

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 7, 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, Meggen Lawrence, Ken Jans, and Doug Miller. Visitors: Sue Philpott, Wes Farrand, Steve Kenten, Josh Butcher
3. A motion to approve to the agenda was made by Gast. Jans seconded. 5 ayes.
4. Citizens Forum
 - a. NA
5. Department Reports
 - a. Sheriff Report – Written Report on File. Deputy Lentz was present. He cautioned everyone to lock their vehicles at night. Items are being stolen or the car is being stolen.
 - b. Fire – Written report on file. A thank you went out to everyone that helped supported the breakfast.
 - c. EMS – Written report on file.
 - d. Library – Written report on file.
 - e. Public Works – Written report on file.
 - f. City Clerk – Written report on file.
 - g. Engineer’s Report – Written report on file. 1) Baldwin St – There are 2 properties that are considered historical properties by ISU State Historical. These will have to be taken in account for vibrations on from the road. Questions were asked about the impact on driveways with new road. All field work has been done for CDBG if granted to us. 2) WWTP Improvements – This project is done. 3) Removal of trees along HWY 210. City can ask DOT to remove trees in highway right-of-way, but it could take years for the state to do remove them unless there is a tree crew in the area already.4) Steve asked Wes for a Scope of Work to great a good plat map of the cemetery.
 - h. Parks and Open Spaces Board – Meeting on Nov. 16th to start budget process.
6. Public Hearing
 - a. NA
7. Business
 - a. Discussion on The Maxwell Disc Golf Course Plans. – Steve Kenten of cyDiscGolfdesign LLC was present to discuss the design and update of the disc golf course for tournament use and to bring more people to Maxwell. Estimated budget could be \$40,000, but there are grants and sponsorships that will help with the cost.
 - b. Discussion and Action on Poultry Permit for 717 Baldwin St – Gast moved to approve the poultry permit for 717 Baldwin St subject to meeting the city ordinances. Myers seconded. 5 ayes.
 - c. Discussion and Action on Real Estate Gift Agreement – A draft agreement was sent to the city for the real estate gift to the school. It was drawn up by Ahlers & Cooney. However, it did not include the agreement to meet the FEMA guidelines for the property. Gast would also like to exclude the south 40 feet of the property as an easement for the sewer line. The FEMA Administrator will have to be contacted for their approval of the exchange.
 - d. Discussion and action on Rock Creek Estates Building Agreement – The developer would like to move forward with the process of building in the new planned development on Rock Creek Drive. The City has existing TIF and ARPA Funds that could be used for infrastructure. If the council approves this use of the funds the mayor will reinstate Dorsey to state drawing up the agreement. Gast explained that

- the zoning ordinance would have to be changed. The ordinance does not allow 50 ft lots in new areas. It also doesn't have verbiage for twin houses. Only duplexes in an R2-Mixed residential is allowed, we need to make these changes regardless of development.
- e. Discussion and Action on Applying for \$40,000 in Story County Housing Trust Funding for Community Housing Renovation/Rehabilitation Project in 2023 – Steve has investigated this grant and believes we qualify. We must show intent for the fall program and utilize the money within a year. This grant would allow the city to give forgivable loans to anyone that meets the programs criteria. These loans would have to be used to repair occupant -owned houses. Gast moved to authorize the mayor to sign the grant documents. Miller seconded. 5 ayes.
 - f. Discussion and Action on Setting Hearings to Adopt City Code Regulation of Rental Property – Jameson received several responses from landlords about an ordinance for rental properties. They were against such n ordinance because it would add to the costs of rental properties. They feel that this is discrimination against them. There was much discussion about this rental ordinance. Lawrence moved to not proceed with ordinance. Jans seconded. 4 ayes, 1 nay-Gast.
 - g. Resolution on Amending the Salaries of Employees of the City for the fiscal Year 2023 – Jameson presented a spreadsheet of recommendations from the review committee. Gast moved to approve salaries as shown and retroactive to July 1, 2022. Jans seconded. 5 ayes. Doug and Steve will be doing research on wages in comparable cities.
 - h. Resolution Directing the Clerk to Pay all Regular Monthly Bills of the City each two weeks or as the Bills are received. – Gast moved to accept A Resolution Directing the Clerk to Pay all Regular Monthly Bills of the City each two weeks or as the Bills are received. Lawrence seconded. 5 ayes.
 - i. Discussion on Combining Fire and EMS Departments – Gast moved to send this subject to the Safety Committee to look at ordinances to combine Fire and EMS Departments. Myers seconded. 5 ayes.
 - j. Discussion and Action on Hiring for Cemetery Mowing – Lawrence moved to send mowing the cemetery out for bids. Gast seconded. 5 ayes
 - k. Discussion and Action on Sending RPF for Financial Audit. – Gast moved to send out RPF's seeking private auditors for a financial review required by the state. Myers seconded. 5 ayes.
 - l. Discussion and Action on Budget Planning for Fiscal Year 2023/2024 – Steve presented a timeline of the budget including meetings, publishing, and submittals. Gast moved to accept the timeline Miller seconded. 5 ayes.
- 8 Council and Mayor Reports –
- a. Steve Gast- Steve mentioned the scope of work needed for the cemetery plots. The map that the city has now is not accurate.
 - b. Meggen Lawrence – 1) Meggen has been talking to a Collin's City Council member. There community uses ARPA Funds to have community meals. These meals are free to the community. They serve approximate 400 meals twice a month. It would be a good community betterment activity.
 - c. Ken Jans – Ken asked about the sign for Pioneer Cemetery. If there was any progress on getting it replaced.
9. Consent Agenda

