

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, FEBRUARY 1, 2021, 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 Alex Golly, Meggen Lawrence, and Doug Miller. Steve Gast and Ken Jans in at 6:34. Visitors: Wes Farrand, Nancy Pritchard and Tawnia Leslie
3. A motion to approve the agenda was moved by Miller and seconded by Golly. 3 ayes.
4. Citizens Forum
 - a. NA.
5. Department Reports
 - a. Sheriff – Written report on file. Deputy Schroder was present. He said that there have been a lot of phone scams about the COVID shots. The department has received money for drones. It is in the process of creating a team for search & rescue using the drones. There was discussion on the break-in at the school garage, Sheriff contract and a vehicle driving on the bike trail and across the soccer field.
 - b. Fire – Written report on file. The department received air packs and bottle from the Pennsylvania Fire Department that sold us our newest truck.
 - i. New Member- Riley Standing would like to join the fire department. Golly moved to accept Riley Standing on the fire department. Lawrence seconded. 5 ayes.
 - c. EMS – Written report on file. – Nancy brought the missing previous months reports. She talked about the upcoming virtual inspection.
 - d. Library – Written report on file.
 - e. Public Works – Written report on file. Both dump trucks are down at this time. Alex complimented them on snow removal but need to widen the corners. Council would like to see a report for the accident involving the city pick-up.
 - f. City Clerk – Written report on file. Clerk let the council know that the family of Alvin Coles would like to donate a park bench in his name. A complaint received was read. Treasurer’s report discussed.
 - g. Engineer – Wes Farrand from Snyder & Associates was present. 1). Baldwin St Project. – A new scope of work is needed because the project has become a complete reconstruction of the street instead of an overlay. 2) WWTP Improvements – Work on the concrete tank is about done. GO bond was approved so payments will be caught up. 3) High School Improvements – They will be addressing the language for the easement and grease trap agreements. 4) Sidwell Property Concept . – Concept has been completed as well as costs for infrastructure. Costs are on the high end per lot. Costs for water and sewer extensions are included.

Golly moved to move 7b and 7i before Public Hearing. Miller seconded. 5 ayes.

7b. Discussion and Action on Ramp at 78 Main St – The vet clinic is moving into the building. A plan for remodeling was submitted to the building inspectors for approval. They said the city council had to approve the ramp that they wanted to add to the front of the building. The stairs are dangerous and need to be replaced. The new owners would like to put a ramp to make it easier to get animals in and out of the building. However, the ramp would take up 5 ft of the sidewalk. They will have to talk to the MACC Board because the ramp would cross over to their

property. Gast moved to table to next meeting so the city can talk to the attorney and insurance agent about liability. Golly seconded. 5 ayes.

7i. Discussion and Action on EMS Department - Shelby Patterson stepped down from the EMS Department. Department recommended Tawnia Leslie take over the position of EMS Chief. Gast moved to Accept Tawnia Leslie as the new EMS Chief. Golly seconded. 5 ayes.

6. Public Hearing:

a. Action and Discussion on a Resolution Approving the Maximum Tax Dollars from Certain Levies for the City's Proposed Fiscal Year 2021-2022 Budget – Gast moved to open the public hearing. Jans seconded. 5 ayes. No public. Gast moved to close the public hearing. Jans seconded. 5 ayes. Gast moved to accept a Resolution Approving the Maximum Tax Dollars from Certain Levies for the City's Proposed Fiscal Year 2021-2022 Budget. Lawrence seconded. 5 ayes.

b. 2019 Wastewater Treatment Improvements Project Update Public Hearing Announcements - Mayor Hudson read the following announcements:

CITY OF MAXWELL
2019 WASTEWATER TREATMENT IMPROVEMENTS PROJECT
UPDATE PUBLIC HEARING ANNOUNCEMENTS

A. Funding of Activities and Sources of Funds.

This project is funded in part by Community Development Block Grant (CDBG) and DNR/SRF Funds. The City was awarded a 2019 CDBG for \$300,000. To date, \$96,980 of the CDBG allocation has been expended. There is a local obligation of \$2,330,000 committed towards project costs. To date, \$763,294 has been expended.

B. Explain how the need for the activities was identified.

The need for the Wastewater Treatment Improvements Project is to ensure that the City can meet the new limits imposed upon the City by the Iowa Department of Natural Resources and the Environmental Protection Agency. The City's new permit (NPDES) requires enhanced treatment processes of wastewater to meet new more stringent limitations on ammonia-nitrogen, E Coli, and dissolved oxygen effluent limits.

C. Nature of and Status of the Activities.

The nature of the project involves improvements to the Wastewater Treatment Facility to include a LEMTEC Biological treatment process, UV disinfection, electronic controls, and other improvements to the facility.

