

PUBLIC NOTICE

THE MAXWELL CITY COUNCIL WILL HOLD A REGULAR COUNCIL MEETING ON MONDAY, AUGUST 7, 2023, AT 5:00 PM AT MAXWELL FIRE STATION, ENTRANCE IN THE BACK, 111 MAIN STREET, MAXWELL, IA

The City of Maxwell invites residents to join this city council meeting via a conference call. If you would like to participate, just before the meeting start time, you must call 844-855-4444 and enter this access code: 471070 no earlier than 5 minutes prior to the meeting.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CITIZENS' FORUM**
 - a. **CONNIE SMITH – BUILDING PERMITS.**
 - b. **OPEN**
- 5. DEPARTMENTAL REPORTS**
 - a. **SHERIFF**
 - b. **FIRE DEPT**
 - c. **EMS DEPT**
 - d. **LIBRARY**
 - e. **PUBLIC WORKS**
 - f. **CITY CLERK**
 - g. **ENGINEER**
 - h. **PARKS AND OPEN SPACES BOARD**
- 6. PUBLIC HEARING**
 - a. **A RESOLUTION APPROVING VACATION OF PROPERTY AND CONVEYANCE OF REAL PROPERTY**
 - b. **A PUBLIC HEARING TO CONSIDER A COMMUNITY DEVELOPMENT AND HOUSING NEEDS ASSESSMENT**
 - i. **RESOLUTION ADOPTING COMMUNITY DEVELOPMENT AND HOUSING NEEDS ASSESSMENT**
 - c. **A PUBLIC HEARING TO CONSIDER THE SUBMISSION OF AN APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT**
 - i. **A RESOLUTION ENDORSING AND AUTHORIZING SUBMISSION OF AN APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOLLOWING PUBLIC HEARING.**
 - ii. **A RESOLUTION COMMITTING MATCHING FUNDS FOR A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**
- 7. BUSINESS**
 - a. **DISCUSSION AND ACTION ON HOMECOMING PARADE AND ROUTE**
 - b. **DISCUSSION AND ACTION ON HEART OF IOWA NATURE TRAIL MASTER PLANNING**
 - c. **DISCUSSION AND ACTION ON BALDWIN STREET RECONSTRUCTION PROJECT**
 - d. **DISCUSSION AND ACTION ON DNR REQUIREMENTS FOR PERMITS AND GRANT FUNDING FOR PROPOSED UPGRADES TO WATER TREATMENT**
 - e. **DISCUSSION AND ACTION ON SCOPE OF SERVICES FOR WOODLAWN STREET STORM SEWER PROJECT**
 - f. **DISCUSSION AND ACTION ON HIRING TREE REMOVAL SERVICE**
 - g. **DISCUSSION AND ACTION TO APPROVE INSURANCE INCREASES FOR FIRE STATION AND WATER TREATMENT PLANT**
 - h. **DISCUSSION AND ACTION ON HIRING A GRANT WRITER**
 - i. **DISCUSSION AND ACTION ON APPROVING MAXWELL MARKET TO HOST THE FALL FESTIVAL ON OCTOBER 15TH**
 - j. **DISCUSSION AND ACTION ON STREET PARKING AT SCHOOL AND HIRING STRIPING CONTRACTOR TO PAINT PARKING LINES**
 - k. **DISCUSSION AND ACTION ON HIRING PUBLIC WORKS ASSISTANT**
 - l. **DISCUSSION AND ACTION ON HIRING DEPUTY CLERK**
 - m. **DISCUSSION AND ACTION ON EMPLOYEE REVIEWS**

- n. **DISCUSSION AND ACTION ON APPROVAL OF PAYMENT FOR OOR GRANT RECIPIENTS**

8. COUNCIL AND MAYOR REPORTS

- a. **GAST**
- b. **MYERS**
- c. **LAWRENCE**
- d. **MILLER**
- e. **JANS**
- f. **HIGGINS**

9. CONSENT AGENDA

- a. **APPROVAL OF ALCOHOL PERMIT FOR WHIMSICAL WINE TRAILOR**
- b. **APPROVAL JULY 10, 2023 MINUTES**
- c. **APPROVAL CURRENT BILLS AS PRESENTED**

10. ADJOURN

Departmental Reports

Fire meeting

LanceSusanBrett Livesay

Mon 7/17/2023 8:28 PM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>;Tony Ness <tnyness@gmail.com>

Fire Dept Meeting July 17, 2023

Members present; Susie L, Tony N, Jerry H, Wyatt L, Lucas N, Tom H, Jared H, Carl M, Shelby P, Ryan L, Jim H

Visitors present: none

Meeting called to order at 7:00 pm

Reading of last month's minutes. Motion to approve Ryan, seconded Tom.

Old Business – had driver training.

Call Critique

6-21; 701 5th St #13, lift assist. 1 person

6-29; 600 Broad St, lift assist, 7 people

6-29; 7978 NE 142 Nd Ave, ditch fire, 6 people

7-2; 505 6th St NE Mitchellville. 3 people

7-11; Trailer court - landing zone, disregard 6 people

Chiefs News-training is August 13th at 8:30.

New Business -

S14 between 305th and 295th will be closed from July 18th until October 17th for bridge replacement.

EMS meeting

LanceSusanBrett Livesay <livesaysl@yahoo.com>

Mon 7/17/2023 7:20 PM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>;Scott Johnson <johnsonscott@live.com>

EMS Meeting July 17, 2023

Members present; Susie L, Tony N, Shelby P, Jerry H, Jamie N, Ryan L, Wyatt L, Shelly R, Joel W

Meeting called to order at 6:02 pm

Jamie would like to comment she didn't know she was voluntold that she was second in command and would like that notated.

Would like to bring up call pay and see if anyone has a preference on having it paid out June and December. And change it to just once a year, and it would be paid out in December. No comments.

Scott will tell the city to change it to once a year.

Reading of last months minutes, motion to approve. Shelly, seconded Ryan.

Call discussion.

We need to do a truck check tonight.

Meeting adjourned at 6:15pm, Jamie, seconded Ryan

Expenses By Fund	07/01/2023-07/30/2023	
GENERAL		\$ 48,254.86
ROAD USE TAX		\$ 3,652.02
WATER		\$ 28,255.26
SEWER		\$ 15,512.29
TOTAL FUNDS		\$ 95,674.43

Revenues	July	
001 General		\$ 14,499.43
016 Washington Township		\$ 15,661.52
110 Road Use Tax		\$ 9,653.86
112 Employee Benefits		\$ 333.48
119 Emergency Funds		\$ 167.84
121 Local Option		\$ 11,374.33
200 Debt Service		\$ 1,952.73
600 Water		\$ 11,422.46
610 Sewer		\$ 23,242.00
TOTAL FUNDS		\$ 88,307.65



Library Board Report

August 2023 (reporting for prior month)

ATTENDANCE OF LAST MEETING OF BOARD OF TRUSTEES:

Anna Baldwin	Director
Kray Shivers	President
Amanda Sharp	Vice President
Shawna Shivers	Secretary
Michele Hand	
Sharon Rink	

BOOKS:

Total- 196

MOVIES:

Total- 32

ATTENDANCE:

Total - 308

Children- 53 Adults-97

*2 Movies Attendance - 0

*STEM Attendance- 0

*See SRP daily attendance below Total - 158

BRIDGES:

Total- 120

On hold- 78

Computers-Adult- 2

Child - 22

CURRENT EVENTS

- Fill in person will work Tues and every other Sat until further notice
- Summer reading program ran 6 days between July 10th-21st
- New thermostat installed in the library!! Yay!
- President Kray resigned from position will reassign seats 8/17

UP COMING EVENTS

- School early out event planning with Collins
- Strategic planning starting
- Reassign new seats on library board/applications for board
- Searching for programs/classes to host
- Planning for new flooring and paint

Summer reading program attendance

July 10th- 47 (held during summer enrichment program)

July 12th- 48 (held during summer enrichment program)

July 14th- 15

July 17th- 18

July 19th-21

July 21st- 9

Maxwell Public Library Minutes
Board of Trustees
7/20/2023
6:00PM @ Maxwell Public Library

Opening

Meeting of the Maxwell Public Library Board of Trustees was called to order at 6:00pm on Thursday July 20, 2023. Board members in attendance were Kray, Michele, Sharon, and Shawna. Library Director, Anna was present.

1. Call to order
2. Roll call
3. Approval of agenda 1st Sharon 2nd Shawna Yay 3 Nay 0
4. Consent items
 - a. Approval of April 2023 minutes 1st Sharon 2nd Shawna Yay 3 Nay 0
 - b. Approval of April 2023 bills 1st Shawna 2nd Michele Yay 3 Nay 0
5. Reports
 - a. Directors Report
 - i. See attached report
 - b. Friends Board
 - i. No current updates
 - c. Policy & Procedure
 - i. Michele will meet with Anna to review circulation policy and any others that require additional review prior to adoption.
 - d. Grants
 - i. Rob See Co application was submitted. Results will be notified in end of September.
 - ii. Just a reminder that the paint grant we received must be purchased at Diamond Vogel by the end of the calendar 2023 year.
6. Business
 - a. Vote and/or discuss training
 - i. The board will research in notes/documentation the amount of training completed thus far this year and create an upcoming training calendar.
 - b. Vote and/or discuss policies
 - i. Anna will work with Michele to finalize outstanding policies prior to the next meeting to ensure we can do a final review and adopt the policies.
 - ii. Anna will also create a personnel policy for the needs of the library and library staff.
 - iii. In future meetings we can remove policy from the Reports section and have it in Business as we will have a 3 year review schedule for all policies in place.

- c. Vote and/or discuss Strategic Plan
 - i. Michele will reach out to the Nevada board for assistance/resources on this
- d. Vote and/or discuss budget
 - i. The director will maintain a monthly/budget friendly deals on all materials and supplies for the library/library needs. This is flexible from month to month.
- e. Vote and/or discuss library renovations
 - i. Michele and Anna will work together to obtain sample colors, paint and floor swatches to determine what aesthetic we may desire to update the library with
 - ii. We will discuss window treatments and possible contractors– automatic blackout type curtains as well as the potential for an outside awning to prevent any rain from entering through the front window
 - iii. The board encourages each other as well as library director, staff and patrons to suggest updates they wish to see in the library space for the board to take into consideration when discussing renovations.

7. Open Forum

- a. Current board president, Kray, will be stepping down effective immediately. Kray thanks the board and library staff for all their work during his tenure & wishes them all the best in future endeavors.
 - i. Next meeting the remaining board members will discuss and vote on officer seats.

8. Adjourn

- a. The 7/20/2023 meeting was adjourned at 7:16 PM.
1st Shawna 2nd Michele Yay 3 Nay 0

Next Meeting will be held Thursday, August 17, 2023 ay 6pm.

Next Meeting Anticipated Topics:

1. Trustee officer seats
2. Policy
3. Strategic Plan
4. Budget
5. Renovations

**City Clerk
August 2023**

Miscellaneous Information:

- ARPA Funds must be obligated by December 31, 2024 and expended by December 31, 2026
- Audit is set for Aug 29th.
- Water/Wastewater Workers of Iowa Week – August 20-26- Let Tony know we appreciate the work that he does.
- Made it through the first utility billing without Dee.
- We received our last payment from FEMA.
- I have included an email from Story County Emergency Management for anyone that didn't receive it. They are promoting the Alerts System by having a competition to see who can sign up the most subscribers.

