

- 1) The Van Meter City Council met for a regular council meeting on Monday, August 14, 2023, at the 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, Blake Grolmus, Joe Herman, and Lyn Lyon.  
 Staff present: City Attorney Fatino, City Engineer Veenstra, Police Chief Mike Brown, Public Works Director Drew McCombs, Library Director Jonatha Basye, City Clerk Jessica Drake, and City Administrator Liz Faust.  
 Public present: Rona Jacobs, Abby Duncan, Krystle Mohr, Ben Clark, Tom Wittman, and Steve Skinner.
- 2) Mayor Adams led the Pledge of Allegiance.
- 3) Introductions were made.
- 4) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 5) Lyon moved, supported by Herman, to approve the agenda. On roll call the votes were as follows: Akers -- YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon - YES.
- 6) During the Citizen Hearing, no one addressed the Council.
- 7) Mayor Adams asked for a motion to adopt the consent agenda which included the following: Grolmus moved, supported by Lyon, to approve the Consent Agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
  - a. Minutes of the July 10, 2023 Regular Meeting
  - b. Minutes of the July 24, 2023 Special Meeting
  - c. Minutes of the August 2, 2023 Special Meeting
  - d. August Claims List

**CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ACCO	WATER CHEMICALS	\$1,123.70
ACCUJET LLC	JULY CLEAN OUT	\$860.87
AFLAC	AFLAC PRETAX	\$102.06
AGSOURCE COOPERATIVE SERVICES	WATER PUBLIC DRINKING	\$257.75
ALL AMERICAN TURF BEAUTY	TOTAL VEGETATION CONTROL	\$150.00
AMAZON CAPITAL SERVICES	JULY PURCHASES	\$1,196.04
ARNOLD MOTOR SUPPLY	POLICE FIRE EXTINGUISHER	\$166.17
AT&T MOBILITY	PD/FD PHONE SERVICE	\$281.73
BASE	AUG/SEPT FSA ADMIN FEE	\$60.00
BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$1,214.99
CULLIGAN	CITY HALL WATER COOLER RENTAL	\$95.07
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	\$781.50
DAN VAN LANGEN	JUNE/JULY/AUG OPERATOR BY	\$3,000.00
DES MOINES STAMP	COOPER NOTARY STAMP	\$29.50
EFTPS	FED/FICA TAX	\$6,172.44
EFTPS	FED/FICA TAX	\$6,132.49
ELAN FINANCIAL - EBANK CC	JULY CHARGES	\$703.49
ELITE SPORTS	YOUTH FOOTBALL SHIRTS	\$3,279.50
FIRE SAFETY USA	SAFETY CONES	\$260.84
FORTE	WEB PROCESSING FEES	\$328.57
FORTE	POS PROCESSING FEES	\$18.07
FORTE	WEB PROCESSING FEES	\$384.98
FORTE	POS PROCESSING FEES	\$10.17

FRANK DUNN CO	HIGH PERFORMANC COLD PATCH	\$949.00
GATR TRUCK CENTER	FIRE TRUCK REPAIR	\$1,677.26
GREATER DALLAS CO - GDCDA	FY24 MEMBERSHIP	\$7,500.00
HEIMAN FIRE EQUIPMENT	18' VALOR SERIES, DEWALT	\$5,130.00
IOWA DEPT OF PUBLIC SAFETY	IA ONLINE WARRANTS & ARTICLES	\$600.00
IOWA LAW ENFORCEMENT ACADEMY	OFFICER INVESTIGATIONS - JULY	\$10.00
INDUSTRIAL CHEM LABS	LIFT DEGREASER	\$296.28
INTERSTATE ALL BATTERY CENTER	BATTERIES	\$9.70
IOWA CONCRETE CUTTING INC	F90 FLASHING SIGN HOLE	\$500.00
IOWA DEPARTMENT OF NATURAL RES	NPDES AND OPERATION PERMIT	\$210.00
IOWA INSPECTIONS LLC	JULY CODE ENFORCEMENT	\$500.00
IOWA PRISON INDUSTRIES	FLASHING STOP SIGN	\$1,894.07
IOWA PUMP WORKS INC	Service Agreement/Float Replac	\$1,416.42
IOWA SOCCER ASSOCIATION	ANNUAL FEE	\$256.25
IPERS	PROTECT IPERS	\$3,669.46
JESTER INSURANCE SERVICE	AUDIT ADJUSTMENTS	\$644.00
JEWISH FED OF GREATER DSM	FIELD RENTAL	\$1,500.00
	SCANNER & MOUNT FOR NEW	
KELTEK	POLICE	\$371.94
KONICA MINOLTA	QUARTERLY SERVICE APR-JULY	\$172.87
LAURA KUNKEL	CLEANING SERVICES	\$50.00
	POLICEONE ACADEMY ANNUAL	
LEXIPOL LLC	RATE	\$412.00
LOWE'S	JULY INVOICES	\$323.28
MATHESON TRI GAS INC	OXYGEN	\$35.11
MEDIACOM	INTERNET SERVICES	\$306.90
MENARDS	JULY PARKS & REC TRANSACTIONS	\$83.88
MIDAMERICAN ENERGY	GAS/ELEC	\$3,296.93
ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$99.51
P&M APPAREL	FIRE T-SHIRTS	\$802.64
PETTY CASH		\$97.19
PRAIRIE AG SUPPLY	MOWER PARTS	\$274.45
QUALITY TRAFFIC CONTROL	TRAFFIC SIGN POSTS	\$1,080.00
RANGEMASTERS TRAINING CTR	PD GUN FROM VRC DONATION	\$1,794.05
SAFE BUILDING LLC	BLDG INSPECT SERVICES	\$75.00
STIVERS FORD	FIRE TRUCK REPAIR	\$2,783.07
SUNSET LAW ENFORCEMENT	AMMO	\$277.00
TREAS - ST OF IA SALES TX	0-004-094-836	\$2,085.86
TREAS - STATE OF IOWA W/H	STATE TAX	\$779.86
TWISTED YOGA 108-MARGO SUCKOW	YOGA IN THE PARK	\$240.00
US POSTMASTER	AUG UT BILLS/NEWSLETTERS	\$271.53
UTILITY EQUIPMENT CO	EXISTING METER REPLACEMENTS	\$49,802.55
VC3 INC	IT N BOX	\$2,331.87
VEENSTRA & KIMM INC	JUNE BUILDIGN PERMIT FEES	\$8,026.61
VERIZON WIRELESS	CELL PHONE CHARGES	\$635.10
VISION SOCCER ACADEMY	VSA FIELD RENTAL	\$787.50
WASTE CONNECTIONS	GARBAGE CONTRACT	\$11,487.45
WASTE SOLUTIONS OF IA	KYBOS - PARKS	\$957.00

