

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

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

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

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

7. Departmental Reports

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

8. Council and Mayor Reports –

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

9. Consent Agenda

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

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

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

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

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

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

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

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