

PUBLIC NOTICE

THE MAXWELL CITY COUNCIL WILL HOLD A REGULAR COUNCIL MEETING ON WEDNESDAY, DECEMBER 4, 2024 AT 6:00 PM AT MAXWELL CITY HALL, 107 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, you must call 844-855-4444 and enter this access code: 843508 no earlier than 5 minutes prior to the meeting.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. CITIZENS' FORUM
 - a. OPEN
5. PUBLIC HEARING
 - a. NA
6. BUSINESS
 - a. DISCUSSION AND ACTION ON RESOLUTION 2024-23 APPROVING PAY APPLICATION NUMBER 2 TO REILLY CONSTRUCTION FOR THE MAXWELL BALDWIN STREET PROJECT
 - b. DISCUSSION AND ACTION ON ACCOUNTING SOFTWARE
 - c. DISCUSSION AND ACTION ON PAYMENT FOR NEW WATER LINE AT 619 BALDWIN ST
 - d. DISCUSSION ON ORDINANCE ENFORCEMENT
7. DEPARTMENTAL REPORTS
 - a. SHERIFF
 - b. FIRE DEPT
NEW MEMBER
 - c. EMS DEPT
 - d. LIBRARY
 - e. PUBLIC WORKS
 - f. CITY CLERK
 - g. ENGINEER
 - h. PARKS & OPEN SPACES BOARD
8. COUNCIL AND MAYOR REPORTS
 - a. GAST
 - b. PHILPOTT
 - c. WESTENDORF
 - d. MILLER
 - e. JANS
 - f. HIGGINS
9. CONSENT AGENDA
 - a. APPROVAL NOVEMBER 6, 2024 MINUTES
 - b. APPROVAL NOVEMBER 13, 2024 MINUTES
 - c. APPROVAL NOVEMBER 20, 2024 MINUTES
 - d. APPROVAL CURRENT BILLS AS PRESENTED
10. ADJOURN

RESOLUTION NO. 2024-23

A RESOLUTION APPROVING PAY APPLICATION NUMBER 1
TO REILLY CONSTRUCTION FOR THE MAXWELL BALDWIN STREET PROJECT

WHEREAS, Reilly Construction of Ossian, Iowa (“CONTRACTOR”) is the contractor on the Maxwell Baldwin Street Project (“PROJECT”); and,

WHEREAS, the CONTRACTOR has started work on the project and has submitted Pay Application No. 1 for payment based on the work and expenses paid out on the project; and,

WHEREAS, the City of Maxwell, Iowa (“CITY”) and their project engineer, Snyder and Associates, Inc. (“ENGINEER”) have reviewed the pay application presented by the CONTRACTOR; and,

WHEREAS, Pay Application No. 1 shows a total amount of work completed to date, less retainage, of \$283,091.16; and,

WHEREAS, Pay Application No. 1 shows the current amount certified for payment as \$280,177.14.

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

SECTION 1. The City Council approves Pay Application No. 1 on the Maxwell Baldwin Street Project.

SECTION 2. The City Council authorizes the Mayor to sign Pay Application No. 1 indicating the City’s approval of the pay application.

SECTION 3. The City Council authorizes the payment of \$280,177.14 to Reilly Construction.

PASSED AND APPROVED this 4TH day of DECEMBER 2024.

BY THE CITY COUNCIL OF THE
CITY OF MAXWELL, IOWA

Dale Higgins, Mayor

ATTEST:

Deb Hayes, City Clerk

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

City of Maxwell, IA

Project Title: City of Maxwell HMA Pavement - Grade and Replace Baldwin St from 5th St
Contractor: Reilly Construction
Address: 110 Main, Ossian, IA 52161

Date of Council Meeting: December 4, 2024 Payment Application #: 2

Payment Period: From: October 1, 2024 Through: October 31, 2024

Contract Summary:

Table with 3 columns: Description, Amount, and Total. Rows include Original Contract Amount (\$1,315,000.00), Net Change by Change Orders (\$45,035.00), Contract Amount to Date (\$1,360,035.00), Total Completed and Stored to Date (\$592,914.00), Retainage (5% of Completed Work) (\$29,645.70), Total Earned Less Retainage (\$563,268.30), Less Previous Applications for Payment (\$283,091.16), and SUBTOTAL (\$280,177.14).

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 280,177.14

Balance to Finish, Including Retainage: \$ 796,766.70

Contract Time Remaining (Substantial): 14.0 days

Contract Time Remaining (Full): 14.0 days

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Construction Contractor Approval: Reilly Construction
Firm Name

Signature Date

Engineer / Consultant Approval: Snyder & Associates, Inc.
Firm Name

Signature Date

City of Maxwell Staff Approval:
Signature Date

Submit to:
E-mail: Phone Number:

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

ITEM NO.	DESCRIPTION (Include Change Order # if Applicable)	UNITS	ORIGINAL PROPOSED QUANTITY	QUANTITY CHANGE (BY CHANGE ORDER)	TOTAL QUANTITY	UNIT PRICE	EXTENDED PRICE	TOTAL QUANTITY THIS PAY PERIOD	TOTAL VALUE THIS PAY PERIOD	TOTAL QUANTITY FROM PREVIOUS PAY PERIODS	TOTAL QUANTITY COMPLETE	TOTAL VALUE OF COMPLETED WORK	REMAINING QUANTITY	PERCENT COMPLETE
0010	Cleaning and Grubbing (By Unit)	UNIT	402.00		402.00	\$ 50.00	\$ 20,100.00		\$ -	402.00	402.00	\$ 20,100.00	0.00	100.00%
0020	Excavation, Class 10, Roadway and Borrow	CY	233.00		233.00	\$ 10.00	\$ 2,330.00		\$ -	0.00	233.00	\$ -	233.00	0.00%
0030	Excavation, Class 13, Waste	CY	2,887.00		2,887.00	\$ 20.00	\$ 57,740.00	2,000.00	\$ 40,000.00	0.00	2,000.00	\$ 40,000.00	887.00	69.29%
0040	Topsoil, Furnish and Spread	CY	104.00		104.00	\$ 50.00	\$ 5,200.00		\$ -	0.00	104.00	\$ -	104.00	0.00%
0050	Topsoil, Strip, Salvage and Spread	CY	144.00		144.00	\$ 25.00	\$ 3,600.00		\$ -	0.00	144.00	\$ -	144.00	0.00%
0060	Special Compaction of Subgrade	STA	11.30		11.30	\$ 2,000.00	\$ 22,600.00	8.00	\$ 16,000.00	0.00	8.00	\$ 16,000.00	3.30	70.80%
0070	Subgrade Stabilization Material, Polymer Grid	CY	4,622.00		4,622.00	\$ 2.75	\$ 12,710.50		\$ -	0.00	4,622.00	\$ -	4,622.00	0.00%
0080	Modified Subbase	CY	2,651.33		2,651.33	\$ 20.00	\$ 53,026.60		\$ -	0.00	2,651.33	\$ -	2,651.33	0.00%
0090	Shoulder Finishing, Earth	STA	26.00		26.00	\$ 600.00	\$ 15,600.00		\$ -	0.00	26.00	\$ -	26.00	0.00%
0100	Macadam Stone Base	TON	155.00		155.00	\$ 42.00	\$ 6,510.00		\$ -	0.00	155.00	\$ -	155.00	0.00%
0110	Recalculation of Mail Boxes	EA	16.00		16.00	\$ 620.00	\$ 9,920.00		\$ -	8.00	8.00	\$ 4,960.00	8.00	50.00%
0120	Hot Mix Asphalt Standard Traffic, Base Course, 3/4 In. Mix	TON	950.20		950.20	\$ 60.00	\$ 57,012.00		\$ -	0.00	950.20	\$ -	950.20	0.00%
0130	Hot Mix Asphalt Standard Traffic, Intermediate Course, 1/2 In. Mix	TON	722.50		722.50	\$ 62.00	\$ 44,795.00		\$ -	0.00	722.50	\$ -	722.50	0.00%
0140	Hot Mix Asphalt Standard Traffic, Surface Course, 1/2 In. Mix, No Special Friction Requirement	TON	481.70		481.70	\$ 65.00	\$ 31,310.50		\$ -	0.00	481.70	\$ -	481.70	0.00%
0150	Asphalt Binder, PG 58-28S, Standard Traffic	TON	129.30		129.30	\$ 600.00	\$ 77,580.00		\$ -	0.00	129.30	\$ -	129.30	0.00%
0160	Hot Mix Asphalt Pavement Samples	LS	1.00		1.00	\$ 2,500.00	\$ 2,500.00		\$ -	0.00	1.00	\$ -	1.00	0.00%
0170	Surfacing, Driveway, Class A Crushed Stone	TON	300.00		300.00	\$ 40.00	\$ 12,000.00		\$ -	27.88	27.88	\$ 1,115.20	272.12	9.29%
0180	Aprons, Unclassified, 36 In. Dia.	EA	1.00		1.00	\$ 3,800.00	\$ 3,800.00		\$ -	0.00	1.00	\$ -	1.00	0.00%
0190	Modular Block Retaining Wall	SF	137.00		137.00	\$ 45.00	\$ 6,165.00		\$ -	0.00	137.00	\$ -	137.00	0.00%
0200	Manhole, Storm Sewer, SW-401, 72 In.	EA	1.00		1.00	\$ 8,000.00	\$ 8,000.00	1.00	\$ 8,000.00	0.00	1.00	\$ 8,000.00	0.00	100.00%
0210	Manhole, Storm Sewer, SW-401, 84 In.	EA	1.00		1.00	\$ 12,000.00	\$ 12,000.00		\$ -	0.00	1.00	\$ -	1.00	0.00%
0220	Intake, SW-505	EA	2.00		2.00	\$ 6,300.00	\$ 12,600.00	2.00	\$ 12,600.00	0.00	2.00	\$ 12,600.00	0.00	100.00%
0230	Manhole Adjustment, Major	EA	4.00		4.00	\$ 3,500.00	\$ 14,000.00		\$ -	0.00	4.00	\$ -	4.00	0.00%
0240	Subdrain, Perforated Plastic Pipe, 6 In. Dia.	LF	2,253.20		2,253.20	\$ 20.00	\$ 45,064.00	2,177.00	\$ 43,540.00	0.00	2,177.00	\$ 43,540.00	76.20	96.62%
0250	Subdrain Riser, 6 In., As Per Plan	EA	7.00		7.00	\$ 700.00	\$ 4,900.00	6.00	\$ 4,200.00	0.00	6.00	\$ 4,200.00	1.00	85.71%
0260	Subdrain Outlet, DR-303	EA	9.00		9.00	\$ 300.00	\$ 2,700.00	8.00	\$ 2,400.00	0.00	8.00	\$ 2,400.00	1.00	88.89%
0270	Storm Sewer Gravity Main, Trenches, High Density Polyethylene Pipe (HDPE), 18 In.	LF	238.00		238.00	\$ 72.00	\$ 17,208.00	239.00	\$ 17,208.00	0.00	239.00	\$ 17,208.00	0.00	100.00%
0280	Storm Sewer Gravity Main, Trenches, High Density Polyethylene Pipe (HDPE), 18 In.	LF	247.00		247.00	\$ 80.00	\$ 19,760.00	247.00	\$ 19,760.00	0.00	247.00	\$ 19,760.00	0.00	100.00%
0290	Storm Sewer Gravity Main, Trenches, High Density Polyethylene Pipe (HDPE), 24 In.	LF	58.00		58.00	\$ 95.00	\$ 5,510.00	58.00	\$ 5,510.00	0.00	58.00	\$ 5,510.00	0.00	100.00%
0300	Storm Sewer Gravity Main, Trenches, High Density Polyethylene Pipe (HDPE), 30 In.	LF	70.00		70.00	\$ 115.00	\$ 8,050.00		\$ -	0.00	70.00	\$ -	70.00	0.00%
0310	Storm Sewer Gravity Main, Trenches, High Density Polyethylene Pipe (HDPE), 30 In.	LF	815.00		815.00	\$ 120.00	\$ 97,800.00		\$ -	0.00	815.00	\$ -	815.00	0.00%
0320	Remove Storm Sewer Pipe Less Than or Equal to 36 In.	LF	158.00		158.00	\$ 20.00	\$ 3,160.00		\$ -	0.00	158.00	\$ -	158.00	0.00%
0330	Engineer Fabric	SY	45.00		45.00	\$ 4.00	\$ 180.00		\$ -	0.00	45.00	\$ -	45.00	0.00%
0340	Revelment, Class D	TON	35.00		35.00	\$ 65.00	\$ 2,275.00		\$ -	0.00	35.00	\$ -	35.00	0.00%
0350	Removal of Pavement	SY	5,281.40		5,281.40	\$ 10.50	\$ 55,454.70	2,500.00	\$ 26,250.00	2,781.40	2,781.40	\$ 55,454.70	0.00	100.00%
0360	Removal of Inlets and Utility Accesses	EA	3.00		3.00	\$ 800.00	\$ 2,400.00	1.00	\$ 800.00	0.00	1.00	\$ 800.00	2.00	33.33%
0370	Removal of Sidewalk	SY	109.10		109.10	\$ 15.00	\$ 1,636.50		\$ -	0.00	109.10	\$ -	109.10	0.00%
0380	Sidewalk, P.C. Concrete, 4 In.	SY	123.20		123.20	\$ 105.00	\$ 12,936.00		\$ -	0.00	123.20	\$ -	123.20	0.00%
0400	Sidewalk, P.C. Concrete, 6 In.	SY	45.60		45.60	\$ 117.50	\$ 5,358.00		\$ -	0.00	45.60	\$ -	45.60	0.00%
0410	Detectable Warnings	SF	95.00		95.00	\$ 55.00	\$ 5,225.00		\$ -	0.00	95.00	\$ -	95.00	0.00%
0420	Curb and Gutter, P.C. Concrete, 1.5 FT.	LF	2,080.10		2,080.10	\$ 28.00	\$ 58,242.80		\$ -	0.00	2,080.10	\$ -	2,080.10	0.00%
0430	Driveway, P.C. Concrete, 8 In.	SY	312.90		312.90	\$ 75.00	\$ 23,467.50		\$ -	57.70	57.70	\$ 865.50	312.90	100.00%
0440	Removal of Paved Driveway	SY	157.70		157.70	\$ 15.00	\$ 2,365.50		\$ -	8.00	8.00	\$ 800.00	100.00	36.59%
0450	Remove and Reinstall Sign Post	EA	16.00		16.00	\$ 350.00	\$ 5,600.00		\$ -	0.00	16.00	\$ -	16.00	50.00%
0460	Perforated Square Steel Tube Posts	LF	96.00		96.00	\$ 22.00	\$ 2,112.00		\$ -	0.00	96.00	\$ -	96.00	0.00%
0470	Type A Signs, Sheet Aluminum	SF	59.25		59.25	\$ 45.00	\$ 2,666.25		\$ -	0.00	59.25	\$ -	59.25	0.00%
0480	Construction Survey Div. 1	LS	1.00		1.00	\$ 15,000.00	\$ 15,000.00		\$ -	0.25	0.25	\$ 3,750.00	0.75	25.00%
0490	Painted Pavement Markings, Waterborne or Solvent-Based	STA	31.13		31.13	\$ 135.00	\$ 4,202.55		\$ -	0.00	31.13	\$ -	31.13	0.00%
0500	Traffic Control Div. 1	LS	1.00		1.00	\$ 10,000.00	\$ 10,000.00	0.25	\$ 2,500.00	0.00	0.25	\$ 2,500.00	0.50	50.00%
0510	Mobilization Div. 1	TON	200.00		200.00	\$ 112,560.60	\$ 22,512,120.00	0.50	\$ 56,280.30	0.50	1.00	\$ 112,560.60	0.00	100.00%
0520	Trench Foundation Div. 1	TON	1.00		1.00	\$ 50.00	\$ 50.00		\$ -	0.00	1.00	\$ -	1.00	0.00%
0530	Trench Compaction, Testing Div. 1	LS	1.00		1.00	\$ 4,000.00	\$ 4,000.00		\$ -	0.00	1.00	\$ -	1.00	0.00%
0540	Nyloplast 48" Drain Basin	EA	2.00		2.00	\$ 4,500.00	\$ 9,000.00		\$ -	0.00	2.00	\$ -	2.00	0.00%
0550	Garbage and Recycling Collection	LS	1.00		1.00	\$ 5,000.00	\$ 5,000.00		\$ -	0.50	0.50	\$ 2,500.00	0.50	50.00%
0560	Vibration Monitoring	LS	1.00		1.00	\$ 30,000.00	\$ 30,000.00		\$ -	0.00	1.00	\$ -	1.00	0.00%
0570	Mulching, Bonded Fiber Matrix	ACRE	3.00		3.00	\$ 3,550.00	\$ 10,650.00		\$ -	0.00	3.00	\$ -	3.00	0.00%
0580	Seeding and Fertilizing (Urban)	ACRE	1.50		1.50	\$ 2,000.00	\$ 3,000.00		\$ -	0.00	1.50	\$ -	1.50	0.00%
0590	Stabilizing Crop - Seeding and Fertilizing (Urban)	ACRE	1.50		1.50	\$ 500.00	\$ 750.00		\$ -	0.00	1.50	\$ -	1.50	0.00%
0600	Silt Fence	LF	1,500.00		1,500.00	\$ 1.50	\$ 2,250.00		\$ -	0.00	1,500.00	\$ -	1,500.00	0.00%
0610	Removal of Silt Fences or Silt Fence for Ditch Checks	LF	1,500.00		1,500.00	\$ 0.01	\$ 15.00		\$ -	0.00	1,500.00	\$ -	1,500.00	0.00%