WAUKEE POWER EQUIPMENT	NEW PUSH MOWER	\$479.00
WELLS FARGO CC	CREDIT CARD EXPENSES	\$8,490.64
WEX BANK	PD GAS	\$2,261.02
WHITFIELD & EDDY PLC	LEGAL SERVICES	\$7,261.00
WOODRUFF CONSTRUCTION	PARTIAL PAY #5 WATER BOOSTER	\$13,954.55
ZIEGLER INC	RADIATOR REPAIR	\$4,742.20
<b>Accounts Payable Total</b>		<b>\$180,301.93</b>

e. June Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	120,391.45	65,601.28
PARK OPERATIONS	230,966.92	49,900.84
GAS/ELEC FRANCHISE FEE	0.00	61,341.69
ROAD USE TAX	22,909.83	7,843.99
EMPLOYEE BENEFITS	74,300.41	7,793.16
EMERGENCY FUND	54.50	0.00
LOCAL OPTION SALES TAX	35,558.67	298,948.60
TIF-CR ESTATE	507.67	4,327.09
REC TRUST	0.00	6,348.65
LIBRARY TRUST FUND	0.00	10,232.50
COMMUNITY BETTERMENT	2,429.31	
REC CAPITAL FUND	6,348.65	-25,674.63
DEBT SERVICE	739.95	0.00
TRINDLE RIDGE PROJECTS	0.00	1,757,221.71
CIP – CAPT INPROV PROJECTS	180,444.80	4,500.22
WATER SUPPLY IMPROVEMENT	1,576,500.02	48,166.11
WATER	64,140.15	25,441.86
WATER MAIN PROJECT	34,490.00	0.00
SEWER	21,903.51	42,720.97
DEBTT SERVICE - SEWER LAGO	0.00	34,490.00
<b>*****REPORT TOTAL*****</b>	<b>2,371,685.84</b>	<b>2,399,204.04</b>

f. July Financial Statements


FUND	RECEIVED	DISBURSED
GENERAL	28,723.84	96,038.10
PARK OPERATIONS	12,567.12	28,087.41
GAS/ELEC FRANCHISE FEE	13,258.85	0.00
ROAD USE TAX	16,677.91	5,985.58
EMPLOYEE BENEFITS	355.11	9,670.32
EMERGENCY FUND	64.41	0.00
LOCAL OPTION SALES TAX	27,2693.58	0.00
TIF-CR ESTATE	87.05	4,327.09
LIBRARY TRUST FUND	0.00	6,227.85
DEBT SERVICE	809.82	0.00
TRINDLE RIDGE PROJECTS	0.00	63.50
WATER SUPPLY IMPROVEMENT	0.00	57,922.20
CEMETERY – PERPETUAL CARE	450.00	0.00
WATER	46,841.38	36,563.20
SEWER	24,994.70	22,613.08
<b>*****REPORT TOTAL*****</b>	<b>172,099.711</b>	<b>263,171.24</b>

- g. Quarterly Investment Report
- h. Resolution #2023-74 to Approve 28E Agreement to provide Fire Protection Services to Lee Township
- i. Resolution #2023-75 to Approve Engagement Letter with Dorsey for 2023-2025 SRF Water System Improvement Project
- j. Resolution #2023-76 to Set Compensation for Voluntary Fire Department Members

Lyon moved, supported by Grolmus, to approve the Consent Agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.

