

PUBLIC NOTICE

THE MAXWELL CITY COUNCIL WILL HOLD A REGULAR COUNCIL MEETING ON WEDNESDAY, AUGUST 7, 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. PUBLIC HEARING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOTES TO EVIDENCE THE OBLIGATION OF THE CITY THEREUNDER.
 - i. RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION.
 - b. RESOLUTION DIRECTING THE ACCPETANCE OF A PROPOSAL TO PURCHASE \$250,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2024
6. BUSINESS
 - a. DISCUSSION AND ACTION FOR CAROL LAFFEY ON PARK RENTAL
 - b. DISCUSSION AND ACTION ON CIT SEWER SOLUTIONS PROPOSAL
 - c. DISCUSSION AND ACTION ON ACCEPTING BIDS FOR TREE REMOVAL
 - d. DISCUSSION AND ACTION ON PAVING TRAIL SPUR AT LEGION PARK
 - e. DISCUSSION ON AN ORDINANCE AMENDMENT REQUIRING DOGS BE LEASHED AND CONTROLLED WHEN OFF PREMISES
 - f. DISCUSSION AND ACTION ON 2024 LEGISLATIVE CHANGES TO ORDINANCES
 - g. DISCUSSION AND ACTION ON ACCEPTING LIBRARY BOARD MEMBER
 - h. DISCUSSION AND ACTION ON NEW CAMERAS FOR YARDWASTE
 - i. DISCUSSION AND ACTION ON EMPLOYEE REVIEWS
 - I. RESOLUTION AMENDING THE SALARIES FOR EMPLOYEES OF THE CITY FOR FISCAL YEAR 2025
 - j. DISCUSSION AND ACTION ON SCOTT JOHNSON CERTIFICATION RAISE.
 - k. DISCUSSION AND ACTION ON NUISANCE
7. DEPARTMENTAL REPORTS
 - a. SHERIFF
 - b. FIRE DEPT
 - 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 JULY 12, 2024 MINUTES
 - b. APPROVAL JULY 18, 2024 MINUTES
 - c. APPROVAL CURRENT BILLS AS PRESENTED
10. ADJOURN



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July 31, 2024

Via E-Mail Only

Deb Hayes
City Clerk
City of Maxwell
107 Main Street
Maxwell, Iowa 50161

RE: City of Maxwell, State of Iowa
Not to Exceed \$250,000 General Obligation Capital Loan Notes, Series
2024

Dear Deb:

We have now prepared and are enclosing suggested proceedings to be acted upon by the Council on the date fixed for the hearing on the authorization to enter into a loan agreement and the issuance of the above-mentioned Notes, pursuant to the provisions of Code Sections 384.24A and 384.25. A certificate to attest the proceedings is also enclosed.

The proceedings are prepared to show as a first step the receipt of any oral or written objections from any resident or property owner to the proposed action of the Council to enter into a loan agreement and issue the Notes. A summary of objections received or made, if any, should be attached to the proceedings. After all objections have been received and considered if the Council decides not to abandon the proposal to issue the Notes, a form of resolution follows that should be introduced and adopted, entitled "Resolution Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$250,000 General Obligation Capital Loan Notes."

Action Must Be Taken At The Hearing.

The Council is required by statute to adopt the resolution instituting proceedings to enter into a loan agreement and issue the Notes at the hearing or an adjournment thereof. If necessary to adjourn, the minutes are written to accommodate that action.

In the event the Council decides to abandon the proposal, then the form of resolution included in the proceedings should not be adopted. We would suggest that, in this event, a motion merely be adopted to the effect that such proposal is abandoned.

ITEMS TO INCLUDE ON AGENDA FOR AUGUST 7, 2024

CITY OF MAXWELL, IOWA

Not to exceed \$250,000 General Obligation Capital Loan Notes

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

August 7, 2024

The City Council of the City of Maxwell, State of Iowa, met in Regular session, in the Council Chambers, City Hall, 107 Main Street, Maxwell, Iowa, at 6:00 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$250,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of the opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes including the Baldwin Street project, for essential corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 384.24A and 384.25 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$250,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

Council Member _____ seconded the motion. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted as follows:

RESOLUTION NO. 2024-13

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$250,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$250,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of the opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes including the Baldwin Street project, and has considered the extent

of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$250,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 7th day of August, 2024.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF STORY)

I, the undersigned City Clerk of the City of Maxwell, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Maxwell, State of Iowa

(SEAL)



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Jason L. Comisky
515.246.0337
jcomisky@ahlerslaw.com

July 31, 2024

Via E-Mail Only

Deb Hayes
City Clerk
City of Maxwell
107 Main Street
Maxwell, Iowa 50161

RE: City of Maxwell, State of Iowa
Not to Exceed \$250,000 General Obligation Capital Loan Notes, Series
2024

Dear Deb:

With this letter I am enclosing suggested proceedings to be acted upon by the Council in accepting a proposal to purchase the above referenced General Obligation Capital Loan Notes. It is my understanding that such a proposal is expected to be considered at the August 7th meeting of the Council.

Please return a completed copy of the proceedings via email, followed up by a hard copy, filled in as the original and certified back to us.

Should you have any questions pertaining to the proposal or the enclosed proceedings, please don't hesitate to contact me.

Ahlers & Cooney, P.C.

Sincerely,

A handwritten signature in blue ink that reads 'Jason L. Comisky'.

Jason L. Comisky
FOR THE FIRM

JLC:qm
Enclosure
cc: Tionna Pooler (via email)

02382399\19600-016

ITEMS TO INCLUDE ON AGENDA FOR AUGUST 7, 2024

CITY OF MAXWELL, IOWA

\$250,000 (Dollar Amount Subject to Change) General Obligation Capital Loan Notes

- Resolution Directing the Acceptance of a Proposal to Purchase \$250,000 (Dollar Amount Subject to Change) General Obligation Capital Loan Notes, Series 2024.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

August 7, 2024

The City Council of the City of Maxwell, State of Iowa, met in Regular session, in the Council Chambers, City Hall, 107 Main Street, Maxwell, Iowa, at 6:00 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION DIRECTING THE ACCEPTANCE OF A PROPOSAL TO PURCHASE \$250,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2024" and moved that it be adopted. Council Member _____ seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. 2024-14

RESOLUTION DIRECTING THE ACCEPTANCE OF A PROPOSAL TO PURCHASE \$250,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2024

WHEREAS, the City of Maxwell, sometimes hereinafter referred to as the City, is a municipal corporation duly incorporated, organized and existing under and by virtue of the Constitution and laws of the State of Iowa; and

WHEREAS, it is deemed necessary that the City should enter into a Loan Agreement and borrow the amount of \$ _____ as authorized by Sections 384.24A and 384.25, Code of Iowa as amended; and

WHEREAS, proposals have been requested and received from financial institutions offering to enter into such Loan Agreement; and

WHEREAS, after a review of all the proposals received, it has been determined that the best and most favorable proposal is that of _____ of _____, _____; and

WHEREAS, it is the intention of this City Council to enter into a Loan Agreement in accordance with said proposal dated _____, 2024.

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

Section 1. That this City Council does hereby accept the attached proposal of _____ of _____, _____, and takes additional action to permit the entering into of a Loan Agreement.

Section 2. The Mayor and City Clerk are authorized and directed to proceed on behalf of the City to enter into such Loan Agreement, to negotiate the final terms of a Loan Agreement to take all action necessary to permit the entering into of a Loan Agreement on a basis favorable to the City and acceptable to the Purchaser, and to proceed to meet the conditions of this accepted proposal.

PASSED AND APPROVED this 7th day of August, 2024.

Mayor

ATTEST:

City Clerk

(Attach Copy of Terms of Proposal)

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF STORY)

I, the undersigned City Clerk of the City of Maxwell, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Maxwell, State of Iowa

(SEAL)



July 26, 2024

To: City of Maxwell, Attn: City Clerk

Re: Loan Proposal

To Whom It May Concern:

The Exchange State Bank has approved financing toward the \$250,000.00 street and utility improvement project with the following conditions:

1. We would offer an interest rate of 5.75%, fixed for the proposed term with a maturity date of June 1, 2039. We agree with interest payments starting 12-1-2024 and with semi-annual interest payments thereafter with a final payment on 6-1-2039. Interest is to be paid on a 30/360 day basis. The principal payments spelled out with your "Request for Proposals" is acceptable.
2. We agree there will be no DTC book entry; CUSIPs; disclosure document (offering circular/memo, etc.); ratings; non-conforming transferability requirements.
3. We have already approved this loan so no other approvals are required.
4. We would have no fees.
5. The interest rate we offer is 5.75%, fixed.

