

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, MAY 1, 2023, 6:00 P.M. CITY HALL

1. The meeting was called to order by Mayor Pro-Tem Doug Miller at 6:00 P.M.
2. Roll call was answered by Steve Gast, Lauryn Myers, Meggen Lawrence, Doug Miller, and Ken Jans. Visitors: Wes Farrand, Mitzi DeGroot, Sue Philpott, Dale Higgins, Greg Pklapp and Chad Grandon.
3. A motion to approve agenda with items 7a & 7b moved after item 4 was made by Myers. Jans seconded. 5 ayes.
4. Citizens Forum

- a. Sue Philpott – Would like a change in wording on Public Notice from “will be allowing residents” to “invites residents”.

7a. Discussion and Action on Citation Appeal for Parking Violation. – Chad was present to represent the 2 students that received a parking ticket from the city. His argument is that the tickets were illegal because a council person wrote them rather than the mayor or public works director. He would like a refund given back to the students. The tickets were for parking on the sidewalk therefor making it unusable. Steve mentioned that there have been numerous contacts with the school about this problem and nothing has been done. Myers moved to refund tickets based on the fact that the tickets were illegally issued and that the school will continue to work with the city on parking issues. Gast amended the motion that the tickets be re-issued by the mayor or mayor pro-tem. No second to amendment. Motion dies. Jans seconded motion by Myers. 4 ayes, 1 nay-Gast.

7b. Discussion and Action on Appointment of Mayor Position– Two residents applied for mayor appointment. They were Doug Miller and Dale Higgins. There was discussion on the terms of the position and some responsibilities of the position. Gast moved to appoint Dale Higgins as mayor and Doug Miller as Mayor Pro-Tem. Lawrence seconded 4 ayes, 1 nay-Miller. Dale Higgins was sworn in as Mayor and took over the meeting.

5 Department Reports

- a. Sheriff Report – Written Report on File. Deputy Lentz was present. He had to leave due to a call.
- b. Fire – Written report on file. New member to be voted on. Gast moved to accept Dylan McCarl as a new member of the fire department. Miller seconded. 5 ayes.
- c. EMS – Written report on file. Scott would like to combine departments. Steve will send an old version of the ordinance to Ken.
- d. Library – Written report on file.
- e. Public Works – Written report on file. Potholes are being filled. New trash cans are here. Hydrants will be flushed sometime this month. The clerk will hang flyers and put on the sign when it will happen.
- f. City Clerk – Written report on file. Discussed proposed budget. New bid for city hall remodel was received.
- g. Engineer’s Report – Written report on file. 1) Baldwin St –This project is in a holding pattern until waterlines and CDBG is decided on. Easement for stormwater still must be negotiated. 2) High School Improvements – Punch list is being worked on. 3) WTP Study_ the study is done and is waiting on cost analysis for the project. 4) Working on Scope of Work for Woodlawn Storm Drain Project and Cemetery map.

- h. Parks and Open Spaces Board – Steve talked about Arbor Day celebration. There were 20-25 kids present to plant 3 trees in the cemetery. There was also a tree give away. Lauryn talked about new trash cans and the use of old trash cans.
6. Public Hearing
- a. First Reading of an Ordinance Amending the Code of Ordinances of the City of Maxwell, Iowa, Pertaining to Water Service Rates, Sewer Service Rates and Solid Waste Collection Fees. – Miller opened the meeting to the public. Jans seconded. 5 ayes. Steve explained the reasoning for the raise in the rates and fees. And what those rates and fees will be in the coming year. Miller closed the public hearing Myers seconded. Gast moved to accept the first reading of the ordinance . Jans seconded. 5 ayes.
 - b. First Reading of an Ordinance Amending the City Ordinance of the City of Maxwell, Iowa, Allowing One-Family Attached Dwellings as a Principle Permitted Use in the R-2 Mixed Residential District, R-3 Multi-family District, C-1 Commercial District, and M-1 Industrial District.- Gast opened the meeting to the public. Jans seconded. 5 ayes. Steve explained the ordinance. Concerns was that they could be built in all areas of the city and the density of the lot size. Gast closed public hearing. Jans seconded. 5 ayes. Miller moved to accept the first reading of the ordinance. Lawrence seconded. 5 ayes. Both ordinances will be put on the agenda on May 22, 2023.
7. Business
- c. Discussion and Action on Economic Development Week Proclamation – Greg Piklapp had to leave for another council meeting. Dale read the proclamation.
 - d. Discussion and Action on Public Works Assistant Position – Lauryn talked to Tony about the position. A committee of Meggen, Dale and Tony will get together and discuss the position.
 - e. Discussion and Action on Maxwell Residential Improvement Rubic– Discussion on how to score the application for the owner-occupied grant was discussed. Steve presented the rules for the application. Jans moved to approve the Maxwell Residential Grant Scoring Rubic by replacing the household size and resources to the graph Steve presented and to add \$50,000 to the assets category. Lawrence seconded. 5 ayes.
8. Council and Mayor Reports –
- a. Lauryn Myers- Lauryn received a message about when the city will rock the alleys. The city will go out and check the alley and scrap it if needed.
 - b. Doug Miller – 1) Doug went to the Story County Economic Development Group meeting. Funds that are received from this group will be increasing. The funds have a very defined use. 2) Doug has volunteered for a group that is looking into a nuisance enforcer for cities for all cities in Story County. Ordinances would have to be standardized between cities.
 - c. Dale Higgins – Dale would like to express gratitude to the council for allowing him this opportunity to be mayor.
 - d. Ken Jans- 1) Ken talked about the map for the trees in the right of way. He has created areas so that a tree service can bid on the areas that they would like to do. This program was not supposed to start until July 1. There was discussion on using local option sales tax money to pay for the first group of trees. Ken will write up a proposal to put out the bids.
9. Consent Agenda