Story County Iowa Alerts Sign Up Competition

Story County Emergency Management

Wed 8/2/2023 10:26 AM

To: Alex Rainey <raineylandscaping@gmail.com>; Andrew Webb <webbahmj1@aol.com>; Anthony Romero <aromero1@iastate.edu>; bkmittman@cityofnevadaiaowa.org <bkmittman@cityofnevadaiaowa.org>; Brett Barker <mayor@cityofnevadaiaowa.org>; Brett Comegys - Second Email <mayor.brettc@gmail.com>; Brett Comegys- Collins Mayor <brett.m.comegys@gmail.com>; Brian Ables - Roland <briandabels@hotmail.com>; Cambridge Clerk <cityofcambridge@huxcomm.net>; cityofsheldahl@huxcomm.net <cityofsheldahl@huxcomm.net>; cityofslater@huxcomm.net <cityofslater@huxcomm.net>; Clayton Oliver <coliver@iastate.edu>; Colo Clerk <colocity@netins.net>; council.andrewc@gmail.com <council.andrewc@gmail.com>; council.stacyh@gmail.com <council.stacyh@gmail.com>; David K. Cooper <DCooper@storycountyiowa.gov>; Deb Hayes <cityofmaxwell@hotmail.com>; dsporleder@cityofstoriocity.org <dsporleder@cityofstoriocity.org>; emily.banks@hotmail.com <emily.banks@hotmail.com>; Gilbert Clerk <cityofgilbert@cityofgilbertiowa.org>; Heather Slifka City Clerk <hslifka@cityofstoriocity.org>; jcook@cityofnevadaiaowa.org <jcook@cityofnevadaiaowa.org>; Jennifer Davies <kellyiowa@gmail.com>; Jodi Meredith <cityofroland@gmail.com>; John Haila <john.haila@cityofames.org>; John Kahler <jfkahler@hotmail.com>; Jon Popp <poppj@globalccs.net>; jsbrinkman1@gmail.com <jsbrinkman1@gmail.com>; Katie Baldwin <cityofcollinsia@gmail.com>; kbrekke@cityofgilbertiowa.org <kbrekke@cityofgilbertiowa.org>; Kenneth Kling <klkling@iastate.edu>; kennethjans63@gmail.com <kennethjans63@gmail.com>; Kerin Wright <KWright@cityofnevadaiaowa.org>; Kevin Deaton <huxleyfirechief@gmail.com>; Linda S. Murken <LMurken@storycountyiowa.gov>; macdaddy4ballard@gmail.com <macdaddy4ballard@gmail.com>; Mark Jackson <majackson@cityofstoriocity.org>; Martin Herr <zearing@netins.net>; mayorofmaxwell@gmail.com <mayorofmaxwell@gmail.com>; megwalker04@gmail.com <megwalker04@gmail.com>; Melissa K. Spencer <MSPencer@storycountyiowa.gov>; Mellisa Mattingly-McBurg City Clerk <mcburg@netins.net>; Mike Jensen- Story City Mayor <Mikeljensen_50248@yahoo.com>; Paul H. Fitzgerald <PFitzgerald@storycountyiowa.gov>; publicworks.roland@gmail.com <publicworks.roland@gmail.com>; renee.hall@cityofames.org <renee.hall@cityofames.org>; Rich Higgins - Ames Fire Chief <rhiggins@city.ames.ia.us>; rmlarson1986@gmail.com <rmlarson1986@gmail.com>; Robert Chubbic <bchubbic.cambridge@gmail.com>; Rod Geisinger <rgeising@netins.net>; steven50161@gmail.com <steven50161@gmail.com>; Tawnia Leslie <maxwellemsdept@gmail.com>; Taylor Bassett <Taylor.bassett33@gmail.com>; Todd Anderson <Todd.Anderson@cbre.com>; williamlyt66@gmail.com <williamlyt66@gmail.com>

Cc: Emergency Management - Intern <emintern@storycountyiowa.gov>

Good Morning Commission-

September is National Preparedness month. To close out the month, on September 29th at 10AM, I am planning to conduct a county wide test of the Story County Iowa Alerts system. To encourage the public to sign up, I would like to market this as a Community Vs. Community competition to see who can sign up the most new subscribers. The winning community will get bragging rights for the next year and maybe a little something suitable for framing for the win. We will develop the marketing materials and ask that you share them far and wide.

A fun idea we are floating around is making a short video or two with Mayors promoting the competition. If you would be interested in doing to video please let me know. Our Intern Samantha will be developing this project so you may receive emails directly from her.

Currently we have 12% of households in Story County signed up. I would like to set a modest goal of reaching 15% of households by the end of September. Here are the current registration numbers for each community:

Ames- 3510
Cambridge- 1211
Collins- 1135
Colo- 1233
Gilbert- 1613
Huxley- 1471
Kelley- 1206
Maxwell- 1190
McCallsburg- 1098
Nevada- 1825
Roland- 1291
Sheldahl- 1103
Slater- 1311
Story City- 1311

If you have any questions or concerns please let me know.

Thanks!

Melissa

Story County Emergency Management Agency

Melissa Spencer Coordinator 515 382 7315

David Cooper Deputy Coordinator 515 382 7316

storycntyiaem@storycountyiowa.gov

www.storycountyiowa.gov/ema

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BUDGET REPORT
CALENDAR 8/2023, FISCAL 2/2024

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	57,390.00	.00	14,345.30	25.00	43,044.70
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FLOOD CONTROL TOTAL	.00	.00	.00	.00	.00
	FIRE TOTAL	58,560.00	.00	3,993.49	6.82	54,566.51
	AMBULANCE TOTAL	43,590.00	.00	1,060.08	2.43	42,529.92
	BUILDING INSPECTIONS TOTAL	8,000.00	.00	540.59	6.76	7,459.41
	ANIMAL CONTROL TOTAL	500.00	.00	.00	.00	500.00
	PUBLIC SAFETY TOTAL	168,040.00	.00	19,939.46	11.87	148,100.54
	ROADS, BRIDGES, SIDEWALKS TOTA	53,490.00	.00	3,652.02	6.83	49,837.98
	STREET LIGHTING TOTAL	29,000.00	.00	4,286.88	14.78	24,713.12
	SNOW REMOVAL TOTAL	2,380.00	.00	.00	.00	2,380.00
	STREET CLEANING TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	82,140.00	.00	11,243.47	13.69	70,896.53
	OTHER PUBLIC WORKS TOTAL	.00	.00	.00	.00	.00
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	PUBLIC WORKS TOTAL	167,010.00	.00	19,182.37	11.49	147,827.63
	WATER,AIR,MOSQUITO CONTRO TOTA	2,000.00	.00	.00	.00	2,000.00
	OTHER HEALTH & SOC SERV TOTAL	.00	.00	.00	.00	.00
	HEALTH & SOCIAL SERVICES TOTA	2,000.00	.00	.00	.00	2,000.00
	LIBRARY TOTAL	56,330.00	.00	1,341.68	2.38	54,988.32
	PARKS TOTAL	95,570.00	.00	2,414.46	2.53	93,155.54
	CEMETERY TOTAL	15,000.00	.00	1,770.00	11.80	13,230.00
	OTHER CULTIRE & REC TOTAL	.00	.00	.00	.00	.00
	CULTURE & RECREATION TOTAL	166,900.00	.00	5,526.14	3.31	161,373.86
	COMMUNITY BEAUTIFICATION TOTA	.00	.00	.00	.00	.00
	ECONOMIC DEVELOPMENT TOTAL	20,500.00	.00	.00	.00	20,500.00
	PLANNING & ZONING TOTAL	1,000.00	.00	.00	.00	1,000.00
	COMMUNITY & ECONOMIC DEV TOTA	21,500.00	.00	.00	.00	21,500.00
	MAYOR/COUNCIL/CITY MGR TOTAL	6,920.00	.00	159.00	2.30	6,761.00
	CLERK/TREASURER/ADM TOTAL	64,220.00	.00	4,168.31	6.49	60,051.69
	ELECTIONS TOTAL	1,000.00	.00	.00	.00	1,000.00
	LEGAL SERVICES/ATTORNEY TOTAL	18,000.00	.00	2,100.69	11.67	15,899.31
	CITY HALL/GENERAL BLDGS TOTAL	40,700.00	25,000.00	25,844.96	63.50	14,855.04
	TORT LIABILITY TOTAL	24,210.00	.00	114.94	.47	24,095.06
	GENERAL GOVERNMENT TOTAL	155,050.00	25,000.00	32,387.90	20.89	122,662.10

BUDGET REPORT
CALENDAR 8/2023, FISCAL 2/2024

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ROADS, BRIDGES, SIDEWALKS TOTA	.00	.00	.00	.00	.00
	WATER TOTAL	.00	.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TOTAL	95,341.00	.00	.00	.00	95,341.00
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	95,341.00	.00	.00	.00	95,341.00
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	ROADS, BRIDGES, SIDEWALKS TOTA	1,600,000.00	.00	.00	.00	1,600,000.00
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	1,600,000.00	.00	.00	.00	1,600,000.00
	WATER TOTAL	144,210.00	.00	28,371.28	19.67	115,838.72
	SEWER/SEWAGE DISPOSAL TOTAL	347,020.00	.00	15,628.33	4.50	331,391.67
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	ENTERPRISE FUNDS TOTAL	491,230.00	.00	43,999.61	8.96	447,230.39
	TRANSFERS IN/OUT TOTAL	682,479.00	.00	15,460.00	2.27	667,019.00
	GENERAL REVENUES TOTAL	.00	.00	.00	.00	.00
	TRANSFER OUT TOTAL	682,479.00	.00	15,460.00	2.27	667,019.00
	TOTAL EXPENSES BY FUNCTION	3,549,550.00	25,000.00	136,495.48	3.85	3,413,054.52

TREASURER'S REPORT
CALENDAR 7/2023, FISCAL 1/2024

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	266,496.46	14,499.43	48,383.85	128.99	232,741.03
004 EMS DEPT TRUST	282.56	.00	.00	.00	282.56
005 FIRE DEPT TRUST	36,550.39	.00	.00	.00	36,550.39
008 LIBRARY TRUST	23,048.56	.00	.00	.00	23,048.56
016 WASHINGTON TNSHP TRUST	138,388.98	15,661.52	.00	.00	154,050.50
019 EMERGENCY TRUST	44,608.96	.00	.00	.00	44,608.96
110 ROAD USE TAX	174,609.30	9,653.86	3,652.02	.00	180,611.14
111 I-JOBS	1,114.35	.00	.00	.00	1,114.35
112 EMPLOYEE BENEFITS	4,925.64	333.48	.00	.00	5,259.12
119 EMERGENCY FUND	.00	167.84	.00	.00	167.84
120 UTILITY FRANCHISE	134,007.63	.00	.00	.00	134,007.63
121 LOCAL OPTION SALES TAX	366,410.81	11,374.33	.00	.00	377,785.14
125 TAX INCREMENT FINANCING	119,675.15	.00	.00	.00	119,675.15
126 OWEN TIF DISTRICT	3,186.07-	.00	.00	.00	3,186.07-
129 ARP FUNDS	.00	.00	.00	.00	.00
150 ARPA	135,168.82	.00	.00	.00	135,168.82
170 FEMA	28,893.25	.00	.00	.00	28,893.25
171 MAY 2013 FLOOD/HAIL	.00	.00	.00	.00	.00
172 2014 FEMA BUYOUT	.00	.00	.00	.00	.00
200 DEBT SERVICE	1,320.74-	1,952.73	.00	.00	631.99
301 CAPITAL PRJCT FUND - ST	67,762.00	.00	.00	.00	67,762.00
302 CAPITAL FUND PRJCT-STOR	2,158.50-	.00	.00	.00	2,158.50-
303 FEMA WIND DISASTER 2020	27,311.06-	.00	.00	.00	27,311.06-
305 REMOVAL OF TREES	26,000.00	.00	.00	.00	26,000.00
600 WATER	157,516.65	11,422.46	28,371.28	116.04	140,683.87
610 SEWER	93,971.08	23,242.00	31,088.33	116.02	86,240.77
611 2015 SEWER REHAB	35,924.29	.00	.00	.00	35,924.29
612 WWTP FACILITY	.60-	.00	.00	.00	.60-
625 SEWER LOANS	45,012.94	15,460.00	.00	.00	60,472.94
Report Total	1,866,390.85	103,767.65	111,495.48	361.05	1,859,024.07

TREASURER'S REPORT
CALENDAR 6/2023, FISCAL 12/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	56,290.62	272,176.78	61,669.28	301.66-	266,496.46
004 EMS DEPT TRUST	282.56	.00	.00	.00	282.56
005 FIRE DEPT TRUST	36,550.39	.00	.00	.00	36,550.39
008 LIBRARY TRUST	23,048.56	.00	.00	.00	23,048.56
016 WASHINGTON TOWNSHIP TRUST	210,627.03	.00	72,238.05	.00	138,388.98
019 EMERGENCY TRUST	36,400.00	8,208.96	.00	.00	44,608.96
110 ROAD USE TAX	220,738.01	15,176.25	61,304.96	.00	174,609.30
111 I-JOBS	1,114.35	.00	.00	.00	1,114.35
112 EMPLOYEE BENEFITS	21,223.23	171.41	16,469.00	.00	4,925.64
119 EMERGENCY FUND	8,122.70	86.26	8,208.96	.00	.00
120 UTILITY FRANCHISE	135,922.73	.00	1,915.10	.00	134,007.63
121 LOCAL OPTION SALES TAX	537,961.08	12,275.73	183,826.00	.00	366,410.81
125 TAX INCREMENT FINANCING	119,675.15	.00	.00	.00	119,675.15
126 OWEN TIF DISTRICT	3,186.07-	.00	.00	.00	3,186.07-
129 ARP FUNDS	.00	.00	.00	.00	.00
150 ARPA	135,168.82	.00	.00	.00	135,168.82
170 FEMA	28,893.25	.00	.00	.00	28,893.25
171 MAY 2013 FLOOD/HAIL	.00	.00	.00	.00	.00
172 2014 FEMA BUYOUT	.00	.00	.00	.00	.00
200 DEBT SERVICE	79,015.65	1,003.61	81,340.00	.00	1,320.74-
301 CAPITAL PRJCT FUND - ST	11,962.00	55,800.00	.00	.00	67,762.00
302 CAPITAL FUND PRJCT-STOR	2,158.50-	.00	.00	.00	2,158.50-
303 FEMA WIND DISASTER 2020	27,311.06-	.00	.00	.00	27,311.06-
305 REMOVAL OF TREES	.00	26,000.00	.00	.00	26,000.00
600 WATER	156,272.76	14,071.25	12,591.34	236.02-	157,516.65
610 SEWER	160,416.51	26,384.61	92,594.06	235.98-	93,971.08
611 2015 SEWER REHAB	35,924.29	.00	.00	.00	35,924.29
612 WWTP FACILITY	40,685.60-	40,685.00	.00	.00	.60-
625 SEWER LOANS	139,815.61	46,460.00	141,262.67	.00	45,012.94
Report Total	2,082,084.07	518,499.86	733,419.42	773.66-	1,866,390.85

Public Hearing

RESOLUTION # _____
A RESOLUTION APPROVING VACATION OF PROPERTY AND
CONVEYANCE OF REAL PROPERTY

WHEREAS, the Council has made a final determination following a public hearing that the vacation of certain city-owned real property would be in the City's best interest in order to convey the real estate to Shawn Carlon for the sum of \$ 1000.00, and

WHEREAS, the Council finds following public hearing that this property is not used by the City for the use of the public and therefore, its maintenance and public expense is no longer justified and the proposed vacation will not prevent any owners of the property abutting on the street or alley reasonable access to their property.

