City of Van Meter, Iowa

City Council Minutes – 02-13-2023

1. The Van Meter City Council met for a regular council meeting on Monday, February 13, 2023, at VRC located at 910 Main St. Mayor Adams called the meeting to order at 7:00 pm. The following council members were present upon roll call: Joel Akers, Travis Brott, Joe Herman, and Lyn Lyon. Council member Blake Grolmus was absent.

Staff present: City Engineer Bob Veenstra, City Attorney John Fatino, Police Chief Mike Brown, Public Works Director Drew McCombs, Parks and Recreation Director Jay Olson, Deputy City Clerk Grace Grob, City Clerk Jessica Drake, and City Administrator Liz Faust.

1. Mayor Adams led the Pledge of Allegiance.
2. Introductions were made.
3. Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
4. Mayor Adams asked for a motion to approve the agenda. City Attorney Fatino noted that “Closed Session” is pursuant to Iowa Code Chapter 21.5(1)(.c). Brott moved, supported by Akers, to move agenda items #18 and #19 to items #8 and #9 and to approve the revised agenda. On roll call the votes were as follows: Akers -- YES; Brott – YES; Herman – YES; Lyon – YES
5. During the Citizen Hearing, Kate Lehmann of 28284 340th Trl, shared her concerns regarding increased traffic on 340th Trail during the construction of Liberty Ready Mix facility. Mayor Adams will speak to a Liberty Mix representative.
6. Mayor Adams asked for a motion to adopt the consent agenda. Councilman Lyon recused himself from the vote due to conflict of interest relating to item k) Resolution to change address for Van Meter Commercial Land, Plat 1, Lot 1 and assigning an address for Van Meter Commercial Land, Plat 1, Lot 2. Herman moved, supported by Brott, to approve the Consent Agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES.
	1. Minutes of the 01-09-2023 City Council Meeting
	2. Minutes of the 01-23-2023 City Council Meeting
	3. February Claims List

