

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, JUNE 5, 2023, 5:00 P.M. CITY HALL

1. The meeting was called to order by Mayor Dale Higgins at 5:00 P.M.
2. Roll call was answered by Lauryn Myers, Meggen Lawrence, Doug Miller, and Ken Jans. Visitors: Wes Farrand, Shannon Robertson, Roger Cummings, George & Sue Jones, Tim Meiers & Ted Meiers.
3. A motion to approve the agenda was made by Lawrence. Myers seconded. 4 ayes.
4. Presentation of the Betterment Award – George Jones was present to accept the Betterment Award for Individuals. Shannon Robertson and Roger Cummings were present to accept the Betterment Award for a Group for the Rodeo Committee.
5. Citizens Forum
 - a. Tim Meiers – Tim was present to discuss the livestock permit change that was discussed. The Planning & Zoning had put this topic on hold for further research. The Deputy Clerk will let Tim know when that meeting will take place.
 - b. Alex Golly – Alex asked when the meeting had been moved to 5:00 p.m. because it makes it hard for working residents to get to the meetings. The meeting times were changed for the summer in January. 2) Alex was present to ask about the council member that overstepped his authority and what was going to be done about it. The council member apologized and the money from the tickets was returned. The school and city are working together for the future. 3) Alex would like to know what is happening with the Baldwin St Project as it has been in the planning stages for several years. He was told about the lost grant and problems with financing the project.
- 5 Department Reports
 - a. Sheriff Report – Written Report on File.
 - b. Fire – Written report on file.
 - c. EMS – Written report on file. Tahoe is ready to be put into service.
 - 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.
 - f. City Clerk – Written report on file. Discussion about McHone Dr. bridge.
 - 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. Doug asked for an adjusted proposed cost for the Baldwin St Project and possibly look at other options again.
 - h. Parks and Open Spaces Board – No Report.
- 6 Public Hearing
 - a. NA.
7. Business
 - a. Discussion and Action on to Authorize Mayor to Sign Animal Rescue Service Contract – Steve stated that when a dog is aggressive or bites someone the mayor is supposed to get a report of the incident. There doesn't seem to be a role under the

Scope of Service in the contract for the Animal Control Officer to make such a report or be involved with any such complaint. What is our expectation under the contract for such situations? How do we communicate our expectations to the public and staff so they can act appropriately. Dale stated that an amendment be added to the contract for Animal Recue Services to provide a report based on any bite or nuisance report that the city could have to act on. Myers moved to authorize the mayor to sign the contract on contingent of the amendment stated by the mayor. Jans seconded. 4 ayes. Doug would like the fees to be charged to the resident responsible for the animal turned into animal control. Research is needed on what other cities do.

- b. Discussion on Clean-Up Day – It discussed who would be available to help and who would be handling the money.
 - c. Discussion and Action on Parade Permit– Miller moved to approve the Old Settlers parade route. Lawrence seconded. 4 ayes.
 - d. Discussion and Action on Road Repair Quote – Miller moved to let Lawrence and Myers look at roads with Tony to decide which streets need to be worked on within the approximate \$20,000 budget. Jans seconded. 4 ayes.
 - e. Discussion and Action on Setting Additional Meeting to Assist with Move of City Hall – Jans moved to have a workshop to move city hall on June 7th at 5:30p.m. with June 14th being a second workshop if needed. Myers seconded. 4 ayes.
 - f. Discussion and Action on Storage Unit Agreement - Myers moved to pay month to month will looking into getting a shipping container. Miller seconded. 4 ayes.
 - g. Discussion and Action on Whimsical Wine Trailer Liquor License – The Whimsical Wine Trailer and similar businesses must get a temporary license for each weekend that they work instead of a license that would cover the summer. Myers moved to approve the Whimsical Wine Trailers monthly licenses be approved with the clerk looking at the second licenses to be sure it is identical to the first license of the month. Miller seconded. 4 ayes.
8. Council and Mayor Reports –
- a. Meggen Lawrence- 1) Meggen talked about not receiving a monthly report from the Parks & Open Spaces Board. She would like to see some kind of report stating what they are working on or have achieved. 2) Meggen has received questions about the fake flowers in the Main Street planters. Kathie Smith and Tara Huntrods did it out of the kindness of their hearts. It may be a job for the Parks and Open Spaces Board.
 - b. Doug Miller – 1) Doug talked about the OOR Grant. The deadline is June 16th. 2) Doug had a conversation with the realtor that bought Travis’ property. It is a family business. We are 3rd on his list of developments with Colfax and Slater ahead of us. We can move forward with the possibility of annexing the property and looking into making it a TIF district.
 - c. Ken Jans-In clerk notes, it mentioned employee reviews. Ken wanted to know who was responsible for doing the reviews. Dale said it was his responsibility. Meggen volunteered to help.
 - d. Dale Higgins – Dale has some issues to bring to Tony’s attention. 1) There is a tripping hazard in front of the Post office. A narrow pipe is sticking out of the sidewalk and needs to be cut off level to the sidewalk. 2) There are some tree limbs hanging over the sidewalk at the cemetery that need to be removed. 3) There are cars parked in front of stop signs, so they are not visible. These need to be addressed. 4) Where are they grading the alleyways? He had some calls on