Woodruff Construction is the contractor for the work on the project. Work on the project is approximately 25% complete.

There has been a no change to the project beneficiaries as proposed in the application submitted to State for funding.

D. Announce the estimated portion of funds that will benefit low-and-moderate income persons.

The project will result in a citywide benefit. Based on the recent survey, 61.26% of the residents living in the community are of low-and-moderate income.

E. Announce where the activities are being conducted.

The project activities will take place at the City's existing Wastewater Treatment Facility located on 1st Street on the east side of the City.

F. Announce plans to minimize displacement of persons and businesses resulting of funded activities.

The project will not result in the displacement or relocation of any persons or businesses.

G. Announce plans to assist persons actually displaced.

Since this project will not result in the displacement or relocation of any persons or businesses, there are no plans being made to assist displaced persons.

7. Business:

- a. Discussion and Authorization of Mayor to Sign Law Enforcement Services Contract – It was brought to the council attention that on item 2 that an increase in cost was to be negotiated by December for the next fiscal year. No one contacted the city about an increase in cost. They would like to discuss with someone at the Sheriff's office. Gast moved to table until they can get the advice if the city attorney. Miller seconded. 5 ayes.
- c. Discussion and Action on a Resolution Appointing a City Attorney - Steve moved to approve Resolution appointing the City Attorney to Caldwell, Brierly, & Chalupa, PLLC. Lawrence seconded. 5 ayes.
- d. Discussion and Action of 5th St Storm Sewer split Project Costs – There was discussion on splitting this project into 2 phases. The 1st phase would be done at the same time as the Baldwin St project. The 2nd phase would include a stormwater line from Maxwell St to Baldwin St. Gast moved include in the Capital Improvement Plan a 5th Street storm water project in 2 phases. Golly seconded. 5 ayes.
- e. Discussion and Action of Cemetery Mowing – Gast moved to renew the cemetery mowing contract with Dave Pomeroy for one more year. Jans seconded. 5 ayes.
- f. Discussion and Action on A Resolution Appointing Representatives to the Central Iowa Regional Housing Authority – Jans moved to appoint Doug Miller as representative and Meggen Lawrence alternate representative to the Central Iowa Regional Housing Authority. Gast seconded 5 ayes.
- g. Discussion and Authorization of Mayor to Letter of Conflict for Ahlers & Cooney – Ahlers & Cooney represents both the CM School and the City of Maxwell. They would like to have on record that both parties are aware of this conflict of interest. Gast moved to authorize the mayor to sign the Letter of Conflict for Ahlers & Cooney. Lawrence seconded. 5 ayes.
- h. Discussion and Action on Contractor for ADA Ramp and Sidewalk on Main St – Gast moved to contract Myers Concrete for the ADA Ramp in front of Post Office. Lawrence seconded. 5 ayes.

- j. Discussion and Action on COVID Employee Pay – Gast moved to extend COVID-19 pay policy until March 31, 2021 With the public works employees being able to quarantine within their trucks or in the shed. Lawrence seconded. 5 ayes.
8. Council and Mayor Reports –
- a. Steve Gast – 1) Steve announced that the pavilion for the Freedom Rock Plaza will be delivered this month. It will have to be stored until warm weather when it can be assembled.
 - b. Alex Golly – 1) Alex asked when Snyder & Assoc. bill the city, because Wes is always at our meetings. Wes explained that the city is not being billed for his time at council meetings.
 - c. Meggen Lawrence – No Comments
 - d. Doug Miller 1) Doug gave an update on the housing study done in Story County. 2) Doug would like for Tony to start working on getting bids for road work soon. He would like to see it done in July. 3) Doug asked about the new Open Spaces and Parks Board. Meggen & Steve reported that they were going to make some recommendations and are going to work on smaller projects until they were sure what they were doing. 4) Doug talked about the garbage contract and whether the city had contacted the bidders with our decision.
 - e. Ken Jans- Ken, Alex and Nancy have talked to Cambridge First Responders about covering Maxwell when we do not have First Responders available. They are willing to help but would like a donation of \$100 per call to help with expenses. They are also going to talk to Story County about getting ambulances posted though out Story County rather than just at the hospital.
 - f. Jameson Hudson – 1) Jameson updated everyone on the Oakes Property development. He will be having a meeting with the developers February 11 at 3:00 PM.