This bid sheet is submitted by the Exchange State Bank, Ames, Iowa.

The bank's contact person with respect to this bid is Allison Appel who can be reached by phone at 515-232-5060.

By: Allison Appel
Allison Appel, President

The above offer is accepted on behalf of the City of Maxwell on this _____ day of _____,

CITY OF MAXWELL

By _____

823 Wheeler, Suite 32
Ames, Iowa 50010
(515) 232-5060

104 Main
Collins, Iowa 50055
(641) 385-2304

207 E. Washington
Exira, Iowa 50076
(712) 268-5331

EXHIBIT A

CERTIFICATE OF BANK

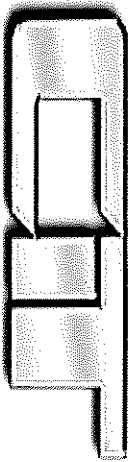
July 26, 2024.

The undersigned, on behalf of Exchange State Bank (the "Purchaser"), in connection with the Series 2024 Notes (the "Bonds") hereby represents and warrants as follows:

1. The Purchaser is (i) a bank as defined in Section 3(a)(6) of the Exchange Act of 1934; (ii) a wholly owned subsidiary of a bank engaged in commercial lending and financing activities, such as an equipment lease financing corporation; or (iii) a federally- or state-chartered credit union.
2. The Purchaser is capable of independently evaluating the investment risks of the transaction; and
3. The Purchaser is not extending the Loan with a view to distributing it, and the Notes will be treated as a loan subject to regulation by banking authorities and maintained as a loan for accounting purposes of the Purchaser, No CUSIP number will be assigned, and
4. The Purchaser intends to hold the Notes to maturity.

IN WITNESS WHEREOF, the undersigned has executed this certificate as of the date first mentioned above.

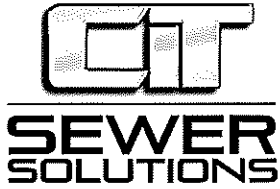
By: Allison Appel
Name: Allison Appel
Title: President



SEWYERS SOLUTIONS

Maxwell Sanitary Sewer Rehab Recommendation - 20231005

Street	Length Surveyed (ft)	USMH	DSMH	Size	Notes	Recommendation
Jennings St	349.3	4	5	8	Lateral 114.6' from USMH 25% full of scale buildup	Remove scale buildup with robotic cutter and possibly install tyger wye
Jennings St	23.7	5	5-1	8	Good Condition	Check in 5 years
Jennings St	341.9	6	8	8	Minor roots at connections	Check in 5 years
Short St	324.6	7	5	8	Good Condition	Check in 5 years
Baldwin St	188.3	8	9	8	Good Condition	Check in 5 years
Broad St	367	9	22	8	Lateral 222.5' from USMH scale buildup and infiltration	Remove scale buildup with robotic cutter and install tyger wye
Main St	368.5	21	22	8	Good Condition	Check in 5 years
Main St	371.8	23	22	8	Lateral 7.7' from USMH infiltration running @ 2nd joint - Lateral 126.9' from USMH infiltration running from connection - Lateral 199.5' from USMH infiltration running from connection - Lateral 230.3' from USMH infiltration running from connection	Launch lateral @ 7.7' to confirm location of infiltration - Install 3 tyger wye's in laterals with infiltration at connections
Main St	362.7	24	23	8	Lateral 143.8' from USMH has scale buildup with possible infiltration - Lateral @ 183.6' infiltration dripping - Lateral @ 296.1' infiltration running	Remove scale buildup with robotic cutter and install 3 tyger wye's
Main St	360.9	25	24	8	Lateral 89.6' from USMH 100% full of roots	Remove roots with robotic cutter & install Tyger Wye or notify homeowners of blockage
Main St	370.5	26	25	8	Good Condition	Check in 5 years
Main St	482.9	27	26	8	Laterals @ 69.8' & 394.1' from USMH 80% full of roots - Lateral 412.5' from USMH 100% full of roots	Remove roots with robotic cutter & install Tyger Wye's or notify homeowners of blockage
4th St	187	31	26	8	Good Condition	Check in 5 years
Short St	183.4	66	7	8	Lateral 50% full of roots 79.6' from USMH - Minor roots in mainline	Remove roots with robotic cutter & install tyger wye or Notify homeowner of roots - Cut roots with warhog
Jennings St	157.2	5-1	6	8	Good Condition	Check in 5 years



Central Iowa Televising LLC Phone +1 515-291-9310
 530 Dubois Avenue Email coltin@citsewer.com
 McCallsburg, IA 50154 Web citsewer.com

**Estimate
 #EST 1038**

CIT Sewer Solutions

Service Address

City of Maxwell
 107 Main St
 Maxwell, Iowa 50161-4489
 Phone: 515-215-0153

Summary Maxwell FY2024 Rehab Proposal

Item	Description	Price	Qty	Amount
Mobilization	Mobilization	\$309.60	4.00	\$1,238.40
Cleaning and Televising	Root Cutting - Per Foot	\$1.65	183.40	\$302.61
Lateral Launch	Lateral Launch - Per Lateral	\$400.00	1.00	\$400.00
Robotic Cutting - Hourly	Hourly Robotic Cutting - Estimated Time	\$500.00	4.00	\$2,000.00
LCR - Lateral Connection Repair	8" x 6" Tyger Wye	\$3,750.00	6.00	\$22,500.00
LCR - Lateral Connection Repair	8" x 4" Tyger Wye	\$3,500.00	2.00	\$7,000.00
			Subtotal	\$33,441.01
			Tax	\$0.00
			Total	\$33,441.01

Notes:

Proposal does not include possible tyger wye's for lines 25-24, 27-26, or 66-7. Proposal does not include tyger wye for lateral 7.7' from USMH in line 23-22 due to lateral launch investigation.

I agree to pay the cost of services as specified above.

Customer Signature

Date

10/16/2023



TERMS & CONDITIONS: A confined space has limited or restricted means for entry or exit and is not designed for continuous occupancy. Confined spaces include, but are not limited to, tanks, vessels, silos, storage bins, hoppers, vaults, pits, manholes, tunnels, ductwork, pipelines, etc.

In the event that a confined space entry is needed a daily service fee of \$150 will be added to your end bill.

IDLE TIME: \$385/Hour/Truck - Time exceeding 30 min for water fill, debris disposal, customer representative authorization, or other factors not related to CIT's responsibilities while performing the agreed job scope will be considered Idle Time and shall be charged at a prorated rate once that limit is exceeded.

CHANGE ORDER: Request for any additional work not included in the provisions of these specifications will be negotiated between Customer and CIT via Change Order. Must be signed and dated by all parties before additional work can begin.

PAYMENT: Payment will be made at the unit prices listed above. Customer will pay CIT in full for all completed work within 30 days of invoice date. If payment is not received within 30 days, a 4% finance will be added to invoice. 25% surcharge fee on legal and/or collection fees to collect delinquent invoices.

PLANS: Customer will provide maps or prints of sewer lines to be cleaned and inspected. The lines that are scheduled for inclusion in the project will be clearly marked/highlighted. Customer will provide reference numbers for all manholes. CIT will use the city's reference numbers on the written and video reports.

SCHEDULING AND EXECUTION OF WORK: Customer will give CIT a notice to proceed after all contracts have been executed and all necessary forms or insurance certificates have been collected by either CIT or the Customer. Customer and CIT will establish a schedule that identifies a project itinerary that is mutually beneficial to both parties within the performance period.

WORK AND MATERIALS PROVIDED BY CUSTOMER:

Customer will provide the following at no cost to CIT:

- 1) Community awareness that sewer maintenance is scheduled with CIT.
- 2) Instructions for CIT on how to respond to residents that approach CIT during the project.
- 3) Inform CIT of history of sewers with known sewer system failures.
- 4) Legal and physical access to manholes on portion of sewer included in the project
- 5) Exposure of buried manholes and seized manhole lids loosened prior to CIT mobilizing.
- 6) Any excavation, opening, back filling and/or repair of sewers and/or streets required to remove CIT's equipment caught in the sewer pipe due to sewer defects.
- 7) A person to act as a liaison between Customer and CIT for the duration of the project that will also be able to familiarize CIT with locations of sewers and manholes.
- 8) Cleaning of the sewer line prior to CIT installing Tyger Wye.

WORK AND MATERIALS PROVIDED BY CIT:

CIPP Tyger Wye Repair:

- 1) Comply with ASTM 1216 and Sudas 2020 Section 4050 – Pipe Rehabilitation.

CIPP Point Repair:

Comply with ASTM F1216 and Sudas 2020 Section 4050 – Pipe Rehabilitation.