NOW, THEREFORE, upon a motion duly made by Council Member _____
_____ seconded by Council Member _____ and properly
carried, it is hereby resolved:

On behalf of the City of Maxwell, the Mayor shall transfer by Deed Without Warranty for the sum of \$ 1000.00 without abstract to Shawn Carlon, a single person, the following described real property legally described as:

Parcel "E" a part of the abandoned Railroad right-of-way in the Southwest Quarter (SW 1/4) of the Northwest Quarter (NW 1/4) and the Northwest Quarter (NW 1/4) of the Southwest Quarter (SW 1/4) of Section Twenty-seven (27), Township Eighty-two (82) North, Range Twenty-two (22) West of the 5th P.M., Town of Maxwell, Story County, Iowa as shown on the "Plat of Survey" filed in the Office of the Recorder of Story County, Iowa on August 16, 1996 in Certificates and Field Notes Book 14, Page 48.

Locally known as: 210 Railway Ave. (Parcel: 1527300110)

The City Clerk shall co-sign said Deed Without Warranty.

The grantee of the Deed shall give evidence to the Clerk that the Deed has been recorded.

Passed and approved this _____ day of _____, 2023.

Dale Higgins, Mayor

ATTEST:

Debra Hayes, City Clerk

**CITY OF MAXWELL
PUBLIC HEARING ANNOUNCEMENTS**

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

- The need for the proposed Maxwell Water Main Improvement Project is due to a need to provide residents within the target neighborhood with a safe and high-quality water supply.

B. Explain how the proposed activities will be funded and the sources of funds.

- The project will be funded with a combination of CDBG funds and a General Obligation Bond. It is estimated that the total project cost will be \$640,348.50.

C. Announce the date the CDBG application will be submitted to the State.

- The grant application will be submitted to the Iowa Economic Development Authority no later than October 1, 2023, at midnight.

D. Announce the requested amount of federal funds.

- The City is requesting \$300,000.00 in CDBG funds for the proposed project.

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

- The project will result in a target neighborhood benefit and based on a 2022 LMI survey, 51.79% of the residents living in the City who will be impacted by the project are of low-and-moderate income.

F. Announce where the proposed activities will be conducted.

- The proposed project activities will take place in the City of Maxwell within the existing public right-of-way along Baldwin Street between North Street and 6th Street.

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

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

H. Announce plans to assist persons actually displaced.

- No persons will be displaced by the proposed project.

I. Announce the nature of the proposed activities.

- The nature of the proposed project involves the construction of 1,126 linear feet of water main, two fire hydrants, related service connections, excavation and restoration work related directly to the replacement of the water mains.

NOTE: The announcements above should be read aloud during the meeting and printed in full in the minutes for the meeting.

RESOLUTION NO. _____

**A RESOLUTION APPROVING A COMMUNITY
DEVELOPMENT AND HOUSING NEEDS ASSESSMENT
FOLLOWING PUBLIC HEARING**

WHEREAS, the City of Maxwell desires to apply for an Iowa Community Development Block Grant under the Water-Sewer portion of the program, and as part of the application the City has developed a draft Community Development and Housing Needs Assessment to show the needs of the community, and;

WHEREAS, the City Council held a public hearing on August 7, 2022 to allow citizens to provide comments on the draft community development and housing needs projects, and;

WHEREAS, the City has provided additional opportunities for public input on the community needs including public hearings during the budget, capital improvement plan, and hazard mitigation plan processes, and;

WHEREAS, after receiving input from the community the City Council has taken those comments into consideration and made modifications to the proposed assessment as needed, and the City Council is now ready to formally approve the Community Development and Housing Needs Assessment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAXWELL, IOWA:

SECTION 1. The City Council formally approves the attached Community Development and Housing Needs Assessment as a planning tool for the community.

PASSED AND APPROVED this 7TH day of AUGUST 2022.

BY THE CITY COUNCIL OF THE
CITY OF MAXWELL, IOWA

Dale Higgins, Mayor

ATTEST:

Debra Hayes, City Clerk

CITY OF MAXWELL, IOWA

COMMUNITY DEVELOPMENT AND HOUSING NEEDS ASSESSMENT

Community Development and Housing Needs of LMI Individuals.

The following needs have been identified by the elected and appointed officials of the City based on various budgets, capital planning sessions, and the development of a hazard mitigation plan over the past several months. The needs identified in this section will have specific benefits to the portion of the community that meets low-to-moderate income guidelines.

- **Baldwin Street Water Main Improvements.** The residential neighborhood around Baldwin Street has been experiencing low water quality issues for a number of years due to aged older water mains in the area. Residents often complain of poor taste, discoloration, and odor issues. The City needs to replace water main in this area to ensure that residents of the neighborhood have access to a safe and quality water supply.
- **Baldwin Street Reconstruction.** Baldwin Street has been plagued by stormwater issues and poor street conditions for a number of years and is in need of reconstruction and the addition of a stormwater system to help eliminate groundwater issues that damage the street.
- **EMS Vehicle.** The City's EMS department has a need for a new vehicle to replace an existing older vehicle that is close to the end of its life and unreliable.
- **Bandshell and Park Restrooms.** The City would like to construct a new bandshell for community events. The new bandshell would incorporate public restrooms within the park.
- **Heart of Trail Arch Bridge Erosion Project.** The Heart of Trail Arch Bridge is seeing deterioration of the surrounding area due to significant erosion. The City needs to stabilize the area to ensure that the bridge is safe and usable by trail users.
- **City Hall and Library Remodel Expansion.** City Hall and the Library are packed into one building with very limited space. The City has been exploring how to remodel and expand the facility to offer citizens the best service from both facilities.

Development of and Necessity of Community Development and Housing Needs of LMI Individuals.

The needs identified in this assessment were developed over several months through ordinary City operational and planning processes, including budget preparation, capital planning processes, and development of other plans, including a hazard mitigation plan. In addition, the elected and appointed officials have taken into consideration during the planning process the input from professional consultants who work with the City, including financial advisors and engineers, and the general public.

These needs are necessary for the community for a variety of reasons. A number of the identified projects are necessary to ensure the community's safety and the City's infrastructure. These projects include:

- Baldwin Street Water Main Improvements
- Baldwin Street Reconstruction
- Heart of Trail Arch Bridge Erosion Project

Other needs are necessary for the community because they ensure access to services and amenities essential to building community and high quality of life for residents. These projects include:

- Bandshell and Park Restrooms
- Heart of Trail Arch Bridge Erosion Project

Finally, some of the projects are necessary for the community's short- and long-term growth. These projects include:

- City Hall and Library Remodel and Expansion

Priorities of Community Development and Housing Needs for LMI Individuals.

The following projects are a **HIGH PRIORITY** for the City:

- Baldwin Street Water Main Improvement
- Baldwin Street Reconstruction
- Heart of Trail Arch Bridge Erosion Project

The following projects are a **MEDIUM PRIORITY** for the City:

- Bandshell and Park Restrooms
- City Hall and Library Remodel and Expansion

The following projects are **LOW PRIORITY** for the City:

- None

Other Community Development and Housing Needs.

The following needs have been identified by the elected and appointed officials of the City based on various budgets, capital planning sessions, and the development of a hazard mitigation plan over the past several months. The needs identified in this section will have a public benefit to the citizens of the community and the community as a whole.

- Campground Expansion. The City would like to expand the campground by adding additional camping sites with modern amenities including electricity, water, and sewer.
- 5th Street Stormwater. 5th Street is constantly inundated with stormwater during rain and snow melt events which causes localized flooding primarily due to the lack of a sufficient stormwater system in the area. The City would like to construction stormwater improvements in this corridor.

Development of and Necessity of Other Community Development and Housing Needs.

The needs identified in this assessment were developed over several months through ordinary City operational and planning processes, including budget preparation, capital planning processes, and development of other plans, including a hazard mitigation plan. In addition, the elected and appointed officials have taken into consideration during the planning process the input from professional consultants who work with the City, including financial advisors and engineers, and the general public

These needs are necessary for the community for a variety of reasons. A number of the identified projects are necessary to ensure the community's safety and the City's infrastructure. These projects include:

- 5th Street Stormwater

Other needs are necessary for the community because they ensure access to services and amenities essential to building community and high quality of life for residents. These projects include:

- Campground Expansion

Finally, some of the projects are necessary for the community's short- and long-term growth. These projects include:

- 5th Street Stormwater

Priorities of Community Development and Housing Needs.

The following projects are a **HIGH PRIORITY** for the City:

- 5th Street Stormwater

The following projects are a **MEDIUM PRIORITY** for the City:

- Campground Expansion

The following projects are **LOW PRIORITY** for the City:

- None

Planned and Potential Activities to Address Community Development and Housing Needs.

The following activities are planned or considered to help the community address the community development and housing needs identified within this planning process. The City may utilize the activities identified here, or it may utilize other activities to achieve the desired goals of the plan over time.

- **CDBG Funding.** Apply for Community Development Block Grant funds to help fund the required improvements for the City's Baldwin Street Water Main Improvement Project
- **Obtain DOT Funding.** The City wants to obtain DOT funding to help fund the reconstruction of Baldwin Street in partnership with the County.
- **Identify and Allocate Funding.** Identify and allocate funding to purchase a new EMS vehicle.
- **Plan for Park Improvements.** The City will planning for and identifying funding for the constrection of a new bandshell and park restrooms.
- **Develop A Plan.** The City will work with the City Engineer to develop a long term solution to the erosion that is occurring at the Heart of Trail Arch Bridge location.
- **Develop A Plan and Identify Funding.** The City will develop a plan for how to remodel and expand the City Hall Library facility and then identify funding to make the plan a reality.
- **Budget Funds.** Budget funds to expand the campground facility with new sites including appropriate electricity, sewer, and water hookups.
- **Develop Plan.** The City will work with the City Engineer to develop a plan for how to address the stormwater issues that are occurring on 5th Street. Once a plan is developed they will look to idenity funding sources to implement the plan.

Development of and Necessity of Planned and Potential Activities.

The planned and potential activities were determined by City staff and elected officials in consultation with community partners and consultants to identify the best options available to help ensure the projects are successful for the community.

The planned and potential activities are necessary to accomplish the identified projects cost-effectively and efficiently, ensuring the best use of available community resources. Without the planned and potential activities listed in the previous section, the community may not be able to achieve the desired

results, ensuring that the necessary projects are completed. The community's safety, welfare, and growth are at risk without completing the identified projects.

Priorities of Planned and Potential Activities to Address Community Development and Housing Needs.

The following planned and potential activities are a HIGH PRIORITY for the City:

- CDBG Funding for Baldwin Street Water Main Improvement Project
- Obtain DOT Funding and County Participation for Needed Baldwin Street Reconstruction
- Identify and Allocate Funding for EMS Vehicle
- Develop a Plan for Erosion Control at the Heart of Trail Arch Bridge
- Develop a Plan to Address 5th Street Stormwater Issues

The following planned and potential activities are a MEDIUM PRIORITY for the City:

- Plan for Park Improvements Including Bandshell and Restrooms
- Develop a Plan and Identify Funding for Remodel and Expansion of Library and City Hall
- Budget Funds to Expand Campgrounds

The following planned and potential activities are a LOW PRIORITY for the City:

- None

RESOLUTION NO. _____

**A RESOLUTION ENDORSING AND AUTHORIZING
SUBMISSION OF AN APPLICATION FOR COMMUNITY
DEVELOPMENT BLOCK GRANT FUNDS FOLLOWING
PUBLIC HEARING**

WHEREAS, the City of Maxwell is eligible to apply for Iowa Community Development Block Grant funding under the Water-Sewer portion of the program, and;

WHEREAS, the City Council has held a public hearing as required for submission of a CDBG guidelines on August 7, 2023, to hear public comments on the submission of the grant application, and;

WHEREAS, the City has an immediate need to conduct a project to make improvements to their Water Distribution to provide residents with a safe and high quality water supply, and;

WHEREAS, the City Council has decided to submit an application to the CDBG program for the Water Main Improvement Project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAXWELL, IOWA:

SECTION 1. The City Council endorses the submission of an application for CDBG grant funds to the Iowa Economic Development Authority in the amount of \$300,000.00 for the Water Main Improvement Project.

SECTION 2. The City Council certifies that the provided public hearing announcements were made prior to consideration of the grant application, as per CDBG guidelines.

SECTION 3. The Mayor is authorized to sign all paperwork and forms necessary for the submittal of the grant application.

PASSED AND APPROVED this 7TH day of AUGUST 2023.

