

HUBBARD COUNCIL MINUTES

June 9, 2025 - 6:00 P.M.

The Hubbard City Council met in regular session in Council Chambers with Mayor Lance Below presiding and the following Council members present in person: Adan Reischauer, Chad Ball, Mitchell Paxton, and Scott Cross. Absent: Tracey Rieks.

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

CONSENT AGENDA-Motion by Cross, seconded by Ball the following items on the Consent Agenda be approved: Minutes of the May 12th regular meeting and May 20th special meeting minutes, bills as presented, & Clerk's Financial Report, and Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Hometown Grocery, Casey's General Store, & Dollar General. AMVA

CITIZEN'S OPPORTUNITY TO ADDRESS COUNCIL Sybil Below, Pool Manager, spoke on possible pool hour changes, rule enforcement, and swimming lessons.

READING OF ORDINANCE – possible waiving of 2nd & 3rd reading and approval. Ordinance #409. *An ordinance amending to Code of Ordinances for the City of Hubbard, Iowa by amending Chapter 136 (Sidewalk Regulations).* Motion by Cross, seconded by Reischauer to approve the 1st reading. Roll: Paxton, Cross, Reischauer, Ball. Absent: Rieks. Motion by Ball, seconded by Cross to waive the 2nd & 3rd readings and approve Ordinance #409. Roll: Ayes- Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #848 – *A Resolution Approving Transfer from Security State Bank Library Endowment Earnings Savings Account to Security State Bank Checking Account.* Motion by Cross, seconded by Ball to approve transfer. Roll: Ayes- Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #849 – *A Resolution Approving Transfer Swimming Pool Funds from Security State Bank Money Market Account to Security State Bank Checking Account.* Motion by Cross, seconded by Reischauer to approve transfer Roll: Ayes- Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #850 – *Approving Transfer from Emergency Fund to General Fund.* Motion by Cross, seconded by Ball to approve transfer. Roll: Ayes- Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #851- *Approving Transfer Franchise Fee from General Fund to General Fund Subaccount.* Motion by Cross, seconded by Reischauer to approve transfer. Roll: Ayes- Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #852 – *Establishing a Sidewalk Improvement Program.* Motion by Ball, seconded by Reischauer to approve program. Roll: Ayes- Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #853 – *Authorizing the Transfer for Tax Increment Financing (TIF) Funds to the Water Fund for Repayment of Water Infrastructure Interloan for the J&T Water Main Extension Project.* Motion by Reischauer, seconded by Cross to approve transfer. Roll: Paxton, Cross, Reischauer, Ball. Absent: Rieks.

RESOLUTION #854 – *Authorizing City Clerk to Write Off Uncollectible Utility Balances to Bad Debt.* Motion by Reischauer, seconded by Cross to approve write off. Roll: Paxton, Cross, Reischauer, Ball. Absent: Rieks.

BUSINESS- Received one bid for replacing city hall roof from Sterns Construction \$20,500. Motion by Cross, seconded by Ball to approve bid. Roll: Ayes- Paxton, Cross, Ball. Reischauer abstained due to conflict of interest. Absent: Rieks. The Council reviewed the 28E agreement with Hardin County Solid Waste, with Reischauer presenting FY24 data outlining the county's overall performance and Hubbard's role in the recycling program. Over the years, recycling participation in Hubbard and neighboring communities has steadily declined. In response, the Council proposed forming a committee to assess the program's continued viability and explore potential alternative solutions. Received three sealed bids from Manatts Inc. \$81,511.00, Heartland Asphalt, Inc. - \$78,128.72, and Blacktop Service Co. - \$64,041.66. Motion by Cross, seconded by Ball to approve Blacktop Service Co bid. Roll: Paxton, Cross, Reischauer, Ball. Absent: Rieks. Council discussed hiring for a part time public works position. Motion by Reischauer, seconded by Cross to approve final payment to SAM for GIS Mapping services \$8,955.48. AMVA. Council discussed library staff positions, no changes were made.

COMMITTEE REPORTS - No report for HCSW, or Park. Ball reported that medical equipment has been recertified, and ISICS radio will be installed in the ambulance soon. Fire Department is working on Hubbard Days fundraiser, all proceeds will go the HFD Foundation. Paxton reported that Thomas Craighton will be retiring this month, and paging system repairs are underway. Cross reported that the library director is resigning in July. Library Board has advertised the position and reviewing job responsibilities. Clerk reported that 23 nuisance abatements were sent in May. Each property owner was given thirty days to become complaint except for two, who were cited with dangerous building violations, ninety days. Thirteen properties were found to be in compliance, seven are non-compliant, and one will need to be served by the sheriff's department. Clerk is continuing to train on the new software system. Mayor reported that the pool has been repaired. It was found that the lines were plumbed incorrectly, and the contractor has taken full responsibility. Clean up day was a success, would like to consider making a few changes to the process for next year.

ADJOURNMENT-Motion by Paxton, seconded by Cross that the meeting be adjourned at 8:21 P.M. AMVA.

Mayor

Attest:

City Clerk