Robotic Cutting:

- 1) There will be a 95% opening of the obstruction when the work is completed.
- 2) CIT will not be responsible for any damages to the pipe/liner that could be caused from removing the obstruction. This would also include any infiltration that could be caused from removing the obstruction.

Sewer Inspection:

- 1) Video Inspection will be performed by a NASSCO certified PACP operator.
- 2) CIT will perform closed circuit video inspections of the sewer using current state of the art technology and trained employees.
- 3) CCTV camera will be high resolution color with adjustable iris focus.
- 4) CCTV camera will have pan and tilt capabilities that allow up close and right-angle inspections of defects and other significant observations.
- 5) Video camera will be equipped with 1,000' of video cable.
- 6) Video camera, television monitor, and other components of the video system will produce a high-quality video image.
- 7) Footage distance measured by the video system will be accurate within 1% and will be used to determine footages for reporting and billing purposes. The center line between manholes will be the reference points used to determine footage measurements.

Sewer Inspection Reporting:

- 1) Video inspection and reporting software will be NASSCO approved software.
- 2) All observations will be chosen from a standard table of descriptions incorporated in the video reporting software.
- 3) CIT will make a color recording on a flash drive of all sewers inspected and will provide a corresponding paper report generated by the video inspection software. The video recording will include on-screen observation identifications that label continuous footages, defects, pipe diameter, direction of flow, direction of viewing, manhole and street reference locations. Video inspections recorded on a flash drive allow indexing of video files for faster viewing by Customer.

INSURANCE:

CIT will maintain General Liability and Auto Liability Insurance throughout the duration of the contract with limits not less than \$1,000,000 General Liability, \$1,000,000 Auto and \$500,000 Workers Compensation Employers Liability. Proof of insurance in the form of an insurance certificate will be issued to the Customer prior to the start of the project.

ADDITIONAL COMMENTS/REQUESTS/ADDENDUMS BETWEEN CUSTOMER AND CIT:

Customer Scheduling Coordinator

Phone Number

Name and address of the person reports should be sent to:

Name and address or email invoices should go to:

Preferred invoice method: Emailed Mailed

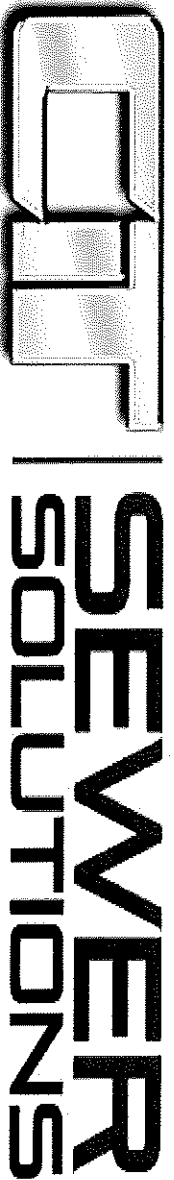
Executed contracts may be emailed or mailed to:

libby@citsewer.com

CIT Sewer Solutions

PO Box 203

McCallsburg, IA 50154



Maxwell - 20240709 Rehab Recommendation

STREET	LN	INCH	DEPTH	LN	LN	LN	LN	LN	LN	LN	LN	LN	LN	LN	LN	LN	LN	LN
Broad St	Maxwell	373	22	33	8	Mainline is CIPP, laterals @ 246' & 273' from DSMH with infiltration gushing from connection	Install 2 Tiger Wyes	Tiger Wye	2									
Maxwell St	Maxwell	153	32	33	8	Mainline is CIPP - Lateral @ 50' from USMH with large roots at connection	Cut roots with robotic cutter and install Tiger Wye		1	1								
Maxwell St	Maxwell	369.2	33	34	8	Mainline is CIPP - Laterals @ 87', 215' & 261' from USMH with infiltration running from connection - Lateral @ 123' with root ball - Lateral @ 160' with roots at first joint	Cut roots with robotic cutter and install 5 Tiger Wyes		5	2								
Maxwell St	Maxwell	363.6	35	34	8	Mainline is CIPP - Lateral @ 51' from USMH with fine roots - Lateral @ 72' with large roots near connection	Cut roots with robotic cutter and install 1 Tiger Wye		1	1								
Maxwell St	Maxwell	364.4	36	35	8	Mainline is CIPP - Laterals @ 53', 77' & 260' from USMH with fine roots - Lateral @ 129' with medium roots - Lateral @ 234' full of debris - Lateral @ 266' with large root ball	Cut roots with robotic cutter and install 2 Tiger Wyes - Notify homeowners of blockage		2	2								
Maxwell St	Maxwell	367.4	37	36	8	Mainline is CIPP - Lateral @ 98' with minor roots - Lateral @ 195' with significant debris	Notify homeowners of issues											
Maxwell St	Maxwell	486.4	38	37	8	Mainline is CIPP - Minor issues	Check in 5 years											
Maxwell St	Maxwell	362.8	39	38	8	Mainline is CIPP - Lateral @ 49' from USMH with medium roots - Lateral @ 103' with minor roots - Laterals @ 292' & 338' with clear water running	Cut roots with robotic cutter and install Tiger Wye - Launch laterals to verify source of clear water		1	1								
Maxwell St	Maxwell	313.2	40	39	8	Mainline is CIPP - Lateral @ 20' from USMH with hole and soil visible - Laterals @ 53' & 132' with clear water running - Lateral @ 105' with infiltration running from connection - Lateral @ 227' & 264' with root ball and infiltration	Install Tiger Wye - Launch laterals to verify source of clear water - Install Tiger Wye - Cut roots with robotic cutter and install 2 Tiger Wyes		4	2								
Metcalf St	Maxwell	359.3	50	49	8	Mainline is CIPP - Lateral @ 40' & 145' from USMH with infiltration running from connection - Laterals @ 65', 78', 212', 258' & 300' with roots and infiltration	Cut roots with robotic cutter and install 7 Tiger Wyes		7	4								
Metcalf St	Maxwell	98.2	50-1	50	8	Laterals @ 33' & 77' from USMH with clear water running	Launch laterals to verify source of clear water											
Alloy - East of Metcalf St	Maxwell	332.1	50-2	50-1	8	Broken pipe with scale buildup and infiltration @ 235' from DSMH	Cut scale with robotic cutter and install CIPP point repair			1								
Metcalf St	Maxwell	93.2	50A	50-1	8	Roots and infiltration dripping from joint @ 15' from DSMH - Medium roots from 15'-68'	Cut roots with robotic cutter, root-X line and install CIPP point repair @ 15'			3								
									23	17		6						2



Central Iowa Televising LLC Phone +1 515-291-9310
 530 Dubois Avenue Email coltin@citsewer.com
 McCallsburg, IA 50154 Web citsewer.com

**Estimate
 #EST 1710**

CIT Sewer Solutions

Service Address

City of Maxwell
 107 Main St
 Maxwell, Iowa 50161-4489
 Phone: 515-215-0153

Summary Maxwell FY2025 Rehab Proposal

Item	Description	Price	Qty	Amount
Mobilization	Mobilization - Per Truck	\$309.60	4.00	\$1,238.40
Lateral Launch	Lateral Launch - Each	\$400.00	6.00	\$2,400.00
CIPP Point Repair	8" x 4' CIPP Point Repair	\$3,500.00	2.00	\$7,000.00
Robotic Cutting - Hourly	Hourly Robotic Cutting - Estimated Time	\$500.00	17.00	\$8,500.00
LCR - Lateral Connection Repair	Tyger Wye	\$3,750.00	23.00	\$86,250.00
Subtotal				\$105,388.40
Tax				\$0.00
Total				\$105,388.40

Notes:

All estimates are valid for thirty (30) days. If acceptance is received after this period has lapsed, the job may require a new estimate.

Check box if customer would like to be notified prior to exceeding hourly estimated time. If box is not checked, customer will be invoiced for the time needed to complete the work

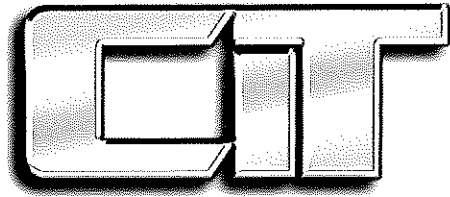
Customer acknowledges that all equipment mobilized for work will be invoiced according to the above quote. If customer decides not to complete the work after mobilization, customer will be invoiced for the quoted amount.

I agree to pay the cost of services as specified above.

Customer Signature

Date

7/24/2024



SEWER SOLUTIONS

IDLE TIME: \$300/hour – Time exceeding 20 min for water fill, debris disposal, customer representative authorizations, or other factors not related to CIT’s responsibilities while performing agreed job scope will be considered Idle Time and shall be charged at a prorated rate once that limit is exceeded.