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Item No.	Description	LF	1,500.00	\$ 0.01	\$ 15.00	\$ -	0.00	0.00	0.00	\$ -	1,500.00	0.00%
0620	Maintenance of Silt Fence or Silt Fence for Ditch Check	LF	1,000.00	\$ 3.00	\$ 3,000.00	\$ -	0.00	0.00	0.00	\$ -	1,000.00	0.00%
0630	Perimeter and Slope Sediment Control Device, 12 In. Dia	LF	1,000.00	\$ 0.30	\$ 300.00	\$ -	0.00	0.00	0.00	\$ -	1,000.00	0.00%
0640	Removal of Perimeter and Slope or Ditch Check Sediment Control Device	LF	1,000.00	\$ 187.00	\$ 187,000.00	\$ -	0.00	0.00	0.00	\$ -	1,000.00	0.00%
0650	Grate Intake Sediment Filter Bag	EA	8.00	\$ 25.00	\$ 200.00	\$ -	0.00	0.00	0.00	\$ -	8.00	0.00%
0660	Maintenance of Grate Intake Sediment Filter Bag	EA	8.00	\$ 25.00	\$ 200.00	\$ -	0.00	0.00	0.00	\$ -	8.00	0.00%
0670	Removal of Grate Intake Sediment Filter Bag	EA	8.00	\$ 25.00	\$ 200.00	\$ -	0.00	0.00	0.00	\$ -	8.00	0.00%
0680	Mobilization, Erosion Control	EA	6.00	\$ 600.00	\$ 3,600.00	\$ -	0.00	0.00	0.00	\$ -	6.00	0.00%
0690	Mobilizations, Emergency Erosion Control	EA	1.00	\$ 1,200.00	\$ 1,200.00	\$ -	0.00	0.00	0.00	\$ -	1.00	0.00%
Division 01 Subtotal: \$ 273,448.30												
0700	Construction Survey Div 2	LS	1.00	\$ 2,500.00	\$ 2,500.00	\$ 625.00	0.25	0.75	0.50	\$ 1,875.00	0.25	75.00%
0710	Traffic Control Div 2	LS	1.00	\$ 5,000.00	\$ 5,000.00	\$ 1,250.00	0.25	0.75	0.50	\$ 3,750.00	0.25	75.00%
0720	Mobilization Div 2	LS	1.00	\$ 5,000.00	\$ 5,000.00	\$ -	0.50	1.00	0.50	\$ 5,000.00	0.00	100.00%
0730	Trench Foundation Div 2	TON	200.00	\$ 50.00	\$ 10,000.00	\$ -	0.50	0.50	0.50	\$ 25.00	189.50	0.25%
0740	Trench Compaction Testing Div 2	LS	1.00	\$ 4,000.00	\$ 4,000.00	\$ -	0.50	0.50	0.50	\$ 2,000.00	0.50	50.00%
0750	Water Main, Trenched, Polyvinyl Chloride Pipe (PVC), 6 In.	LF	1,126.00	\$ 65.00	\$ 95,290.00	\$ -	1.086	1.086	1.086	\$ 70,590.00	380.00	74.08%
0760	Water Service Stub, Copper, 1 In.	LF	770.00	\$ 40.00	\$ 34,800.00	\$ 240.00	6.00	9.60	7.20	\$ 9,600.00	38.40	110.34%
0770	Water Service Corporation, Copper, 1 In.	EA	22.00	\$ 700.00	\$ 17,500.00	\$ 4,200.00	6.00	24.00	18.00	\$ 16,800.00	1.00	96.00%
0780	Water Service Curb Stop and Box, 1 In.	EA	22.00	\$ 550.00	\$ 13,750.00	\$ 6.00	6.00	24.00	18.00	\$ 13,200.00	1.00	96.00%
0790	Valve, Gate, DIP, 6 In.	EA	2.00	\$ 2,000.00	\$ 4,000.00	\$ -	2.00	2.00	2.00	\$ 4,000.00	0.00	100.00%
0800	Tapping Valve Assembly, 4 In.	EA	2.00	\$ 5,000.00	\$ 10,000.00	\$ -	1.00	1.00	1.00	\$ 5,000.00	1.00	50.00%
0810	Fire Hydrant Assembly, WM-201	EA	2.00	\$ 9,500.00	\$ 28,500.00	\$ -	2.00	2.00	2.00	\$ 19,000.00	1.00	66.67%
0820	Fire Hydrant Assembly, Removal	EA	2.00	\$ 600.00	\$ 1,200.00	\$ -	0.00	0.00	0.00	\$ -	2.00	0.00%
0830	Valve Box Removal	EA	2.00	\$ 275.00	\$ 550.00	\$ -	0.00	0.00	0.00	\$ -	2.00	0.00%
0840	Water Main Abandonment Cap/Plug	EA	3.00	\$ 750.00	\$ 2,250.00	\$ -	1.00	1.00	1.00	\$ 750.00	2.00	33.33%
Division 02 Subtotal: \$ 21,475.00												
CHANGE ORDER ITEMS												
8001	Rebelling	HR	8.00	\$ 450.00	\$ 3,600.00	\$ 3,600.00	8.00	8.00	0.00	\$ 3,600.00	0.00	100.00%
8002	PCC Pavement Cold Weather Protection	SY	834.00	\$ 2.50	\$ 2,085.00	\$ -	0.00	0.00	0.00	\$ -	834.00	0.00%
Division 01 Subtotal: \$ 234,340.00												
Division 02 Subtotal: \$ 21,475.00												