9. Consent Agenda

- a. Gast moved to accept the January 4, 2021 minutes and bills. Miller seconded. 5 ayes.
- b. Bills presented were as follows:

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
AFLAC	AFLAC CANCER	\$ 252.48
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 4,528.59
AWS SERVICE CENTER	MONTHLY GARBAGE SERVICE	\$ 3,166.01
CALDWELL,BRIERLY,& CHALUPA LLC	GARBAGE CONTRACT, 3 ANGELS	\$ 358.00
CASEY'S BUSINESS MASTERCARD	MONTHLY GAS DIESEL	\$ 584.75
CHEM-SULT, INC	SODIUMHYPOCHLORITE	\$ 375.00
CLIA LABORATORY PROGRAM	CERTIFICATE TO TAKE BLOODSUGAR	\$ 180.00
COMMONWEALTH ELECTRIC COMPANY	STORM DAMAGE REPAIR	\$ 13,609.91
CONSUMERS ENERGY	RCH ELECTRIC	\$ 52.00
DEBRA HAYES	MILEAGE TO COUNTY AUDITOR	\$ 13.44
EMERGENCY MEDICAL PRODUCTS	#2218055-MISC SUPPLIES	\$ 153.95
EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$ 330.01
FELD FIRE	FIX TANK LEAK @GAUGE	\$ 61.90

FELD FIRE	T3 TACTICAL RESCUE TOOL	\$ 710.00
DB IOWA HOLDINGS	PUBLIC HEARINGS AND MINUTES	\$ 559.55
IOWA REGIONAL UTILITIES ASSOC	RCH MONTHLY WATER	\$ 301.01
IPERS	IPERS	\$ 1,864.05
KEYSTONE LABORATORIES INC	#1D10164-SOLIDS,NITROGEN,BOD	\$ 286.00
KEYSTONE LABORATORIES INC	#1E00494-SOLIDS,NITROGEN,CBOD	\$ 287.40
LOGSDON'S GROCERY	TOWELS,T-TISSUE	\$ 97.69
MID-AMERICAN RESEARCH CHEMICAL	COLD WATER BACTERIA	\$ 600.00
MAXWELL STATE BANK	FED/FICA TAXES	\$ 2,665.43
MAXWELL STATE BANK	SAFE DEPOSIT BOX 67	\$ 90.00
MAXWELL POST OFFICE	STAMPS	\$ 220.00
RICHARD SIDWELL	LAGOON ROAD EASEMENT	\$ 7,900.00
SAFE BUILDING COMPLIANCE & TEC	MECHANICAL,BUILDING & FENCE PT	\$ 273.31
SIMMERING-CORY, INC.	GRANT ADMINISTRATION	\$ 2,000.00
SNYDER & ASSOCIATES	#119.0266.01-17 WWTP IMPROVE	\$ 24,039.03
STAPLES CREDIT PLAN	DSEK CALENDERS, FOLDERS,TAXFRM	\$ 97.59
SYNCB/AMAZON	DVDS, BOOKS	\$ 402.93
ROD MEEK	REMOVAL OF 2 TREES & 1 TRUNK	\$ 6,900.00
TRUCK EQUIPMENT INC	CUTTING EDGE & GUIDES-SNOWPLOW	\$ 438.80
U.S. BANK	FREE CONFERENCE CALL	\$ 28.26
US CELLULAR	MONTHLY CELL PHONE	\$ 205.88
WINDSTREAM	#091143420-TELEPHONE	\$ 368.68
WINDSTREAM	#091143516-INTERNET & FIRE	\$ 580.38
Accounts Payable Total		\$ 74,582.03
Total Paid On: 1/13/21		\$ 4,333.07
Total Paid On: 1/27/21		\$ 4,768.64
Total Payroll Paid		\$ 9,101.71
***** REPORT TOTAL *****		\$ 83,683.74
Expenses by Fund	Jan 5-Jan 29 2021	
GENERAL		\$ 18,663.69
ROAD USE TAX		\$ 829.80
FEMA WIND DISASTER 2020		\$ 20,509.91
WATER		\$ 4,874.96
SEWER		\$ 5,772.35
WWTP FACILITY		\$ 33,033.03
TOTAL FUNDS		\$ 83,683.74
Revenue by Fund	1-Jan	
001 General		\$ 14,321.15
110 Road Use Tax		\$ 10,643.08
112 Employee Benefits		\$ 194.59

119 Emergency Fund		\$ 21,443.06
121 Local Option		\$ 11,364.76
600 Water		\$ 12,006.26
610 Sewer		\$ 13,862.75
Total Revenue		\$ 62,472.78

10. Budget Fiscal Year 2021-2022 – Budget was tabled until February 10th at 6:30.
11. Adjourn. A motion to adjourn the meeting at 9:38 PM was moved by Golly. Seconded by Jans. 5 ayes.

NEXT REGULAR MEETING WILL BE MARCH 1, 2021 AT 6:30 PM
SPECIAL MEETING FEBRUARY 10, 2021, 6:30 PM

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