

CITY OF MAXWELL, IOWA
MAXWELL CITY COUNCIL REGULAR MEETING
MONDAY, JUNE 1, 2020, 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, Meggen Lawrence, Doug Miller. and Ken Jans. Visitors: Lauryn Myers and Wes Farrand.
3. A motion to approve the agenda was made by Gast. Miller seconded. 4 ayes.

A meeting of the Maxwell City Council was held June 1, 2020. To help stop the spread of the COVID-19 virus, this regular meeting of the Maxwell City Council was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. Therefore, only Mayor Hudson and City Clerk Deb Hayes were present at Maxwell City Hall at 107 Main St. The agenda and the City's social media had this message posted more than 24 hours in advance to give instructions on how others could participate in the meeting. Due to the COVID-19 crisis, the City of Maxwell will be holding this city council meeting electronically via a conference call. If you would like to participate, just before the meeting start time, you must call 844-855-4444 and enter this access code: 471070. Only staff are allowed in city hall

4. Citizens Forum
 - a. Lauryn Myers – Lauryn was present to investigate the alcohol license for the Whimsical Trailer. This license was approved with an address change and a change in the amount of days in the permit.
5. Department Reports
 - a. Sheriff – Written report on file.
 - b. Fire – Written report on file. New radios have been installed in all the trucks. Air-conditioning will be installed in the front area of the fire station soon.
 - c. EMS – Written Report on File. Mayor Hudson read the report.
 - d. Library – Written report on file. The Library is opened on Mondays and Thursdays by appointment only. They are working on a summer reading program.
 - e. Public Works – Written report on file. Water plant roof has been replaced. Parks are open.
 - f. City Clerk – Written report on file. City-wide Garage Sale was discussed and was decided to move ahead with the sales. Jameson decided to open city hall July 1st after sneeze guard, and barrier is installed with possible staff rearranging.
6. Public Hearings
 - a. Second Reading for an Ordinance Amending the Code of Ordinances, City of Maxwell, IA., Provisions Pertaining to Water Service Charges and Sewer Services Charges. Gast moved to open the public hearing. Jans seconded. 4 ayes. No Public comments. Jans moved to close the public hearing. Gast seconded. 4

eyes. Miller moved to approve the Second Reading and waive the Third Reading for an Ordinance Amending the Code of Ordinances, City of Maxwell, IA., Provisions Pertaining to Water Service Charges and Sewer Services Charges. Gast seconded. 4 ayes.

- b. Second Reading First Reading for an Ordinance Amending the Code of Ordinances, City of Maxwell, IA., by Amending Provisions Pertaining to Stop or Yield Signs Required, Water Rates and Solid Waste Control. Gast moved to open the public hearing. Jans seconded. 4 ayes. No Public comments. Gast moved to close the public hearing. Miller seconded. 4 ayes. Gast moved to approve the Second Reading and waive the Third Reading for an Ordinance Amending the Code of Ordinances, City of Maxwell, IA., by Amending Provisions Pertaining to Stop or Yield Signs Required, Water Rates and Solid Waste Control. Jans seconded. 4 ayes.

7. Business

- a. Motion to Approve Chicken Permit at 512 Maxwell St – Gast moved to approve the poultry permit subject to chickens not to roam at large. Lawrence seconded. 4 ayes.
- b. Presentation of Site Review Memo for Baldwin Street Rehabilitation. – Wes Farrand was present via teleconference to explain the next steps in the Baldwin Street Rehabilitation Project. The subgrade for that street is not good and needs to be redone. The council needs to look at steps going forward. There are 3 options. 1) Full road rehab. This is redoing subgrade and curb & gutter as well as street. The road should last 30-40 years with this option. Costs will be \$447,00-\$515,000. 2) Pavement inlay- Keep existing curbs and curb ramps and redo street. Costs are appr. \$507,00. This option sometime cost more than the 1st option because of being careful not to damage existing curbs. 3) Mill and overlay. – This is milling down the road and doing a 3-inch overlay. This option would last for 10-15 years. Cost would be \$264,000. Wes recommend going with option 1 as this would probably be the best for the money. Other option when doing the road is put in new water lines. The council will have to finance portion of the project before going forward with the next steps. Street committee needs to work on this for the next meeting.
- c. Council Action to Accept Appraisal Updates and/or Authorization to Issue Offer to Purchase at Council's Discretion –Gast moved to offer the new appraisal of \$7,900 to Sidwell for the easement through his land to the wastewater treatment plant. Lawrence seconded. 4 ayes. Doug would like to hear how much he would want for the whole acreage.
- d. Authorize Mayor to Sign Scope of Agreement with Ahlers & Cooney for Contract Proceedings for Public Improvement Projects – Gast moved to authorize the Mayor to sign Scope of Agreement with Ahlers & Cooney for Contract Proceedings for Public Improvement Projects. Miller seconded 4 ayes.
- e. Resolution Ordering Construction of the Wastewater Treatment Plant Improvements and Fixing a Date for Hearing Thereon and Taking Bids Therefor. – Gast moved to approve Resolution 2020-13- Resolution Ordering Construction of the Wastewater Treatment Plant Improvements and Fixing a Date for Hearing Thereon and Taking Bids Therefor with the placement of electronic meeting verbiage. Jans seconded. 4 ayes.