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

CONTRACT #	\$ 1,380,035.00	PAY PERIOD =	\$ 294,925.30	COMPLETED =	\$ 592,914.00	43.69%
DIVISION 01 =	\$ 1,099,910.00	PAY PERIOD =	\$ 273,448.30	COMPLETED =	\$ 412,524.00	37.51%
DIVISION 02 =	\$ 234,340.00	PAY PERIOD =	\$ 21,475.00	COMPLETED =	\$ 180,390.00	76.98%

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	November 4, 2024	\$ 283,091.16
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 283,091.16

Record of Change Orders:

No.	Date	Amount
1	October 15, 2024	\$ 3,600.00
2	November 11, 2024	\$ 41,435.00
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CHANGE ORDER TOTAL = \$ 45,035.00

Contract Time Remaining:

Contract Period:	75
Construction Start Date:	July 9, 2024

Substantial Completion:

Contract Working Days:	75.0
Added by Change Order:	9.0
Total Working Days:	84.0
Working Days Used to Date:	70.0
Working Days Remaining:	14.0

Full Completion:

Contract Working Days:	75.0
Added by Change Order:	9.0
Total Working Days:	84.0
Working Days Used to Date:	70.0
Working Days Remaining:	14.0

CHANGE ORDER
For Local Public Agency Projects

No.: 02

Non-Substantial:

Substantial:

Administering Office
Concurrence Date

Accounting ID No. (5-digit number): _____

Project Number: STBG-SWAP-4865(604)--SG-85

Contract Work Type: HMA PAVEMENT - GRADE ANTI

Local Public Agency: City of Maxwell

Contractor: REILLY CONSTRUCTION CO., INC

Date Prepared: November 14, 2024

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- LINE ITEM - 0750 - Increase item for "Water Main, Trenched, Polyvinyl Chloride Pipe (PVC), 6 In."
- LINE ITEM - 0760 - Increase item for "Water Service Stub, Copper, 1 In."
- LINE ITEM - 0770 - Increase item for "Water Service Corporation, Copper, 1 In."
- LINE ITEM - 0780 - Increase item for "Water Service Curb Stop and Box, 1 In."
- LINE ITEM - 0810 - Increase item for "Fire Hydrant Assembly, WM-201"
- LINE ITEM - 8002 - Add item for "PCC Pavement Cold Weather Protection". Work shall be in accordance with Section 2301 of the Standard Specifications.

B - Reason for change:

- LINE ITEM - 0750 - After exploratory digging, it was determined that services needed to be lowered for three properties affected by the storm sewer construction in order to avoid conflict.
- LINE ITEM - 0760 - This item is incidental to the lowering of the 6 In. water main.
- LINE ITEM - 0770 - This item is incidental to the lowering of the 6 In. water main.
- LINE ITEM - 0780 - This item is incidental to the lowering of the 6 In. water main.
- LINE ITEM - 0810 - This item is incidental to the lowering of the 6 In. water main.
- LINE ITEM - 8002 - Since pavement is being installed with night temperatures reaching below 35 degrees, cold weather paving protection is necessary.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- LINE ITEM - 0750 - Contract Unit Price
- LINE ITEM - 0760 - Contract Unit Price
- LINE ITEM - 0770 - Contract Unit Price
- LINE ITEM - 0780 - Contract Unit Price
- LINE ITEM - 0810 - Contract Unit Price
- LINE ITEM - 8002 - Mutual Benefit

D - Justification for cost(s) (See I.M. 6.000, Attachment D, Chapter 2.36, for acceptable justification):

- LINE ITEM - 0750 - Contract Unit Price
- LINE ITEM - 0760 - Contract Unit Price
- LINE ITEM - 0770 - Contract Unit Price
- LINE ITEM - 0780 - Contract Unit Price
- LINE ITEM - 0810 - Contract Unit Price
- LINE ITEM - 8002 - The price is predetermined as \$2.50 per SY of cold weather protection per Article 2301.03, K, 1.

E - Contract time adjustment: No Working Days added Working Days added: 9 Unknown at this time

Justification for selection:

The exploratory digging, installation of water main, and testing has added additional days of work that impacts the project schedule.

F - Items included in contract:

Participating				For deductions enter as "-x.xx"				
Federal-aid	State-aid	Line Number	Item Description		Unit Price .xx	Quantity .xxx	Amount .xx	
		0750	Water Main, Trenched, Polyvinyl Chloride Pipe (PVC), 6 in.		\$65.00	340.000	\$22,100.00	
		0760	Water Service Stub, Copper, 1 In.		\$40.00	100.000	\$4,000.00	
		0770	Water Service Corporation, Copper, 1 In.		\$700.00	3.000	\$2,100.00	
		0780	Water Service Curb Stop and Box, 1 In.		\$550.00	3.000	\$1,650.00	
		0810	Fire Hydrant Assembly, WM-201		\$9,500.00	1.000	\$9,500.00	
					Add Row	Delete Row	TOTAL	\$39,350.00

approved

G - Items not included in contract:

Participating				For deductions enter as "-x.xx"				
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx	
		8002	6100-2301010	PCC Pavement Cold Weather Protection	\$2.50	834.000	\$2,085.00	
					Add Row	Delete Row	TOTAL	\$2,085.00

Not approved

H. Signatures

Signatures will be applied through DocExpress.

NOV 18 2024



Please remit payments to:

gWorks
PO Box 847636
Boston MA 02284-7636

FROM

3905 South 148th St.,
Ste 200
Omaha, NE 68144

BILL TO

1589-City of Maxwell IA
ATTN; ACCOUNTS PAYABLE
PO BOX 215
MAXWELL, IA 50161-0215
cityofmaxwell@hotmail.com

INVOICE NUMBER	2019-26625
DATE	11/13/2024
DUE DATE	12/31/2024
BALANCE DUE (USD)	\$ 9,660.00

DESCRIPTION	QUANTITY	RATE	AMOUNT
Annual Subscription for SimpleCity FAM for the term starting 01/01/2025 and ending 12/31/2025 (Includes Annual License Fee and Product Support Agreement)	1	\$ 9,660.00	\$9,660.00
		BALANCE DUE (USD)	\$ 9,660.00

Thank you for being part of the 84% of our clients who pay their bills on time! We appreciate and thank you for your business!

For billing inquiries, please contact 402-436-2150 or by email at ar@gworks.com.

GIS Workshop, LLC doing business as gWorks



October 29, 2024

Dear Valued Client,

As we approach the end of 2024, I want to express my sincere gratitude for your partnership and trust in gWorks. Since 1978, our software, SimpleCity, has reliably served communities like yours. Over the years, you've shared invaluable feedback with us, helping us evolve SimpleCity into something even better with the next version: gWorks Cloud.

When we acquired Data Tech, our clients told us they needed three key improvements. First, they wanted better support. We delivered, reducing the average resolution time from over a week to less than a day. Second, they asked us to fix bugs and add long-awaited enhancements. We responded, improving stability and delivering more upgrades in two years than Data Tech had in the previous decade. Finally, hundreds of clients told us through surveys, interviews, and focus groups that SimpleCity felt outdated and difficult to use. You asked for a modern, easy-to-learn platform that could help you manage your local government more efficiently, securely, and from anywhere. We heard you.

From your feedback and to address the changing needs of local governments, we took action. That's why we developed gWorks Cloud—the next generation of SimpleCity—a modern, integrated platform built over five years with \$15 million in dedicated investment and shaped by input from clients like you. Your input has been instrumental in shaping its design and functionality. In our discussions with customers and other software providers, we've consistently heard gWorks Cloud is unparalleled in its capabilities and impact in client workflows.

gWorks Cloud offers a streamlined experience with a robust suite of features built to simplify workflows, enhance accessibility, and support future growth in ways SimpleCity simply cannot. No more hardware upgrades, complicated IT upkeep, or data backups! gWorks Cloud takes care of all maintenance and updates on our end so you can focus on what matters. With gWorks Cloud, your organization gains the same trusted functionality, now elevated by a modern, user-friendly system. All your essential tools and data are integrated into one secure, centralized platform, enabling you to access everything you need quickly, efficiently, and with complete peace of mind.

