

## HUBBARD COUNCIL MINUTES

October 10, 2022 - 6:00 P.M.

The Hubbard City Council met in regular session in Council Chambers with Mayor Marshall Simmerman presiding and the following Council members present: Randy Smuck, Tracy Below, Chad Ball & Scott Cross. Absent: Wes Kix

**APPROVAL OF AGENDA**-Motion by Smuck, seconded by Ball to approve the agenda. AMVA. (All members voted aye).

**CONSENT AGENDA**-Motion by Smuck, seconded by Cross that the following items on the Consent Agenda be approved: Minutes of the September 12th regular meeting, bills as presented, Clerk's Financial Report. AMVA.

**RESOLUTION #728**- *A Resolution Naming Depositories*. Motion by Smuck, seconded by Ball to authorize City Clerk/Treasurer to deposit City funds in amounts not to exceed \$6,000,000.00. Roll: Ayes – Smuck, Ball, Below, Cross. Absent: Kix

**RESOLUTION #729**-*Resolution to Approve Opening of a Money Market Account for Hubbard Swimming Pool Construction Funds*. Motion by Ball, seconded by Cross to approve Resolution #729. Roll: Ayes – Smuck, Ball, Below, Cross. Absent: Kix

**RESOLUTION #730**- *A Resolution Approving Transfer of Swimming Pool Funds from Security State Bank Checking Account to Security State Bank Money Market Account*. Motion by Smuck, seconded by Cross to approve transfer. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

**RESOLUTION #731** – *Resolution Approving and Authorizing Execution of a Development Agreement by and between the City of Hubbard and J7J, Inc (213 E. Maple Street Property)*. Motion by Cross, seconded by Ball to approve development agreement. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

**RESOLUTION #732**- *Resolution Approving Wage Increase for City Clerk*. Motion by Cross, seconded by Smuck to approve \$1.00 per hour wage increase for completion of training. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

**RESOLUTION #733** – *Resolution Setting Dog License Fees Effective January 1, 2023*. Motion by Ball, seconded by Below to approve dog license fee \$10.00 per dog. Roll: Ayes – Smuck, Ball, Below, Cross. Absent: Kix

**ORDINANCE #394** – *An ordinance amending the Code of Ordinances of the City of Hubbard, Iowa, by adding a new chapter Dog License Required*. Motion by Below, seconded by Cross to approve second reading of Ordinance #394. Roll: Ayes – Smuck, Ball, Below, Cross. Absent: Kix. This ordinance adds the requirement to license all dogs within the city limits. Motion by Below, seconded by Ball to waive third reading and adopt Ordinance #394. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

**ORDINANCE #395** – *An ordinance amending the Code of Ordinances of the City of Hubbard, Iowa, by amending and adding new sections At Large Prohibited and Invisible Dog Fence*. Motion by Cross, seconded by Below to approve second reading of Ordinance #395. Roll: Ayes- Smuck, Ball, Below, Cross. Absent: Kix. Motion by Ball, seconded by Below to waive third reading and adopt Ordinance #395. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

**COMMITTEE REPORTS**- Chad reported recycling in Hubbard is good. Census numbers are down in the county and may need to reassess per capita rates.

Randy reported the Fire Department's John Deere Gator has been delivered, waiting on the tank. No report for HCEM or Ambulance.

Tracy reported installation of bathroom doors will be done next spring.

Clerk reported that she has completed Municipal Professional Institute and will be attending IMFOA Conference October 19-20.

No Mayor report.

**UNFINISHED BUSINESS**- Demolition of the old pool is complete. Grading for the new pool has started. It was discovered that a new sanitary sewer line and storm sewer will need to be replaced. Mayor attended two Iowa Economic Development Authority meeting, presenting the pool project for the Community Attraction and Tourism Grant, the City was awarded \$500,000. While this is a huge step in the fundraising campaign, fundraising will need to continue to cover unexpected expenditures.

Motion by Ball, seconded by Below to approve bids from First Class Signs \$5940.00 and Next Generation Buildings \$5645.00 for Shortcut to Hubbard sign and installation.

Mayor and Public Works will be marking Ash Trees that to be removed.

**NEW BUSINESS**- Larry Pump reviewed audit exam findings for FY2021 which is required by law if city's budget is over \$1,000,000 in expenses due to city's capital projects. Larry stated that there were no incidents of impropriety found. There were 6 entries reported, one removed from the prior year. A news release of the Annual Exam will be published in the Signal-Review and audit report will be posted on the State Auditor's website. Motion by Ball, seconded by Below to approve Larry Pump's Annual Exam report. Roll: Ayes – Smuck, Ball, Below, Cross. Absent: Kix

Motion made by Ball, seconded by Smuck to approve the FY2022 Annual Financial Report. Roll: Ayes – Below, Ball, Smuck, Cross. Absent: Kix

Council discussed nuisance properties with a focus to get properties cleaned up. Nuisances discussed were grass and weeds, junk in front and back yards, junk vehicles, and campers. Council will assist in determining properties in violation of Code of Ordinances. Council recommended involving city attorney and issuing citations for those property owners who fail to comply.

Motion by Cross, seconded by Ball to approve pay request #2 to Woodruff Construction, LLC for pool \$240,163.91.

Council reviewed Hubbard Employee Handbook 2022.

Andrew Inhelder with MSA Professional Services confirmed the Water Main Extension project is complete. There is straw matting that will remain, the netting is biodegradable. Motion by Ball, seconded by Smuck to approve acceptance of work and final completion of Water Main Extension 2021. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

Motion by Cross, seconded by Below to approve final pay request #2 to Mainline Construction for Water Main Extension 2021 \$10,594.00. Roll: Ayes – Ball, Smuck, Cross, Below. Absent: Kix.

Council reviewed legislative changes to the Code of Ordinances. Motion by Below, seconded by Smuck to approve Iowa Codification's estimate \$1880.00 to update Code of Ordinances. Roll: Ayes – Cross, Below, Ball, Smuck. Absent: Kix.

**ADJOURNMENT**-Motion by Below, seconded by Smuck that the meeting be adjourned at 7:42 p.m. AMVA.

Attest: \_\_\_\_\_  
City Clerk

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Mayor