CHANGE ORDER: Request for any additional work not included in the provisions of these specifications will be negotiated between Customer and CIT via Change Order. Must be signed and dated by all parties before additional work can begin.

PAYMENT: Payment will be made at the unit prices listed above. Customer will pay CIT in full for all completed work within 30 days of invoice date. If payment is not received within 30 days, a 4% finance will be added to invoice. 25% surcharge fee on legal and/or collection fees to collect delinquent invoices.

PLANS: Customer will provide maps or prints of sewer lines to be cleaned and inspected. The lines that are scheduled for inclusion in the project will be clearly marked/highlighted. Customer will provide reference numbers for all manholes. CIT will use the city’s reference numbers on the written and video reports.

SCHEDULING AND EXECUTION OF WORK: Customer will give CIT a notice to proceed after all contracts have been executed and all necessary forms or insurance certificates have been collected by either CIT or the Customer. Customer and CIT will establish a schedule that identifies a project itinerary that is mutually beneficial to both parties within the performance period.

WORK AND MATERIALS PROVIDED BY CUSTOMER:

Customer will provide the following at no cost to CIT:

- 1) Community awareness that sewer maintenance is scheduled with CIT.
- 2) Instructions for CIT on how to respond to residents that approach CIT during the project.
- 3) Inform CIT of history of sewers with known sewer system failures.
- 4) Legal and physical access to manholes on portion of sewer included in the project
- 5) Exposure of buried manholes and seized manhole lids loosened prior to CIT mobilizing.
- 6) Any excavation, opening, back filling and/or repair of sewers and/or streets required to remove CIT’s equipment caught in the sewer pipe due to sewer defects.
- 7) A person to act as a liaison between Customer and CIT for the duration of the project that will also be able to familiarize CIT with locations of sewers and manholes.
- 8) Water for cleaning sewer and access to nearest fire hydrant.
- 9) A secure storage area to accommodate CIT’s equipment, vehicles, and materials.
- 10) A location near worksite where debris removed from sewer cleaning can be deposited.

WORK AND MATERIALS PROVIDED BY CIT:

Sewer Cleaning:

- 1) Sewers will be cleaned by removing grit, loose solids, and grease.
- 2) There will be no more than 5% of the pipe diameter of these types of debris left in the lines prior to televising. This does not include the removal of hard deposits.
- 3) The cleaning equipment with truck mounted combination water jet/vac unit. Prior to the sewer cleaning operation, Customer and CIT will agree upon a sewer cleaning sequence. In general the sewer cleaning process will proceed from the upper ends of each sewer basin to the lower ends.
- 4) Debris will be removed by vacuum to prevent workers from entering manholes. CIT will collect and transport all debris removed during the sewer cleaning operations to the facility of Customer choice.

CIPP Point Repair:

- 1) Comply with ASTM F1216 and Sudas 2020 Section 4050 – Pipe Rehabilitation.

Sewer Inspection:

- 1) Video Inspection will be performed by a NASSCO certified PACP operator.
- 2) CIT will perform closed circuit video inspections of the sewer using current state of the art technology and trained employees.
- 3) CCTV camera will be high resolution color with adjustable iris focus.
- 4) CCTV camera will have pan and tilt capabilities that allow up close and right-angle inspections of defects and other significant observations.
- 5) Video camera will be equipped with 1,000' of video cable.
- 6) Video camera, television monitor, and other components of the video system will produce a high-quality video image.
- 7) Footage distance measured by the video system will be accurate within 1% and will be used to determine footages for reporting and billing purposes. The center line between manholes will be the reference points used to determine footage measurements.

Sewer Inspection Reporting:

- 1) Video inspection and reporting software will be NASSCO approved software.
- 2) All observations will be chosen from a standard table of descriptions incorporated in the video reporting software.
- 3) CIT will make a color recording on a flash drive of all sewers inspected and will provide a corresponding paper report generated by the video inspection software. The video recording will include on-screen observation identifications that label continuous footages, defects, pipe diameter, direction of flow, direction of viewing, manhole and street reference locations. Video inspections recorded on a flash drive allow indexing of video files for faster viewing by Customer.

Robotic Cutting:

- 1) There will be a 95% opening of the obstruction when the work is completed.
- 2) CIT will not be responsible for any damages to the pipe/liner that could be caused from removing the obstruction. This would also include any infiltration that could be caused from removing the obstruction.

INSURANCE:

CIT will maintain General Liability and Auto Liability Insurance throughout the duration of the contract with limits not less than \$1,000,000 General Liability, \$1,000,000 Auto and \$500,000 Workers Compensation Employers Liability. Proof of insurance in the form of an insurance certificate will be issued to the Customer prior to the start of the project.

ADDITIONAL COMMENTS/REQUESTS/ADDENDUMS BETWEEN CUSTOMER AND CIT:

Customer Scheduling Coordinator

Phone Number

Name and address of the person reports should be sent to:

Name and address or email invoices should go to:

Preferred invoice method: Emailed Mailed

Executed contracts may be emailed or mailed to:

libby@citsewer.com

CIT Sewer Solutions

PO Box 203

McCallsburg, IA 50154



Maxwell City Tree Project Phase 2

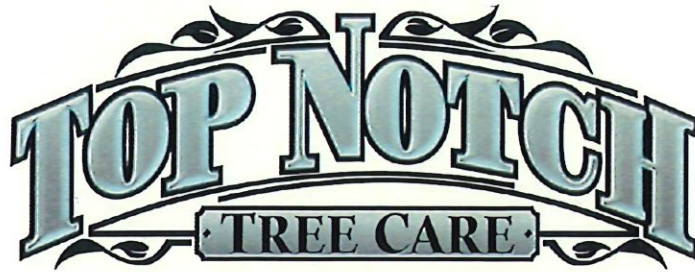
After reviewing the trees needing trimmed and removed, going through town checking them all out talking with Tony and going over them and adding stumps in . (Total of 59 Trees)

Total \$ 34,900

A handwritten signature in black ink, appearing to be "S. K. K. K.", written over a horizontal line.

Wildish Tree Care
205 Woodlawn St
Maxwell, IA 50161

Family Owned & Operated



Rod or Billy Meek
(515) 205-1474
www.TopNotchTreeSvcs.com

8-4-24

WORK TO BE DONE FOR:

Name: City of Maxwell
Address: _____
Phone Number: 387-8655

WORK TO BE PERFORMED:

- Tree Removal Remove approximately 59 trees.
- Trim Trees Trim 5 trees at City Cemetery.
- Haul Away Yes - to Maxwell city dump
- Clean Up / Rake yes -
- Stump Clean Up yes -
- Tree Injections _____
- Trim Bushes _____
- Take Out Bushes _____
- Other _____

All work is guaranteed to be as specified and will be completed in a professional manner for the sum of

Price: \$ 57,000⁰⁰ + Tax: \$ 7% - ? = \$ _____

with payment to be paid on completion of job unless other arrangements have been made.

Bid Proposal

Thank you Rod Meek.
Rod Meek
16494 NE 112th St.
Maxwell, IA 50161

Acceptance of Proposal



Certified Arborist
ON STAFF
MW-5486A

Insured • Free Estimates
Credit Cards Accepted

AFFORDABLE
40 Years Experience
5 Star Service

Check out our reviews on &





Estimate # 03471-E

Client Information

Client: City of Maxwell
Client Address: 107 Main Street, Maxwell, IA, 50161
Client Phone: (515) 387-8655
Client Email: cityofmaxwell@hotmail.com

Proposed Work

DESCRIPTION	PRICE
TR - Tree Removal	\$ 0.00
1 Removal 502 2nd st by Methodist (east garden)	
TR - Tree Removal	\$ 0.00
1 Removal 320 Main St -4th st side of property	
TR - Tree Removal	\$ 0.00
1 Removal NE Corner of Maxwell & Douglas 9 417 Maxwell St)	
TR - Tree Removal	\$ 0.00
33 Removals Maxwell City Park	
TR - Tree Removal	\$ 0.00
2 Removals Legion Park	
TR - Tree Removal	\$ 0.00
16 Removals Scout Park	
TR - Tree Removal	\$ 0.00

4 Removals
City Cemetary
City Cemetary - all trees on N Street side need trimmed and thinned out

TR - Tree Removal

\$ 50,000.00

1 Removal
Pioneer Cemetary

Subtotal: \$ 50,000.00
Tax 0%: \$ 0.00
Total: \$ 50,000.00

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: Denny Deakins

03471-E, Rev 5

Date: 08/06/2024

Authorized Signature: _____

Date: _____



Terms and Conditions

TreeHugger Complete Tree warrants that all arboricultural operations follow the latest version of the ANSI Z133.1 Industry Safety Standards and that all work is done per ANSI A300 standards.

