

- 1) The Van Meter City Council met for a regular council meeting on Monday, April 8, 2024, at the United Methodist Church located at 100 Hazel Street, Van Meter, IA 50261. Mayor Herman called the meeting to order at 7:00 pm. The following council members were present upon roll call: Joel Akers, Travis Brott, Quin Pelz and Penny Westfall. Councilman Blake Grolmus was absent.  
 Staff present: City Attorney Fatino, Police Chief Mike Brown, Public Works Director Drew McCombs, Library Director Jonatha Basye, City Clerk Jessica Drake, and City Administrator Liz Faust.  
 Public present: Jessica Vogel Hayley Carlson, and Rona Jacobs.
- 2) Mayor Herman led the Pledge of Allegiance.
- 3) Introductions were made.
- 4) Mayor Herman read a Civility Statement setting expectations of respect for the meeting.
- 5) Brott moved, supported by Akers, to approve the agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall - YES.
- 6) Citizen Jessica Vogel addressed the Council regarding the safety of the intersection at Richland Road and F90. She requested consideration for either a 4-way stop or stop light.
- 7) Mayor Herman asked for a motion to adopt the consent agenda which included the following:
  - a. Minutes of the March 11, 2024 City Council Meeting
  - b. Minutes of the March 25, 2024 Planning & Zoning Meeting
  - c. Minutes of the March 25, 2024 City Council Workshop
  - d. Minutes of the April 1, 2024 City Council Property Tax Hearing
  - e. April Claims List

**CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ACCO	WATER CHEMICALS	1,195.00
AFLAC	AFLAC PRETAX	102.06
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	59
AINSLEY WATSON	REF CERT - SOCCER	62.5
AMAZON CAPITAL SERVICES	MARCH PURCHASES	1,981.23
AT&T MOBILITY	PD/FD PHONE SERVICE	277.46
AUSTIN STRONG	REC CERT - SOCCER	62.5
BANNER FIRE EQUIPMENT	TRUCK 836 REPAIR	3,174.34
BASE	FSA ADMINISTRATION	30
BLUE SOMBRERRO	REC PROGRAMMING FEES	3
BOOT BARN	PALEX UNIFORM 3/22	66.48
BSN SPORTS	SOCCER BALLS	517.2
CHALLENGER TEAMWEAR	1220150/1220453/1222405/122400	4,917.87
CULLIGAN	MARCH WATER COOLER	77.11
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	284.4
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	58.58
GATEHOUSE MEDIA IA HOLDINGS	ORD 2024-11 PUB	88.8
GATEHOUSE MEDIA IA HOLDINGS	FY25 BUDGET HEARING	34.34
EARLHAM SAVINGS BANK	EBANK EFT ACH FEES	25
EFTPS	FED/FICA TAX	5,185.55
ELAN FINANCIAL - EBANK CC	MARCH TRANSACTIONS	862.08
ELECTRIC PUMP	EAST WELL POWER SUPPLY	498
ELITE SPORTS	BASEBALL UNIFORMS	4,241.00
FENIX USA LLC	APRIL SUBSCRIPTION	289.3
FIRE SAFETY USA	FIRE HELMETS	669.16
FIRE SERVICE TRAINING BUREAU	TRIZILA FF1	50
FORTE	WEB PROCESSING FEES	446.17
FORTE	POS PROCESSING FEES	15.94
GAME ONE	SOFTBALL VISORS	2,548.50
HEARTLAND BUSINESSES SYSTEM	WEBSITE REBUILD	16,551.59
HEARTLAND COOP	LP	61.66
IA ASSOC OF MUNICIPAL UT	24/25 DUES	798
EMERGENCY SERVICE MARKETING CO	YR 1 SUBSCRIPTION	735
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	1,197.43
INTERSTATE ALL BATTERY CENTER	FD BATTERY	665.2
IOWA CTS CLEANERS	204 2ND AVE CLEANUP	399.25
IOWA DEPT OF PUBLIC SAFETY	Q423 IOWA SYSTEMS	300