With gWorks Cloud, you'll continue to have support from our dedicated Client Success Teams, in-app resources such as knowledge articles and guides, and—coming soon—future AI support bots to enhance your experience. You'll also continue to benefit from webinars and access to gWorks University for training. And as it has been before, your continued feedback and engagement for enhancements in this next version of SimpleCity will be welcomed. Client feedback has been instrumental, enabling us to release 50 enhancements to gWorks Cloud this year to continually improve the experience and the value the user receives.

We aim to upgrade all SimpleCity clients to equivalent functionality in gWorks Cloud by the end of 2025. The great news? Your 2025 SimpleCity renewal price will remain your set rate for gWorks Cloud, with no additional increase unless you add new capabilities. We're also waiving implementation fees during this transition, saving you \$3,000 to \$15,000. And if you sign the upgrade document by March 31, 2025, we'll lock in that rate through 2026 (unless you add additional capabilities now or later), providing you with



value and predictability as you transition. After you upgrade, you can purchase a read-only license to your historical SimpleCity data. Your existing MSA, terms and conditions, and product support remain in place for SimpleCity.

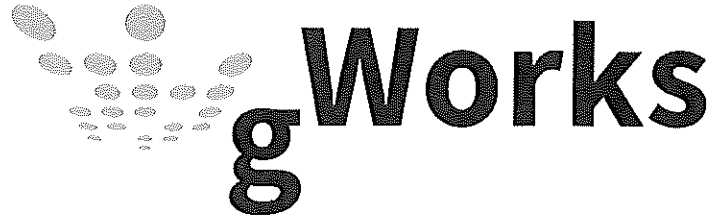
As it relates to the legacy SimpleCity, its multi-decade old technology has become increasingly complex and costly to maintain, especially as government regulations and technology demands evolve rapidly and available engineering and support resources become scarcer. To keep supporting this platform, we must adjust your renewal price to reflect these realities. Rest assured, we remain committed to providing the updates and customer support you rely on during this transition period.

In the meantime, to maintain uninterrupted service, please submit payment for your 2025 SimpleCity renewal by the invoice due date. Additionally, a gWorks Account Manager will reach out to discuss your organization's move to gWorks Cloud, ensuring a smooth and timely upgrade. In addition, we will be sending a series of emails containing product information and hosting online Q&A webinars. We invite you to visit <http://www.gworks.com/products/simplecity> for more information.

We deeply value your partnership and are here to make this transition as seamless as possible. Your commitment to serving your community inspires us at gWorks, and we look forward to supporting you with the tools, technology, and people that make your work easier and more effective.

With deep appreciation,
Joseph Heieck
CEO
gWorks

DEC 03 2024



Please remit payments to:

gWorks
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Boston MA 02284-7636

FROM

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GISWorkshop, LLC doing business as gWorks

New Waterline for 619 Baldwin St.

I was brought this bill from 619 Baldwin St. The resident said that Hall Backhoe & Tiling said that the City would take care of the bill.

The resident blames the city for having to replace his line due to the charging & discharging of the main line causing pin holes in his service line. Tony said that his line was old, galvanized pipes. If the city was going to pay for the waterline, then we would have used MatthewWhite Plumbing for the job.

Ordinance 90.12- Responsibility for Water Service Pipe. All costs and expenses related to the installation and connection of the water service including pipe, tap, corporation stop, curb valve, and interior valve from the main to the building served shall be borne by the owner. Once installed and accepted, the City shall be responsible for maintenance and replacement of the tap, corporation stop and curb valve should any of these become defective and shall pay for the maintenance or replacement through water rates. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the maintenance of the water service pipe.

Hill's Backhoe and Tiling
110 Progressive Ave
Roland, IA 50236 US
+1 5153884803
hallbackhoestacey@gmail.com
Hallbackhoe.com



BILL TO
Bryce Hubbert
P.O. Box 188
Maxwell, IA 50161
United States

INVOICE 1277

DATE 10/08/2024 TERMS Net-30

DUE DATE 11/07/2024

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	New water line Maxwell	4,500	1.00	4,500.00T
	Thank you!			

18% Interest after 30 days

SUBTOTAL 4,500.00
TAX 315.00
TOTAL 4,815.00

TOTAL DUE \$4,815.00

619. Baldwin St.



Library Board Report

December 2024 (reporting for prior month)

ATTENDANCE OF LAST MEETING OF BOARD OF TRUSTEES:

Anna Baldwin	Director
Shawna Shivers	President
Amanda Sharp	Vice President
Jill Leonard	Secretary
Michele Hand	
Jenny English	

BOOKS:

Total- 171

MOVIES:

Total- 110

ATTENDANCE:

Total - 178

Children- 62 Adults-116

BRIDGES:

Total Out- 157

On hold- 78

Computers-Adult- 6
Child - 18

CURRENT EVENTS

- Annual Holiday party Dec 21st 10:30-11:30 at fire station
- Holiday closures will be Dec 24, Dec 25, and Dec 31. OPEN Jan 1
- Continued budget planning for 25-26 fiscal year
- Diane's 3 month review
- Hired 2nd fill in person (Julian) as Abby has been unavailable often

UP COMING EVENTS

- Annual Friends of the library fundraiser annual chili cook off Jan 18th
- Director's yearly review
- Policy reviews

Maxwell Public Library Minutes
Board of Trustees
Nov 21, 2024
6:00 PM @ Maxwell Public Library

Opening

Meeting of the Maxwell Public Library Board of Trustees was called to order at 6:01 PM on Nov. 21, 2024 in person at the library. Board members in attendance were Amanda, Michele, Jenny and Jill. Library Director Anna was also present.

1. Call to order
2. Roll call
3. Approval of agenda – One change made Motion Michele 1st Jenny 2nd Jill Yay- 3 Nay- 0
4. Consent items
 - a. Approval of July 2024 minutes Motion Michele 1st Jill 2nd Jenny Yay- 3 Nay- 0
 - b. Approval of July 2024 bills Motion Michele 1st Jenny 2nd Jill Yay- 3 Nay- 0
5. Reports
 - a. Director's Report
 - b. Friends Group: Chili cookoff will be held January 18th
 - c. Grants – Jenny found a class through the Des Moines Public Library for learning how to navigate looking for grants and apply for them. She plans to sign up for this.
6. Business
 - a. Vote and/or discuss Budget Planning video - Tabled to Dec meeting 1st Michele 2nd Jenny
 - b. Vote and/or discuss review policies
 - i. Hours, Annual Closures & Severe Weather Policy – Wording was changed Motion Jill 1st Michele 2nd Jenny
 - ii. Freedom to Read Statement – Approved - Motion Michele 1st Jill 2nd Jenny
 - iii. Freedom to View Statement – Approved - Motion Michelle 1st Jill 2nd Jenny
 - iv. Library Bill of Rights – Approved – Motion Michele 1st Jenny 2nd Jill
 - v. Petty Cash Policy – Wording was changed – Motion Michele 1st Jenny 2nd Jill
 - vi. Bill Payment Policy – Wording was changed – Motion Michele 1st Jenny 2nd Jill
 - vii. Restroom Policy – Approved – Motion Jill 1st Michele 2nd Jenny
 - viii. Lost & Found Policy – Approved – Motion Michele 1st Jill 2nd Jenny

- ix. Fax Policy – Wording changed – Motion Michele 1st Jenny 2nd Jill
 - x. Library Card Policy – Wording changed – Motion Michele 1st Jill 2nd Jenny
- c. Vote and/or discuss budget
 - i. Plan to finalize budget in Dec. - Anna will get goals for coming year ready for this meeting
 - d. Vote and/or discuss Diane H. 3 month assistant review
 - i. Went over written review – Approved – Motion Jenny 1st Michele 2nd Jill
- 7. Open Forum
 - 8. Adjourn

Adjournment

The August meeting was adjourned at 7:38PM.