Contract approval authorizes TreeHugger Complete Tree Care to furnish materials and perform work specified in the Contract. The Purchaser hereby agrees to pay the price shown within the period set forth. The Purchaser acknowledges that their invoice will be emailed upon completion of work unless other arrangements have been made with Our TreeHugger Crew.

Your signature confirms that:

- 1) You are an authorized decision-maker for the tree care service for this property, and
- 2) You take full responsibility for property line accuracy and any property line dispute resulting from the tree care service performed by TreeHugger Complete Tree Care.

Our TreeHugger Crew is not responsible for damage to sidewalks, blacktops, driveways, and the like, due to the use of heavy equipment. If the use of heavy equipment is a concern, please discuss this with your Arborist before signing this contract.

Safety: TreeHugger Complete Tree warrants that all arboricultural operations will follow the latest version of the ANSI Z133.1 Industry Safety Standards. The authorizing party agrees not to enter the work area during arboricultural operations unless authorized by the crew leader on-site.

ANSI A300 Tree Care Management Standard Definitions:

Clean: Arboricultural term used to describe selective pruning to remove one or more of the following: dead, diseased, infested, rubbing, declining, detached, and/or broken branches.

Clearance area: Specified area from which vegetation is to be removed.

Directional pruning: Selective removal of branches to guide and/or discourage growth in a particular direction.

Pruning amount: Quantity of plant parts removed at one pruning, expressed in terms of several branches or other parts removed, and/or percentage of the crown or buds removed on an entire tree or specific branches.

Raising: Arboricultural refers to pruning branches to provide vertical clearance below the crown.

Reduction: Arboricultural refers to decreasing branch length, plant height, and/or spread.

Reduction cut: A pruning cut that removes the larger of two or more branches or stems, or one or more codominant stem(s), to a live lateral branch, typically at least one-third the diameter of the stem or branch being removed.

Removal cut, branch: A pruning cut that removes the smaller of two branches at a union, or a parent stem, without cutting into the branch bark ridge or branch collar or leaving a stub.

Restoration: Pruning to redevelop the structure, form, and appearance of topped or damaged woody plants.

Risk: The combination of the likelihood of an event (e.g., tree failure and impact on a target) and the severity of the potential consequences (e.g., personal injury, property damage, or disruption of activities).

Structural development pruning: Pruning to influence the orientation, spacing, growth rate, strength of attachment, and ultimate size of branches and stems.

Thinning: An arboriculture term used to describe selective pruning to reduce the density of branches and foliage.

If a check is returned to us due to non-sufficient funds (NSF), a service charge of \$35 will be assessed to the client, and the check will be resubmitted to the client's bank for a second time. If the check is returned again, the client will assess an additional \$35 service charge, and TreeHugger Complete Tree Care will no longer accept personal checks for payment from the client. The client will be expected to provide an alternate payment method within five days of the second check return. Acceptable alternate payment methods are cash, cashier's check, money order, or major credit card.

A FINANCE CHARGE may be added to all accounts not paid within 15 days from the first billing date. Such FINANCE CHARGE is computed by applying a periodic rate of 5% per month to your account's Previous Balance after deducting all payments and credits recorded during the current billing cycle. If all charges are not paid when due, the Purchaser's account shall be considered delinquent, and the Purchaser agrees to pay all costs of collection, including reasonable attorney's fees, court costs, and litigation expenses.

As always, should you have any questions, please feel free to contact us. We look forward to working with you. If you have any questions or concerns, please don't hesitate to get in touch with us at treehuggercrewinfo@gmail.com.

We Cut Because We Care!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/03/2024

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 American Advantage - Petersen & Associates, Inc 14785 W. National Ave. New Berlin WI 53151		CONTACT NAME Ryan Watry PHONE (A/C, No, Ext): E-MAIL ryan@arboriskinsurance.com ADDRESS:	FAX (A/C, No):
INSURED TreeHugger, LLC 31533 6040th Ave Maxwell IA 50161		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Acuity	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		QP8EP6-1	6/1/2024	6/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		QP8EP6-1	6/1/2024	6/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$		CSX00120570P-00	6/1/2024	6/1/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L EACH ACCIDENT \$ E.L DISEASE - EA EMPLOYEE \$ E.L DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER**CANCELLATION**

For Informational Purposes Only	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE Marc Petersen</p>
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ORDINANCE NO. xxx

**AN AMENDMENT TO THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA,
REQUIRING DOGS BE LEASHED AND CONTROLLED WHEN OFF PREMISES**

BE IT ENACTED by the City Council of the City of Maxwell, Iowa:

SECTION 1. SECTION MODIFIED. Section 55.01 paragraph 4 of the Code of Ordinances of the City of Maxwell, Iowa, is repealed and the following adopted in lieu thereof:

4. "At large" means when not on private property and secured on a lead with a fixed location keeping the animal on the private property and not (1) in an enclosed, physically fenced or electronically fenced area, (2) not on a leash and under the control of a competent person, (3) restrained within a vehicle, or (4) housed in a veterinary hospital or kennel.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in following its passage, approval, and publication as provided by law.

First Reading: Date _____ Gast ? Philpott ? Jans ? Westendorf ? Miller ?

Second Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____

Third Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____

Passed by the Council this _____ day of _____ 2024, and approved by the Mayor this _____ day of _____, 2024.

ATTEST

Debra Hayes, City Clerk

Dale Higgins, Mayor

I certify that the foregoing was published as Ordinance No. xxx on the _____ day of _____, 2024.

Debra Hayes, City Clerk

Ordinance Intent:

Section 1

The current language of 55.01(4) reads as follows:

4. "At large" means off the premises of the owner and not under the control of a competent person, restrained within a motor vehicle, or housed in a veterinary hospital or kennel.

This will be deleted and replaced with the proposed language which requires animals be kept on private property by securing the animal on a lead with a fixed location keeping the animal on the private property or keeping the animal within an enclosed, physically or electronically fenced area keeping the animal on the private property. When not on private property, the animal will be "at large" unless the animal is on a leash under the control of a competent person, restrained in a vehicle or housed in a kennel or vet hospital.

2024 LEGISLATIVE SUMMARY

Enclosed is the 2024 edition of the summary of bills passed by the Iowa General Assembly that could potentially affect city codes. These pieces of legislation may result in sections of your code being inconsistent with certain State laws. The impact of these changes may differ depending on the language in your city code. Therefore, please review your code carefully to determine which amendments you may need.

As a service to our clients we are offering you an opportunity to purchase the following legislative changes which include a draft ordinance specific to your Code and the related supplementation of that ordinance once adopted. In an effort to keep the cost of the legislative changes as low as possible we kindly ask that you not share any purchased ordinances with other cities. You may feel free to direct them to us for assistance with their code update needs. The fees for these amendments are as listed on the order form.

If you wish to prepare your own amending ordinances, we would be happy to codify them for you after their adoption at the standard supplement rates.

This is also a good time to ensure that all your most current ordinances are supplemented into your code. If you have any ordinances which have not yet been sent to us for supplementation you may send them to us at this time. By regularly sending in ordinances as they are adopted, your city code can be amended to reflect the changes made by the ordinances and provide all readers with the most current language. These ordinances will be codified at the current supplement rates.

If you wish to order legislative changes at this time please complete the attached order form and return it to us by email at info@sc-ic.com or by mail to P.O. Box 244, Storm Lake, Iowa 50588. If you have any ordinances you would like supplemented at this time, please feel free to email those to us at info@sc-ic.com.

This summary is not intended to be an inclusive list of all legislative changes that could have an impact on your city; rather, it is a summary of legislative changes that affect a majority of our clients' codes.

If you have any questions, feel free to contact us at info@sc-ic.com.

Sincerely,

The Iowa Codification Team

2024 LEGISLATIVE CHANGES AFFECTING CITY CODES

HF 2398 – Relating to Changes in Bond Requirements for City Officials. HF 2398 offers as an alternative to procurement of bonds for City officials an insurance policy.

SF 2385 – Relating to Electronic Meetings. Chapter 21 of the *Code of Iowa* regulates public meetings of governing bodies and boards and commissions of public bodies. SF 2385 makes changes to the process and conditions of holding electronic meetings for these entities.

SF 2442 – Relating to Operating Budget Preparation of a City. SF 2442 made changes to required dates for a City to comply with when completing their annual operating budget. Includes additional clarification changes adopted in SF 2442.