- f. A Resolution approving and authorizing a Form of Interim Loan and Disbursement agreement by and Between the City of Maxwell and the Iowa Finance Authority, and Authorizing and providing for the issuance and securing the payment of \$591,000 Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2020, of the City of Maxwell, Iowa, under the Provisions of the Code of Iowa , and Providing for a method of payment of said note. – Gast moved to approve Resolution 2020-14- A Resolution approving and authorizing a Form of Interim Loan and Disbursement agreement by and Between the City of Maxwell and the Iowa Finance Authority, and Authorizing and providing for the issuance and securing the payment of \$591,000 Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2020, of the City of Maxwell, Iowa, under the Provisions of the Code of Iowa , and Providing for a method of payment of said note. Jans seconded. 4 ayes.
- g. Tobacco and Alcohol License for Logsdon’s Grocery – Gast Moved to approve Tobacco and Alcohol License for Logsdon’s Grocery. Jans seconded. 4 ayes.
- h. Old Settler’s Parade Route – Gast moved to approve the road closures for the Old Settler’s parade. Miller seconded. 4 ayes.
- i. A Resolution establishing A Process for Approving the Planting of Street Trees. – Gast explained the need of having a policy in place for trees planted in the right of way. Miller moved to approve Resolution 2020-15- A Resolution establishing A Process for Approving the Planting of Street Trees with the date correction. Gast seconded. 4 ayes.
- j. A Resolution Approving the Transfer of Unspent Budget from the Fire, EMS, and Library Programs to their Respective Trust Funds – Gast moved to approve Resolution 2020-16 -Approving the Transfer of Unspent Budget from the Fire, EMS, and Library Programs to their Respective Trust Funds with the date change. Jans seconded. 4 ayes
- k. A Resolution transferring between funds for Expenditures Approved by the FY2020 Budget – Gast moved to approve Resolution 2020-17 transferring between funds for expenditures approved by the FY2020 Budget. Lawrence seconded with the date change. 4 ayes
- l. A Resolution Giving Budgeted Raises to Employees of the City - Gast moved to accept Resolution 2020-18 Giving Budgeted Raises to Employees of the City with the following changes vacate- vacant and removing the Assistant Public Works position. Miller seconded. 4 ayes
- m. Motion to Authorize for Mayor to Sign Storage Unit Contract. – Gast moved to enter a lease agreement and authorize the mayor to sign the agreement for a storage unit. Lawrence seconded. 4 ayes.
- n. A Resolution Approving Five Year Tax Abatement for Improvements to 616 3rd Street. – Gast moved to approve Resolution 2020-19 A Resolution Approving Five Year Tax Abatement for Improvements to 616 3rd Street. Jans seconded. 4 ayes. Occupancy Permit has been granted. Jameson will check on landscaping yard should be raked and seeded.
- o. Approval to Post for the Opening on the Planning and Zoning/Board of Adjustment Boards – Gast moved to post the position. Jans seconded. 4 ayes.
- p. Motion to Approve LL Pelling Co Proposal for 2020 Sealcoat Work. –. Gast stated that \$25,000-\$35,000 should be set aside for the Baldwin Street Project. Street Committee will get with Tony and cut the bid down to \$35,000.

- q. Discussion of and Ordinance Restricting Campers Located on Private Property. – After much discussion, it was decided that is a super majority could not decide on ordinance details that it should not be done.
 - r. Discussion and Action on Truck Replacement – It was decided that a new truck should be financed and paid out of General, Road, Water & Sewer Funds. Jameson will investigate some competitive loans. Gast moved to proceed the proposal and authorize the mayor to sign an agreement. Jans seconded. 4 ayes. Jameson is to report to the council at the next meeting.
 - s. Action and Discussion of Condemnation or 609 Main St. – There have been complaints about opossums and cats coming out of the building at 609 Main St. It is unsightly and debris blows into the neighbor’s yards. Gast moved to proceed with the 1st steps for abandoned property. Jans seconded. 4 ayes.
8. Council and Mayor Reports –
- a. Covid-19 – City Hall is closed until July 1st. Dee’s desk will be moved to the SE Corner of the office. Playgrounds and Parks are open. Steve talked to the Rodeo Committee and they are going forward with the rodeo. Old Settlers Committee is going forward with this year’s celebration.
 - b. Complaints – 1) Complaint about 1400 Rock Creek Dr. The complaint was that there were too many dogs and chickens. Steve suggested that Tony go out and verify that there are too many animals. 2) A complaint about a black dog with a red collar is running loose and harassing other dogs. It was on Facebook that it had disappeared and has been found. 3) The resident at 415 Baldwin St. is not mowing a strip of grass. It is getting long. Paul Ness talked to the resident and it has now been mowed.
 - c. Doug Miller – 1) With the water problems that the city has, Doug would like building sizes and impervious coverages revisited. Gast moved to have Planning & Zoning Board look at the definition of Impervious Coverage and make a recommendation to the city council. Doug seconded. 4 ayes.
 - d. Jameson Hudson –1) Lauryn Myers Farmers Market has a good showing of Vendors. There has been 1 complaint and it went through the Dept of Human Services. They are keeping a watch on the complaint. 2) Jameson would like to say congratulations to the Softball and baseball teams to be the first in the state and nation to hold practice.