a. Gast moved to accept 9B & 9C of the Consent Agenda. Lawrence seconded. 5 ayes. Gast moved to accept 9A of the Consent Agenda. Jans seconded. 4 ayes. Myers- Abstain.

b. Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	\$ 182.41
ACCESS	MONTHLY PRINTER RENT	\$ 222.37
AFLAC	AFLAC CANCER	\$ 226.86
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 8,920.02
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 7,736.16
BADGER METER	#1530469 ENDPOINTS	\$ 17,449.81
BIBLIONIX	APOLLO AUTOMATION ANNUAL SUBSC	\$ 900.00
BLANK PARK ZOO	SUMMER READING PROGRAM	\$ 158.31
CALDWELL,BRIERLY,& CHALUPA LLC	nuisance properties & rental	\$ 148.00
CENTRAL IOWA DISTRIBUTING, INC	TRASHBAGS,BOWL & HAND CLEANERS	\$ 401.00
CENTRAL IOWA SHORTLINE LLC	#22388,22493-HEATER CORE,BOOST	\$ 79.99
CENTRAL IOWA SHORTLINE LLC	#22745-BATTERY FOR SILVERADO	\$ 348.56
CENTRAL IOWA SHORTLINE LLC	22,789,227,972,291,800,000	\$ 540.96
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	\$ 865.30
CITY OF AMES	RESOURCE RECOVERY 2ND HALF	\$ 4,510.00
COMMONWEALTH ELECTRIC CO	FIXED STOVE SHOCKING PEOPLE	\$ 108.34
COMMONWEALTH ELECTRIC CO	INSTALLED LIGHTS AT SOUTH SIGN	\$ 1,252.83
CONSUMERS ENERGY	RCH ELECTRIC	\$ 52.00
CONTINENTAL RESEARCH CORP	SLIK/MELTAWAY DE-ICER	\$ 641.01
COUNTRY LANDSCAPES INC	CITY TREE PLANITING IN PARK	\$ 10,350.63
DAVE POMEROY	10-10-2022 CEMETERY MOWING	\$ 1,725.00
EDISON LIGHTING SUPPLY & DIST	LIGHT BULBS	\$ 749.70
EXTENSION ISU STORY COUNTY	ORNAMENTAL & TURF PEST CONTROL	\$ 70.00
DB IOWA HOLDINGS	MINUTES,PUBLIC HEARING,ORD,AFR	\$ 828.32
gWORKS	ANNUAL LICENSE & SUPPORT	\$ 5,302.00
INTERSTATE ALL BATTERY CENTER	BATTERIES	\$ 143.82
IOWA DEP OF REVENUE	AUGUST WET	\$ 597.60
IOWA DEP OF REVENUE	SEPTEMBER WET	\$ 597.49
IOWA DEP OF REVENUE	SEPTEMBER SALES TAX	\$ 100.03
IOWA DEP OF NATURAL RESOURCES	ANNUAL WATER USE FEE 2023	\$ 115.00
IOWA ONE CALL	LOCATES	\$ 18.90
IOWA ONE CALL	LOCATES	\$ 9.00
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 372.46
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 296.78
IOWA RURAL WATER ASSOCIATION	COMMUNITY DUES 2023	\$ 225.00
IPERS	IPERS	\$ 2,177.84
JERRY HOLS	CALLS & MEETINGS	\$ 85.00