SF 2331 – Relating to Publication of Minutes. SF 2331 made changes to the requirements for publication of minutes of a City Council meeting.

HF 2686 – Relating to Fire Department Authority to Cite Violations. HF 2686 amended and clarifies, based on specific regulations, who within a fire company is authorized to cite violations.

HF 2531 – Relating to Adult Establishments as Nuisances. HF 2531 defines an adult establishment and establishes regulations for a City to declare the establishment as a public nuisance.

HF 2568 – Relating to Pedestrians in the Right-of-Way. HF 2568 created a new definition for pedestrians and made modifications to the regulations providing pedestrians in the right-of-way as well as who a vehicle must yield the right-of-way to. Also updates the definition of vehicle in the traffic code to match the definition in the *Code of Iowa*.

Iowa Supreme Court Decision in Bankers Trust Company vs. City of Des Moines. The Iowa Supreme Court recently released a decision in a case brought by Bankers Trust Company against the City of Des Moines. The decision of the Court in this case ultimately shifts the liability for injuries resulting from poor maintenance of public sidewalks to the City, a shift from the previous interpretation of the Court in a 2014 decision (*Madden v. City of Iowa City*) that said the City had the ability to shift the liability to the adjacent property owner. While we believe a City can continue to make the adjacent property owner responsible for maintenance of the sidewalk, the liability of an accident resulting from non-maintenance is the responsibility of the City alone based on the decision of the Iowa Supreme Court. Cities may want to consult with their City Attorney regarding this change.

FOR YOUR INFORMATION ONLY

The following amendments are being communicated to clients as they may individually impact a City's Code but are not changes that impact a large majority of Codes. If you have questions regarding these items or would like assistance in developing an ordinance to change your Code, please consult with your City Attorney or reach out to us.

SF 2096 – Relating to Gender Balance Issues. SF 2096 eliminates the requirement enacted several years ago that appointed boards and commissions be gender balanced. A few cities have adopted ordinances or language within their individual boards and commission chapters that add gender balance language. If your city has done this, that language should be removed.

SF 2205 – Relating to Civil Service Hiring. SF 2205 made some modifications to the process for hiring practices related to civil service positions. Cities with a civil service process for the hiring of police and fire employees should review their Code language and their personnel policy to ensure that they are in compliance with this new legislation.

HF 2681 – Relating to Automated Traffic Systems. HF 2681 added new requirements and an approval process for the implementation of automated traffic systems within the State. This legislation applies to both cities who currently have systems and those looking to add a system. We are working on a draft model chapter for cities who want to implement Automated Traffic Systems or those that have them currently. Please feel free to reach out to us if you would like to discuss this option further.

HF 2556 – Relating to Firearms Regulations. HF 2556 prohibits cities from adopting regulations regarding the ownership, possession, carrying, legal transfer, lawful transportation, modification, registration, or licensing of firearms, firearm attachments, or other weapons and creates ways for an individual to file for injunctive relief and damages. Some cities have adopted ordinances that regulate these items. If your Code has similar language you should consult with your attorney to determine if that language should be repealed.

HF 2276 – Relating to Maternity Group Homes. HF 2276 provides a new definition for Maternity Group Homes as it relates to Zoning Codes and provides regulations for the zoning of Maternity Group Homes within the State, effectively establishing it as a residential use and requiring that it be a permitted use. Cities may want to review their Zoning Code to determine if they need to add this use type or make additional modifications based on this law.

REMINDER – Income Setoff Program. If you participate in the State Income Set Off program and would like assistance in drafting an ordinance that meets the requirements of the Iowa Department of Revenue, please feel free to reach out to us for additional information.

**** ORDER FORM ****
2024 LEGISLATIVE CHANGES

City _____ Contact Name _____

Mailing Address _____

Zip _____ Email Address _____

EMAIL ORDER FORM TO INFO@SC-IC.COM

Ordered Legislative Changes will be emailed in MS Word format to the email address above.

Bill	Subject	Price	✓
PLEASE CHECK THE BOX ON THE RIGHT FOR EACH CHANGE ORDERED.			
HF 2398	Bond Requirements for City Officials	\$180.00	<input type="checkbox"/>
SF 2385	Electronic Meetings	\$180.00	<input type="checkbox"/>
SF 2442	Operating Budget Preparation	\$205.00	<input type="checkbox"/>
SF 2331	Publication of Minutes	\$145.00	<input type="checkbox"/>
HF 2686	Fire Department Authority to Cite Violations	\$135.00	<input type="checkbox"/>
HF 2531	Adult Establishments as Nuisances	\$170.00	<input type="checkbox"/>
HF 2568	Pedestrian's Right-of-Way	\$205.00	<input type="checkbox"/>
Supreme Court	Sidewalk Liability (Bankers Trust Company v. City of Des Moines)	\$135.00	<input type="checkbox"/>
NOTE: A shipping charge of \$13.00 will be added to all orders.			
The cost for each change is based on time researching, writing the ordinance specific to your community, and then supplementing the ordinance into your Code once adopted and returned to Iowa Codification.			
If you do NOT wish to order any legislative changes at this time but wish to remain on the mailing list for future years, please check the box to the right here.			<input type="checkbox"/>

By submitting this order form, I understand that for each of the above selected amendments ordered, I will be charged a fee, as indicated above, and will receive one amending ordinance, for consideration and approval by the city council. Following adoption of the ordinances we will return them along with any other ordinances adopted since the last supplement to Iowa Codification for supplementing. The city will then receive the amended pages for insertion into the city's code books. The bill for these amendments will be sent when the ordinances are emailed.

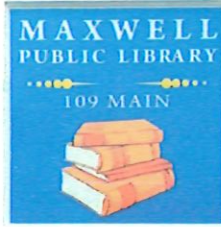
To help keep the cost of the legislative changes as low as possible Iowa Codification is asking that the city not share the provided ordinances, which are written specific to your city's code, with other communities.

Signature _____

Title _____

PLEASE DO NOT SEND PAYMENT WITH THE ORDER FORM.

We appreciate your business!!!



Board of Trustee Application

Name: Jenny English

Address: 401 Ashford St Maxwell, IA 50161 Phone: 515-230-6909

Email address: wellfed.jen@gmail.com

1. Strengths: List your most important contributions or assets you could bring to the board.

I am a researcher by training so I'm good at searching for information, attention to detail, and providing quality work, as well as, writing reports with thorough detail which could support grant writing for funds for the library. I am also reliable & passionate about kids learning to read and supporting small town communities.

2. Do you visit the library frequently enough to be familiar with services provided and to see potential needs?

Currently I have not visited the library frequently since moving to Maxwell 1 year ago.

3. Have you attended any of our library events in recent years? Which ones?

I recently volunteered at the Friends of the Library Summer BBQ Kick off.

4. Do you encourage and support the library in achieving our organization's goals? If so, what do you envision for the library within the next 5 years?

Yes, the library has always been a special place for me since living only 1 block away from my childhood library and spending so many days there growing up.

In the next 5 years I would like the library to continue to have the programs it does now with high attendance & support from the local community.

5. Have you ever served on this or any other board before? If so, please list board(s) and your responsibilities/duties.

I've never served on this board. I currently serve on the Collins Wellness Center board as a member.

RESOLUTION 2024-15

**A RESOLUTION AMENDING THE SALARIES FOR EMPLOYEES
OF THE CITY FOR THE FISCAL YEAR 2025.**

WHEREAS, employee evaluations have been completed for Fiscal Year 2024, and

WHEREAS, the City of Maxwell has budgeted pay increases for Fiscal Year 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maxwell, Iowa the following persons and positions named shall be paid, commencing on July 1, 2024, the salaries or wages indicated and the Clerk is authorized to issue warrants/checks, less legally required or authorized deductions from the amounts set out below, and make such contributions to IPERS and Social Security or other purpose as required by law or authorization of the council, all subject to audit and review by the council:

<u>Position</u>	<u>Rate</u>	<u>Regular Hours</u>	<u>Incumbent</u>
Public Works Director	\$_____/hr.	Full-Time	Tony Ness
Public Works Assistant	\$_____/hr.	60/pay period	Scott Johnson
City Clerk	\$_____/hr.	Full-Time	Debra Hayes
Deputy Clerk/Treasurer	\$_____/hr.	40/pay period	Carrie Heaps
Librarian	\$14.50/hr.	Part-Time	Anna Baldwin
Part-Time Asst Librarian	\$10.00/hr.	Part-Time	Electra Sanders
Part-time Public Works	\$12.00/hr.	Part-Time	Paul Ness
Part-time Public Works	\$12.00/hr	Part-Time	Kenik Pierce
Cemetery Maintenance	\$12.00/hr	Part-Time	Austin Hennick
Summer Maintenance	\$ 11.00/hr.	Temporary	
Snow Removal	\$13.00/hr.	Temporary	
Fire Chief	\$1,500.00/yr.	Salaried	
EMS Chief	\$1,500.00/yr.	Salaried	

Overtime hours (time in excess of 40 hours per week) shall be paid for at one and one half times the hourly rate for the job performed.