this issue. 5) Ken mentioned that the t-poles at 5th St. and Baldwin St. need to come up as they pose a hazard. 6) Meggen was questioning the temporary sign at 3rd St. and Metcalf St. Why it was on the sidewalk instead of in the grass?

9. Consent Agenda

a. Miller moved to approve Tobacco Permits for Dollar General Store & Logsdon's Grocery, Alcohol License for Logsdon's Grocery, and the May 1, 2023 minutes, May 22, 2023 minutes and current bills. Myers seconded. 4 ayes.

b. Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	\$ 197.20
ACCESS	MONTHLY PRINTER RENT	\$ 194.83
AFLAC	AFLAC CANCER	\$ 113.43
AFLAC	AFLAC CANCER	\$ 113.43
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ALEX AIR APPARATUS 2 LLC	K2 BATTERY CHARGER	\$ 191.99
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 7,070.08
ALTERNATIVE SERVICES	3 CEMETERY MOWINGS-APRIL	\$ 1,770.00
AMAZON CAPITAL SERVICES	#1XX7-1KGM-939F-DVDS BOOKS	\$ 281.75
AMAZON CAPITAL SERVICES	#1F1T-N6XF-L4J6- POTS.PLANTER	\$ 73.14
BIG 8 TYRE CENTER	TRACTOR TIRE FOR JD	\$ 494.00
BOUND TREE MEDICAL LLC	SPLINTS, TRACTION, ECG PAPER	\$ 106.57
CALDWELL,BRIERLY,& CHALUPA LLC	LAND SALE NOTICE	\$ 39.00
CENTRAL IOWA SHORTLINE LLC	#25228-TIRE FOR DUMP TRUCK	\$ 630.26
CENTRAL IOWA SHORTLINE LLC	#25458,25483,25632,25467	\$ 253.12
CENTRAL IOWA SHORTLINE LLC	#25869 & 25915-ADAPTOR,TIES	\$ 61.13
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	\$ 964.40
CONSUMERS ENERGY	RCH ELECTRIC	\$ 46.50
COUNTRY LANDSCAPE	APRIL 2023 TREE PLANTING	\$ 1,100.00
CUMMINS SALES & SERVICES	REPLACE BATTERY IN GENERATOR	\$ 150.18
CUMMINS SALES & SERVICES	INSP W/FULL SRVC - FIRE GENRTR	\$ 585.89
CYCLONE AWARDS & ENGRAVING	BETTERMENT AWARDS & PLATE	\$ 36.00
DEB BALDWIN	REFUND OF PARKING TICKET	\$ 10.00
DEBRA HAYES	MILAGE FOR BUDGET TO COUNTY	\$ 43.89
DMACC	EMT CLASS-WYATT LEWIS	\$ 1,138.00
GATEHOUSE DB IA HOLDINGS, INC	MINUTES,PUBLIC HEARING,VACANCY	\$ 493.14
IOWA DEP OF REVENUE	SALES TAX MAY 2023	\$ 90.37
IOWA DEP OF REVENUE	WET MAY 2023	\$ 551.23
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 297.94
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 305.10
IPERS	IPERS	\$ 948.94
IPERS	IPERS	\$ 992.06
IPERS	IPERS	\$ 900.11
KENIK PIERCE	REFUND FOR PARKING TICKET	\$ 10.00
KSM CONCRETE SERVICES LLC	STORM DRAIN @ MAXWELL & 5TH ST	\$ 800.00

