

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, JULY 11, 2022, 6:30 P.M. CITY HALL

1. The meeting was called to order by Mayor Jameson Hudson at 6:30 P.M.
2. Roll call was answered by Steve Gast, Lauryn Myers, Meggen Lawrence, Doug Miller, and Ken Jans. Visitors: Mitzi DeGroot, Sue Philpott, Kelly Wierson, John Maxwell, and Brenda Peitzman.
3. A motion to approve to the agenda moving 9A after Business 7J was made by Gast. Myers seconded. 5 ayes.
4. Citizens Forum
 - a. Brenda Peitzman – Brenda is the school nurse. She is organizing a health color run partnering with Market in the Park Fall Festival. The run would start at 9:00 am with registration at 8:00 am. The council is requesting a change in the route.
 - b. Sue Philpott – Sue had several topics to discuss. 1) Sue asked when the minutes and bills were going to be on the website. They are already on there. 2) Sue asked what is needed if someone had a party with inflatables. The party would have to have insurance for the inflatables. 3) Sue asked if there was a building permit for the Freedom Rock Pavilion. Steve explained that one was not needed because they went through Safe Building to review the plans and the city does not need a building permit. There was some discussion on where the money from the pavilion came from.
 - c. John Maxwell - John was at weeding reception at the park on July 16th. There was a lot of negative and positive comments from people out of town. The positives were on how well the Freedom Rock Plaza looks. Negative comments were that the people in the town don't care about the looks of the town like they did in the past.
5. Department Reports
 - a. Sheriff Report – Deputy Lentz was present. Deputy Lentz is this year's liaison for the Sherriff's Office. They will be covering the 2 upcoming events. There was talk about the speed sign and where to put it next. Deputy Lentz will get the report for the council.
 - b. Fire – Written report on file.
 - c. EMS – Written report on file. EMS would like to get a IPAD for calls instead of filling out paper forms. Steve & Ken will set up a meeting with Scott Johnson to discuss concerns.
 - d. Library – No Report
 - e. Public Works – Written report on file. Tony reported that a bid of \$7,500 was put in for the work on the 2nd St. bridge. The council would like to see how much it would cost to add access ramps to the creek. It will be on the agenda next month. There was an open house for the WWTP to see the improvements on July 9th.
 - f. City Clerk – Written report on file. Sue Philpott would like to know who wrote the minutes as they were wrong but did wouldn't give examples on what was wrong.
 - g. Engineer's Report – Written report on file. 1) Baldwin St – Received official letter for STBG for \$240,000. Also working on CDBG Grant for water portion of project. Council will need to approve items for a CDBG Grant Administrator. 2) WWTP Improvements- Record drawings and manuals. 3) Woodlawn Storm Study- set date for public meeting on the project to get feedback. 4) HOI Trail Arch Bridge Erosion Repair- In process of

attempting to obtain quotations from contractors. 5) High Scholl Construction Observation – No follow-up site visit has been made.

- h. Parks and Open Spaces Board – Several items to be discussed at next Board meeting is Memorial Bench for Link Family & Electrical hook-ups for more camping. The lights at the south entrances waiting for an adaptor

6 Public Hearing

- a. NA.

7 Business

- a. Discussion and Action on the Closing of Trotter Blvd for Various Activities for Old Settlers & Maxwell State Bank – Lawrence moved to allow the closing of Trotter Blvd for activities for Old Settlers and Maxwell State Bank. Myers seconded. Discussion on when and what parts of Trotter Blvd will need to be closed. Gast motioned to amend the first motion by adding the following closures: on July 16th, from 1st St to 2nd St in front of the Freedom Rock Plaza, on Aug 5th, from 1st St to Bank driveway, on Aug 6th, from 1st St to 2nd St. Myers seconded 5 ayes. Vote on the 1st motion with the amendments of the second motion. 5 ayes.
- b. Discussion and Action on Truck Pull Contract – Jans moved to accept the truck pull contract. Lawrence seconded. Contract has not been approved by the attorney. Miller moved to amend the motion by adding the approval if city attorney approves contract. Gast seconded the amendment. 5 ayes. Vote on the amended motion. 5 ayes. .
- c. Discussion and Action on GIS Service for Water/Sewer – Gast moved to defer this item to a future date. Jans seconded. 5 ayes.
- d. Discussion and Action to Appoint Selection Review Committee for Baldwin St Reconstruction Water Main – Steve and Doug volunteered to be on the committee. They also recommended Tony for the committee. Myers moved to appoint Steve Gast, Doug Miller, and Tony Ness to the Selection Review Committee. Jans seconded. 5 ayes.
- e. Discussion and Action on Tornado Sirens – Aster having Electronic Engineering & Racom inspect the sirens for causes on not always working. They found that Maxwell was one of the last towns to be pages when Story County starts the process. The siren then shuts down before the page gets to it. Electronic Engineering is going to do some tests on it. This may leave buying a new receiver of a new siren, A new siren will cost tens of thousands of dollars. In the meantime, it is suggested that everyone sign up for E911.
- f. Discussion and Action on Resolution Transferring between Funds for Expenditures approved for the FY 2022 Budget. – Gast moved to approve Resolution Transferring between Funds for Expenditures approved for the FY 2022 Budget. Lawrence seconded. 5 ayes.
- g. Discussion and Action on Story County Communication –. Gast moved to send photos of parade, Freedom Rock, museum, football team and people in the park, then the board can pick the which photos to use. Lawrence seconded. 5 ayes.
- h. Discussion and Action to Approve New Member to Board of Adjustments/Planning & Zoning.– One person applied for the position. Miller moved to approve Joe Plansky to the Board of Adjustment and Planning and Zoning. Lawrence seconded. 5 ayes.
- i. Discussion and Action to Notify of Dead Trees in the Right of Way .– Steve read the tree ordinance and laid out his plan for removal of dead, dying or damaged