9. Consent Agenda

- 1) Gast moved to accept the May 4th, 2020 minutes, 4 ayes.
- 2) Bills presented were as follows:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS	MONTHLY PRINTER RENT	289.27
AFLAC	AFLAC CANCER	252.48
ALLIANT ENERGY	MONTHLY UTILITY BILL	5,005.54
BADGER METER	cellular reads for water meter	344.43
BANLEACO	OVERAGES	73.47
CALDWELL,BRIERLY,& CHALUPA LLC	INSURANCE FOR FARMERS MARKET	90
CASEY’S BUSINESS MASTERCARD	MONTHLY GAS & DIESEL	482.21
CENTRAL IOWA SHORTLINE LLC	GRASS SEED,SINK ASSEMBLY	504.46
CHITTY GARBAGE SERVICE	MONTHLY GARBAGE	4,304.26

CONSUMERS ENERGY	RCH ELECTRIC	52
DAVE POMEROY	CEMETERY MOWING	600
DAVE POMEROY	5/6/2020-CEMTERY MOWING	1,200.00
DEE GIBBS	HAND SANITIZER & DISINFECT WPE	48.07
EMERGENCY MEDICAL PRODUCTS	GLOVES	65.95
EMERGENCY MEDICAL PRODUCTS	PARTIAL NON-REBREATHER MASK	82.5
FELD FIRE	#0364924-STRAPS,LIGHT,FITTING	786.35
GOOD HOUSEKEEPING	MAGAZINE SUBSCRIPTION-LIBRARY	12.81
IOWA FIREFIGHTERS ASSOCIATION	20 MEMBERS DUES	260
IOWA REGIONAL UTILITIES ASSOC	WATER USAGE DURING TOWER CLNG	766.7
IOWA REGIONAL UTILITIES ASSOC	RCH MONTHLY WATER	634.64
IPERS	IPERS	1,531.35
KEYSTONE LABORATORIES INC	#1D02847=SOLIDS,BOD,NITROGEN	247.2
KEYSTONE LABORATORIES INC	#1D03458-SOLIDS, BOD, NITROGEN	202.5
LOGSDON'S GROCERY	WATER,T-TISSUE,SOAP,TOWELS	75.01
MAXWELL STATE BANK	FED/FICA TAX	2,592.98
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	178.75
MUNICIPAL MANAGEMENT CORP	LEAK DETECTION	400
MYERS CONCRETE CONST	3 STR PATCHES & 1 DRIVEWAY PAT	3,500.00
NEVADA MONUMENT CO	MOVE HEADSTONE DUE TO ERROR	825
PETTY CASH	POSTAGE FOR DOG TAGS	9.1
MAXWELL POST OFFICE	WATER BILL POSTAGE	300
MAXWELL POST OFFICE	STAMPS	110
RACOM CORPORATION	BELT CLIPS FOR RADIOS	315
SAFE BUILDING COMPLIANCE & TEC	BUILDING,FENCE & ELECTRIC PRMT	648.97
SINCLAIR CONSTRUCTION	RELACE ROOF OF WATER PLANT	5,435.00
SNYDER & ASSOCIATES	119.0266.01-11-WWTP IMPROVEMNT	11,033.00
STAPLES CREDIT PLAN	PAPER	191.74
SYNCB/AMAZON	DVDS, BOOKS	553.14
TODD WHITE PLUMBING	REPLACE 5 & 1 NEW WATER VALVES	17,548.85
TODD WHITE PLUMBING	CABLE THROUGH STORM SEWER	1,342.50
U.S. BANK	FREECONFERENCE CALL	48.45
US CELLULAR	MONTHLY CELL PHONE	203.77
Accounts Payable Total		63,147.45
Total Paid On: 5/06/20		4,325.83
Total Paid On: 5/20/20		4,524.78
Total Payroll Paid		8,850.61
***** REPORT TOTAL *****		71,998.06
Expenses by Fund	May 5, 2020-May 29, 2020	
GENERAL		21,205.95
ROAD USE TAX		1,715.38
CAPITAL PRJCT FUND - STRT		1,350.00
WATER		32,762.19

SEWER	5,607.54
WWTP FACILITY	9,357.00
TOTAL FUNDS	71,998.06

Revenue by Fund	May-20	
001 General		\$ 24,101.64
110 Road Use Tax		\$ 8,684.36
112 Employee Benefits		\$ 771.73
119 Emergency Fund		\$ 79.19
121 Local Option		\$ 10,023.21
600 Water		\$ 11,071.94
610 Sewer		\$ 13,407.85
Total Revenue		\$ 68,139.92

10. A motion to adjourn the meeting at 8:45 PM was moved by Gast. Seconded by Lawrence. 4 ayes.

11.

NEXT REGULAR MEETING WILL BE JULY 6, 2020 AT 6:30 PM

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