JET DRAIN SERVICES LLC	WATER PLANT TILE LINE PLUGGED	\$ 760.00
JOHN DEERE FINANCIAL	#5661545 & #5673043 - PARTS	\$ 901.22
KIRKWOOD COMM COLLEGE	WW CLASS TONY NESS CHRIS PITTS	\$ 635.00
LOGSDON'S GROCERY	WATER,T.TISSUE,SOAP,P.TOWELS	\$ 113.50
MAXWELL STATE BANK	FED/FICA TAXES	\$ 3,236.10
MENARDS/ANKENY	LIBRARY RESTROOM HANDLE	\$ 75.92
METERING & TECHNOLOGY SOLUTION	#INV638-KEY FOB	\$ 216.36
MICROBAC LABORATORIES	SAMPLE TESTING	\$ 1,332.00
MICROBAC LABORATORIES	KEYSTONE INC	\$ 384.00
MID-AMERICAN RESEARCH CHEMICAL	COLD WATER BACTERIA & WIPEOUT	\$ 2,456.00
NEW CENTURY FS	DIESEL & GAS	\$ 670.30
PETTY CASH	POSTAGE FOR UB BILLS	\$ 15.00
MAXWELL POST OFFICE	UTILITY BILL POSTAGE	\$ 400.00
MAXWELL POST OFFICE	POSTAGE FOR UTILITY BILLS	\$ 400.00
MAXWELL POST OFFICE	4 ROLLS OF STAMPS	\$ 240.00
PRATT SANITATION INC	MONTHLY GARBAGE	\$ 5,359.12
SAFE BUILDING LLC	ELECTRICAL PERMIT	\$ 75.00
SIMMERING-CORY, INC.	GRANT WRITING-CDBG-BALDWIN ST	\$ 1,000.00
SNYDER & ASSOCIATES	#119.0265.01A-1 - BALDWIN ST	\$ 21,263.25
STAPLES CREDIT PLAN	FILE BOXES & COFFEE	\$ 63.28
STAPLES CREDIT PLAN	PAPER,ENVELOPES,WIPES,COFFEE	\$ 261.65
STORY COUNTY SHERIFF	LAW ENFORCEMENT FY22/23 2 QTR	\$ 13,995.26
SYNCB/AMAZON	MOVIES/BOOKS	\$ 371.73
SYNCB/AMAZON	MOVIES / DVDS	\$ 306.46
TREASURER STATE OF IOWA	THOMAS BEHLE - WATER REFUND	\$ 10.55
U.S. BANK	IPAD & CASE	\$ 1,650.20
US CELLULAR	MONTHLY CELL PHONE	\$ 194.47
US CELLULAR	MONTHLY CELL PHONE	\$ 275.32
WINDSTREAM	TELEPHONE & FAX	\$ 367.33
WINDSTREAM	TELEPHONE & INTERNET	\$ 365.02
Accounts Payable Total		\$ 125,902.54
Total Paid On: 10/05/22		\$ 5,175.91
Total Paid On: 10/19/22		\$ 5,245.24
Total Paid On: 11/03/22		\$ 4,897.44
Total Payroll Paid		\$ 15,318.59
***** REPORT TOTAL *****		\$ 141,221.13

Expenses By Fund	Oct 04, 2022 - Nov 04, 2022	
GENERAL		\$ 67,298.70
ROAD USE TAX		\$ 1,934.46
CAPITAL PRJCT FUND - STRT		\$ 17,363.00
WATER		\$ 32,083.23

SEWER	\$ 20,012.99
WWTP FACILITY	\$ 2,528.75
TOTAL FUNDS	\$ 141,221.13

Revenues	October	
001 General		\$ 118,513.28
110 Road Use Tax		\$ 9,894.13
112 Employee Benefits		\$ 6,158.76
119 Emergency Funds		\$ 3,099.69
121 Local Option		\$ 6,114.87
200 Debt Service		\$ 36,063.27
303 FEMA Wind Disaster		\$ 55,661.55
600 Water		\$ 12,311.94
610 Sewer		\$ 24,595.24
625 Sewer Loans		\$ 15,500.00
TOTAL FUNDS		\$ 287,912.73

Bills to be paid Nov 16, 2022		
Central Iowa Distributing Inc	Glass Cleaner	\$ 52.00
Country Landscapes Inc	Park Trees	\$ 10,350.63
Federal Signal Corporation	Weather Sirens	\$ 32,116.52
Pratt Sanitation Inc	Monthly Garbage	\$ 5,561.81
Safe Building	Permits-building, electrical,mechanical	\$ 522.84
		\$ 48,603.80

9. Adjourn. A motion to adjourn the meeting at 9:00 P.M. was moved by Lawrence
 Seconded by Myers. 5 ayes

NEXT REGULAR MEETING WILL BE DECEMBER 5, 2022 AT 6:30 P.M.
 BUDGET MEETING WILL BE HELD NOVEMBER 21, 2022 AT 6:30 P.M.

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