Next Meeting will be held Dec 19, 2024 in person at the library at 6pm.

Next Meeting Anticipated Topics:

- 1. Budget Planning video
- 2. Review Policies
- 3. Enrichment Award Recipient
- 4. Budget (We will need the trust amount for this meeting)

City Clerk
DECEMBER 2024

Miscellaneous Information:

- I'm still looking for a computer for Carrie.
- We have been using Danny Beattie for several IT issues this month.
- Still lots of questions on Baldwin St and storm water along 5th St to Indian Creek.
- I have a budget workshop on December 5th.
- Carrie will have a Parks & Open Spaces Board meeting.
- Scott Oakes property sold. They are having problems getting the division recorded at the Records Office. It is sold to the lower 12 acres and the top acreage is sold to an individual.

BUDGET REPORT
CALENDAR 12/2024, FISCAL 6/2025

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	60,130.00	.00	29,407.87	48.91	30,722.13
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FLOOD CONTROL TOTAL	.00	.00	.00	.00	.00
	FIRE TOTAL	61,300.00	.00	15,468.14	25.23	45,831.86
	AMBULANCE TOTAL	38,600.00	.00	6,881.14	17.83	31,718.86
	BUILDING INSPECTIONS TOTAL	4,400.00	.00	2,789.48	63.40	1,610.52
	ANIMAL CONTROL TOTAL	200.00	.00	168.42	84.21	31.58
	PUBLIC SAFETY TOTAL	164,630.00	.00	54,715.05	33.24	109,914.95
	ROADS, BRIDGES, SIDEWALKS TOTA	68,267.00	.00	45,302.02	66.36	22,964.98
	STREET LIGHTING TOTAL	38,650.00	.00	12,420.75	32.14	26,229.25
	SNOW REMOVAL TOTAL	3,360.00	.00	203.00	6.04	3,157.00
	STREET CLEANING TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	71,258.00	.00	37,612.65	52.78	33,645.35
	OTHER PUBLIC WORKS TOTAL	.00	.00	.00	.00	.00
	STORM WATER TOTAL	13,800.00	.00	.00	.00	13,800.00
	PUBLIC WORKS TOTAL	195,335.00	.00	95,538.42	48.91	99,796.58
	WATER,AIR,MOSQUITO CONTRO TOTA	2,100.00	.00	260.00	12.38	1,840.00
	OTHER HEALTH & SOC SERV TOTAL	.00	.00	.00	.00	.00
	HEALTH & SOCIAL SERVICES TOTA	2,100.00	.00	260.00	12.38	1,840.00
	LIBRARY TOTAL	42,700.00	.00	10,652.98	24.95	32,047.02
	PARKS TOTAL	59,600.00	.00	92,241.96	154.77	32,641.96-
	TREES TOTAL	1,900.00	.00	.00	.00	1,900.00
	CEMETERY TOTAL	10,440.00	.00	.00	.00	10,440.00
	OTHER CULTIRE & REC TOTAL	.00	.00	.00	.00	.00
	CULTURE & RECREATION TOTAL	114,640.00	.00	102,894.94	89.75	11,745.06
	COMMUNITY BEAUTIFICATION TOTA	.00	.00	.00	.00	.00
	ECONOMIC DEVELOPMENT TOTAL	19,000.00	.00	1,951.25	10.27	17,048.75
	PLANNING & ZONING TOTAL	1,000.00	.00	.00	.00	1,000.00
	COMMUNITY & ECONOMIC DEV TOTA	20,000.00	.00	1,951.25	9.76	18,048.75
	MAYOR/COUNCIL/CITY MGR TOTAL	8,250.00	.00	4,448.80	53.92	3,801.20
	CLERK/TREASURER/ADM TOTAL	70,510.00	.00	27,115.56	38.46	43,394.44
	ELECTIONS TOTAL	.00	.00	.00	.00	.00
	LEGAL SERVICES/ATTORNEY TOTAL	18,670.00	.00	18,088.77	96.89	581.23
	CITY HALL/GENERAL BLDGS TOTAL	23,330.00	.00	7,044.74	30.20	16,285.26
	TORT LIABILITY TOTAL	31,470.00	.00	650.00	2.07	30,820.00

BUDGET REPORT
CALENDAR 12/2024, FISCAL 6/2025

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL GOVERNMENT TOTAL	152,230.00	.00	57,347.87	37.67	94,882.13
	ROADS, BRIDGES, SIDEWALKS TOTA	.00	.00	.00	.00	.00
	WATER TOTAL	.00	.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TOTAL	95,981.00	.00	.00	.00	95,981.00
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	95,981.00	.00	.00	.00	95,981.00
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	ROADS, BRIDGES, SIDEWALKS TOTA	75,580.00	.00	367,717.91	486.53	292,137.91-
	SEWER/SEWAGE DISPOSAL TOTAL	50,000.00	.00	.00	.00	50,000.00
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	125,580.00	.00	367,717.91	292.82	242,137.91-
	WATER TOTAL	161,480.00	.00	86,667.47	53.67	74,812.53
	SEWER/SEWAGE DISPOSAL TOTAL	355,011.00	.00	71,468.96	20.13	283,542.04
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	ENTERPRISE FUNDS TOTAL	516,491.00	.00	158,136.43	30.62	358,354.57
	TRANSFERS IN/OUT TOTAL	433,070.00	.00	77,450.00	17.88	355,620.00
	GENERAL REVENUES TOTAL	.00	.00	.00	.00	.00
	TRANSFER OUT TOTAL	433,070.00	.00	77,450.00	17.88	355,620.00
	TOTAL EXPENSES BY FUNCTION	1,820,057.00	.00	916,011.87	50.33	904,045.13

TREASURER'S REPORT
CALENDAR 11/2024, FISCAL 5/2025

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	269,399.06	30,511.51	81,048.08	241.40	219,103.89
004 EMS DEPT TRUST	21,674.56	.00	.00	.00	21,674.56
005 FIRE DEPT TRUST	36,550.39	.00	.00	.00	36,550.39
008 LIBRARY TRUST	41,096.56	.00	.00	.00	41,096.56
016 WASHINGTON TOWNSHIP TRUST	182,544.95	.00	.00	.00	182,544.95
019 EMERGENCY TRUST	58,281.32	.00	.00	.00	58,281.32
110 ROAD USE TAX	125,400.46	10,241.71	589.47	.00	135,052.70
111 I-JOBS	1,114.35	.00	.00	.00	1,114.35
112 EMPLOYEE BENEFITS	19,491.03	522.14	.00	.00	20,013.17
119 EMERGENCY FUND	78.87	.00	.00	.00	78.87
120 UTILITY FRANCHISE	170,580.11	.00	.00	.00	170,580.11
121 LOCAL OPTION SALES TAX	508,199.68	11,729.26	.00	.00	519,928.94
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	310.91	.00	.00	.00	310.91
150 ARPA	135,168.82	.00	.00	.00	135,168.82
170 FEMA	.00	.00	.00	.00	.00
171 MAY 2013 FLOOD/HAIL	.00	.00	.00	.00	.00
172 2014 FEMA BUYOUT	.00	.00	.00	.00	.00
200 DEBT SERVICE	62,718.88	2,554.24	.00	.00	65,273.12
301 BALDWIN ST PROJECT	305,358.38	.00	291,504.29	.00	13,854.09
302 CAPITAL FUND PRJCT-STOR	.00	.00	.00	.00	.00
303 FEMA WIND DISASTER 2020	.00	.00	.00	.00	.00
304 WOODLAWN ST PROJECT	.00	.00	.00	.00	.00
305 REMOVAL OF TREES	10,000.00-	.00	24,900.00	.00	34,900.00-
306 SEWER TAP REPAIR	.00	.00	.00	.00	.00
307 SIDEWALK REPLACEMENT	.00	.00	.00	.00	.00
600 WATER	92,728.03	15,326.68	9,581.70	201.45	98,674.46
601 WATER DISCHARGE	.00	.00	.00	.00	.00
609 WATER SINKING	.00	.00	.00	.00	.00
610 SEWER	81,011.54	30,036.98	58,324.23	201.43	52,925.72
611 2015 SEWER REHAB	35,924.29	.00	.00	.00	35,924.29
612 WTP FACILITY	.00	.00	.00	.00	.00
625 SEWER LOANS	83,432.94	46,470.00	.00	.00	129,902.94
Report Total	2,337,554.21	147,392.52	465,947.77	644.28	2,019,643.24