BY THE CITY COUNCIL OF THE
CITY OF MAXWELL, IOWA

Dale Higgins, Mayor

ATTEST:

Debra Hayes, City Clerk

RESOLUTION NO. ____

**A RESOLUTION COMMITTING MATCHING FUNDS
FOR A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

WHEREAS, the City of Maxwell is applying for an Iowa Community Development Block Grant under the Water-Sewer portion of the program for their Water Main Improvement Project, and,

WHEREAS, the City will issue General Obligation Bonds for their share of the project in the total amount of \$400,000.00 to cover their portion of the construction and engineering and design on the project; and,

WHEREAS, the water main and street improvements are consider an essential corporate purpose under the Code of Iowa, granting the City the authorization to proceed with issuance of the bonds without the need for a public referendum; and,

WHEREAS, the City intends to utilize these funds as the source for financing their share of the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAXWELL, IOWA:

SECTION 1. The City commits to the use of these funds in the amount of \$400,000.00, for the purpose of funding the City's share of the Water Main Improvement Project.

PASSED AND APPROVED this 7TH day of AUGUST 2022.

BY THE CITY COUNCIL OF THE
CITY OF MAXWELL, IOWA

Dale Higgins, Mayor

ATTEST:

Debra Hayes, City Clerk

Business

Re: Council agenda item

Dale Higgins <mayorofmaxwell@gmail.com>

Thu 8/3/2023 6:25 PM

To: Wes Farrand <wfarrand@snyder-associates.com>

Cc: Deb Hayes (cityofmaxwell@hotmail.com) <cityofmaxwell@hotmail.com>; Spencer Wignall <swignall@snyder-associates.com>

📎 1 attachments (2 KB)


image001.png;

Please add discussion and action on the DNR requirements for permits, as well as potential for grant funding for proposed upgrades to water treatment.

On Thu, Aug 3, 2023, 5:17 PM Wes Farrand <wfarrand@snyder-associates.com> wrote:

Deb,

If you can, please reserve a slot on Monday's agenda for the following actionable items:



1. Discussion and action on Heart of Iowa Nature Trail Master Planning.

Story County has developed a draft memo of understanding pertaining to master planning for the Heart of Iowa Nature Trail through Maxwell. I have attached the draft memo for your information and distribution.

Spencer Wignall, with Snyder is working with Story County on this planning will be at the meeting and available for questions.

For your reference, Spencer shared with me that the primary things needed from the City for this item are below:

- General agreement with the proposed improvements, draft agreement about ROW items, and authorization to fill out the grant application. Cost to the City for the grant application would be less than \$200 with the remainder of the effort falling under the County's planning project.
- Provide or name the person who can authorize items and provide the necessary information for the grant application. Applications are due before the 15th of August.


2. Discussion and action on Baldwin Street Reconstruction Project.

We will have updated costs available for review, including the original alternatives as requested. Incidentally, Spencer Wignall is also on the Baldwin project and will be available to answer any questions on that project as well.

Thank you very much,

Wes Farrand, P.E.

Project Manager

 [email logo](#)

P: 515.964.2020 x2511 | C: 515.238.1147

2727 SW Snyder Blvd, Ankeny, IA 50023

Snyder-Associates.com

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**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
THE CITY OF MAXWELL AND STORY COUNTY, IOWA**

THIS MEMORANDUM OF UNDERSTANDING, made and entered into this ____ day of _____, 2023, by and between the City of Maxwell, Iowa, hereinafter referred to as “City” and Story County, Iowa, hereinafter referred to as “County”.

WITNESSETH

WHEREAS, the City of Maxwell is undertaking a trail master planning process for the design and development of recreational trails; and,

WHEREAS, Story County has identified the Maxwell Trail System as a “Quality of Life” project eligible for county funding; and,

WHEREAS, the City and County are working together to enhance the quality of life in Story County for the social, health, and economic benefits of the region; and,

WHEREAS, the parties desire to place the conditions into a Memorandum of Understanding prior to the construction of the proposed trail improvements.

NOW, THEREFORE, the City and County agree to the following:

City agrees:

1. Establish a “trail committee” that will work with the Conservation Board and an approved trail consultant to create and implement a County Heart of Iowa Trail master plan through Maxwell,
2. Provide city property, identified in the preliminary trail plans, for the construction of the trail system,
3. Waive any applicable building permit fees,
4. Assist with any purchase or donation of private lands that are identified in the preliminary trail plans,
5. Accept land purchased or received by the County on behalf of Maxwell for trail development,
6. Conduct regular trail maintenance and grounds-keeping activities for a minimum of twenty-five years, commencing on the completion date of the trail construction,
7. Identify alternate means of access to City owned and operated lagoons east of the City. Install means of access control between said property and the trail.
8. Furnish, install, and maintain durable pavement markings and signs for a shared-use roadway on Broad St from Army Post Road to Legion Park.
9. Identify and seek additional funding to implement the Heart of Iowa Trail master plan through the City corporate limits. (i.e. REAP grant)

County agrees:

1. Secure land and construct recreational trails according to the preliminary plans, identified in EXHIBIT A,
2. Assist the City with trail management planning and implementation related to the Heart of Iowa Trail master plan,
3. Identify and seek additional funding to assist the City with improvements identified in the trail master plan. (i.e. REAP grant)

General Provisions:

1. The failure of either party hereto at any time to require performance by the other party of any provision of this Memorandum of Understanding shall in no way affect the right of

- such party thereafter to enforce the same, nor shall any waiver of any breach of any provision hereof by the other party be taken or held to be a waiver by such party of any subsequent breach of such provision, or as a waiver of the provision itself.
2. Both parties agree to the proposed timeline attached in EXHIBIT B.
 3. The section and other headings contained in this Memorandum of Understanding are for reference purposes only and shall not affect the meaning or interpretation of this Memorandum of Understanding.
 4. Each party shall bear its own costs and expenses (including legal fees and expenses) incurred in connection with this Memorandum of Understanding and the transactions contemplated herein.
 5. This Memorandum of Understanding supersedes all prior oral or written proposals, communications, or other agreements related to the subject matter of this Memorandum of Understanding. This Memorandum of Understanding constitutes the entire understanding between the City and the County with regard to the subject matter of this Memorandum of Understanding and no amendment or change shall be binding upon the parties unless in writing and signed by both parties.
 6. All parties to this Memorandum of Understanding hereby and herewith agree to hold harmless and indemnify each of the other parties, their employees or representatives from any and all liability to which they may be subject to arising out of the execution of this Memorandum of Understanding.
 7. The City and the County warrant that they have full and sufficient authority to execute this Memorandum of Understanding and each party will sign whatever documents are necessary to effectuate this Memorandum of Understanding.
 8. This Memorandum of Understanding may be executed in one or more counterparts, each of which shall be deemed an original.
 9. The Recitals set forth above are incorporated herein by reference.

IN WITNESS WHEREOF, we have affixed our signatures hereto.

CITY OF MAXWELL, IOWA

By: Dale Higgins, Mayor

STATE OF IOWA, STORY COUNTY, ss:

Subscribed and sworn to before me on this ____ day of _____, 2022.

Notary Public in and for said State of Iowa

STORY COUNTY, IOWA

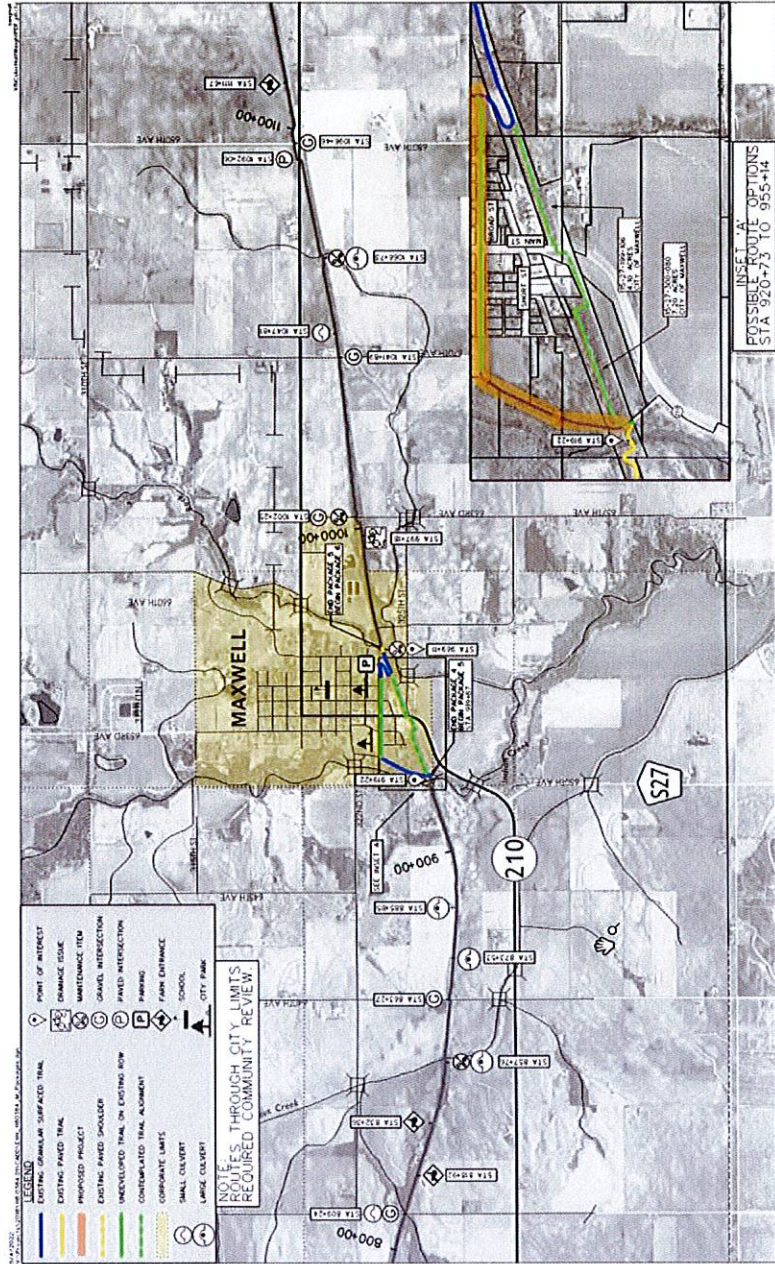
By: Mike Cox Chairperson of Story County Supervisors

STATE OF IOWA, STORY COUNTY, ss:

Subscribed and sworn to before me on this ____ day of _____, 2022.

Notary Public in and for said State of Iowa

EXHIBIT A – Trail Master Plan



Package 5 - STA 919+87 to 969+11

Heart of Iowa Nature Trail - Master Plan



Story County Conservation Board, Story County, Iowa

05/04/2022

EXHIBIT B – Project Timeline

HEART OF IOWA NATURE TRAIL - PHASE 4.5,6 Critical Path Items, Schedule, and Milestones

Story County - HOINT Phase 4,5,6

8/2/2023



PROJECT SCHEDULE - Trail

Item	Responsibility	Lead	Intended Start Date	Intended Completion Date	Actual Date Completed	Comments
1 Notice to Proceed	County	Pat Shehan	2023-06-12	2023-06-12		
2 Topographic Survey	S&A	Eric Miller	2023-06-19	2023-07-20	2023-08-02	Two trips needed.
3 Preliminary Trail	S&A	Spencer Wignall	2023-07-20	2023-09-05		7 Weeks to perform preliminary alignments
4 Culvert Condition Assessment		Jordan Gustafson	2023-07-20	2023-09-05		
5 County to review prelim costs, plans.	County	Pat Shehan	2023-09-05	2023-09-13		Sept. 11th Board Meeting for review and approval
6 Contact Utilities/Utility Coordination Meeting #1	S&A	Spencer Wignall	2023-09-13	2023-09-27		
7 Final Plans	S&A	Spencer Wignall	2023-09-27	2023-11-15		3 Weeks to incorporate requested Client, ROW, Utility changes.
8 Contact Utilities/Utility Coordination Meeting #2		Spencer Wignall	2023-11-15	2023-11-29		
9 Notice to Bidders	S&A	Spencer Wignall	2023-12-01	2023-12-26		Min. 13 Days Max 45 Days
10 Letting	County/S&A	Pat Shehan	2023-12-26	2023-12-26		
11 Review Apparent Bids	County/S&A	Pat Shehan	2023-12-26	2024-01-02		Board Meeting at the End of December for Jan execution of the contract.
12 Award Project at Public Hearing	County	Pat Shehan		2024-01-02		Notice published within 4-20 Days of hearing. All tree felling before March 31st
Construction			April 2024	November 2024		120 working day contract or Completion Date August 2024

EXHIBIT 'A'**WOODLAWN STREET STORM SEWER PROJECT
FOR THE
CITY OF MAXWELL, IOWA****SCOPE OF SERVICES**

June 6, 2023

I. PROJECT DESCRIPTION

The project includes the design of new stormwater intakes and a storm sewer system along Woodlawn Street, beginning at the intersection with 3rd Street and discharging south of 1st Street in Maxwell, Iowa. The total length of the project is approximately 1,000 feet. Scope of services includes topographic and boundary survey, storm sewer design, construction plan development, opinion of probable construction cost, and determination of easement needs. The preparation of easement plats, easement negotiation & assistance, bidding documents, bidding assistance and construction related services will be added by contract amendment if desired.

II. SCOPE OF SERVICES**A. BASIC SERVICES****1. Project Administration**

- a. Monthly progress reports to the CLIENT.
- b. Monthly billing reports.
- c. Project coordination for engineering and coordination with the CLIENT and Utility Companies.
- d. Project design review with the CLIENT, as needed.
- e. Miscellaneous meetings to review progress and attend informal meetings, Council meetings and Public Hearings. Two (2) meetings are assumed.

