

- 1) The Van Meter City Council met for a regular council meeting on Monday, October 13, 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, City Clerk Jessica Drake, and City Administrator Liz Faust.  
 Public present: Dwight Brown, Amber Bowen, Jenna Dean, Michelle Eiken, and Ben Clark.
- 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 Grolmus, 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 Akers, 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 September 11, 2023 City Council Meeting
  - b. Minutes of the September 25, 2023 City Council Meeting
  - c. October Claims List

**CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ACCO	WATER CHEMICALS	1,134.10
ADLAI LOUNSBURY	SOCCER REFEREE	150
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	172.62
AFLAC	AFLAC PRETAX	204.12
AFLAC	AFLAC PRETAX	204.12
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	360
AINSLEY WATSON	SOCCER REF	70
AMAZON CAPITAL SERVICES	SEPT PURCHASES	1,716.05
ARNOLD MOTOR SUPPLY	PW/PARKS OIL CHANGES	64.33
AT&T MOBILITY	PD/FD PHONE SERVICE	277.05
AUSTIN STRONG	SOCCER REF	30
BASE	FSA ADMINISTRATION - NOV	30
BEN CLARK	SEWER CONNECT FEE	3,000.00
BOUND TREE MEDICAL LLC	DEFIB PADS - EMS	37.98
BSN SPORTS	SOCCER BALLS	148.8
CHRISTOPHER REHA	PAYROLL EXP	
CONST MATERIALS TESTING	RICHLAND RD TUNNEL TESTING	483.5
CULLIGAN	CITY HALL WATER COOLER RENTAL	66.77
CUSTOM LAWN CARE & LANDSCAPING	STEP 4 WEED CONTROL	1,968.80
DALLAS CO SHERIFFS OFFICE	BENGE WARRANT TRANSPORT	81.88
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	425.56
DAN VAN LANGEN	OCT OPERATOR BY AFFIDAVIT	1,000.00
DANE BERNHARDT	SOCCER REF-SEPT	135
C/O DELL USA LP	LIBRARY COMPUTERS	2,394.79
DELTA DENTAL	DENTAL/VISION INS	757.28
DELTA DENTAL	DENTAL/VISION INS	757.28
EARLHAM SAVINGS BANK	EBANK EFT ACH FEES	25
EARLHAM SAVINGS BANK	EBANK EFT ACH FEES	25
EFTPS	FED/FICA TAX	5,710.81
EFTPS	FED/FICA TAX	5,273.88
EFTPS	FED/FICA TAX	4,997.84
FORTE	POS PROCESSING FEES	7.34
FORTE	WEB PROCESSING FEES	411.56
FORTE	WEB PROCESSING FEES	355.06
FORTE	POS PROCESSING FEES	8.69
FORTE	WEB PROCESSING FEES	782.65
GABE SCOTT	SOCCER REF	90
HUDSON SODERHOLM	SOCCER REF - SEPT	245
IOWA LAW ENFORCEMENT ACADEMY	ADIN BASIC LEVEL 1 TRAINING	7,325.00
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	1,157.89