Motion to approve:

Second:

Roll Call Vote: Gast _____ Philpott____ Westendorf____ Miller _____ Jans _____

ATTEST:

Deb Hayes, City Clerk

Dale Higgins, Mayor

The Mayor declared the Resolution passed and enacted on the 7 day of August, 2024

Deb Hayes, City Clerk

Name	Current Wage	COLA	Merit	Amount of Increase	total wages
Tony Ness	\$ 31.36	3.20%	2%	\$ 1.63	32.99
Scott Johnson	\$ 19.00	3.20%	2%	\$ 0.99	19.99
Deb Hayes	\$ 24.02	3.20%	2%	\$ 1.25	25.27
Carrie Heaps	\$ 17.00	3.20%	2%	\$ 0.88	17.88

August 05, 2024

SCOTT JOHNSON
317 MAIN ST
MAXWELL IA 50161

RE: Operator ID # 13855 - Application for Drinking Water Distribution 1 Operator Certificate

Exam Information:

Exam Date: **August 05, 2024**
Your Exam Score: **85** Required Score: **70**

You have successfully completed the written examination for the certification listed above. Please complete and return this application with the \$40.00 fee within thirty (30) day period. A \$18.00 penalty fee will be required for any application received after the thirty (30) day period. Failure to return the application and fee within sixty (60) days will result in cancellation of this application and your examination.

Return form and fee to:

Iowa Department of Natural Resources
Iowa Operator Certification Program
6200 Park Ave STE 200
Des Moines, IA 50321

Or you may pay online for this certificate by credit card at <https://programs.iowadnr.gov/opcertweb/>

If you have any questions, feel free to contact the Iowa Operator Certification Program at 515.725.0463 or OpCertCustomerSupport@dnr.iowa.gov.

Applicant Signature _____

cc: File: SCOTT JOHNSON

Aug Fire Report

Anthony Ness <tnyness@gmail.com>

Tue 8/6/2024 1:12 PM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>

of calls June and July 6 with 46 people

Mutual Aid -2

Indian -2

Washington - 1

City - 1

Injuries or accidents - none

any maintenance - no

special events - had summer reading program tour station and waterball fight
- set up kids waterball fights Sat. of Old Settlers

anything the city needs to do - no

meeting notes

LanceSusanBrett Livesay <livesaysl@yahoo.com>

Mon 7/15/2024 8:03 PM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>;Tonya Headlee <theadlee@urbandale.org>

Fire Meeting July 15, 2024

Members present; Susie L, Tony N, Derek R, Jim H, Kenik P, Trent C, Brandon B, Ryan L

Visitors present: none

Meeting called to order at 7:03 pm

Reading of last months minutes, motion to approve Derek, seconded Jim.

Old Business – Bumper is installed on 709

House burn was not well organized. But we had 10 people attending.

Call Critiques – 6-19; 31100 Lot 68 653rd Ave elec fire 9 people.

7-15 3990 NE 150th Ave, fire, cancelled, 10 people.

7-15 212 Ashford St, lines down, 11 people.

Chiefs News- None

New Business – Nevada will be having another house training fire. Will advise of date later.
Looking into a house training burn in Maxwell. More later.

Motion to adjourn 7:21 pm Jim, second Derek.

Next meeting August 19th 7 pm

Training TBD

Date: 08-01-24

For Calls From: 07-01-24

To: 07-31-24

Total EMS page outs for Maxwell: 8

Pages Maxwell responded to: 8

Avg Certified EMS Personnel Per Call: 1-4

Fireperson's to Assist: 1-2

City of Maxwell: 1

Indian Township: 5

Washington Township: 2

EMS Monthly Meeting/Training Attendance: 8

Monthly Truck Check Complete? Yes If no, why not?

Monthly CQI Completed? Completed by SCMC

Vehicle Maintenance Needing Done? None

Anything needed from the City Council? No

Notes:



Library Board Report

August 2024 (reporting for prior month)

ATTENDANCE OF LAST MEETING OF BOARD OF TRUSTEES:

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

BOOKS:

Total- 144

MOVIES:

Total- 52

ATTENDANCE:

Total - 328

Children- 52 Adults- 125

* SRP Jedi Experience - 58

* SRP Science Heros - 65

* SRP Firestation - 28

BRIDGES:

Total Out- 155

On hold- 86

Computers-Adult- 9
 Child - 15

CURRENT EVENTS

- SRP (Summer Reading Program) brought in decent attendance this year
- Currently taking applications for Board seat
- Currently taking applications for Library Assistant
- Seeking help for bathroom remodel to complete building updates
- Working on downsizing DVD collection due to low checkout counts

UP COMING EVENTS

- Do Art productions (a comic book drawing class) Sept 11th 4-6pm
- Discussing potential programs for once a month No school Mondays
- Policy reviews
- Day of Caring Sept 13th- will be sanding and painting mailbox

Dear Maxwell City Council Board Members,

I hereby resign my position as trustee of the Maxwell Public Library, effective July 31, 2024.

It has been an honor to serve our community. I'm grateful for the opportunity and confident in the library's continued success under the remaining board and staff.

Thank you for your support.

Sincerely,

Sharon Rink

Aug Public Works

Anthony Ness <tnyness@gmail.com>

Tue 8/6/2024 1:30 PM

To:Cityof Maxwell <cityofmaxwell@hotmail.com>

Streets

- new grader blade is on John Deere tractor and in use
- ready for Baldwin project to start

Parks

- new pole is up in outfield, lights were wrong voltage, waiting on correct lights to show up
- elec/light pole on east end of band stand is needing replaced, might want to look at all poles in park to see how many need replaced

Water

- pumped 2,978,806 gallons
- sold 1,399,000 gallons
- service line to locker was leaking and has been replaced
- inside of water tower had peeling paint spots repainted
- Scott passed his water distribution grade 1 and is starting his water treatment grade 1 class

Sewer

- pumped 6,957,000 gallons
- had CIT in town to clean and inspect more sewer mains, need to come up with a plan to fix service line taps that are leaking groundwater and letting roots in

Yard Waste

- needs to decide rules and price for dumping, are we staying with plastic bags or switching to paper
- cameras are not working and need replaced
- boring crews should be done sometime in Sept. and out of the yard waste area

**City Clerk
AUGUST 2024**

Miscellaneous Information:

- Carrie had a Parks and Open Spaces Board meeting
- We survived another Old Settlers
- We got the new printer and training on it.
- We would like some training on the new google stuff.
- Animal Control would like to know some of the questions that you had for the contract. Anna Henderson cannot come on Wednesdays or Fridays. Are there any other times that you could meet with her???

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
WEDNESDAY JULY 10, 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. Sue Philpott, Joel Westendorf, Doug Miller, & Ken Jans. Visitors: Gavin Stone, Susie Livesay, Rich Wehrman, Cindy Janes, & Alex Golly.
3. A motion to approve the agenda was made by Gast. Westendorf seconded. 5 ayes.
4. Citizens Forum
 - a. Susie Livesay – Susie Livesay was present to make a proposal to the council to look into a change for the Old Settlers Committee & who currently runs it or for next year nothing for this year.
 - b. Alex Golly – Alex Golly asked about the construction on Baldwin St. He would like to see a 3-way stop on the corner of Baldwin St. & North St. The council will take it into consideration.
5. Public Hearing
 - a. First Hearing of an Amendment to the Code of Ordinances of the City of Maxwell, Iowa, Pertaining to Water Services Rates and Sewer Service Rates – Gast moved to open to the public. Jans seconded. 5 ayes. Mayor Higgins read the ordinance. No public comment. Gast moved to close to the public. Jans seconded. 5 ayes. Miller moved to approve the 1st hearing and waive the 2nd & 3rd hearing of an Amendment to the code of Ordinances of the City of Maxwell, Iowa, Pertaining to Water Services Rates and Sewer Rates. Gast seconded. 5 ayes.