2. Topo & Boundary Survey

- a. Topographic survey within the project corridor described including:
 1. Horizontal Datum will be provided using Iowa State Plane coordinates.
 2. Vertical Datum will be provided using NAVD 88.



3. Set a minimum of five permanent benchmarks on site with descriptions and elevations to the nearest 0.01 foot. Larger sites will require benchmarks at intervals not to exceed 1,000 feet horizontal or 25 feet vertical.
4. Spot elevations displayed to the nearest 0.01 feet to be included for shots. An approximate 50 feet grid will be used to create a topographic map along with other grade breaks such as tops, toes, drainage ways, and bottoms of retaining walls, etc.
5. Contours will be shown at 1 foot intervals.
6. Perform a field survey locating visible improvements such as structures, parking, signs, sidewalks and other visible features above grade will be shown. Below grade non-visible structures or improvements will be shown from information as provided by site owner and would be approximate. Below grade non-visible structures may require further investigation if potentially in conflict with proposed site improvements.
7. Location of trees 6 inches and greater not lying within wooded areas. The drip line or perimeter outline of wooded/brush areas will be shown.
8. Provide known existing utility information based on record information, surface evidence, as-built drawings and utility company field locates. This service includes contacting Iowa One Call, following Chapter 480 of the Iowa Code to locate existing public utilities on the site; performing a field survey locating visible utilities and the location of below grade utility locates by Iowa One Call. The PROFESSIONAL shall make a diligent attempt to make an accurate representation of underground utilities, vaults and related items but no guarantee can be made as to the condition or location horizontally or vertically between each structure. This service of utilities shown in conjunction with ASCE Standard CI/ASCE 38-02 constitute a Quality Level "C" Subsurface Utility Engineering survey as outlined below.
9. Additional work may be required to upgrade the location determination of other utilities to a level "B" or better during advanced states of design and that work would be considered extra services.
- b. The PROFESSIONAL will contact the CLIENT if a known utility is not being located. The CLIENT may choose to submit a "dig" ticket request to facilitate the utility locates within the required 72 hours.

Quality Level A involves the use of nondestructive digging equipment at critical points to determine the precise horizontal and vertical position of underground utilities, as well as the type, size, condition, material, and other characteristics. This activity is called "locating." It is the highest level presently available. When



surveyed and mapped, precise plan and profile information is available for use in making final design decisions. By knowing exactly where a utility is positioned in three dimensions, the designer can often make small adjustments in elevations or horizontal locations and avoid the need to relocate utilities. Additional information such as utility material, condition, size, soil contamination, and paving thickness also assists the designer and utility owner in their decisions.

Quality Level B involves the use of surface geophysical techniques to determine the existence and horizontal position of underground utilities. This activity is called “designating”. Two-dimensional mapping information is obtained. This information is usually sufficient to accomplish preliminary engineering goals. Decisions can be made on where to place storm drainage systems, footings, foundations, and other design features in order to avoid conflicts with existing utilities. Slight adjustments in the design can produce substantial cost savings by eliminating utility relocations.

Quality Level C involves surveying visible above-ground utility facilities, such as manholes, valve boxes, posts, etc., and correlating this information with existing utility records. When using this information, it is not unusual to find that many underground utilities have been either omitted or erroneously plotted. Its usefulness, therefore, should be confined to rural projects where utilities are not prevalent, or are not too expensive to repair or relocate.

Quality Level D information comes solely from existing utility records. It may provide an overall “feel” for the congestion of utilities, but it is often highly limited in terms of comprehensiveness and accuracy. Its usefulness should be confined to project planning and route selection activities.

3. BOUNDARY SURVEY

- a. The PROFESSIONAL shall field verify the existing boundary line(s) to facilitate design or concept needs and enable creation of said construction documents. This service includes: research the public records in the county courthouse to acquire the current recorded deed(s), subdivision plat(s), recorded survey(s) and section corner certificate(s); perform a field survey locating existing monuments and the best available evidence needed to re-establish the record boundary lines; graphically show the boundary on the construction documents for design purposes only.

- b. The CLIENT shall provide or disclose all known information pertaining to the property. This would include but is not limited to boundary conflicts with adjoining owners, deeds, surveys concepts drawings and easements. This work does not constitute a certified boundary survey and missing monuments will not be set.
 - c. Monument Preservation Survey: The CONSULTANT shall prepare a Monument Preservation Certificate in accordance with Iowa Code 355.6A. This document may include but not limited to identifying the existing monuments within the public improvement project corridor and shall replace any monument disturbed or removed at its preserved position. The results of this survey will be provided to the CLIENT and recorded with the County Recorder's Office.
4. Hydrologic and Hydraulic Analysis
- a. The PROFESSIONAL will delineate watershed areas along the project corridor.
 - b. The time of concentration and runoff rate for each watershed will be determined according to the SUDAS Design Standards.
 - c. Storm sewer intakes and pipes will be designed to capture and convey the minor (5-year) storm event.
 - d. The major (100-year) storm will not be considered, and improvements are not proposed to convey the major storm with this project.
5. Design and Construction Plans
- a. The PROFESSIONAL shall prepare construction documents for the PROJECT. The plans shall include the following information:
 - b. Storm sewer and intake installation to include details necessary for project construction. This will involve the following items:
 - 1. Title Sheet
 - 2. General Notes, Quantities, and Estimate Reference Information
 - 3. Intake, storm sewer, and pavement repair details.
 - 4. Plan and profile of the main storm sewer and cross runs
 - 5. Location of Utility Adjustments
 - 6. Traffic Control and Staging Plan and Notes
 - c. Probable Costs - The PROFESSIONAL shall prepare a statement of the total probable cost for the PROJECT based upon the design developed. Statements of probable construction costs prepared by the PROFESSIONAL represent the best judgment as a design professional familiar with the construction industry. It is recognized, however, that the PROFESSIONAL has no control over the cost of



labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the PROFESSIONAL does not guarantee that any actual cost will not vary from any cost estimate prepared by the PROFESSIONAL.

B. ADDITIONAL SERVICES:

1. Bid Assistance, Easement Plats & Negotiation, and Construction Services will be added by amendment if desired by the CLIENT.

III. FEES

The above scope of services will be provided for the following fee:

LUMP SUM BASIC SERVICES

a. Project Administration	\$2,500
b. Survey	\$6,500
c. <u>Design and Construction Plans</u>	<u>\$26,750</u>

TOTAL LUMP SUM FEE FOR BASIC SERVICES\$35,750

IV. EXTRA SERVICES

The following items shall be considered extra services and are not included within the Scope of Work. These items are listed to further assist with clarity of project scope as well as provide a listing of services, which Snyder & Associates, Inc. could perform upon request.

1. Assessment Plats and Schedules
2. Topographic Survey
3. Boundary Survey
4. Submittal fees and/or permit fees to any and all regulatory agencies.
5. NPDES permit application fees
6. Street lighting design
7. Client requested major revisions
8. Utility company locates
9. Easement plats
10. Sidewalk Compliance Sheets
11. Right of way services
12. Survey platting

EXHIBIT 'B'



STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate
PROFESSIONAL	
Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer	
Principal II	\$245.00/hour
Principal I	\$230.00/hour
Senior	\$210.00/hour
VIII	\$192.00/hour
VII	\$182.00/hour
VI	\$173.00/hour
V	\$161.00/hour
IV	\$149.00/hour
III	\$137.00/hour
II	\$123.00/hour
I	\$109.00/hour
TECHNICAL	
CADD, Survey, Construction Observation	
Lead	\$146.00/hour
Senior	\$140.00/hour
VIII	\$130.00/hour
VII	\$120.00/hour
VI	\$108.00/hour
V	\$98.00/hour
IV	\$88.00/hour
III	\$80.00/hour
II	\$73.00/hour
I	\$64.00/hour
ADMINISTRATIVE	
II	\$75.00/hour
I	\$61.00/hour
REIMBURSABLES	
Mileage	current IRS standard rate
Outside Services	As Invoiced

Bids for Tree Removal

The City of Maxwell is accepting sealed bids for the removal of dead or dying trees in the city right of way including stump grinding and clean-up, and hauling away. The maps for these areas can be picked up at city hall. The contractor will work with Public Works Director on street closings when necessary. Bids will be accepted until ~~July 20, 2011~~ ~~noon~~. Please include in your bid: Name, address, contact phone number, and amount. Please direct your sealed bids to Maxwell City Hall. Please feel free to call City Hall at 515-387-8655 with any questions.

New estimate for 107 Main Street

TreeHugger Complete Tree Care - Dawna Deakins <treehuggercrewinfo@gmail.com>

Mon 7/31/2023 1:16 PM

To:cityofmaxwell@hotmail.com <cityofmaxwell@hotmail.com>

📎 1 attachments (2 MB)

Estimate 01826-E - 107 Main Street.pdf.pdf;



Hello City of Maxwell,

Please find an enclosed estimate for 107 Main Street and let me know if you have any questions.

To accept our proposal and added to our schedule, please sign and date [CLICK HERE TO ACCEPT ESTIMATE.](#)

Weather permitting we expect to complete service within 30 days from the date of acceptance. If weather prevents our completion date, you will be notified and rescheduled as a priority.

Thank you very much for considering us, and have a beautiful day!

We are committed to excellence, please let us know how we are doing. Feel free to email us at treehuggercrewinfo@gmail.com to share any concerns, suggestions, or compliments about our company or how we can improve and serve you better in the future!

CLICK THE LINK BELOW TO VIEW OUR ISA CERTIFICATES!

[Denny Deakins](#)

[Sean Deakins](#)

If you no longer wish to receive these emails you may [unsubscribe](#) at any time.



Estimate # 01826-E



Client Information

Client: City of Maxwell
Client Address: 107 Main Street, Maxwell IA 50161
Client Phone: (515) 387-8655

Proposed Work

DESCRIPTION	PRICE
TR - Tree Removal	\$ 41,500.00
43 city tree removals including stump removal	
Subtotal:	\$ 41,500.00

We thank you for the opportunity to submit the prices and specifications noted above.
Please contact us at (515) 520-0971 if you would like to proceed with the quotation.

Acceptance of proposal.

The above prices, specifications and conditions are satisfactory and hereby accepted. TreeHugger Complete Tree Care is authorized to do the work as specified.

Estimator: Dawna Deakins

01826-E, Rev 2

Date: 2023-07-31

Authorized Signature: _____

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM DD YYYY)

3 8 2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Steve Webb	
Absolute Insurance Agency, LLC		PHONE (A.C. No, Ext): (515) 279-2722	FAX (A.C. No):
7400 University Ave.		E-MAIL ADDRESS: steve@insaa.com	
Suite A		INSURER(S) AFFORDING COVERAGE	
Clive IA 50325		INSURER A: PEKIN INS CO	NAIC # 24228
INSURED		INSURER B: PROGRESSIVE NORTHERN INS CO	18628
Treehugger, LLC		INSURER C: ICW LTD	
31533 640th Ave		INSURER D:	
Maxwell IA 50161		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM DD YYYY)	POLICY EXP (MM DD YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		006211992	03 09 2023	03 09 2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER					MED EXP (Any one person) \$ 5,000
	AUTOMOBILE LIABILITY					PERSONAL & ADV INJURY \$ 1,000,000
B	<input type="checkbox"/> ANY AUTO		00836211-3	06 25 2022	06 25 2023	GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON OWNED AUTOS ONLY					PRODUCTS - COMP OP AGG \$ 2,000,000
	<input type="checkbox"/> ANY AUTO					\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB		006155249	03 09 2023	03 09 2024	COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				BOODLY INJURY (Per person) \$ 250,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					BOODLY INJURY (Per accident) \$ 500,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PROPERTY DAMAGE (Per accident) \$ 100,000
C	ANY PROPRIETOR PARTNER EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH)	Y: N	WIA 505956X 02	02 20 2023	02 20 2024	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				EACH OCCURRENCE \$ 3,000,000
						AGGREGATE \$ 3,000,000
						TRIA \$
						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
						E L EACH ACCIDENT \$ 500,000
						E I DISEASE - EA EMPLOYEE \$ 500,000
						E I DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS : LOCATIONS : VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
Bnl	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE
	Steve Webb

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ACORD 25 (2016/03)

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Re: Tree bids

Jacob Turnbull <Jturnbull1919@outlook.com>

Fri 6/23/2023 1:01 PM

To: Cityof Maxwell <cityofmaxwell@hotmail.com>

Thank you add \$1600 please

Sent from my iPhone

On Jun 23, 2023, at 11:22 AM, Cityof Maxwell <cityofmaxwell@hotmail.com> wrote:

Jacob,

The council is adding one more tree to the list. It is 42 Main St.

I thought you might want to update your bid.

Deb

From: Jacob Turnbull <Jturnbull1919@outlook.com>

Sent: Tuesday, June 13, 2023 9:59 AM

To: Cityof Maxwell <cityofmaxwell@hotmail.com>

Subject: Re: Tree bids

I can send the estimate in another form if needed but im at \$47,400 remove trees and stumps.