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| **CLAIMS REPORT** |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| ACCO  | WATER CHEMICALS  | 2,058.60 |
| ADT SECURITY SERVICES  | ALARM MONITORING SERVICE PLAN  | 167.68 |
| AFLAC  | AFLAC PRETAX  | 102.06 |
| AGSOURCE COOPERATIVE SERVICES  | WA/SW TESTING  | 92.25 |
| ALAN & JENNIFER WILLE  | REBATE PAYMENT PROP TAXES  | 4,165.43 |
| ALL AMERICAN TURF BEAUTY  | YEARLY CONTRACT  | 151.11 |
| AMAZON CAPITAL SERVICES  | LIBRARY PRINTER AND SUPPLIES  | 1,514.40 |
| AMERICAN UNDERGROUND SUPPLY  | STOCK  | 616.35 |
| ARNOLD MOTOR SUPPLY  | FD PRIMARY WIRES  | 145.33 |
| AT&T MOBILITY  | PD/FD PHONE SERVICE  | 240.75 |
| AXON ENTERPRISE INC  | TASER CERTIFICATION PLAN YR 4  | 1,987.20 |
| BAKER & TAYLOR  | LIBRARY  | 377.29 |
| BEDFORD PUBLIC LIBRARY  | NONRETURNED INTERLIBRARY LOAN  | 8.98 |
| BLUE SOMBRERRO  | REC FEES  | 3 |
| BOLTON & MENK INC  | GIS ADMIN  | 360 |
| CENTRAL PUMP & MOTOR  | REPLACEMENT PARTS FOR PUMPS  | 1,147.61 |
| CULLIGAN  | CITY HALL AUTO WA RENTAL  | 50.91 |
| DAVID & MARILYN ANDERSON  | REBATE PAYMENT PROP TAXES  | 4,766.09 |
| EARLHAM SAVINGS BANK  | EBANK EFT ACH FEES  | 25 |
| EFTPS  | FED/FICA TAX  | 5,518.90 |
| EFTPS  | FED/FICA TAX  | 4,747.78 |
| ELECTRIC PUMP  | BOOSTER STATION REPAIR  | 417 |
| ESRI INC  | ARCGIS ONLINE VIEWER ANNUAL  | 800 |
| FIRE SERVICE TRAINING BUREAU  | HMAO FOR CRAIG GREER  | 100 |
| FORTE  | POS CREDIT CARD PROCESSING  | 12.96 |
| FORTE  | WEB PROCESSING FEES  | 351.13 |
| GALLS LLC  | VMPD  | 130.35 |
| GATEHOUSE MEDIA IOWA  | ADVERTISING  | 245.54 |
| HEARTLAND COOP  | L.P.  | 408.1 |
| EMERGENCY SERVICE MARKETING CO | YEAR 5/5 SUBSCRIPTION  | 660 |
| IOWA CITY PUBLIC LIBRARY  | NON RETURNED INTERLIBRARY LOAN  | 17 |
| IOWA FIRE CHIEFS ASSOC  | DEPARTMENT - PAID IFA MEMBERS  | 272 |
| IOWA LEAGUE OF CITIES  | MUNICIPAL LEADERSHIP ACADEMY  | 80 |
| IOWA ONE CALL  | EMAIL LOCATES  | 50.6 |
| IPERS  | IPERS  | 3,604.70 |
| JESTER INSURANCE SERVICE  | ADD 2013 FIRETRUCK  | 413 |
| JUNGMANN CORPORATION  | FILL SAND - 305 HAZEL  | 852.13 |
| KONICA MINOLTA  | PRINTER QUARTERLLY INVOICE  | 130.22 |
| LASHIER GRAPHICS & SIGNS  | FIRE ENGINE DECALS  | 1,127.55 |
| LAURA KUNKEL  | CLEANING SERVICES  | 50 |
| LOWE'S  | GRAPHITE  | 352.55 |
| MATHESON TRI GAS INC  | OXYGEN  | 35.11 |
| MEDIACOM  | INTERNET SERVICES  | 296.9 |
| MIDAMERICAN ENERGY  | GAS/ELEC  | 2,731.30 |
| MUNICIPAL SUPPLY INC  | ADJUSTABLE WRENCH  | 200 |
| NICHOLS EQUIPMENT  | USED SET OF PALLET FORKS  | 900 |
| OVERDRIVE INC  | LIBRARY  | 348.47 |
| PATRICK TRIZILA  | PATRICK FUEL TO HUMBOLDT  | 20 |
| RANGEMASTERS TRAINING CTR  | PATRICK VEST  | 955 |
| S&H AUTO ELECTRIC  | ALTERNATOR  | 700 |
| SAFE BUILDING LLC  | BLDG INSPECT SERVICES  | 4,392.99 |
| SECRETARY OF STATE  | JESS NOTARY STAMP  | 30 |
| SOUTHERN IA COUNCIL OF GOV  | MEMBERSHIP DUES FY23  | 4,852.68 |
| SPEEDTECH LIGHTS INC  | LIGHTS FOR UTV  | 349.83 |
| STIVERS FORD  | TAHOE TIRE REPAIR  | 33.54 |
| TREAS - ST OF IA SALES TX  | SALES TAX 7/1-12/31/22  | 684.81 |
| TREAS - ST OF IA SALES TX  | DEC 22 WET  | 1,295.02 |
| TREAS - STATE OF IOWA W/H  | STATE TAX  | 701.82 |
| UNITYPOINT CLINIC  | M BROWN MRO SERVICE DOT  | 42 |
| UNPLUGGED WIRELESS  | BATTERY  | 300 |
| UPHDM OCCUPATIONAL MEDICINE  | MIKE/DREW TESTING  | 193 |
| US POSTMASTER  | UT BILLS/NEWSLETTERS  | 260.4 |
| US POSTMASTER  | STAMPS X 6 ROLLS  | 378 |
| VC3 INC  | IT N BOX  | 148.21 |
| VEENSTRA & KIMM INC  | WATER BOOSTER STATION - DM  | 2,656.27 |
| VERIZON WIRELESS  | CELL PHONE CHARGES  | 944.48 |
| VERIZON WIRELESS  | CELL PHONE CHARGES  | 721.59 |
| WASTE CONNECTIONS  | GARBAGE CONTRACT  | 23,634.16 |
| WELLS FARGO CC  | CREDIT CARD EXPENSES  | 384.76 |
| WELLS FARGO CC  | CREDIT CARD EXPENSES  | 500.6 |
| WHITFIELD & EDDY PLC  | LEGAL SERVICES  | 175 |
| WOODRUFF CONSTRUCTION  | WA BOOSTER ST - PMT 1  | 29,825.25 |
| **Accounts Payable Total**  |  | **117,012.74** |