INTOXIMETERS INC	DRYGAS	125
IOWA INSPECTIONS LLC	SEPT CODE ENFORCEMENT	500
IOWA SOCCER ASSOCIATION	PLAYER REGISTRATION/STAFF FEE	5,699.00
IPERS	PROTECT IPERS	10,930.97
JENNA STRECK	SOCCER REF	120
JESSICA DRAKE	ELECTION MILES/ECDV MTG	35.55
KADENCE WIGANT	SOCCER REFEREE-SEPT	205
KAEGAN WIGANT	SOCCER REFEREE-SEPT	260
KARL CHEVROLET	TAHOE PARTS	955.95
KATE OLIVER	SOCCER REFEREE	50
LAURA KUNKEL	CLEANING SERVICES	60
LAURA STRECK	SOCCER REF	175
LAYTON FANNON	SOCCER REF - SEPT	165
LEVI LUKAN	SOCCER REF	80
LIZ FAUST	AUG/SEPT EXPENSES	230.4
LOWE'S	PW SUPPLIES	564.71
LUKAS HETLAND	SOCCER REFEREE	165
MAISEY PATTERSON	SOCCER REF - SEPT	50
MATHESON TRI GAS INC	OXYGEN	34.3
MEDIACOM	INTERNET SERVICES	306.9
MICAH SIMECK	SOCCER REF	25
MIDAMERICAN ENERGY	GAS/ELEC	2,178.91
MONICA O'NEAL	CITY BUYPACK OF PLOTS	1,000.00
MOTOROLA	PD VIDEOMANAGER SUPPORT	975
MUNICIPAL SUPPLY INC	METER COUPLINGS	379.8
NIC WIGANT	SOCCER REF-SEPT	200
ORKIN	OCT PEST CONTROL - LIBRARY	69.55
PARKING LOT SPECIALTIES	EAST STREET STRIP & SEAL	700
PFM FINANCIAL ADVISORS LLC	FY22 CONT DISCLOSE FILING ASST	2,250.00
PROFESSIONAL DEVELP OF IA	LFAUST DUE - CY24	365
QUALITY TRAFFIC CONTROL	KEEP RIGHT SIGNS	150
RANGEMASTERS TRAINING CTR	MCCLAIN HILITE PANELS	838.42
REGAN BERNHARDT	SOCCER BACKGROUND CHECK	56.21
SAFE BUILDING LLC	BLDG INSPECT SERVICES	150
SELECTIVE INSURANCE CO THE SE	FLOOD INS RENEWAL THRU 11/24	1,437.00
SHAE BERNHARDT	SOCCER REF=SEPT	142.5
SIMMERING-CORY INC	HF573 & SF514/HF718	600
STAR EQUIPMENT LTD	SKID LOADER MAINT.	1,501.67
SWANK MOVIE LICENSING USA	COPYRIGHT COMPLIANCE	333
THE HARTFORD	LIFE & DISABILITY	340.67
TREAS - ST OF IA SALES TX	SEPT WET 0-004-139-968	2,216.36
TREAS - STATE OF IOWA W/H	STATE TAXES	2,444.23
TREAS - STATE OF IOWA W/H	STATE TAXES	2,444.23
US POSTMASTER	UTILITY BILING POSTAGE 230929	278.46
VAN PELT PAINTING	CITY HALL PAINTING	3,760.00
VC3 INC	IT N BOX	2,584.23
VEENSTRA & KIMM INC	AUGUST BUILDING PERMIT FEES	9,238.15
VERIZON WIRELESS	CELL PHONE CHARGES	990.02
WASTE CONNECTIONS	GARBAGE CONTRACT	12,203.31
WASTE SOLUTIONS OF IA	KYBO - REC COMPLEX	1,595.00
WELLMARK	EMPLOYEE HEALTH INS	12,166.23
WELLS FARGO CC	CH LANDSCAPE/FIRE EXTING.	1,542.90
WEX BANK	PD GAS	2,907.59
WEX BANK	PD GAS	2,296.66
WHITFIELD & EDDY PLC	GENERAL LEGAL SERVICES	7,339.32
WOODRUFF CONSTRUCTION	PARTIAL PAY #7	43,536.60
<b>Accounts Payable Total</b>		<b>179,846.27</b>

d. September Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	113,356.72	58,947.16
PARK OPERATIONS	26,239.90	472.96
ROAD USE TAX	29,686.65	23,185.37

EMPLOYEE BENEFITS	4,830.05	7,7192.74
EMERGENCY FUND	0.00	1,212.97
LOCAL OPTION SALES TAX	0.00	36,965.08
TIF-CR ESTATE	0.00	12,133.82
PARK TRUST	400.00	0.00
LIBRARY TRUST FUND	23,030.70	1,680.23
DEBT SERVICE	0.00	15,329.36
TRINDLE RIDGE PROJECTS	587.61	0.00
WATER SUPPLY IMPROVEMENT	7,161.74	0.00
CEMETERY – PERPETUAL CARE	0.00	141.66
WATER	33,560.69	30,445.16
SEWER	23,220.38	15,448.47
<b>*****REPORT TOTAL*****</b>	<b>262,074.44</b>	<b>2,399,204.04</b>

