

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
WEDNESDAY JUNE 5, 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: Wes Farrand & Rich Wehrman
3. A motion to approve the agenda was made by Gast. Jans seconded. 5 ayes.
4. Citizens Forum
 - a. Rich Wehrman- Rich was present to discuss several incidents where dogs came out of resident's yards to attack his dogs. Rich asked about the consequences and asked if letters could be sent out to the residents. Steve read the ordinances on dangerous and vicious animals. The clerk was instructed to send letters to the nuisance dogs.
5. Public Hearing
 - a. Adopt Plans, Specifications, Form Contract and Estimate of Cost for the Construction of the Baldwin Street Reconstruction Project – Gast moved to open to the public. Westendorf seconded. 5 ayes. 5 bids were received by the DOT from Reily Construction, Keller Excavating, Inc., Manatt's Inc., Con-struct, Inc., C.J. Moyna & Sons, LLC & Progressive Structures, LLC JV. Jans moved to close to the public. Miller seconded. 5 ayes. Gast moved to accept resolution 2024-10 A resolution Approving the Baldwin Street Bid Contract and Authorizing the Mayor to sign the Contract. Westendorf seconded. 5 ayes.
6. Departmental Reports
 - a. Sheriff – Story County Deputy was present to discuss the speed trailer reports.
 - b. Fire – Report on file.
 - c. EMS – Report on file.
 - d. Library – Report on file. Gast moved to appoint Jill Leonard to the Library Board with the approval of the Board of Supervisors. Miller seconded. 5 ayes
 - e. Works – Report on file. Discussion on types of manholes the city has.
 - f. City Clerk- Report on file.
 - g. Engineer – Report on file. Discussions on Baldwin St Project, Woodlawn Project, Rock Creek Development. bike trail, and water treatment plant. It was decided to have the public works director investigate a ridge that was formed in the north park that now allows water to back up onto a resident's property.
 - h. Parks & Open Spaces – Report on file. Updates on various tree projects, Paint Iowa Beautiful Grant and the trail were discussed.
7. Business
 - a. Discussion and Action on Tobacco Permit for Dollar General Store - Miller moved to approved Dollar General's tobacco license. Gast seconded. 4 ayes, 1 nay-Philpott. Vapor was not marked, Sue thought this might be a mistake. .
 - b. Discussion and Action on Bid for Ball Diamond Lights - Gast moved to hire Commonwealth Electric Company to repair the ball diamond lights for \$10,740 to be paid in the new fiscal year. Money will be transferred from the emergency fund. Miller seconded. 5 ayes.

- c. Discussion and Action on Bid for Gutters for Fire Station – Gast moved to move forward with the repair on the fire station gutters with the money from fire and ems budgets. Westendorf seconded. 5 ayes.
 - d. Discussion and Action on Parade Permit for Old Settlers. – After discussion on detour route, Gast moved to approve the parade permit. Jans seconded. 5 ayes.
 - e. Discussion and Action on Printer Rental Contract – Gast moved to approve a new printer for city hall. Jans seconded. 5 ayes.
 - f. Discussion and Action on Alcohol Licenses for Nik’s Tippy Trailers & Lucky Wife Wine Slushies – There was discussion on the address that needed to be used by the vendors on the licenses. Gast moved to approve the licenses with an address change to 101 Old Settlers Dr. Miller seconded. 5 ayes. The clerk was directed to contact Lauryn Myers with these changes.
 - g. Discussion and Action on Box Blade - Gast moved to approve the heavy-duty grader box for \$3584. Westendorf seconded. 5 ayes.
 - h. Discussion on assignments for Clean-up Day – Discussion on who would be available to help and take money at clean-up day. Dale will pick up a money box and receipt book. Residents can put charges on their water bill.
8. Council and Mayor Reports –
- a. Steve Gast – Steve discussed the map that he created to divide the city up into 6 areas. These areas will be assigned to council members and the mayor.
 - Area A: Dale Higgins / Ken Jans
 - Area B: Doug Miller / Joel Westendorf
 - Area C: Joel Westendorf / Steve Gast
 - Area D: Steve Gast / Doug Miller
 - Area E: Ken Jans / Sue Philpott
 - Area F: Sue Philpott / Dale Higgins
 Steve commented on the mowing at the cemetery and that it had a lot of tall weeds.
 - b. Sue Philpott – 1) Sue asked about insurance on different events and who was the carrier. Each event carries their own insurance. 2) Sue talked about the parking at the yard waste. The discussion was tabled until the June 18th meeting.
 - c. Joel Westendorf – 1) Joel talked about a conference for EMS that he attended. There is a video that he would like the council to watch that shows the shortfalls of the system. 2) Joel attended a training for a system for EMS and Fire 3) Joel has been researching security cameras for the city It was decided to put this item on the next regular session of city council on July 10th.
 - d. Doug Miller - Doug shared some numbers for a large payroll. He has some concerns about budget numbers if these types of payrolls continue to happen.
 - e. Ken Jans – 1) Ken asked about the 4 trees that were to be removed by Southern Accent Tree Service. 2) Ken thanked everyone that helped with the position of the trail.
 - f. Dale Higgins – Dale updated everyone on progressive the employee handbook.
9. Consent Agenda
- 1) Gast moved to approve April 22 & May 1, 2024 minutes. Doug seconded. 4 ayes 1-abstain.
 - 2) Gast moved to approve April 12, 2024 minutes. Philpott seconded. 3 ayes 2 abstain.