* 1. January Financial Statements

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|  **FUND** | **RECEIVED** | **DISBURSED** |
| GENERAL | 84,954.62 | 86,099.68 |
| GAS/ELECTRIC FRANCHISE FEE | 16,702.73 | 0.00 |
| PARK OPERATIONS | 19,180.76 | 5,296.59 |
| ROAD USE TAX | 14,697.67 | 5,086.13 |
| EMPLOYEE BENEFITS | 328.25 | 7,748.76 |
| EMERGENCY FUND | 59.55 | 0.00 |
| LOCAL OPTION SALES TAX | 29,178.17 | 0.00 |
| TIF-CR ESTATE | 516.14 | 1,484.00 |
| LIBRARY TRUST FUND | 471.23 | 8,390.29 |
| DEBT SERVICE | 803.66 | 0.00 |
| TRINDLE CITY PROJECTS | 0.00 | 8,501.16 |
| CIP – CAPT IMPROV PROJE | 0.00 | 5,714.78 |
| CEMETARY – PERPETUAL CARE | 150.00 | 0.00 |
| WATER | 31,716.00 | 19,367.91 |
| SEWER | 21,727.37 | 12,726.84 |
| **\*\*\*\*\*REPORT TOTAL\*\*\*\*\*** | **220,486.15** | **160,416.14** |

* 1. Resolution 2023-11 Appointment to Planning and Zoning - Feldman
	2. Resolution 2023-12 Appointment of Fire Dept Members – Oelke and Latare
	3. Resolution 2023-13 Amending City’s Bank Signatory List
	4. Resolution 2023-14 Transfer Funds
	5. Resolution 2023-15 Participate in Planning and Development Programs of SICOG
	6. Resolution 2023-16 Approving Contract and Bond for Water Booster Station
	7. Resolution 2023-17 Change and Set Address for Van Meter Commercial Land Plat 1, Lot 1 and Lot 2
	8. Revised Library Budget – FY23 – For Information
	9. Employee Wage Report
1. Residents Steffany and Shawn Warren presented their request for additional livestock (up to 12 chickens, no roosters) at their residence within the city limits of Van Meter. Akers moved, supported by Herman, to approve the request for additional livestock. On roll call the votes were as follows: Akers– YES; Brott – NO; Herman – YES; Lyon -- NO. The matter is tabled until the regular business meeting to be held on March 20, 2023.
2. Residents Tracy and Abby Patterson presented their request for livestock (12 chickens, no roosters) at their residence within the city limits of Van Meter. Council discussion was held resulting in a consensus to stay in line with approval of 6 chickens as previously approved for a different resident in Resolution 2021-46. Lyon moved, supported by Brott, to adopt Resolution 2023-25 to Approve Request by Tracy and Abby Patterson for Livestock (6 chickens, no roosters). On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
3. Mayor Adams opened the public hearing on FY24 Maximum Property Tax Dollars. No public comments were received prior to or during the hearing. Mayor Adams closed the public hearing.
4. Resolution 2023-18 to Approve the FY24 Maximum Property Tax Dollars was introduced. Brott moved, supported by Herman to adopt Resolution 2023-18 to Approve the FY24 Maximum Property Tax Dollars. On roll call the votes were as follows: Akers—YES; Brott – YES; Herman – YES; Lyon – YES.
5. Council discussion was held regarding assignments to CY23 committees and liaisons.