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
WEDNESDAY, NOVEMBER 6, 2024, 6:00 P.M. CITY HALL

1. The meeting was called to order by Mayor Dale Higgins at 6:00 P.M.
2. Roll call was answered by Steve Gast, Doug Miller, & Ken Jans. Joel Westendorf via telephone until 7:19 P.M. Visitors: Jody Gast, Alex Golly, Gavin Stone, and Carol Laffey.
3. A motion to approve the agenda was made by Gast. Jans seconded. 4 ayes.
4. Citizens Forum
 - a. Alex Golly – Alex was present to discuss driveway approach to his house.
 - b. Gavin Stone – Gavin Stone was present to discuss the new contract with Pratt Sanitation. The only changes were a 5-year agreement and cost changes due to Resource and Recovery charges. The Contract will go on next meeting for approval.
5. Public Hearing
 - a. Approval of Integrated Roadside Vegetation Management Plan – Gast moved to open public hearing Jans seconded. 4 ayes. Jody Gast summarized the plan. It will help design the future maintenance of open spaces owned by the city. It will also give the city openings for DNR Grants. The City Staff or Park Board will inventory trees/shrubs for the plan. Gast moved close to the public. Miller seconded. 4 ayes. Gast moved to adopt the Integrated Roadside Vegetation Management Plan and move to implication. Jans seconded. 4 ayes.
 - b. First Hearing on an Amendment to the Code of Ordinances of the City of Maxwell, Iowa, pertaining to the Rules Governing Park Shelters and Park Areas - Gast moved to open public hearing. Miller seconded. 4 ayes. The mayor reads the ordinance to the public. Carol Laffey commented on changes to the ordinance that she would like to see. She would also like to see the map of rental areas on the website. Gast moved close to the public. Miller seconded. 4 ayes. Gast moved to table the ordinance until the next meeting following the recommendation of Parks and Open Spaces Board. Miller seconded. 4 ayes. Steve suggested that some of Carol's suggestions were good and others with which he could not agree. Dale recommended that the ordinance be looked at by the Parks and Open Spaces Board along with the council representatives.
6. Business
 - a. Discussion and Action on Demolition Permit – Gast moved to approve the permit subject to changes. Jans seconded. 4 ayes.
 - b. Discussion and Action on Resolution 2024-18 Approving the 2023-2024 Road Use Report for the City of Maxwell, Iowa - Gast moved to approve the 2023-2024 Road Use Report. Miller seconded. 4 ayes.
 - c. Discussion and Action on Resolution 2024-19 Approving the 2023-2024 Annual Financial Report for the City of Maxwell, Iowa - Gast moved to approve the 2023-2024 Annual Financial Report. Jans seconded. 4 ayes
 - d. Discussion and Action on Resolution 2024-20 Approving Pay Application #1 to Reilly Construction for the Maxwell Baldwin Street Project - Gast moved to

approve Pay Application 1 and authorizing the clerk to make transfers from Road Use, I-Jobs, Franchise, and Local Options as needed. Jans seconded. 4 ayes.

- e. Discussion and Action on Accepting the Building at 93 Metcalf Street - Gast moved to request the property at 93 Metcalf St to be transferred from Story County to Maxwell. Maxwell will pay transfer fees. Jans seconded. 4 ayes.
- f. Discussion and Action on 28E Agreement for Mutual Assistance - Gast moved to Authorize the mayor to sign the Agreement for Mutual Assistance. Westendorf seconded. 4 ayes.
- g. Discussion and Action for Furnishing and Installing Electrical Work at the Park - Gast moved to approve the electrical work for the park and to pay from Local Option. Miller seconded 4 ayes.
- h. Discussion and Action on Removal of Dirt & Ash at Tree Burn Pile– Gast moved to approve Marshall Excavating to remove the dirt & ash from the tree burn pile. And to pay from Local Option. Miller seconded. 4 ayes.
- i. Discussion and Action on Fire Department Compressor Service Agreement – This item was tabled per Fire Chief Ness.
- j. Discussion and Action on Accounting Software – Gast moved to authorize the mayor to purchase agreement with GWorks’ core products @ \$9,000 after fiscal year 2026. This will not include the cemetery module. Jans seconded. 4 ayes.
- k. Discussion and Action on Sidewalks. – This item was deferred to the next regular meeting.

7. Departmental Reports

- a. Sheriff –Report on file.
- b. Fire –Report on file. Santa will be coming December 21.
 - i. Gast moved to accept Lawson Massey back on the fire department. Miller seconded. 3 ayes.
- c. EMS – Report on file.
- d. Library – Report on file. Holiday party is December 21st.
- e. Public Works –Report on file. Discussion on waterline at 5th St and Baldwin St.
- f. City Clerk- Report on file. Discussion on budget items.
- g. Engineer – Report on file. Updates on Baldwin St, Water Treatment Plant, Woodlawn St, and Scope of Services.
- h. Parks & Open Spaces– Report on file.
- i. Finance Committee – Discussion on City employee compared to contracted mower for cemetery. The city saved \$3,613.81. The garbage budget will be good for this fiscal year.

8. Council and Mayor Reports –

- a. Steve Gast – 1) Steve talked about starting budget planning for fiscal year 2026. A meeting for November 13th was decided on to talk about TIF, Pratt Sanitation Contract, Easement Resolutions, & calendar for budget.
- b. Doug Miller – 1) Doug would like to proceed with writing letters for nuisances. Discussion on how the council would evaluate with consistency for all residents. 2) Doug discussed Huxley Communications water use and the boring of the electrical line. He would like to get a water meter like what Colo uses. Steve and Doug will investigate the prospect of a water meter for bulk usage.
- c. Ken Jans – 1) Ken asked about the people that can do anything to change the waterflow into the road and other people’s yard. 2) Ken discussed the advantages of having the new speed signs.

9. Consent Agenda

- 1) Gast moved to approve the Consent agenda. Jans seconded. 3 ayes.
- 2) The bills presented were as follows:

