

CITY OF MAXWELL, IOWA  
MAXWELL CITY COUNCIL REGULAR MEETING  
WEDNESDAY APRIL 3, 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 Sue Philpott, Joel Westendorf, Doug Miller, & Ken Jans.  
Visitors: Lauryn Myers
3. A motion to move Departmental Reports after Business was made by Jans. Westendorf seconded. 4 ayes.
4. Citizens Forum
  - a. NA
5. Departmental Reports
  - a. Sheriff – Deputy Schroeder was present. Discussed writing tickets for nuisance and city ordinances.
6. Business
  - a. Discussion and Action on Market in the Park Items - Lauryn Myers was present to open communications between the Market in the Park and the City. They are holding the Market on the 2<sup>nd</sup> and 4<sup>th</sup> Sunday of the month. IT will be like previous years in layout and entertainment. The only change will be that the Whimsical Wine Trailer will be on the 4<sup>th</sup> Sunday of the month and a new vendor, Lucky Wife Slushies will be on the 2<sup>nd</sup> Sunday of the month.
  - b. Discussion and Action on Law Enforcement Contract - Joel & Doug discussed a meeting with the sheriff's department, Miller moved to authorize the mayor to sign the Law Enforcement Contract and to explore other options. Westendorf seconded. 4 ayes.
  - c. Discussion and Action on Setting Budget Hearing – Philpott moved to set a public hearing for the 2024/2025 Budget on April 22<sup>nd</sup>. Jans seconded. 4 ayes.
  - d. Discussion and Action on Dust Control. – Dust control was discussed for gravel roads within city limits. There was talk of seal coating these roads. A discussion would have to take place with Story County Secondary Roads as they own half the roads. Jans moved to use 2 applications on Myers Street and the 1<sup>st</sup> 400' of 660<sup>th</sup> St. and 1 application on South St. Westendorf seconded. 4 ayes.
  - e. Discussion and Action on Construction Easement – Miller moved to ask Snyder & Associates to cover negotiations for the easements for Baldwin St. Jans seconded. 4 ayes.
  - f. Discussion and Action on Shelter Updates – Jody Gast received a grant from Diamond Vogel for 6 gallons of paint for the park shelter. However, this is not enough paint. She is asking the city to cover the cost of additional paint and supplies. Jans moved to give up to 24 gallons of paint/primer for the project. Miller seconded. 4 ayes.
  - g. Discussion and Action on Cemetery Mowing Employee– Joel created an ad for the cemetery mowing position. Miller moved to post the advertisement with the deadline on April 22 at noon. Jans seconded. 4 ayes.
  - h. Discussion and Action on Yardwaste Burn site – The DNR is sending a letter to allow us to reopen the yard waste for burning. A policy needs to be set before opening to the public again. Philpott moved to set discuss policy at the April 11th workshop. Miller seconded. 4 ayes.

7. Departmental Reports

- b. Fire – Report on file.
- c. EMS – Report on file.
- d. Library – Report on file. The Spring Party and petting zoo went well. Looking for people to fill board positions.
- e. Public Works – Report on file. Discussion on new box scrapper.
- f. City Clerk- Report on file. Dale talked to the bond attorney about developers. He will be meeting with the developers on April 15<sup>th</sup>.
- g. Engineer – Report on file. Jans moved Snyder follow-up on easement language if necessary. Miller seconded. 4 ayes. Baldwin St Project has the final plans to the IDOT with bid 5/21/2024 bid letting.
- h. Parks & Open Spaces – 3 grants have been awarded. The 1<sup>st</sup> grant is from Alliant Energy to plant 12 trees. The 2<sup>nd</sup> grant is the Spring 2024 Community Forestry Grant to place trees at the south end of city park. The 3<sup>rd</sup> grant is from Paint Iowa Beautiful Grant. To update the paint, inside & out, for the “church stand” at city park. There will be an Arbor Day Celebration.

8. Council and Mayor Reports –

- a. Joel Westendorf – Joel is looking into the Water/Wastewater Assessment through the Federal Program. Joel asked about a city logo. He thought that the city could work with the school to see if the art students could design some logos, then the city could vote on it. Westendorf moved to contact the school to design a city logo. Jans seconded. 4 ayes. Joel talked about the newsletter from the school. He mentioned that there is public use for the weight room.
- b. Steve Gast – Steve sent an email outlining the new rates for water and sewer.
- c. Doug Miller – Doug mentioned a meeting for the visionary group. There will be a workshop on April 12<sup>th</sup> at 11:00a.m.
- d. Ken Jans – Ken has been working on a timecard worksheet. He was looking for input on it. He also mentions that the county shed on Metcalf was empty and was wondering if the city should investigate acquiring it.

