

Minutes of the Maxwell City Council

Special Session

Wednesday October 15, 2025

These minutes are as recorded by the city clerk and are subject to city council approval at the next regular council meeting.

1. Maxwell City Council held a meeting on the above date pursuant to the rules of the council, notice posted at city hall, city website, post office, Maxwell State Bank, and Facebook. Mayor Higgins called the meeting to order at 6:00 pm.
2. Roll Call was answered by Gast, Philpott, Miller, and Westendorf. Jans absent. City staff present clerk Wendy Crabtree. Also present Craig Henry, Lucas Young, Richard Wehrman, and Gavin Stone arrived at 6:55 pm.
3. Miller moved, and Gast seconded to approve the agenda as amended: moving item #6 to follow item #4, item #5 to follow item #6, and item #8 to follow item #5. RCV: Ayes: Gast, Philpott, Westendorf, Miller. Nays: None. Absent: Jans. Motion carried.
4. Gast moved and Westendorf seconded approval of claims presented and agenda with two corrections to the 10/8 minutes. RCV: Ayes: Gast, Philpott, Westendorf, Miller. Nays: None. Absent: Jans. Motion carried.
6. Craig Henry and Lucas Young presented an income based owner-occupied repair program available through the Story County Housing Trust. Informational packets are available at city hall for anyone interested.
5. Westendorf moved and Miller seconded opening the public hearing on the proposed expansion of the Maxwell Urban Renewal Area at 6:10 pm. No public comments were received. Miller moved and Westendorf seconded closing the hearing at 6:11 pm. RCV: Ayes: Gast, Philpott, Westendorf, Miller. Nays: None. Absent: Jans. Motion carried.
8. Discussion of proposed Ordinance 345, an amendment to the code of ordinances of the city of Maxwell, Iowa requiring dog licenses. Gast drafted the ordinance with changes to the license expiration date, delinquent date changes and to increase fee delinquency from \$5 to \$10. Clerk to research prices of microchip readers to have on hand for public works employees. Westendorf moved and Philpott seconded moving the ordinance discussion to the November 12 meeting. RCV: Ayes: Gast, Philpott, Westendorf, Miller. Nays: None. Absent: Jans. Motion carried.
7. Gast moved and Westendorf seconded approval of Resolution 2025-45 a Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Maxwell Urban Renewal Area. RCV: Ayes: Gast, Philpott, Westendorf, Miller. Nays: None. Absent: Jans. Motion carried.
9. Discussion regarding a proposed amendment to the Maxwell Code of Ordinances that would revise provisions related to compensation for the mayor and council members. No formal action was taken. Item was tabled and will be revisited at the council meeting scheduled for May 13, 2026.
10. Discussion of Planning & Zoning's recommendation for an updated zoning map. Snyder engineer has been unsuccessful getting an updated map from Story County MAPS. Gast will call Matt Boeck, the GIS coordinator at MAPS and report back to council. No action taken.
11. Gavin Stone, President of Pratt Sanitation, met with the council to discuss proposed changes related to Ames Resource Recovery operations. The City of Maxwell's existing 28E agreement with Ames Resource Recovery is set to expire in 2034. The clerk will consult with the city attorney regarding the possibility of early termination or modification of the agreement. Council members Philpott and Miller plan to attend the Ames Resource Recovery open house on October 16, 2025, to gather additional information. No action taken.
12. Westendorf reported RTI conducted a site visit at both the library and city hall, and they will provide a quote for security cameras and access card systems. Miller noted an abandoned vehicle currently

parked within the city's right-of-way and inquired about the concession door at Legion Field. The clerk confirmed that Meusburger has been notified of their successful bid and door has been ordered. Miller also reported that dirt needs to be moved to the trail switchback area and requires seeding. Weeds were observed in the batting cages and beneath the bleachers. Public works will assess and address these items. Mayor Higgins announced that FEMA has officially approved the land transfer to the school. Gast asked whether the city intends to retain the southern 30-foot block extending to the center of the road, noting that full 50-foot right-of-way access may be necessary for future tile maintenance. The clerk will consult the city attorney to determine whether this provision is included in the agreement. Gast shared that the Finance Committee met with the city's financial advisor, who will coordinate with Snyder regarding the State Revolving Fund.

13. Philpott moved and Westendorf seconded adjournment. 7:35pm. The next city council meeting will be on November 12 at 6:00 in city hall.

CLAIMS PRESENTED

ACCESS MONTHLY PRINTER RENT \$212.34
CENTRAL IOWA DISTRIBUTING PARK RESTROOM SUPPLIES \$159.83
CONSUMERS ENERGY RCH ELECTRIC \$41
POST OFFICE ANNUAL POST OFFICE BOX FEE \$136
NEW CENTURY FS FIRE FUEL \$222.26
CONTINENTAL RESEARCH DE-ICER, GLOVES \$657.73
STORY COUNTY SHERIFF Q2 PAYMENT SHERIFF CONTRACT \$15,071.16
U.S. BANK OFFICE SUPPLIES CITY HALL \$582.6
CHEM-SULT, INC SODIUM HYPOCHLORITE \$965.9
PRATT SANITATION SEPTEMBER GARBAGE CONTRACT \$5,767.15
MICROBAC LABORATORIES \$629
INTERSTATE POWER SYSTEMS GENERATOR ALARM FIX \$717.75
AT&T MOBILITY FIRSTNET CELL PHONES \$273.81
BRICK GENTRY P.C. 8/26/25 - 9/24/25 \$2,220.00
MENARDS AMES LIBRARY MATERIALS \$65.97
CLAIMS TOTAL \$27,722.50
GENERAL FUND \$24,500.14
ROAD USE TAX FUND \$799.49
WATER FUND \$1,075.01
SEWER FUND \$1,347.86