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	227.35
AFLAC	AFLAC CANCER	216.63
AHLERS & COONEY P.C.	GO CAPITAL LOAN NOTE	13,000.00
ALLIANT ENERGY	MONTHLY UTILITY BILL	7,161.73
AMAZON CAPITAL SERVICES	#1N7L-6WPH-HFFR DVDS & BOOKS	160.62
AT&T MOBILITY	FIRSTNET CELL PHONES	273.69
BIBLIONIX	APOLLO AUTOMATION ANNUAL SUBSC	910
BRICK GENTRY P.C.	LEGALS-LITIGATION UPDATE	300
CENTRAL IOWA SHORTLINE LLC	#53274 - COPPERTUBE, PUSH FIT	70.96
CENTRAL IOWA SHORTLINE LLC	#53325&53386-NIPPLE,FUSE,HLDER	38.42
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	901.4
CIT SEWER SOLUTIONS	FY24 & 25 LATERAL LAUNCH	1,959.60
COMMONWEALTH ELECTRIC CO	#25845-BALL DIAMOND POLE/LIGHT	10,898.85
CONSUMERS ENERGY	RCH ELECTRIC	41
DANNY BEATTIE	IT WORK	250
IOWA DEP OF REVENUE	WET SEP 2024	708.7
IOWA DEP OF REVENUE	WET AUG2024	674.45
IOWA DEP OF REVENUE	SALES TAX SEP2024	116.97
IOWA DEP OF REVENUE	SALES TAX AUG2024	117.06
IOWA DEP OF NATURAL RESOURCES	ANNUAL WATER USE FEE YR 2025	115
IOWA LEAGUE OF CITIES	2024 BUDGET WORKSHOP	50
IOWA ONE CALL	LOCATES	43.2
IOWA PRISON INDUSTRIES	SPEED & STOP SIGNS	421.52
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	305.82
IPERS	IPERS	3,676.05
JOHN DEERE FINANCIAL		24.5
KARL CHEVROLET	DOOR HANDLE FOR TRUCK	139.98
LL PELLING CO	SEALCOAT ROADS	29,334.70
MATTHEWS WHITE PLUMBING	CURB BOX @ 606 NORTH ST	1,342.94
MAXWELL STATE BANK	FED/FICA TAXES	5,662.73
MEBULBS	LIGHT BULBS	358.91
MICROBAC LABORATORIES	TESTING	493.25
NEW CENTURY FS	GAS & DIESEL	564.71
PLUMB SUPPLY COMPANY	WATER HEATER	2,029.61
SNYDER & ASSOCIATES	#119.0265.01A - BALDWIN ST	24,124.87
STORY COUNTY ANIMAL CONTROL	2 CATS & COMPLAINT	102
STORY COUNTY TREASURER	LAW ENFORCEMENT FY24/25 2NDQTR	14,703.93
TREASURER STATE OF IOWA	STEPHANIE TWOHEY	113.55
U.S. BANK	MAIN VALVE	1,335.02

USABlueBook	#INV00515162-TESTING SUPPLIES	671.3
WINDSTREAM	091143516-INTERNET & TELEPHONE	558.58
Accounts Payable Total		124,199.60
Total Paid On: 10/16/24		6,374.38
Total Paid On: 10/30/24		5,512.73
Total Payroll Paid		11,887.11
***** REPORT TOTAL *****		136,086.71

Expenditures	October	
GENERAL		47,952.04
ROAD USE TAX		30,358.59
BALDWIN ST PROJECT		31,842.32
WATER		14,527.11
SEWER		11,406.65
TOTAL FUNDS		136,086.71

Revenues	October	
001 General		\$ 125,273.43
110 Road Use Tax		\$ 9,621.99
112 Employee Benefits		\$ 7,434.92
120 Utility Franchise		\$ 6,994.49
121 Local Option		\$ 14,319.15
200 Debt Service		\$ 36,371.50
600 Water		\$ 15,039.88
610 Sewer		\$ 28,751.91
TOTAL FUNDS		\$ 243,807.27

10. Adjourn. A motion to adjourn the meeting at 8:38 P.M. was moved by Jans. Seconded by Miller. 3 ayes

THE NEXT REGULAR MEETING WILL BE DECEMBER 4, 2024, AT 6:00 P.M.

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

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ACCESS	MONTHLY PRINTER RENT		226.93	31415	11/13/24
AFLAC	AFLAC CANCER		144.42	31444	11/27/24
ALLIANT ENERGY	MONTHLY UTILITY BILL		7,799.67	31447	11/27/24
AT&T MOBILITY	FIRSTNET CELL PHONES		273.69	31416	11/13/24
BADGER METER	CELLULAR READS		398.40	31417	11/13/24
BRICK GENTRY P.C.	EMPLOYEE HANDBOOK, FEMA		2,420.00	31418	11/13/24
CENTRAL IOWA SHORTLINE LLC	#53248 - GRASS SEED	146.42		31419	11/13/24
CENTRAL IOWA SHORTLINE LLC	#53815,53819-BATTERY TERMINAL	23.93	170.35	31448	11/27/24
CHEM-SULT, INC	SODIUMHYPOCHLORITE	590.00		31420	11/13/24
CHEM-SULT, INC	SODIUMHYPOCHLORITE & PHOSPHATE	834.80	1,424.80	31449	11/27/24
CIT SEWER SOLUTIONS	LATERAL LAUNCH INVESTIGATION		1,629.60	31421	11/13/24
CITY OF AMES	RESOURCE RECOVERY		4,510.00	31422	11/13/24
CITY OF MAXWELL	SEWER BILLS		481.77	31423	11/13/24
CONSUMERS ENERGY	RCH ELECTRIC		41.00	31424	11/13/24
GANNETT IOWA LOCALIQ	MINUTES & AFR		150.18	31450	11/27/24
IOWA DEP OF REVENUE	WET OCT 2024	673.92		91971285	11/08/24
IOWA DEP OF REVENUE	SALES TAX OCT 2024	107.65	781.57	91971287	11/08/24
IOWA REGIONAL UTILITIES ASSOC	RCH WATER		318.40	31451	11/27/24
IOWA RURAL WATER ASSOCIATION	COMMUNITY MEMBERSHIP DUES 2025		305.00	31425	11/13/24
IPERS	IPERS		2,404.29	31446	11/27/24
JAKE THOMPSON	Removal of trees		19,900.00	31436	11/26/24
MAXWELL STATE BANK	FED/FICA TAX		3,724.21	31445	11/27/24
MICROBAC LABORATORIES	TESTING		687.50	31426	11/13/24
MID-AMERICAN RESEARCH CHEMICAL	ROOT CONTROL,PARTS CLEANER,		1,038.00	31427	11/13/24
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST		656.69	31428	11/13/24
PETTY CASH	POSTAGE FOR LOAN DOCUMENTS		16.99	31429	11/13/24
PRATT SANITATION INC	2 MONTHS		11,387.86	31430	11/13/24
RITWAY BUSINESS FORMS	CHECKS,UTILITY BILLS		651.04	31431	11/13/24
SAFE BUILDING LLC	permits		465.75	31432	11/13/24
SNYDER & ASSOCIATES	#119.0265.01A-14 BALDWIN ST		8,833.13	31433	11/13/24
SUMMIT FIRE PROTECTION	FIRE EXTINGUISHER INSPECTION		126.00	31452	11/27/24
THOMPSON ENTERPRISES	GUTTERS & DOWNSPOUTS		1,225.15	31434	11/13/24
U.S. BANK	IAMU WATER/SEWER		1,101.08	31435	11/13/24
WICKS CONSTRUCTION INC	LEGION PARK WALKWAY		45,553.88	31453	11/27/24
WINDSTREAM	091143516 INTERNET & PHONE		504.08	31454	11/27/24
	Accounts Payable Total		119,351.43		

Payroll Checks

001	GENERAL	2,709.82
600	WATER	1,313.11
610	SEWER	1,313.10
Total Paid On: 11/13/24		5,336.03
001	GENERAL	3,318.37
600	WATER	1,368.25
610	SEWER	1,368.25
Total Paid On: 11/27/24		6,054.87

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	Total Payroll Paid		=====		
			11,390.90		
	Report Total		=====		
			130,742.33		
			=====		

Ependitures	November	
GENERAL		80,806.68
ROAD USE TAX		589.47
BALDWIN ST PROJECT		8,413.13
REMOVAL OF TREES		19,900.00
WATER		9,380.31
SEWER		11,652.74
TOTAL FUNDS		130,742.33

Revenues	November	
001 General		\$ 30,511.51
110 Road Use Tax		\$ 10,241.71
112 Employee Benefits		\$ 522.14
121 Local Option		\$ 11,729.26
200 Debt Service		\$ 2,554.24
600 Water		\$ 15,326.68
610 Sewer		\$ 30,036.98
TOTAL FUNDS		\$ 100,922.52

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	80,806.68
110	ROAD USE TAX	589.47
301	BALDWIN ST PROJECT	8,413.13
305	REMOVAL OF TREES	19,900.00
600	WATER	9,380.31
610	SEWER	11,652.74

	TOTAL FUNDS	130,742.33