORATORIES INC | SEWER TESTING | \$ 1,894.50 |
| LOGAN CONTRACTORS SUPPLY, INC | SPRING/FALL POTHOLE | \$ 728.00 |
| LOGSDON'S GROCERY | Coffee,t-tissue,pop,forks | \$ 97.92 |
| MAXWELL STATE BANK | FED/FICA TAX | \$ 3,276.80 |
| MID-AMERICAN RESEARCH CHEMICAL | YELLOW STRIPING PAINT | \$ 190.91 |
| NANCY PRITCHARD | MAXWELLEMS SITE | \$ 139.92 |
| NEW CENTURY FS | LP GAS | \$ 742.20 |
| MAXWELL POST OFFICE | WATERBILL POSTAGE | \$ 300.00 |
| PRATT SANITATION INC | GARBAGE CONTRACT | \$ 5,130.24 |
| SIMMERING-CORY, INC. | GRANT ADMIN SERVICE | \$ 4,000.00 |

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|--------------------------|--------------------------------|---------------|
| SNYDER & ASSOCIATES | WOODLAWN ST DRAINAGE | \$ 6,266.50 |
| SNYDER & ASSOCIATES | 119.0266.01-32-WWTP IMPROVEMEN | \$ 6,266.50 |
| STAPLES CREDIT PLAN | OFFICE SUPPLIES | \$ 68.46 |
| SYNCB/AMAZON | BOOKS, DVDS | \$ 491.49 |
| SYNCB/AMAZON | LIBRARY MATERIALS | \$ 491.49 |
| U.S. BANK | NUISANCES LETTERS | \$ 215.19 |
| US CELLULAR | MONTHLY CELL PHONE | \$ 193.78 |
| US CELLULAR | MONTHLY CELL PHONE | \$ 193.78 |
| WINDSTREAM | 091143516-TELEPHONE & INTERNET | \$ 680.24 |
| WINDSTREAM | 091143420-TELEPHONE | \$ 680.24 |
| WOODRUFF CONSTRUCTION | WWTP IMPROVEMENT PROJECT FINAL | \$ 177,856.67 |
| Accounts Payable Total | | \$ 247,942.05 |
| Total Paid On: 5/04/22 | | \$ 5,138.08 |
| Total Paid On: 5/18/22 | | \$ 5,683.96 |
| Total Paid On: 6/01/22 | | \$ 5,236.05 |
| Total Payroll Paid | | \$ 16,058.09 |
| ***** REPORT TOTAL ***** | | \$ 235,814.46 |

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|-------------------------|--------------|---------------|
| Expenses By Fund | May 3-June 2 | |
| GENERAL | | \$ 28,264.66 |
| ROAD USE TAX | | \$ 5,951.54 |
| FEMA WIND DISASTER 2020 | | \$ 11,520.00 |
| WATER | | \$ 6,219.62 |
| SEWER | | \$ 13,521.97 |
| WWTP FACILITY | | \$ 181,856.67 |
| TOTAL FUNDS | | \$ 235,814.46 |

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| Revenues | May | |
| 001 General | | \$ 32,640.63 |
| 004 EMS Dept Trust | | \$ 929.00 |
| 110 Road Use Tax | | \$ 4,933.13 |
| 112 Employee Benefits | | \$ 662.60 |
| 119 Emergency Funds | | \$ 299.46 |
| 120 Utility Franchise | | \$ 8,740.86 |
| 121 Local Option | | \$ 10,846.92 |
| 200 Debt Service | | \$ 3,597.79 |
| 600 Water | | \$ 13,725.30 |
| 610 Sewer | | \$ 21,379.08 |
| 612 WWTP Facility | | \$ 5,780.00 |
| TOTAL FUNDS | | \$ 103,534.77 |

10. Adjournment at 9:30 on a motion by Myers, seconded by Lawrence. Motion approved, 5-0

NEXT REGULAR MEETING WILL BE JULY 11, 2022 AT 6:30 PM

ATTEST: _____, Clerk _____, Mayor

Deb Hayes

Jameson Hudson