To backfill with dirt and seed would be an additional \$3000

Sent from my iPhone

On Jun 12, 2023, at 9:18 AM, Jacob Turnbull <Jturnbull1919@outlook.com> wrote:

Yes, but there were some trees marked but not on the list you sent

Sent from my iPhone

On Jun 12, 2023, at 9:12 AM, Cityof Maxwell <cityofmaxwell@hotmail.com> wrote:

See below for answers

Josh Hollon

11986 HWY F24 W

Mingo, IA 50168

Phone 515-822-2880 Fax NA



INVOICE NO. ESTIMATE

6/27/23

BILL TO

SHIP TO

INSTRUCTIONS

City Of Maxwell

Tree Removal, Stump Grinding

DESCRIPTION

UNIT PRICE

TOTAL

Removal of 43 Trees and Stumps.
Clean up and Haul Away to City Dump.

Indian Creek will work with Maxwell
Public Works to keep Vehicles moved out
of the way.

Total Amount Due

Tax

Estimate Total
Amount - 43 Trees
and Stumps

\$30.20.00

Thank you for your business!!

Building Valuations

Melissa Johnson <mjohnson@midwestins.com>

Fri 7/28/2023 12:42 PM

To:cityofmaxwell@hotmail.com <cityofmaxwell@hotmail.com>;Dale Higgins
<mayorofmaxwell@gmail.com>

Cc:June Nicholson <JNicholson@midwestins.com>

📎 2 attachments (134 KB)

location 7 - Building 1 - Maxwell.pdf; Location 2 - Building 1 Maxwell.pdf;

Hello Deb and Dale,

EMC went out in March and re-evaluated the reconstruction costs of the Fire Station and the Water Treatment Plant. We do this because construction costs are rising faster than the inflation we have built into the policy.

The Water Treatment Plant is currently insured at \$1,018,832 and they are recommending it be increased to \$1,188,240. And the Fire Station is currently insured at \$732,884 and they are recommending it be increased to \$928,101.

I also recommend taking these increases in coverage as my work with other City's and School's that have current and pending construction projects are also coming in much higher than anticipated.

Before we make the change, I want to get your and the Council's approval, please let me know if we are ok to proceed and if you have any questions for me. I have attached the cost estimators provided by EMC.

Thanks!

MJ

Melissa Johnson
President



1601 South B Ave. Nevada, Iowa 50201-0058
Ph. 515-382-7993 | Fax 515-817-1977 | Cell 515-205-1334 | midwestins.com

Suggestions, Comments or Feedback? [Share your thoughts!](#)



CONFIDENTIALITY STATEMENT:

This communication is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this communication is not the intended recipient or the employee or agents



VALUATION CREATED FOR: **MAXWELL CITY OF**

Date: **07/26/2023**

Policy No.:	1B1-82-70	Policy Period:	04/01/2023 - 04/01/2024
Br/Serial No.:	A-0034400	Underwriter:	111
Survey Date:	03/20/2023	Agent Code:	4836
Location No.:	007	Agent:	MIDWEST INSURANCE CORPORATION
Building No.:	001		1601 S B AVE
Loc Address:	111 MAIN ST		NEVADA, IA
	MAXWELL, IA		50201
	50161-4489		

REPORTED BUILDINGS:	Reconstruction Cost	Actual Cash Value
FIRE STATION Area: 6008 @ \$154.48/SF; Mixed Const.; Max Eave Ht: 14 ft	\$ 928,101	\$ 801,709
BUILDING SUB-TOTAL	\$ 928,101	\$ 801,709

INSURANCE SUMMARY:

TOTAL INSURED AMOUNT	\$ 732,884
PERCENT INSURED TO VALUE	79%

Values for trade fixtures, process equipment, or machinery are included only if listed.

VALUATION GRAND TOTALS	\$ 928,101
-------------------------------	-------------------

Count on EMC® for your insurance to value needs!
For more information, visit www.emcins.com and click on Loss Control.

Property valuations are supported by Core Logic Commercial Express™ (CE). The CE costs include material, labor, and normal profit and overhead, as of the date of this valuation. Reconstruction Costs (RC) for buildings include generalities and assumptions that are common to the occupancy and construction type represented. Reconstruction Costs should not be considered equivalent to a detailed quantity survey. The Actual Cash Value (ACV) amounts shown on this valuation are for building structures only, and were determined based solely on reported building age. Other important factors, including, but not limited to, market value, maintenance, remodeling or repairs, obsolescence, and other conditions, should be considered when establishing Actual Cash Value limits for buildings or equipment.

This valuation was prepared by Employers Mutual Casualty Company (EMC) or an affiliated insurance company. Our valuation is provided for consideration of insurance purposes only, and is based on information gathered by an EMC representative from an on-site survey completed on the Survey Date indicated above. As building structures and other relevant factors may change without notice to EMC, neither you, your organization, your employees, or any other person, should rely solely on this valuation for any reason.



VALUATION CREATED FOR: **MAXWELL CITY OF**

Date: **07/26/2023**

Policy No.:	1B1-82-70	Policy Period:	04/01/2023 - 04/01/2024
Br/Serial No.:	A-0034398	Underwriter:	111
Survey Date:	03/20/2023	Agent Code:	4836
Location No.:	002	Agent:	MIDWEST INSURANCE CORPORATION
Building No.:	001		1601 S B AVE
Loc Address:	501 SOUTH ST		NEVADA, IA
	MAXWELL, IA		50201
	50161-8658		

REPORTED BUILDINGS:	Reconstruction Cost	Actual Cash Value
WATER TREATMENT PLANT Area: 1140 @ \$186.98/SF; Joisted Masonry; Max Eave Ht: 10 ft	\$ 213,156	\$ 149,209
BUILDING SUB-TOTAL	\$ 213,156	\$ 149,209
REPORTED ADDITIONS:		
IRON & MANGANESE TREATMENT 1 - Draft Aeration 1 - Steel Basin Gravity Filter	\$ 677,698	
CHEMICAL FEED	109,333	
PUMPS	188,053	
ADDITIONS SUB-TOTAL	\$ 975,084	

INSURANCE SUMMARY:

TOTAL INSURED AMOUNT	\$ 1,018,832
PERCENT INSURED TO VALUE	85.7%

Values for trade fixtures, process equipment, or machinery are included only if listed.

VALUATION GRAND TOTALS	\$ 1,188,240
-------------------------------	---------------------

Count on EMC® for your insurance to value needs!
For more information, visit www.emcins.com and click on Loss Control.

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Grant Writer

Lauryn Myers <lbmyers13@gmail.com>

Thu 7/20/2023 7:18 AM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>

Good morning Deb!

Could you add an agenda item for next meeting? I'd like to discuss hiring a grant writer for the city.

Thanks!!

Lauryn

Maxwell Market - Fall Festival

Lauryn Myers <lbmyers13@gmail.com>

Fri 7/21/2023 4:34 PM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>;Casady Myers <casady@hotmail.com>

Hi Deb,

Could you add to the agenda discussion and action on Maxwell Market hosting the Fall Festival October 15th? This would be outside our contract for the regular season.

Thanks!

Lauryn






4th St.

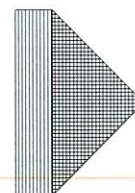
Maxwell St.

Metcalf St.

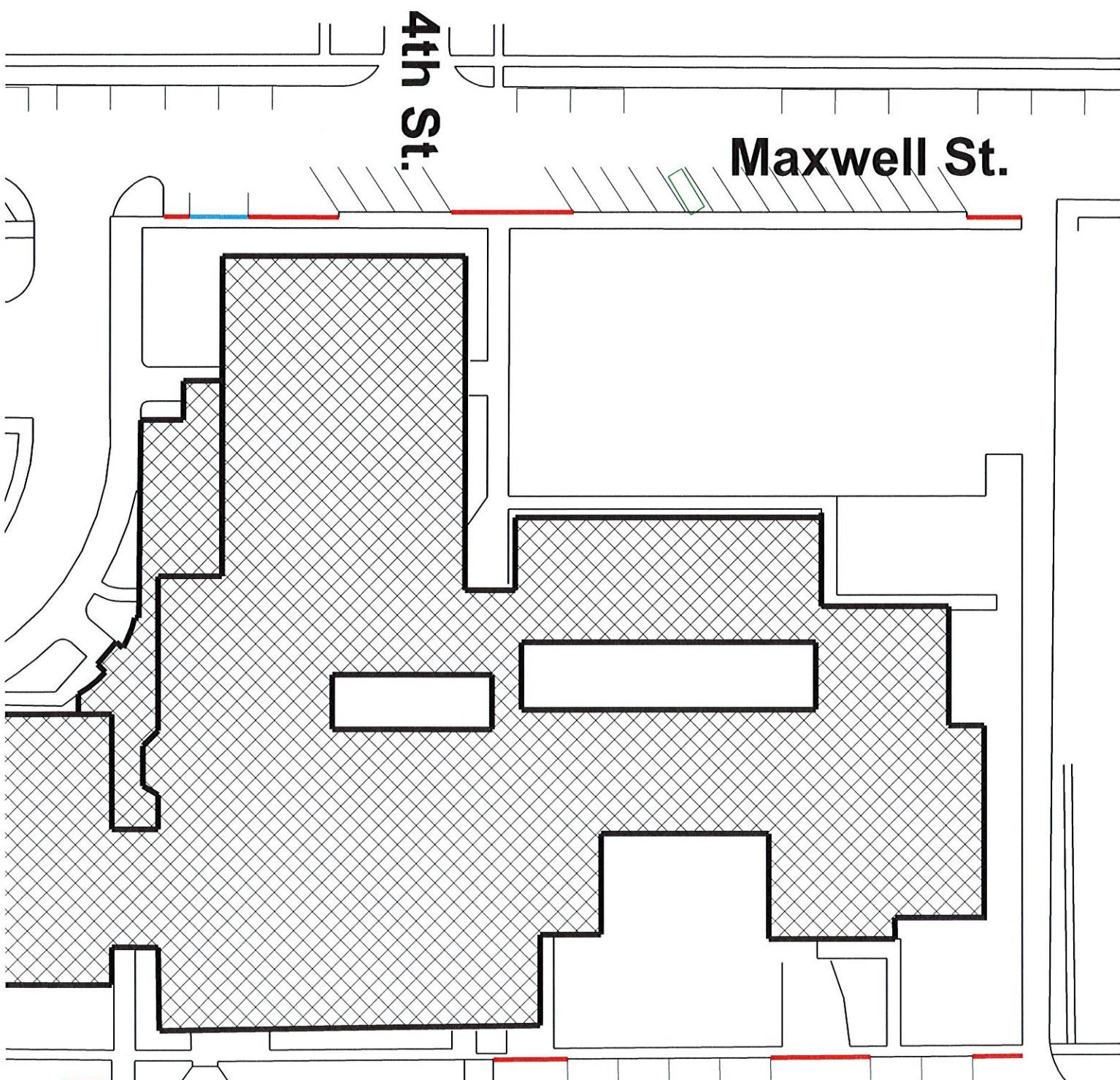
4th St.

Key

-  Head-in Parking
-  Angle Parking
-  Parallel Parking
-  No Parking
-  Handicap Parking



North



4th St.

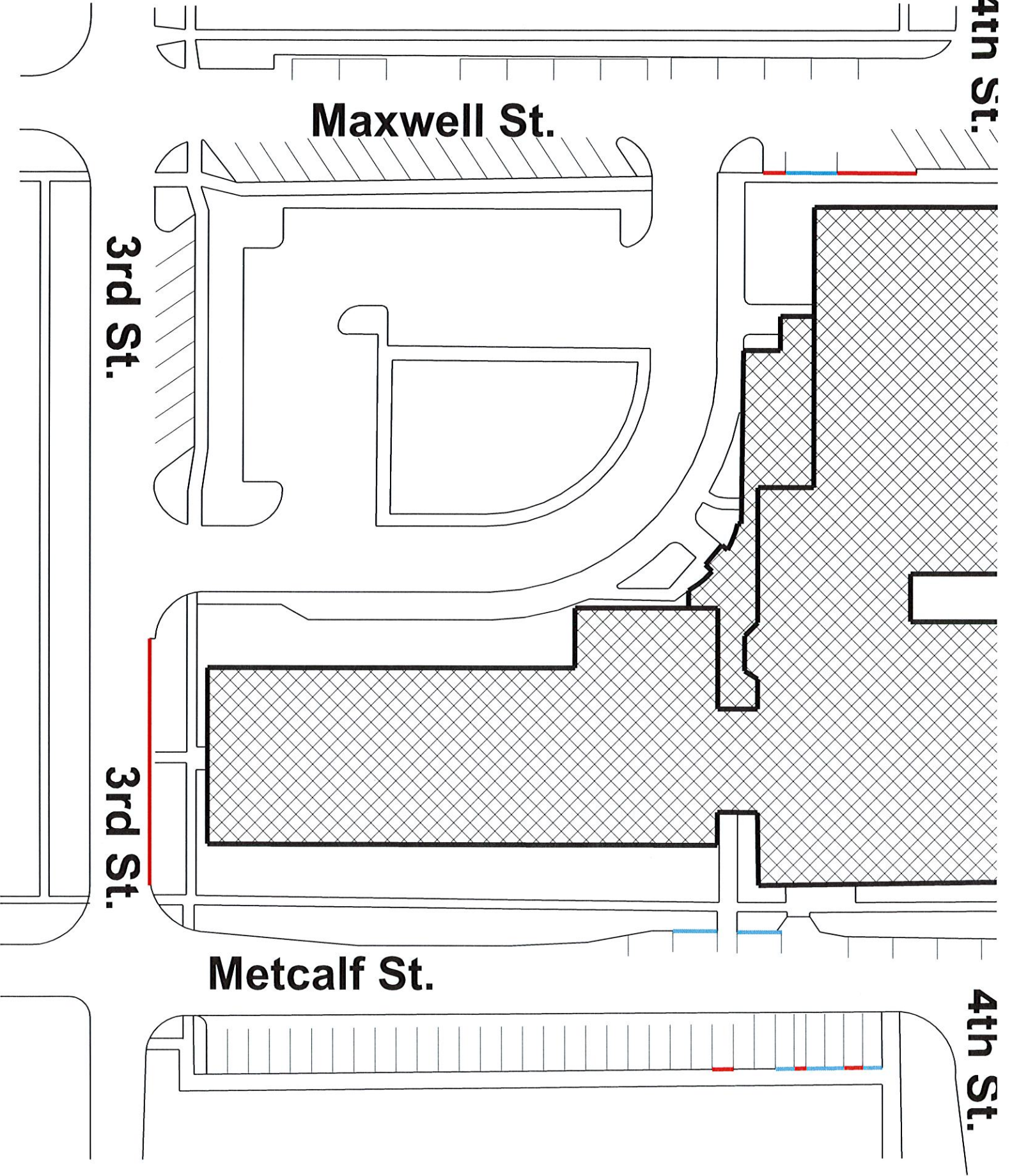
Maxwell St.