MATTHEWS WHITE PLUMBING	#1639-400 BALDWIN CURB STOP EMERGENCY MAIN BREAK	\$ 2,322.23
MATTHEWS WHITE PLUMBING	MAXWELLST	\$ 2,668.14
MAXWELL STATE BANK	FED/FICA TAX	\$ 1,325.89
MAXWELL STATE BANK	FED/FICA TAX	\$ 1,442.07
MAXWELL STATE BANK	FED/FICA TAX	\$ 1,366.01
METERING & TECHNOLOGY SOLUTION	10' NICOR MALE BY FLYING LEAD	\$ 54.84
MICROBAC LABORATORIES	KEYSTONE INC	\$ 557.50
MID-AMERICAN RESEARCH CHEMICAL	SUPER WIPES & SPEED WIPES	\$ 561.21
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TESTING	\$ 195.00
MIDWEST INSURANCE CORP	INSURANCE	\$ 617.00
MOMAR	#PSI498112-PAINT & DISPENSER	\$ 933.42
MUNICIPAL MANAGEMENT CORP	EMERGENCY NIGHT LEAK	\$ 1,000.00
NEW CENTURY FS	MONTHLY GAS & DIESEL	\$ 1,394.30
SAFE BUILDING LLC	ELECTRICAL PERMITS	\$ 150.00
SCOTT JOHNSON	CLASS:CONTROLLING CHAOS	\$ 35.00
SNYDER & ASSOCIATES	#123.0013.01-1 COUNCIL/GIS	\$ 2,038.44
U.S. BANK	MICROSOFT 365 SUBSCTION	\$ 223.75
US CELLULAR	MONTHLY CELL PHONE	\$ 223.69
US CELLULAR	MONTHLY CELL PHONE	\$ 223.69
VILLISCA PUBLIC LIBRARY	BOOKS-SIMPLY LIES& SHADOW REEL	\$ 10.00
WINDSTREAM	91143516-TELEPHONE & INTERNET	\$ 591.49
WINDSTREAM	091143516-TELEPHONE & INTERNET	\$ 590.86
ZIEGLER INC	#IN000929407 & IN000965075	\$ 171.34
Accounts Payable Total		\$ 39,862.98
Total Paid On: 5/03/23		\$ 4,521.47
Total Paid On: 5/17/23		\$ 4,932.53
Total Paid On: 5/31/23		\$ 4,760.19
Total Payroll Paid		\$ 14,214.19
***** REPORT TOTAL *****		\$ 54,077.17

Expenses By Fund	05/01/2023-05/31/2023	
GENERAL		\$ 26,207.39
ROAD USE TAX		\$ 2,303.65
WATER		\$ 14,763.18
SEWER		\$ 10,802.95
TOTAL FUNDS		\$ 54,077.17

Revenues	1-May	
001 General		\$ 18,858.38
110 Road Use Tax		\$ 10,662.07
112 Employee Benefits		\$ 498.59
119 Emergency Funds		\$ 250.94
121 Local Option		\$ 14,716.38

200 Debt Service	\$ 2,919.57
600 Water	\$ 13,646.81
610 Sewer	\$ 25,615.17
TOTAL FUNDS	\$ 87,167.91

10. Adjourn. A motion to adjourn the meeting at 6:42 P.M. was moved by Jans. Seconded by Myers. 4 ayes

THE NEXT REGULAR MEETING WILL BE JULY 10, 2023 AT 5:00 P.M.

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