


City of Van Meter, Iowa

City Council Minutes – 10-23-2023

- 1) The Van Meter City Council met for a special council meeting on Monday, October 23, 2023, at the VRC located at 910 Main Street. Mayor Adams called the meeting to order at 6:00pm. The following council members were present upon roll call: Joel Akers, Travis Brott, Joe Herman and Lyn Lyon. Councilman Grolmus was absent.
- 2) Staff present: City Attorney Fatino, City Engineer Bob Veenstra, Police Chief Mike Brown, City Clerk Jessica Drake, and City Administrator Liz Faust.
- 3) Herman moved, supported by Brott, to approve the agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon - YES.
- 4) Lyon moved, supported by Akers, to adopt Resolution #2023-106 Approving the 2024 Bridge Inspection and Rating Agreement with Calhoun-Burns & Associates, Inc. On roll call the votes were as follows: Akers– YES; Brott – YES; Herman – YES; Lyon - YES.
- 5) Herman moved, supported by Lyon, to move future meetings to the Van Meter United Methodist Church, continue efforts to negotiate a long term facility use agreement with the VRC, remove the VRC as an additional insured on the City’s liability policy and adopt Resolution #2023-107 Approving a Facility Use Agreement with the VRC for October 2023. On roll call the votes were as follows: Akers– YES; Brott – YES; Herman – YES; Lyon – YES.
- 6) Herman moved, supported by Akers, to adopt Resolution #2023-108 Setting a Public Hearing for a proposed amendment to the Van Meter City Code of Ordinances – Chapters 120 & 121, Sections 120.04 - Action by Council, 120.05 - Prohibited Sales & Acts, and 121.05 - Issuance & Expiration pertaining to Liquor Licenses and Cigarette & Tobacco Permits is set for November 13, 2023, 7:00 PM at the Van Meter United Methodist Church, 100 Hazel Street, Van Meter, IA 50261. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
- 7) Brott moved, supported by Akers, to adopt Resolution #2023-109 Setting a Public Hearing for a proposed amendment to the Van Meter City Code of Ordinances - Chapter 7 Fiscal Management, Section 7.05 - Operating Budget Preparation and Section 7.08 - Financial Reports is set for November 13, 2023, 7:00 PM at the Van Meter United Methodist Church, 100 Hazel Street, Van Meter, IA 50261. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
- 8) Akers moved, supported by Brott, to direct City Staff to proceed with the necessary steps to amend the Urban Revitalization Plan as adopted in 2017 and amended in 2018. On roll call the votes were as follows: Akers– YES; Brott – YES; Herman – YES; Lyon – YES.
- 9) Akers moved, supported by Brott, to direct City Staff to proceed with the necessary steps to adopt a Hard Surface Ordinance and to update the International Building Code referenced in Van Meter City Code 156. On roll call the votes were as follows: Akers– YES; Brott – YES; Herman – YES; Lyon – YES.
- 10) City Clerk Drake & Councilman Akers provided an update on the Master Trails Plan.
- 11) City Clerk Drake led a discussion on the staff evaluation process. Evaluations will take place annually in April.
- 12) Akers moved, supported by Herman to enter into Closed Session pursuant to Iowa Code Chapter 21.5 (c) & (j) at 7:41pm. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES. Brott moved, supported by Lyon, to exit closed session. On roll call the votes were as follows: Akers– YES; Brott – YES; Herman – YES; Lyon - YES. Closed session ended at 8:16pm.
- 13) Akers moved, supported by Herman, to direct City Staff, City Attorney and City Engineer to proceed as discussed in closed session. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon – YES.
- 14) Lyon moved, supported by Akers, to adjourn the meeting. On roll call the votes were as follows: Akers – YES; Brott – YES; Herman – YES; Lyon - YES. Mayor Adams adjourned the meeting at 8:16pm..


Allan B. Adams, Mayor

Attest:



City Clerk