3rd St.

3rd St.

Metcalf St.

4th St.

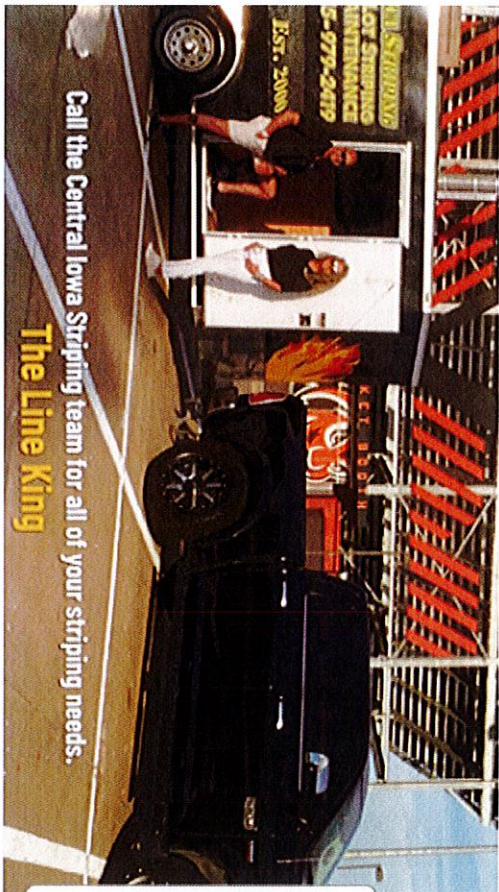




lc.business.site



Central Iowa Striping...



Central Iowa Striping, LLC

Line Marking Service

Open 24 hours

GET QUOTE

Public Works Applicants

- 1. Scott Johnson**
- 2. Danny Beatie**

Public Works Assistant Applicants

- 1. Scott Johnson**
- 2. Danny Beatie**

Deputy Clerk Applicants

- 1. Carrie Heaps**
- 2. Dawn Mills**
- 3. Don Zeiser**
- 4. Baillie Powell**

Owner Occupied Rehabilitation Grant 2023										
NAME	ADDRESS	ANNUAL INCOME	REPORTED ASSETS	FAMILY SIZE	30% CHART MAX AMOUNT	CONTRACTOR	AMOUNT REQUESTED	BEACON 23 PROP VALUE	RUBRIC SCORE	
James Tongay	421 6th St.	\$26,532	\$126	4	\$ 31,900	Family	\$ 2,980.15	\$ 111,000	25	
Connie Smith	1200 Rock Creek Dr	\$19,219	BLANK	1	\$ 22,350	BLANK	\$ 5,000.00	\$ 493,500		
Noah Rhoades	520 Metcalf St.	\$48,000	\$4418 plus?	3	\$ 28,750	Family	\$ 5,891.49	\$ 86,400		
Christina Lemon	604 Baldwin St.	\$132,000	\$1,193	2	\$ 25,550	Jr. VanTassel	\$ 1,140.00	\$ 122,000		
Jeremy Holben	417 Maxwell St.	\$122,277	\$48,025	3	\$ 28,750	Hall Backhoe	Maximum	\$ 191,200		
Mary Coate	121 Woodlawn Ave.	\$28,524	Farmarked	1	\$ 22,350	Alt. Services	\$ 5,510.50	\$ 133,400		
Derek Carter	516 Main St.	\$92,595	\$123,322	3	\$ 28,750	Liberty Elkhart	\$ 6,300.00	\$ 174,300		
Diana Beckman	104 Woodlawn Ave.	\$39,728	\$380	1	\$ 22,350	Joel Kahler	\$ 4,000.00	\$ 111,700		
Robert Barton	408 2nd St.	\$35,724	\$544	5	\$ 35,140	Lazer Serv.	\$ 11,671.68	\$ 80,100		

NEARBY

TONGAY 2980
 BARTON 6510
 COATE 5510

Robert Barton

Lazer HOME SERVICES

Lazer Home Services
5703 Northwest 2nd Street
Des Moines, IA 50313
(515)263-0352

Project 80049008
Estimate number(s) 80911621
Invoice Date 7/14/2023
Completed Date 7/12/2023
Customer PO

Electric | Plumbing | Heating & Cooling

Billing Address
Robert Barton
408 2nd Street
Maxwell, IA 50161 USA

Job Address
Robert Barton
408 2nd Street
Maxwell, IA 50161 USA

Description of Work

5/30/23 AL
Got pictures of pluming and Hvac repairs needed estimates will be emailed over shortly.

7/12/23 DB
I followed up with the Barton's and they informed me that a grant from the city of Maxwell and as soon as the work is completed we will get a check directly from the city. Tentative install date of 7/14/23. Thank you for choosing Lazer Home Services, we look forward to being able to provide comfort to your home.

7/13/23 DB
I went to the Barton's today to install the new furnace. We got it installed and thoroughly tested to ensure that it is working properly. I tested the AC while I was there as well as it is the first time it has run this year and it is operating as it should. Thank you for choosing Lazer Home Services, we look forward to continuing to serve you!

Task #	Description	Quantity
DMS-200	Remove existing condensate pump from ductless drain system. Install a new condensate pump and test all operations.	1.00
DispDisc	Instant saving on high efficiency equipment	1.00
E-FU-96TSF-060	60,000 BTU Condensing 96% Two Stage Furnace	1.00
Amana Amana 23		

Potential Savings	\$628.75
Sub-Total	\$6,144.52
Tax	\$430.12
Total Due	\$6,574.64
Balance Due	\$6,574.64

PAID 7/14/23

Credit Card Payment Authorization

Please pay total due amount. Thank you.

Print Name below as it appears on credit card

Payment Type _____	Credit Card # _____	EXP _____
Name on card	Signature	

Remit to:

Amount Due:

I understand and authorize Lazer Home Services to proceed with the above work for \$6,574.64. I am aware I may be subject to a 20% nonrefundable cancellation fee.
I acknowledge ALL pricing is presented as a upfront price for the work listed on the estimate and/or invoice.
I fully understand that I will NOT receive a breakdown for the individual cost of each item NOR will I receive a break down of labor and materials for work performed. In the event I make a payment via check I agree to be charged a fee in the amount of \$39 should the payment be returned to Lazer as NSF.

Warranty Disclosure: All parts and labor supplied by Lazer come standard with a *2 year Warranty and Guarantee unless otherwise noted. Manufacturer warranties differ by products. Please consult your Technician for further details.
*Exclusions include: Drain cleaning we do not offer warranty for this service. Limited warranty on Lazer supplied Light Bulbs and Lamps (30/day limited warranty)
ALL warranties claims will be handled during normal business hours.

Mary Coate

Alternative Services
Box 32
Maxwell, IA 50161

INVOICE

Invoice#

Invoice Date 7/24/2023

Due Date

Bill To:

Mary Coate

Date	Description	Amount
	work per proposal	\$5,150.00

Total \$5,150.00
Tax Rate \$360.50
Balance Due \$5,510.50

Alternative Services
 Box 32
 Maxwell, IA 50161

Date 6/15/2023

Proposal _____

Property

Attention Mary Coate

Proposal good for 30 days

Description	Bid
Remove deck boards,spindles,screen door,siding	
re-frame deck supports to new elevation	
cut in new door framing,frame newdoor opening	
install new door	
re-side	
frame new deck supports	
install deck boards and spindles	
labor	\$3,500.00
materials	\$1,650.00

Total \$5,150.00
 Tax Rate \$360.50
 Balance Due \$5,510.50

Consent Agenda



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Nicole Schneider	Nikki Schneider	(515) 291-8834		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
2nd street & Army post road		Maxwell	Story	50161
MAILING ADDRESS	CITY	STATE	ZIP	
296 T ave	Boone	Iowa	50036	

Contact Person

NAME	PHONE	EMAIL
Nicole Schneider	(515) 291-8834	thewhimsicalwinetrailer@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Retail Alcohol License	5 Day	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
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SUB-PERMITS

Special Class C Retail Alcohol License

PRIVILEGES

Outdoor Service



Status of Business

BUSINESS TYPE

Sole Proprietor

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Nicole Schneider	Boone	Iowa	50036	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Specialty Risk of America

POLICY EFFECTIVE DATE

Aug 13, 2023

POLICY EXPIRATION DATE

Aug 18, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Nicole Schneider	Nikki Schneider	(515) 291-8834		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
2nd street & Army Post rd		Maxwell	Story	50161
MAILING ADDRESS	CITY	STATE	ZIP	
296 T ave	Boone	Iowa	50036	

Contact Person

NAME	PHONE	EMAIL
Nicole Schneider	(515) 291-8834	thewhimsicalwinetrailer@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Retail Alcohol License	5 Day	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
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SUB-PERMITS

Special Class C Retail Alcohol License

PRIVILEGES

Outdoor Service



Status of Business

BUSINESS TYPE

Sole Proprietor

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Nicole Schneider	Boone	Iowa	50036-7368	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Specialty Risk of America

POLICY EFFECTIVE DATE

Aug 27, 2023

POLICY EXPIRATION DATE

Sep 1, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, JULY 10, 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 Steve Gast, Lauryn Myers, Meggen Lawrence, & Doug Miller. Ken Jans is in at 5:51. Visitors: Wes Farrand, Greg Piklapp, Shelly Balke, Mitzi DeGroot, Shawn Carlon, Sue Philpott
3. A motion to approve the agenda with moving 7c, 7f, & 7h after Citizens Forum was made by Gast. Lawrence seconded. 4 ayes.
4. Citizens Forum
 - a. Sue Philpott – 1) Sue would like update on park restroom. Renovation is complete. 2) Sue is tired of the fireworks going off near her. She would like to see fireworks banned in city limits. There was discussion on a new ordinance and whether it would be feasible. 3) Sue would like to see the newsletter go out on the website since there hasn't been one.

7c. Discussion and Action to Approve a Resolution Proposing to Vacate Property in Maxwell, Iowa, and setting Time for Hearing and Prescribing Notice Thereof – Gast approve a Resolution Proposing to Vacate Property in Maxwell, Iowa, and setting Time for Hearing and Prescribing Notice Thereof. Lawrence seconded. 4 ayes. Steve gave some history on this parcel of ground. His only concern is that the deed would get recorded this time around.

7f. Discussion and Action on Permit for Fireworks During Old Settlers – Gast moved to approve a permit for fireworks during Old Settlers. Miller seconded. 4 ayes. One of the requirements is that the fireworks be separated from people. Gast moved to close yard waste during Old Settlers. Lawrence seconded. 4 ayes. A sign will need to be posted.

7h. Discussion and Action on Awarding the Owner-Occupied Grants – Nine applications were considered. Three applicants were presented to the council for approval. Gast moved to approve Robert Barton, Jim Tongay and Mary Coate for the Owner-Occupied Grant. Myers seconded. 5 ayes. The 6 remaining applicants will remain on file for a year. They will be eligible for the next round of funds or if one of the current awardees withdraws from consideration.

5g. Engineer Report – Wes Farrand was present 1) Baldwin St Project – The CDBG application is in progress. The environmental report is about complete. 2) High School Project – Doug & Wes have been keeping updated on this project. 3) Water Plant Wastewater – There are several plans for this project. The plan that is being talked about is to use a lift station to pipe the wastewater over to the sewer main on Main St to send it to the wastewater treatment plant. 4) Woodlawn St Drainage Project – Scope of work and Fees contract is ready and can be discussed at next meeting. . 5) Doug asked if the different options for Baldwin St have been updated. The engineer that is working on it is out of the office. Lauryn was wondering if we need to think outside of the box for funding for this project. Engineers are looking into different funding. 5) Flood Plain Levee south of Maxwell – FEMA Maps show it as an agricultural levee, so it doesn't figure into the floodplain plan for the city.