a. Gast moved to accept the April 3, 2023 minutes, April 17, 2023 minutes and current bills. Lawrence seconded. 5 ayes.

b. Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	\$ 208.41
AFLAC	AFLAC CANCER	\$ 226.86
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 7,417.33
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 7,254.41
CALDWELL,BRIERLY,& CHALUPA LLC	WATER METER COMPLIANCE/BRIDGE	\$ 965.25
CENTRAL IOWA SHORTLINE LLC	#24544-STEEL BALL VALVE,NIPPLE	\$ 384.51
CENTRAL IOWA SHORTLINE LLC	#24925-BOLT CUTTERS	\$ 839.66
CHEM-SULT, INC	SODIUMHYPOCHLORITE	\$ 634.40
CONSUMERS ENERGY	RCH ELECTRIC	\$ 46.50
EDISON LIGHTING SUPPLY & DIST	LIGHT BULBS	\$ 653.83
FEDERAL SIGNAL CORP-SSG	INSTALLING SIRENS	\$ 13,920.00
FIRE SERVICE TRAINING BUREAU	TRAINING FOR R LEWIS,S JOHNSON	\$ 215.00
IOWA DEP OF REVENUE	WATER SERVICE EXCISE RETURN	\$ 565.57
IOWA DEP OF REVENUE	SALES & USE RETURN	\$ 95.90
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 315.84
IPERS	IPERS	\$ 1,912.40
LEXIPOL	EMS PLATFORM	\$ 334.08
MAXWELL STATE BANK	FED/FICA TAX	\$ 2,667.75
MEADE COMPUTING LLC	EMS COMPUTER	\$ 225.00
METERING & TECHNOLOGY SOLUTION	LEADS & GASKETS	\$ 79.84
MICROBAC LABORATORIES	KEYSTONE INC	\$ 435.00
MIDWEST INSURANCE CORP	INSURANCE	\$ 56,328.44
NEW CENTURY FS	DIESEL & GAS	\$ 442.78
OFFICE OF AUDITOR OF STATE	FILING FEES FOR AUDIT	\$ 175.00
PRATT SANITATION INC	MONTHLY GARBAGE	\$ 5,074.00
SAFE BUILDING LLC	NUISANCE INSPECTION312 MAXWEL	\$ 131.44
SANDRY FIRE SUPPLY, LLC	2023 ANNUAL SERVICE	\$ 1,403.75
SCOTT JOHNSON	CPR CLASS	\$ 550.00
STAPLES CREDIT PLAN	TIME CLOCK RIBBON,KEENEX,GLUE	\$ 81.34
STORY COUNTY ANIMAL CONTROL	#2273 LAB/COLLIE MIX	\$ 45.50
STORY COUNTY HOUSING TRUST	DONATION REQUEST MATCH FUNDS	\$ 479.00
STORY COUNTY TREASURER	LAW ENFORCEMENT	\$ 13,995.25
U.S. BANK	MOWER BLADES	\$ 311.76
US CELLULAR	MONTHLY CELL PHONE	\$ 223.95
USABlueBook	#312916-TESTING SUPPLIES	\$ 575.80
WINDSTREAM	091143516-TELEPHONE& INTERNET	\$ 585.55
ZIEGLER INC	ANALYSIS & HOSE	\$ 1,089.70
Accounts Payable Total		\$ 120,890.80
Total Paid On: 4/05/23		\$ 4,381.62

Total Paid On: 4/19/23	\$ 4,736.93
Total Payroll Paid	\$ 9,118.55
***** REPORT TOTAL *****	\$ 130,009.35

Expenses By Fund	04/01/2023-04/30/2023	
GENERAL		\$ 84,888.90
ROAD USE TAX		\$ 829.45
WATER		\$ 17,701.61
SEWER		\$ 26,589.39
TOTAL FUNDS		\$ 130,009.35

Revenues	1-Apr	
001 General		\$ 111,746.45
110 Road Use Tax		\$ 9,622.63
112 Employee Benefits		\$ 6,279.63
119 Emergency Funds		\$ 3,188.82
120 Utility Franchise		\$ 9,927.85
121 Local Option		\$ 9,339.17
200 Debt Service		\$ 36,793.56
600 Water		\$ 11,140.30
610 Sewer		\$ 24,279.10
TOTAL FUNDS		\$ 222,317.51

10. Adjourn. A motion to adjourn the meeting at 8:55 P.M. was moved by Myers. Seconded by Lawrence. 5 ayes

THE NEXT REGULAR MEETING WILL BE June 5, 2023 AT 6:00 P.M.

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