Gast moved to move the Departmental Reports before Council & Mayor reports. Jans seconded 5 ayes

6. Business
 - a. Discussion and Action on Pratt Sanitation - Gavin Stone from Pratt Sanitation was present to discuss the price increase for dumping at Ames Resource Recovery by 20%. Pratt must raise their fees by 10% to cover the extra costs. Gavin would also like to extend our contract for another 5 years. Gast moved to invite Pratt Sanitation to propose a 5-year contract starting December 2024. Miller seconded. 5 ayes.
 - b. Discussion and Action on Dog Procedures and Complaints - Rich Wehrman introduced an ordinance change for dangerous dogs. Cindy Janes talked about a leash law. After much discussion, Gast moved that the city amend the ordinances for dogs being leashed and under control and that we do a study on the ordinances for dangerous animals to see whether our ordinances are adequate. Westendorf seconded. 5 ayes.
 - c. Discussion and Action on Story County Animal Control Contract – It was decided to invite Anna Henderson and a Board of Supervisor member to the August 7th meeting.
 - d. Discussion and Action on Cameras for Business District. – Joel talked to Astra Security about security cameras for Main St. Joel will investigate grants for security cameras. Gast moved to table the subject until a later date, Jans seconded. 5 ayes.

- e. Discussion and Action on Old Settler's Fireworks – No decision made at this time.
 - f. Discussion and Action on Old Settlers Alcohol– Permit was not available for review.
 - g. Discussion and Action on Ahler's Cooney Bond Counsel Engagement Agreement – Gast moved to approve the Ahlers Cooney Bond Counsel Engagement and authorize the mayor to sign. Miller seconded. 5 ayes.
 - h. Discussion and Action on a Resolution Fixing Date for a Meeting on the Authorization of a Loan Agreement and the issuance of not exceed \$250,000 General Obligation Capital Loan Notes of the City of Maxwell, State of Iowa, and Providing for Publication Notice Thereof. – Gast moved to approve a Resolution Fixing Date for a Meeting on the Authorization of a Loan Agreement and the issuance of not exceed \$250,000 General Obligation Capital Loan Notes of the City of Maxwell, State of Iowa, and Providing for Publication Notice Thereof. Westendorf seconded. 5 ayes.
 - i. Discussion and Action on a Resolution declaring an Official Intent under Treasury Regulation 1.150-2 to Issue Debt to Reimburse the City for Certain Original Expenditures paid in Connection with Specified Projects. – Gast moved to approve a Resolution declaring an Official Intent under Treasury Regulation 1.150-2 to Issue Debt to Reimburse the City for Certain Original Expenditures paid in Connection with Specified Projects. Jans seconded. 5 ayes.
 - j. Discussion and on 2024-2025 LP Gas Contract – Gast moved to prepay the contract. Miller seconded. 5 ayes
 - k. Discussion and Action on Removal of Trees – Discussion on what trees to be added to bid.
 - l. Discussion and Action on Nuisance. Gast moved to defer until August. Westendorf seconded. 5 ayes.
7. Departmental Reports
- a. Sheriff – Report on file
 - b. Fire – No report on file.
 - c. EMS – Report on file.
 - d. Library – Report on file. Questions on why the library has a separate personnel policy from the city.
 - e. Public Works – No report on file.
 - f. City Clerk- Report on file. Gast moved to pay the council and chiefs twice a year. Miller seconded. 5 ayes.
 - g. Engineer – Report on file.
 - h. Parks & Open Spaces – Report on file.
8. Council and Mayor Reports –
- a. Steve Gast – Steve is working on finances.
 - b. Sue Philpott – 1) Sue is done with her nuisance area and is ready for the second check. 2) Sue talked about the fireworks in town
 - c. Doug Miller - Doug talked about the budget wishes that Dale started. He also mentioned that the restrooms need signs.
 - d. Dale Higgins – 1) Dale let council know where the worksheet for the budget wish list is located. 2) MICA has asked permission to park a food pantry at the Freedom Rock. Anyone can get 1 box of food per month.
9. Consent Agenda

1) Westendorf moved to approve the Consent agenda. Jans seconded.
5 ayes.

2) Bills presented were as follows:

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	208.12
ACTIVE911 INC	ALERTING SUBSCRIPTION	409.5
AFLAC	AFLAC CANCER	144.42
ALLIANT ENERGY	MONTHLY UTILITY BILL	7,461.21
AMAZON CAPITAL SERVICES	#112-8923343-4173052	2,623.01
AT&T MOBILITY	FIRSTNET CELL PHONES	232.33
BADGER METER	#80159711	792.3
BRICK GENTRY P.C.	VOLUNTEER WAIVER	280
CENTRAL IOWA SHORTLINE LLC	#31361-TEE POSTS	223.95
CENTRAL IOWA SHORTLINE LLC	#31228, 31691,31880,31804	340.96
CHEM-SULT, INC	#14543	1,684.60
CITY OF AMES	RESOURCE RECOVERY	4,510.00
CONSUMERS ENERGY	RCH ELECTRIC	41
DEMCO	BOOK JACKETS	87.92
DIAMOND VOGEL	#203286290-CHURCH STAND	874.51
DIAMOND VOGEL	LIBRARY PAINT	40.19
DIAMOND VOGEL	#203286547 & 203286234	10.45
IOWA DEP OF NATURAL RESOURCES	2025 PUBLIC WATER SUPPLY FEE	94.25
INDEPENDANT PUBLIC ADVISORS	QUARTERLY RETAINER SERVICES	2,000.00
IOWA FINANCE AUTHORITY	C1150G PRINCIPAL	81,670.00
IOWA LEAGUE OF CITIES	MAYOR DUES	30
IOWA LEAGUE OF CITIES	MEMBER DUES	886
IOWA PRISON INDUSTRIES	RESTRICTED & KEEP OUT SIGNS	440.32
IOWA REGIONAL UTILITIES ASSOC	rch water	406.88
IPERS	IPERS	2,386.04
LEXIPOL	EMS PLATFORM/MOBILE SOLUTIONS	458.8
LOGSDON'S GROCERY	TOWELS, SOAP, T-TISSUE	186.49
MAGUIRE	6 YR MAINTENANCE PLAN	12,983.91
MAXWELL STATE BANK	FED/FICA TAXES	4,106.15
MENARDS-AMES	#93615-LIBRARY RESTROOM REMDL	1,093.22
MEUSBURGER CONSTRUCTION, INC	NEW FRONT DOOR FOR LIBRARY	3,234.29
MICROBAC LABORATORIES	TESTING WASTEWATER	478
MICROBAC LABORATORIES	KEYSTONE INC	565.5
MOMAR	ECOLENE 4/1 GL	175.28
NEW CENTURY FS	MONTHLY GAS & DIESEL	1,699.75
NEW CENTURY FS	DIESEL & GAS	1,248.35
P & P SMALL ENGINES INC	BELT, SPINDLE ASSEMBLY & DIPSTK	400.97
POLK COUNTY FIRE CHIEF ASSOC	2024 DUES	25
POMP'S TIRE SERVICE, INC	FIX TIRE ON GMC	185
MAXWELL POST OFFICE	PO BOX RENTAL	84

PRATT SANITATION INC	MONTHLY GARBAGE	5,320.54
PRATT SANITATION INC	MONTHLY GARBAGE & CLEAN-UP DAY	6,695.66
RACOM CORPORATION	RADIO MAINTENANCE	3,270.93
SAFE BUILDING LLC	4 BUILDING PERMITS	428.63
SAFE BUILDING LLC	PERMITS	1,013.37
SNYDER & ASSOCIATES	119.026501A-10 & 11	6,490.00
SNYDER & ASSOCIATES	#123.0441.01A-4 & 5	14,001.77
STORY COUNTY TREASURER	LAW ENFORCEMENT FY24/25 QTR 1	14,703.94
TALEWISE	SUMMER READING PROGRAM	400
TOBY KLAUENBERG	SUMMER PROGRAM	390
TREASURER-STATE OF IOWA	STATE TAXES	2,170.40
U.S. BANK	BLADE SHARPENER & BALANCER	530.18
U.S. BANK	BATH & BEYOND- LIBRARY CHAIRS	1,063.05
WINDSTREAM	#091143516 TELEPHONE & INTERNE	222.53
Accounts Payable Total		191,503.67
Total Paid On: 6/12/24		7,394.64
Total Paid On: 6/26/24		6,269.26
Total Paid On: 7/10/24		6,476.15
Total Payroll Paid		20,140.05
***** REPORT TOTAL *****		211,643.72
GENERAL		75,381.39
ROAD USE TAX		2,836.59
DEBT SERVICE		81,670.00
CAPITAL PRJCT FUND - STRT		6,490.00
WATER		33,385.43
SEWER		11,880.31
TOTAL FUNDS		211,643.72

10. Adjourn. A motion to adjourn the meeting at 8:38 P.M. was moved by Philpott. Seconded by Jans. 5 ayes

THE NEXT REGULAR MEETING WILL BE AUGUST 7, 2024 AT 6:00 P.M.

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