9. Consent Agenda

- a. Miller moved to approve March 6, 2024 minutes. Jans seconded. 4 ayes. Jans moved to approve March 16<sup>th</sup>, 2024 minutes. Westendorf seconded. 3 ayes. 1 abstain-Philpott. Jans moved to accept bills as presented. Miller seconded. 4 ayes.
- b. Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	\$ 194.83
AFLAC	AFLAC CANCER	\$ 144.42
AHLERS & COONEY P.C.	bond research	\$ 1,204.50
ALLIANT ENERGY	MONTHLY UTILITY BILL	\$ 6,852.46
AMAZON CAPITAL SERVICES	#1PD1-QWXX-VVHC - DVD & CRAFTS	\$ 212.68
ANNA BALDWIN	MATERIALS FOR SPRING COOKIES	\$ 59.35
AT&T MOBILITY	FIRSTNET CELL PHONES	\$ 232.46
BADGER METER	CELLULAR READS FOR WATER METER	\$ 395.20
BOUND TREE MEDICAL LLC	SUPPLIES	\$ 437.24
BRICK GENTRY P.C.	CORRESPONDENCE & SEWER LINES	\$ 900.00

CALDWELL,BRIERLY,& CHALUPA LLC	210 RAILWAY DEED & RECORDING	\$	286.00
CARRIE HEAPS	MILEAGE FOR BUDGET AMENDMENT	\$	16.08
CENTRAL IOWA SHORTLINE LLC	#30018-PREMIX 50-1 FUEL	\$	11.99
CENTRAL IOWA SHORTLINE LLC	#30192-RUST-OLEUM JP YELLOW	\$	68.13
CHEM-SULT, INC	SODIUMHYPOCHLORITE	\$	634.40
COMMONWEALTH ELECTRIC COMPANY	WATER HEATER @ PARK	\$	1,031.19
CONSUMERS ENERGY	RCH ELECTRIC	\$	41.00
DOUG MILLER	RECORDING FEE FOR DNR AFFIDAVI	\$	122.00
FELD FIRE	BOOTS, GLOVES, NAME TAG	\$	1,608.00
GANNETT IOWA LOCALIQ	LEGALS-MINUTES	\$	766.85
IOWA ASSC OF MUNICIPAL UTILITY	24/25 WATER MEMBER DUES	\$	745.00
IOWA DEP OF REVENUE	SALES TAX JAN 2024	\$	108.64
IOWA DEP OF REVENUE	SALES FEB 2024	\$	99.23
IOWA DEP OF REVENUE	WET JAN 2024	\$	661.26
IOWA DEP OF REVENUE	WET FEB 2024	\$	613.58
IOWA REGIONAL UTILITIES ASSOC	RCH WATER	\$	297.84
IPERS	IPERS	\$	2,116.94
LOGAN CONTRACTORS SUPPLY, INC	WINTER POTHOLE PATCH	\$	896.00
MAXWELL STATE BANK	FED/FICA TAX	\$	3,238.43
MICROBAC LABORATORIES	WWTP & WATER TESTING	\$	482.00
MID-AMERICAN RESEARCH CHEMICAL	SUPER WIPE	\$	390.46
NANCY PRITCHARD	WEBSITE	\$	203.52
NEW CENTURY FS	DIESEL & GAS	\$	279.81
P & P SMALL ENGINES INC	MOWER, BLOWER,TRIMMER-CEMETERY	\$	17,538.98
PETTY CASH	WATERBILLS	\$	59.69
MAXWELL POST OFFICE	4 ROLLS OF STAMPS	\$	272.00
PRATT SANITATION INC	MONTHLY GARBAGE	\$	5,316.30
SAFE BUILDING LLC	2 BUILDING PERMITS	\$	315.30
SANDRY FIRE SUPPLY, LLC	AIR BOTTLES	\$	2,090.00
TREASURER-STATE OF IOWA	STATE TAXES	\$	1,783.48
U.S. BANK	FILES,PAPER,TIMECARDS	\$	458.41
WINDSTREAM	091143516-TELEPHONE & INTERNET	\$	588.17
Accounts Payable Total		\$	53,773.82
Total Paid On: 3/20/24		\$	5,169.04
Total Paid On: 4/03/24		\$	5,275.67
Total Payroll Paid		\$	10,444.71
***** REPORT TOTAL *****		\$	64,218.53
GENERAL		\$	44,966.30
ROAD USE TAX		\$	1,090.72
WATER		\$	8,323.93
SEWER		\$	9,837.58
TOTAL FUNDS		\$	64,218.53

Expenses	March 7-April 3	
GENERAL		\$ 44,966.30
ROAD USE TAX		\$ 1,090.72
WATER		\$ 8,323.93
SEWER		\$ 9,837.58
TOTAL FUNDS		\$ 64,218.53

Revenues	March	
001 General		\$ 28,685.73
110 Road Use Tax		\$ 7,004.02
112 Employee Benefits		\$ 629.05
119 Emergency Funds		\$ 227.89
121 Local Option		\$ 9,977.54
200 Debt Service		\$ 2,693.07
600 Water		\$ 17,102.42
610 Sewer		\$ 27,719.45
TOTAL FUNDS		\$ 94,039.17

10. Adjourn. A motion to adjourn the meeting at 8:12 P.M. was moved by Philpott. Seconded by Jans. 4 ayes

THE NEXT REGULAR MEETING WILL BE APRIL 3, 2024 AT 6:00 P.M.

ATTEST: \_\_\_\_\_, Clerk      \_\_\_\_\_, Mayor  
                    Deb Hayes                                      Dale Higgins