6. Public Hearing
 - a. NA.

7. Business

- a. Discussion and Action on Project Review Process for City of Maxwell – Shelly Balke was present to ask the council to amend the Planning & Zoning ordinance to include a process for a site plan review. A committee of 2 Planning & Zoning Shelly, Ken, Lauryn, and Joe was made to create a plan review for the council to review.
- b. Discussion and Action on Poultry Permit for 405 5th St –. Jans moved to defer the permit until it was properly filled out. Gast seconded. 5 ayes.
- d. Discussion and Action on a Resolution Setting the Time and Place of a Public Hearing on the Approval of a Community Development and Housing Needs Assessment for the City of Maxwell, Iowa.– Gast moved to approve a Resolution Setting the Time and Place of a Public Hearing on the Approval of a Community Development and Housing Needs Assessment for the City of Maxwell, Iowa. Myers seconded. 5 ayes.
- e. Discussion and Action on a Resolution Setting the Time and Place of a Public Hearing on the submission of CDBG Application for the City of Maxwell, Iowa – Gast moved to approve a Resolution Setting the Time and Place of a Public Hearing on the submission of CDBG Application for the City of Maxwell, Iowa. Miller seconded. 5 ayes.
- g. Discussion and Action on 2023-2024 LP Gas Contract – Gast moved to approve LP contract using the prepaid version. Jans seconded. 5 ayes
- i. Discussion and Action on Tax Abatement Continuation - Miller mover to work on the Urban Revitalization plan and create a new tax abatement with the help of Greg Piklapp. Myers seconded. 5 ayes
- Gast moved to move 7k Tif Districts before 7j Annexation of Property. Jans seconded. 5 ayes.
- k. Discussion and Action on TIF Districts -Greg Piklapp talked about the process for a TIF district and if we are going to annex property what should happen with TIF. .
- j. Discussion and Action on Annexation of Property – Greg Piklapp talked about the steps for annexing land. He will work with Doug and the clerk to get these steps in place. Gast moved to proceed with steps as discussed for an annexation and TIF district. Myers seconded. 5 ayes.
- l. Discussion and Action to Authorize Mayor to Sign Contract for Annual Audit –Gast moved to hire Faller, Kincheloe & Co, PLC to do the required financial audit. Lawrence seconded. 5 ayes.
- m. Discussion and Action on Resolution Transferring between Funds for Expenditures Approved for FY2023 Budget – Gast moved to approve Resolution Transferring between Funds for Expenditures Approved for FY2023 Budget. Myers seconded. 5 ayes Gast moved to close the session to the public per state code. Miller seconded.
- n. Approve Motion to go into closed session according to chapter 21.5(i) to evaluate the professional competency of an individual whose appointment hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.-
Resolution Transferring between Funds for Expenditures Approved for FY2023 Budget- Gast moved to close the session to the public per state code. Miller seconded. 5 ayes. Gast moved to open session to public Lawrence seconded. 5 ayes.
- o. Discussion and Action on Posting Deputy Clerk Position – Gast moved to post deputy clerk position until July 31, 2023 at noon. Miller seconded. It was suggested to add 20 hours per week with some evenings for meetings.

6. Council and Mayor Reports –

- a. Steve Gast- 1) Steve asked the status of hiring a tree service. He would like a special meeting to decide. Lauryn stated that there were higher priorities than the trees. It was decided to wait until the August meeting to select a tree service.
- b. Lauryn Myers- When is the divot in Baldwin going to be fixed? Dale will talk to Tony about it.
- c. Doug Miller – The bandstand needs to be painted at the bottom where the bricks are. If Tony can get the paint, then Doug will try to get some high schoolers to paint for silver cord hours.
- d. Dale Higgins – 1) Dale asked about the coffee shop and if it had a peddler’s permit. Since it is on private property it does not need a peddlers permit but will need state sales tax and food permits. Dale talked about enforcing the parking rules around town. What is the process, do we have any tickets, and can we just give warnings? Steve will give the process that was created when he was mayor to Dale.

5 Department Reports

- a. Sheriff Report – Written Report on File.
- b. Fire – Written report on file.
- c. EMS – Written report on file. There were questions on what a lift assist was.
- d. Library – Written report on file.
- e. Public Works – Written report on file. Where in the process to hire a new assistant? Interviews are set-up. Next budget year it might be a good project to scrape off the big rock on the park road and sealcoat it. It would be a good capital project.
- f. City Clerk – Written report on file. The council would like to have a newsletter posted to Facebook. A few printed for post office and city hall.
- e. Parks and Open Spaces Board – Some of the new trees are looking half dead. Need to check with Country Landscaping about replacing them.

9. Consent Agenda

- a. Gast moved to approve alcohol license for Old Settlers and Whimsical Wine Trailer, the June 5, 2023 minutes, and current bills. Miller seconded. 4 ayes., 1 Abstain-Gast
- b. Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	194.83
AFLAC	AFLAC CANCER	226.86
ALTERNATIVE SERVICES	6 MOWINGS FOR MAY	3,540.00
AMAZON CAPITAL SERVICES	BOOKS & DVD	122.79
AMAZON CAPITAL SERVICES	113-9774118-6286650	884.14
CENTRAL IOWA SHORTLINE LLC	#26022,26072,26177	222.52
CHEM-SULT, INC	SODIUMHYPOCHLORITE	634.4
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	1,008.80
CONSUMERS ENERGY	RCH ELECTRIC	46.5
GATEHOUSE DB IA HOLDINGS, INC	PUBLISHING LEGALS	808.99
INDEPENDANT PUBLIC ADVISORS	QUARTERLY RETAINER	2,000.00
IOWA DEP OF REVENUE	SALES TAX MAY 2023	99.78
IOWA DEP OF REVENUE	WET MAY 2023	571.22

IOWA FINANCE AUTHORITY	BOND WWTP	81,340.00
IOWA FINANCE AUTHORITY	WWTP LOAN	128,692.67
IOWA FINANCE AUTHORITY	SLIPLINING	12,570.00
IOWA LEAGUE OF CITIES	MEMBER DUES JULY2023-JUNE2024	872
IPERS	IPERS	1,952.18
JERICO SERVICES, INC	DUST CONTROL	4,007.50
LOGAN CONTRACTORS SUPPLY, INC	SPRING/FALL POT HOLE	896
LOGAN JIMENEZ	SRP BUBBLE SHOW	300
LOGSDON'S GROCERY	COFFEE,FILTERS,POP,WATER	114.35
MAXWELL STATE BANK	FED/FICA TAX	2,744.73
MEUSBURGER CONSTRUCTION, INC	CITY HALL REMODEL DOWN PAYMENT	25,000.00
MICROBAC LABORATORIES	KEYSTONE INC	481.5
MUNICIPAL MANAGEMENT CORP	LEAK SURVEY	800
NEW CENTURY FS	DIESEL & GAS	936.2
PATRIOT PLUMBING LLC	PUBLIC RESTROOM REMODEL	4,600.00
MAXWELL POST OFFICE	UTILITY BILL POSTAGE	100
PRATT SANITATION INC	APRIL & MAY GARBAGE	11,183.98
R MINI STORAGE	STORAGE UNIT	840
RITEWAY BUSINESS FORMS	CHECKS	197.42
SAFE BUILDING LLC	BUILDING & ELECTRICAL PERMITS	343.08
SNYDER & ASSOCIATES	#1230441.01-1WATER TREATMENT	4,750.50
TREASURER-STATE OF IOWA	STATE TAXES	1,099.24
TWISTED BOKAY	BALLOON STORYTELLING	425
U.S. BANK	BALLARD-INC-MOWER BLADES	301.34
U.S. BANK	TV GO PACK,BACKPACK,SPLINTS	1,813.76
U.S. POSTAL SERVICE	POST OFFICE BOX	80
US CELLULAR	MONTHLY CELL PHONE	223.69
USBlueBook	TESTING, REPAIR CLAMPS,SADDLE	1,667.55
WINDSTREAM	091143420-PHONES	368.8
Accounts Payable Total		299,062.32
Total Paid On: 6/14/23		4,763.60
Total Paid On: 6/28/23		4,518.60
Total Payroll Paid		9,282.20
***** REPORT TOTAL *****		308,344.52
GENERAL		61,890.97
ROAD USE TAX		5,504.96
DEBT SERVICE		81,340.00
WATER		12,660.92
SEWER		5,685.00
SEWER LOANS		141,262.67
TOTAL FUNDS		308,344.52

Expenses By Fund

06/01/2023-06/30/2023

GENERAL	61,890.97
ROAD USE TAX	5,504.96
DEBT SERVICE	81,340.00
WATER	12,660.92
SEWER	5,685.00
SEWER LOANS	141,262.67
TOTAL FUNDS	308,344.52

Revenues	1-Jun	
001 General		\$ 23,307.35
110 Road Use Tax		\$ 13,261.15
112 Employee Benefits		\$ 171.41
119 Emergency Funds		\$ 86.26
121 Local Option		\$ 12,275.73
200 Debt Service		\$ 1,003.61
600 Water		\$ 14,071.25
610 Sewer		\$ 26,384.61
TOTAL FUNDS		\$ 90,561.37

10. Adjourn. A motion to adjourn the meeting at 8:50 P.M. was moved by Lawrence.
Seconded by Myers. 5 ayes

THE NEXT REGULAR MEETING WILL BE AUGUST 7, 2023 AT 5:00 P.M.

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

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ACTIVE911 INC	ALERTING SUBSCRIPTION		390.00	30428	7/12/23
AFLAC	AFLAC CANCER		226.86	30454	7/26/23
ALLIANT ENERGY	MONTHLY UTILITY BILL		17,236.50	30457	7/26/23
ALTERNATIVE SERVICES	CEMETERY MOWING		1,770.00	30429	7/12/23
CALDWELL,BRIERLY,& CHALUPA LLC	LAND SALES,LIVESTOCK		1,425.75	30458	7/26/23
CENTRAL IOWA SHORTLINE LLC	JUST ONE BITE PELLETT BOX		77.99	30459	7/26/23
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	786.80		30430	7/12/23
CHEM-SULT, INC	SODIUMHYPOCHLORITE	532.28	1,319.08	30460	7/26/23
CHICK-A-PEN-HILL	2 DECORATIVE LIGHT POLES		3,170.00	30431	7/12/23
CITY OF AMES	RESOURCE RECOVERY FY 2024		4,510.00	30432	7/12/23
CONSUMERS ENERGY	RCH ELECTRIC		46.50	30461	7/26/23
IOWA DEP OF NATURAL RESOURCES	NPDES & OPERATIONS PERMIT FEE		210.00	30462	7/26/23
IOWA DEP OF NATURAL RESOURCES	ANNUBAL WATER SUPPLY FEE FY24		94.52	30433	7/12/23
IOWA LEAGUE OF CITIES	MAYOR ASSOC DUES		30.00	30434	7/12/23
IOWA ONE CALL	LOCATES		21.60	30463	7/26/23
IOWA REGIONAL UTILITIES ASSOC	MONTHLY RCH WATER		391.02	30435	7/12/23
IPERS	IPERS		2,063.94	30456	7/26/23
MAGUIRE	MAINTENANCE PLAN		12,365.63	30436	7/12/23
MATTHEWS WHITE PLUMBING	ROCK CREEK CORP DRILLED OUT		440.00	30464	7/26/23
MAXWELL STATE BANK	FED/FICA TAX		2,948.56	30455	7/26/23
METERING & TECHNOLOGY SOLUTION	6 BRONZE SERIES METER W/VALVE		3,503.74	30437	7/12/23
MICROBAC LABORATORIES	WATER/SEWER TESTING		579.75	30438	7/12/23
MID-IOWA PLANNING ALLIANCE	FY2024 DUES		129.00	30439	7/12/23
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST		195.00	30465	7/26/23
MIDWEST INSURANCE CORP	INSURANCE		1,642.00	30466	7/26/23
NEW CENTURY FS	GAS & DIESEL	611.11		30440	7/12/23
NEW CENTURY FS	LP GAS	3,376.98	3,988.09	30467	7/26/23
MAXWELL POST OFFICE	3 rolls of stamps	198.00		30446	7/13/23
MAXWELL POST OFFICE	UTILITY BILL POSTAGE	300.00	498.00	30468	7/26/23
PRATT SANITATION INC	MONTHLY GARBAGE & CLEAN-UP DAY		6,733.47	30441	7/12/23
RITWAY BUSINESS FORMS	UTILITY BILLS		442.94	30442	7/12/23
SAFE BUILDING LLC	PERMITS		540.59	30469	7/26/23
SNYDER & ASSOCIATES	WATER TREAT PLANT		3,216.94	30443	7/12/23
STAPLES CREDIT PLAN	PAPER, ENVELOPES, NOTEPADS, TAPE		298.20	30444	7/12/23
STORY COUNTY TREASURER	1ST QTR 23/24 LAW ENFORCMENT		14,345.30	30470	7/26/23
WINDSTREAM	TELEPHONE & INTERNET		231.73	30445	7/12/23
WYATT LEWIS	EMS EQUIPMENT FOR CLASS		697.82	30471	7/26/23
Accounts Payable Total			85,780.52		

Payroll Checks

001	GENERAL	2,167.94
600	WATER	1,209.65
610	SEWER	1,209.65
Total Paid On: 7/12/23		4,587.24
001	GENERAL	2,401.19
600	WATER	1,452.74
610	SEWER	1,452.74

CLAIMS REPORT
Vendor Checks: 7/01/2023- 7/31/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	Total Paid On: 7/26/23		5,306.67		
	Total Payroll Paid		9,893.91		
	Report Total		95,674.43		