- e. September IPAIT Summary Report
- f. Resolution #2023-95 to Make an Appointment to the Volunteer Fire Department

Grolmus moved, supported by Akers, 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 at 7:03PM on a proposed temporary ingress/egress easement at 701 S. Hazel Street for driveway access. No comments were received by City Staff prior to the hearing. No comments were received during the hearing. Mayor Adams closed the hearing at 7:03pm.
- 9) Akers moved, supported by Lyon to approve Resolution #2023-96 Granting a Temporary Ingress/Egress Easement at 701 S. Hazel Street. 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 at 7:06 on a proposed ingress/egress easement to MidAmerican at 1110 Main Street for installation of a gas main. No comments were received by City Staff prior to the hearing. No comments were received during the hearing. Mayor Adams closed the hearing at 7:07pm.
- 11) Herman moved, supported by Akers, to adopt Resolution #2023-97 Granting an Ingress/Egress Easement to MidAmerican at 1110 Main Street. On roll call the votes were as follows: Akers- YES; Brott- YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 12) Brott moved, supported by Herman, to approve the tax abatement application at 317 Elm Street, Van Meter, IA 50261. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 13) Lyon moved, supported by Akers, to adopt Resolution #2023-98 Approving the Street Finance Report for FY23. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 14) Grolmus moved, supported by Herman, to adopt Resolution #2023-99 Authorizing a Fund Balance Transfer Relating to FY24 Library in the amount of \$93,700. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 15) Akers moved, supported by Grolmus, to adopt Resolution #2023-100 Authorizing the City Clerk to pay certain claims prior to Council approval. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 16) Brott moved, supported by Akers, to adopt Resolution #2023-101 Authorizing a Uniform Allowance for Full Time Employees. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 17) Lyon moved to approve Resolution #2023-102 Setting the Date of Public Hearing on a proposed amendment to the Van Meter City Code of Ordinances – Chapter 17 – Section 17.06 Council Compensation. There was no second. No further action was taken.
- 18) Lyon moved to approve Resolution #2023-103 Setting the Date of Public Hearing on a proposed amendment to the Van Meter City Code of Ordinances – Chapter 15 – Section 15.04 Mayor Compensation. There was no second. No further action was taken.
- 19) Councilman Herman led the discussion on availability of council packets. There are several updates to the City website that will make information more easily accessible to the public.
- 20) Grolmus moved, supported by Akers, to adopt Resolution #2023-104 Approving a transfer of funds in the amount of \$800,000 from the checking account to a money market account at Earlham Savings Bank. On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 21) Herman moved, supported by Grolmus, to adopt Resolution #2023-105 Approving the purchase of cemetery lots back from Monica O’Neal . On roll call the votes were as follows: Akers – YES, Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 22) Agenda Item #22 – Condition Use Agreement was tabled. No discussion or action taken.
- 23) City Clerk Drake gave an update on the administrative dissolution of the Van Meter Library Foundations and discussed options on how to handle the funds held by the foundation.
- 24) City Staff provided department reports. City Administrator Faust reported a variety of professional development activities taking place in October and November. The Water Booster Station project is progressing. Public Works Director McCombs reported that the meter replacement project is going well with over 150 properties on the new system.

- 25) Brott moved, supported by Grolmus, to enter into closed session at 8:05pm. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – Yes. Grolmus moved, supported by Akers, to leave closed session at 9:43pm. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – YES.
- 26) Grolmus moved, supported by Herman, to direct City Staff, the City Engineer, and City Attorney to proceed as discussed in closed session. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES; Lyon – Yes.
- 27) Lyon moved, supported by Akers, to adjourn the meeting. On roll call the votes were as follows: Akers – YES; Brott – Yes; Grolmus – YES; Herman – YES; Lyon – Yes. Mayor Adams adjourned the meeting at 9:44pm.

Allan B. Adams Allan B. Adams, Mayor

Attest:

Janice Lake  
City Clerk