trees. He would like the city to solicit arborists to inspect trees in ROW, City Park, and other City Property as well as inspect private trees without entering the resident's property. The city would then publish on Facebook and with letter notifications on the various trees and how they must proceed. The city will take bids to remove the specified trees. Ken liked the idea but wanted to give everyone 90 days to remove the trees instead of 60 days. Gast moved to proceed with the plan allowing 90 days for removal. Jans seconded 5 ayes.

- j. Discussion and Action on Nuisance Properties – Updates were given on nuisance properties. Safe building will be contacted to inspect and give written report to the following address: 618 Metcalf St., 515 5th St., 521 5th St., 312 Maxwell St., and 523 Metcalf St. These reports will be used for further action.
 - k. Old Settlers Alcohol Permit. – Discussion on identifying the area in the park since there is no map of area used. Gast moved to issue permit subject to area for alcohol not exceeding the area designated to Market in Park. Miller seconded. 5 ayes,
9. Council and Mayor Reports –
- a. Steve Gast- When working at the Freedom Rock Plaza, Steve noticed a need for a water fountain for drinking and a water faucet for cleaning and watering. Council would like Public Works Director to research best place for both and get costs.
 - b. Lauryn Myers – 1) Lauryn investigated the allegations on June 6 by Renae Archer about a group not being able to rent the shelter for a picnic for to visit the museum. Lauryn talked to Pat Smit and Sharon Adams about the picnic, and they didn't know anything about it. Lauryn offered to change hours if the group would like to come back. She is also promoting the museum on the last Sunday of the month during Market in the Park and on Facebook. 2) Lauryn and Jameson are meeting Caleb Knutson from Mid-Iowa Planning Association on Aug. 15. They will be touring the town to see if there are any grants available for promoting the city.
 - c. Meggen Lawrence – Meggen talked asked about mowing letters. There were a few yards that needed taken care of. She suggested that the council members turn in yards in their areas to the clerk for letters that need to go out.
 - d. Doug Miller – Doug discussed Starlink that the finance committee was to research. Steve shared a spread sheet on the telephone costs of the city. There was discussion on some alternatives for phone and fax.
 - e. Ken Jans – 1) Ken asked about the bugs in the library. Did they get taken care of? 2) Ken talked about a city that put a flag up in every yard on July 4th. He is going to talk to the American Legion and get their thought.
 - f. Jameson Hudson – Jameson has talked to Scott Oakes again about the development. He has offered them the same offer of \$230,000 upfront and TIF Rebate. Scott would like to go with 1 acre lots with the option of cutting them back to ½ acre lots. Jameson has invited him to meet with the council.

10. Consent Agenda

- a. Gast moved to accept Consent Agenda. Jans seconded. 5 ayes.
June 6, 2022 minutes
Current Bills
- b. Bills presented were as follows:

| CLAIMS REPORT | | |
|---------------|-----------|--------|
| VENDOR | REFERENCE | AMOUNT |

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|-------------------------------|--------------------------------|-------------|
| ACCESS | MONTHLY PRINTER RENT | \$182.46 |
| AFLAC | AFLAC CANCER | \$340.29 |
| ALLIANT ENERGY | MONTHLY UTILITY BILL | \$7,876.41 |
| CASEY'S BUSINESS MASTERCARD | GAS | \$178.00 |
| CHRIS PITTS | calls & meetings | \$40.00 |
| CONSUMERS ENERGY | RCH ELECTRIC | \$52.00 |
| DAVE POMEROY | 6/20/2022 | \$2,700.00 |
| DAVE POMEROY | 6/27/2022 - CEMETERY MOWING | \$675.00 |
| DIAMOND VOGEL | YELLOW TRAFFIC PAINT | \$122.73 |
| EDISON LIGHTING SUPPLY & DIST | LIGHT BULBS | \$220.28 |
| FIRE SERVICE TRAINING BUREAU | HMAO & FF1 FOR CHRIS PITTS | \$100.00 |
| GAME TIME | REPLACEMENT TUBE | \$881.91 |
| DB IOWA HOLDINGS | BUDGET AMENDMENT | \$130.83 |
| INDEPENDANT PUBLIC ADVISORS | QUARTERLY RETAINER | \$2,000.00 |
| IOWA FINANCE AUTHORITY | SLIPLINING LOAN | \$11,670.00 |
| IOWA LEAGUE OF CITIES | MEMBER DUES 7/1/2022-6/30/2022 | \$822.00 |
| IOWA REGIONAL UTILITIES ASSOC | MONTHLY RCH WATER | \$331.18 |
| IPERS | IPERS | \$3,318.67 |
| ISU TREASURER'S OFFICE | INSECT ZOO PROGRAM MILEAGE | \$200.00 |
| JAMIE NESS | CALLS & MEETINGS | \$90.00 |
| JERICO SERVICES, INC | DUST CONTROL | \$3,349.13 |
| JERRY HOLS | CALLS & MEETINGS | \$85.00 |
| JODI HILL | CALLS & MEETINGS | \$20.00 |
| JOEL WESTENDORF | CALLS & TRAININGS | \$80.00 |
| KEYSTONE LABORATORIES INC | MONTHLY TESTING | \$2,025.00 |
| MAXWELL STATE BANK | FED/FICA TAX | \$4,983.41 |
| MID-IOWA PLANNING ALLIANCE | DUES FOR 1ST 15 MONTHS | \$161.00 |
| MIDWEST BREATHING AIR LLC | QAURTERLY AIR TEST | \$214.39 |
| MUNICIPAL MANAGEMENT CORP | SURVEY FOR LEAKS | \$400.00 |
| NEW CENTURY FS | LP GAS | \$1,831.94 |
| MAXWELL POST OFFICE | 2 ROLLS OF STAMPS | \$116.00 |
| MAXWELL POST OFFICE | POST OFFICE BOX 215 | \$72.00 |
| PRATT SANITATION INC | MONTHLY GARBAGE PICKUP | \$6,454.55 |
| RACOM CORPORATION | STORYCOM RADIO MAINT & SUPPORT | \$3,036.00 |
| RYAN LEWIS | CALLS & MEETINGS | \$150.00 |
| SAFE BUILDING LLC | #1517-FENCE,ELECTRIO, BUILDING | \$508.62 |
| SCOTT JOHNSON | CALLS & MEETING | \$180.00 |
| SHELBY PATTERSON | CALLS & MEETINGS | \$20.00 |
| SHELLY RICHARDSON | CALLS & MEETINGS | \$70.00 |
| SUSIE LIVESAY | CALLS & MEETINGS | \$70.00 |
| SYNCB/AMAZON | PRINTER | \$1,162.34 |
| TAWNIA LESLIE | CALLS & MEETINGS | \$90.00 |
| TONY NESS | CALLS & MEETINGS | \$100.00 |

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|--------------------------|--------------------------------|--------------|
| TREASURER-STATE OF IOWA | STATE TAXES | \$1,503.00 |
| U.S. BANK | MICROSOFT | \$314.46 |
| US CELLULAR | MONTHLY CELL PHONE | \$193.78 |
| USABlueBook | TESTING SUPPLIES | \$832.53 |
| WINDSTREAM | 091143516 TELEPHONE & INTERNET | \$705.70 |
| Accounts Payable Total | | \$60,660.61 |
| Total Paid On: 6/15/22 | | \$5,584.77 |
| Total Paid On: 6/29/22 | | \$5,706.11 |
| Total Payroll Paid | | \$11,290.88 |
| ***** REPORT TOTAL ***** | | \$71,951.49 |
| | | |
| Expenses By Fund | June 6-July 8 | |
| GENERAL | | \$38,358.72 |
| ROAD USE TAX | | \$3,926.96 |
| WATER | | \$6,757.24 |
| SEWER | | \$11,238.57 |
| SEWER LOANS | | \$11,670.00 |
| TOTAL FUNDS | | \$71,951.49 |
| | | |
| Revenues | June | |
| 001 General | | \$9,916.27 |
| 016 Washington Township | | \$14,526.01 |
| 110 Road Use Tax | | \$15,063.24 |
| 112 Employee Benefits | | \$209.50 |
| 119 Emergency Funds | | \$94.67 |
| 121 Local Option | | \$10,846.92 |
| 200 Debt Service | | \$1,137.50 |
| 600 Water | | \$89,791.14 |
| 610 Sewer | | \$25,143.42 |
| 612 WWTP Facility | | \$3,000.00 |
| 625 Sewer Loans | | \$15,500.00 |
| TOTAL FUNDS | | \$185,228.67 |

11. Adjourn. A motion to adjourn the meeting at 8:35 P.M. was moved by Lawrence. Seconded by Myers. 5 ayes

NEXT REGULAR MEETING WILL BE AUGUST 1, 2022 AT 6:30 P.M.
SPEXIAL MEETING JULY 27, 2022 at 6:00 P.m.

ATTEST: _____, Clerk _____, Mayor
 Deb Hayes Jameson Hudson