***Finance Committee*** *– Akers and Grolmus* ***Public Safety Committee*** *– Lyon and Grolmus*

***Public Works Committee*** *– Brott and Herman* ***Economic Development*** *– Lyon and Herman*

***Policy Review Committee*** *– Brott and Akers* ***Library Liaison*** *- Herman*

Herman moved; supported by Lyon to approve Resolution 2023-19 to Make Appointments to Council Committees and Board Liaisons for CY23. On roll call the votes were as follows: Akers—YES; Brott – YES; Herman – YES; Lyon – YES.

1. Lyon moved to adopt Resolution 2023-20 to Purchase a fully outfitted 2023 Chevrolet Tahoe for Police Use in the amount of $74,948.60, supported by Herman. On roll call the votes were as follows: Akers—YES; Brott – YES; Herman – YES; Lyon – YES.
2. Akers moved, supported by Brott to approve the Final Plat for Van Meter Commercial Land, Plat 1. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – ABSTAIN.
3. Resolution 2023-21 to set a public hearing regarding the Ordinance Amending Section 106.08 of the Code of Ordinances of the City of Van Meter – Fee Collection of Solid Waste – Rate Change was introduced. Herman moved, supported by Lyon, to set the public hearing for the next regular business meeting on Monday, March 20, 2023 at 7:00pm at the Veterans Reception Center. On roll call votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
4. Council discussion was held regarding the purchase and placement of traffic signage at the intersection of F90 and R16. Lyon moved, supported by Herman, to adopt Resolution 2023-22 to Purchase and Place Traffic Control Signage at the intersection of F90 and R16. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
5. Council discussion was held regarding the placement of two additional stop signs at the intersection of Grant Street and West Street creating a 4 way stop near the pocket park. Additional discussion was held to add a permanent “No Parking” sign on Wilson Street. Herman moved, supported by Lyon, to approve Resolution 2023-23 to Place Traffic Control Signage at the intersection of Grant Street and West Street. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES. Herman moved, supported by Lyon, to adopt Resolution 2023-24 to Purchase and Place Traffic Control Signage on Wilson Street. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
6. Council discussion was held regarding a request from VMCDC regarding use of a Clothing and Shoes Recycling Bin for fundraising efforts. Akers moved, supported by Herman, to approve the request to place and use the Clothing and Shoes Recycling Bin. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
7. Mayor Adams lead a discussion regarding the possibility of up to two (2) council members attending the Greater Des Moines Partnership DMDC 2023 trip to Washington D.C.
8. Reports by staff were given. Public Works Director McCombs provided information on a new radio read system that he has researched and hopes to implement in the near future.
9. Lyon moved; supported by Herman to enter closed session pursuant to Iowa Code Chapter 21.5(1)(.c). On roll call the votes were as follows: Akers—YES; Brott – YES; Herman – YES; Lyon – YES. Closed session was entered at 8:28pm. Herman moved; supported by Akers to exit closed session. On roll call the votes were as follows: Akers—YES; Brott – YES; Herman – YES; Lyon – YES. Closed session was closed at 9:06pm.
10. Herman moved; supported by Akers to authorize Mayor Adams to sign the settlement agreement upon the change to section (g) by the City Attorney John Fatino. On roll call the votes were as follows: Akers – YES; Brott – NO; Herman – YES; Lyon – YES.
11. Lyon moved; supported by Akers, to adjourn the meeting. Motion carried unanimously. Mayor Adams adjourned the meeting at 9:07pm.