- 3) Gast moved to approve May 14, 2024 minutes. Philpott seconded. 4 ayes 1 abstain
- 4) Gast moved to approve May 22, 2024 minutes. Miller seconded. 3 ayes. 2 abstain
- 5) Gast moved to accept bills as presented. Jans seconded. 5 ayes.
- 6) Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	\$ 208.12
AFLAC	AFLAC CANCER	\$ 144.42
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 6,586.54
AMAZON CAPITAL SERVICES	#1N7R-QTWC-GFDF - BOOKS,DVDS	\$ 686.84
ANETTE SULT	LIBRARY ITEMS	\$ 37.93
AT&T MOBILITY	FIRSTNET CELL PHONES	\$ 232.33
BADGER METER	CELLULAR READS FOR METERS	\$ 396.15
BARCO MUNICIPAL PRODUCTS INC	TRAFFIC CONES, MINI LIGHT BAR	\$ 545.60
BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$ 113.32
BRICK GENTRY P.C.	LEGAL FEES	\$ 340.00
CARPET ONE FLOOR & HOME	CARPET TILE	\$ 322.47
CARRIE HEAPS	MILEAGE FOR BUDGET & BETTERMNT	\$ 25.46
CENTRAL IOWA DISTRIBUTING, INC	BLACK BAGS	\$ 409.00
CENTRAL IOWA SHORTLINE LLC	#30710 & 30740-HYDRANT,LEVER	\$ 591.90
CENTRAL IOWA SHORTLINE LLC	FLAG POLE REPAIR ITEMS	\$ 47.15
CHEM-SULT, INC	SODIUMHYPOCHLORITE	\$ 701.00
CONLEY'S TRUCKING	1' CLEAN/BEDDING	\$ 1,583.16
CONSUMERS ENERGY	RCH ELECTRIC	\$ 41.00
CYCLONE AWARDS & ENGRAVING	BETTERMENT AWARD & PLATE	\$ 26.00
IOWA ONE CALL	LOCATES	\$ 20.30
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$ 380.56
IPERS	IPERS	\$ 2,491.13
JOHN DEERE FINANCIAL	FUEL FILTER FOR MOWER	\$ 66.48
MATTHEWS WHITE PLUMBING	12596809-MAIN BREAK @ MAXWELL	\$ 3,535.10
MAXWELL STATE BANK	FED/FICA TAXES	\$ 4,012.52
MICROBAC LABORATORIES	TESTING	\$ 598.50
MUNICIPAL MANAGEMENT CORP	#1131 - ISOLATE EMERGENCY LEAK	\$ 1,400.00
NEW CENTURY FS	MONTHLY GAS & DIESEL	\$ 619.96
P & P SMALL ENGINES INC	PARTS FOR FERRIS MOWER	\$ 277.90
MAXWELL POST OFFICE	4 ROLLS OF STAMPS	\$ 272.00
PRATT SANITATION INC	MONTHLY GARBAGE	\$ 5,411.25
SAFE BUILDING LLC	PERMITS	\$ 637.46
SILVERSMITH DATA	GIS MAPPING	\$ 6,404.00
U.S. BANK	TIRE REPAIR,PLUGS, WINDSHIELD	\$ 548.01
USABlueBook	INV00348160-TESTING SUPPLIES	\$ 430.33
USABlueBook	COPORATION STOP	\$ 173.95
WINDSTREAM	#091143516-INTERNET	\$ 655.00

Accounts Payable Total	\$ 40,972.84
Total Paid On: 5/15/24	\$ 6,476.73
Total Paid On: 5/29/24	\$ 6,314.49
Total Payroll Paid	\$ 12,791.22
***** REPORT TOTAL *****	\$ 53,764.06

Expenses	May 2-June 4	
GENERAL		\$ 24,969.74
ROAD USE TAX		\$ 2,748.00
WATER		\$ 15,564.67
SEWER		\$ 10,481.65
TOTAL FUNDS		\$ 53,764.06

Revenues	May	
001 General		\$ 23,165.98
110 Road Use Tax		\$ 9,782.36
112 Employee Benefits		\$ 1,045.72
119 Emergency Funds		\$ 378.84
121 Local Option		\$ 12,688.42
200 Debt Service		\$ 4,476.95
600 Water		\$ 13,412.26
610 Sewer		\$ 25,916.47
TOTAL FUNDS		\$ 90,867.00

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 JULY 10, 2024 AT 6:00 P.M.

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