- 8) Mayor Adams opened a public hearing on proposed Ordinance #2023-08 to Amend Chapter 52 – Noise Control. No comments were received by City Staff prior to the hearing. No comments were received during the hearing. Mayor Adams closed the hearing.
- 9) Mayor Adams asked Krystle Mohr if she had any concerns with the changes to the sound permit section as it relates to commercial businesses. Mohr stated that she was grateful for the changes. Akers moved, supported by Lyon to make the first and final reading of Ordinance #2023-08 (An Ordinance Amending Chapter 52 of the Code of Ordinances of the City of Van Meter, Iowa, as amended, repealing and replacing Chapter 52), waiving the requirement for subsequent readings and moving to approve and adopt said Ordinance. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 10) Mayor Adams opened a public hearing on the proposed Ordinance #2023-09 to Amend Chapter 122 – Peddlers, Solicitors and Transient Merchants. No comments were received by City Staff prior to the hearing. No comments were received during the hearing. Mayor Adams closed the public hearing.
- 11) Brott moved, supported by Akers, to make the first and final reading of Ordinance #2023-09 (An Ordinance Amending Chapter 122 of the Code of Ordinances of the City of Van Meter, Iowa), waiving the requirement for subsequent readings and moving to approve and adopt said Ordinance. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 12) Akers moved, supported by Grolmus, to set the date and time for Beggars’ Night 2023 for Tuesday, October 31, 2023 from 6:00pm to 8:00pm. On roll call the votes were as follows: Akers- YES; Brott- YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 13) Herman moved, supported by Brott, to direct city staff to communicate approval to Knapp Farms regarding fencing along the North fence line of Johnson Park on Knapp property. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 14) Herman moved, supported by Akers, to adopt Resolution #2023-77 to Accept Bid for City Hall HVAC Replacement by City Wide Heating & Air Conditioning. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 15) Herman moved, supported by Akers, to adopt Resolution #2023-78 Approving the Agreement for Design Services for Water Treatment Plant. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 16) Grolmus moved, supported by Akers, to adopt Resolution #2023-79 Setting the Date for Public Hearing regarding a proposal to enter into a Water Revenue Loan and Disbursement Agreement. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 17) Akers moved, supported by Grolmus, to adopt Resolution #2023-80 to Approve the Real Property Purchase Agreement with Knapp Abel Bluffs, LC for Well Field Land Acquisition. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 18) Grolmus moved, supported by Brott, to adopt Resolution #2023-81 for American Rescue Plan Act (ARPA) Allocation of funds to Water Projects. On roll call the votes were as follows: Akers – YES, Brott – YES, Grolmus – YES; Herman YES; Lyon – YES.
- 19) City Clerk Drake gave an update on SICOG activities and the funding opportunities for the Master Trails Plan.

- 20) Lyon moved, supported by Grolmus, to adopt Resolution #2023-82 to Approve an Additional Checking Account at Earlham Savings Bank for Employee Benefits - FSA. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 21) Grolmus moved, supported by Akers, to adopt Resolution #2023-83 to Assign an Address to 103 Hazel Street – Utility Cabinets. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 22) Brott moved, supported by Lyon, to adopt Resolution #2023-84 to Assign an Address to 701 S. Hazel Street. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 23) Akers moved, supported by Grolmus, to adopt Resolution #2023-85 to Assign an Addresses to 2724 Richland Circle and 2716 Richland Circle. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 24) Akers moved, supported by Herman, to approve the tax abatement application for 2716 Richland Circle, Van Meter, IA. Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 25) Brott moved, supported by Herman, to direct City Staff to proceed with the necessary steps to change the PUD ordinance and re-zone. Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 26) Brott moved, supported by Grolmus, to adopt Resolution #2032-86 Acknowledging Receipt of Sufficient Applications for a Voluntary, Non-Consenting Annexation of Van Meter Country Estates Plat 1 and directed staff to proceed with the necessary steps to proceed with a voluntary, non-consenting annexation of Van Meter Country Estates Plat 1. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 27) Grolmus moved, supported by Brott, to adopt Resolution #2023-87 to Approve Fire Department and EMS Personnel Transactions (Feldman, Fyfe, & Davis). On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 28) Grolmus moved, supported by Brott, to adopt Resolution #2023-88 to Approve Fire Department and EMS Personnel Transactions (Brown & Cooper). On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 29) City Staff provided department reports. City Administrator Faust reported that FY22 Audit was completed and FY23 Audit is starting at the end of September. Public Works Director McCombs reported that construction on East Street is starting and will be completed prior to school beginning. Library Director Basye reported on a successful summer reading program. Police Chief Brown addressed recent traffic control signage changes.
- 30) Grolmus moved, supported by Brott, to adjourn the meeting. Motion carried unanimously. Mayor Adams adjourned the meeting at 8:22pm.

 Allan B. Adams, Mayor

Attest:

  
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City Clerk