IOWA PRISON INDUSTRIES	5 YR RECOGNITION PLAQUE	70
IOWA SOCCER ASSOCIATION	8 PLAYER REG/2 CLUB OFFICIAL	240
IPERS	PROTECT IPERS	6,819.40
JANWAY CO USA INC.	VMPL BOOK BAGS	240
JESSICA DRAKE	MARCH UTILITY BILL POSTAGE	314.84
	REIMBURSE MARCH UTILITY	
JESSICA DRAKE	POSTAG	98.81
KONICA MINOLTA	COPIER SUPPLY	35.2
LAURA KUNKEL	CLEANING SERVICES	75
LEETCH REMODELING	PD DOOR REPLACEMENT	665.93
LIZ FAUST	Q12024 MILEAGE	175.13
LOWE'S	MARCH PURCHASES	305.86
LUKAS HETLAND	REF CERT - SOCCER	62.5
MADISON CO RECORDER	LEE CO 28E RECORDING	42
MAISEY PATTERSON	SOCCER REF CERT	62.5
MATHESON TRI GAS INC	OXYGEN	37.62
MENARDS	SOCCER FIELDS	243.29
MOLLY SIMECK	REC CERT - SOCCER	62.5
MUNICIPAL SUPPLY INC	MANHOLE ADJUSTING RING	1,842.73
ORKIN	MARCH APRIL PEST SERVICES	139.1
SIMMERING-CORY INC	OCT 23 SUPPLEMENT	735
SO DALLAS LITTLE LEAGUE	CY24 LITTLE LEAGUE FEES	2,760.00
STIVERS FORD	PD OIL CHANGE	126.22
TRAFFIC LOGIX CORPORATION	SOLAR SPEED SIGN	2,435.00
TREAS - STATE OF IOWA W/H	STATE TAXES	1,558.35
UNPLUGGED WIRELESS	UNICATION PAGER REPAIR	255
VC3 INC	IT N BOX	2,504.61
VEENSTRA & KIMM INC	FEB BUILDING PERMITS	14,365.50
VERIZON WIRELESS	CELL PHONE CHARGES	648.93
WASTE CONNECTIONS	GARBAGE CONTRACT	13,164.60
WASTE SOLUTIONS OF IA	KYBOS - REC COMPLEX BB	1,218.00
WAUKEE POWER EQUIPMENT	FD CHAIN LOOP	68.98
WELLS FARGO CC	CREDIT CARD EXPENSES	2,370.04
WEX BANK	PD GAS	1,851.40
WOODRUFF CONSTRUCTION	BOOSTER STATION PP#11	185,608.15
<b>Accounts Payable Total</b>		<b>289,732.89</b>
<b>Invoices: Paid</b>		<b>24,465.70</b>
<b>Invoices: Scheduled</b>		<b>265,267.19</b>

f. March Financial Statements

<b>FUND</b>	<b>DISBURSED</b>	<b>RECEIVED</b>
GENERAL	69407.92	36611.31
PARK OPERATIONS	13122.04	1595.88
ROAD USE TAX	8421.88	12100.07
GAS/ELEC FRANCHISE FEE	0	0
EMPLOYEE BENEFITS	7765.18	6101.26
EMERGENCY FUND	0	388.93
LOCAL OPTION SALES TAX	0	34681.59
TIF-CR ESTATE	0	2959.12
PARK TRUST	0	0
LIBRARY TRUST FUND	10137.11	0
DEBT SERVICE	0	4803.46
TRINDLE RIDGE PROJECTS	0	0
WATER SUPPLY IMPROVEMENT	552.00	0
CEMETERY – PERPETUAL CARE	0	0
WATER	33997.88	15957.36
SEWER	27815.66	11315.70
<b>*****REPORT TOTAL*****</b>	<b>171219.67</b>	<b>126514.68</b>

g. March Building Permit Report

h. IPAIT Update – March 2024

i. SICOG Update – March 2024

j. Liquor License Approval – 5th Quarter

- k. Resolution #2024-35 Setting Public Hearing for FY25 Budget Adoption for April 22, 2024
- l. Resolution #2024-36 Setting Public Hearing on a proposed amendment to the Urban Renewal Plan for the City of Van Meter

Akers moved, supported by Westfall, to approve the Consent. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.

- 8) Pelz moved, supported by Brott, to open the Public Hearing regarding a proposed amendment to the Revitalization Plan for the Van Meter Urban Revitalization Area at 7:08pm. Motion carried. No comments were received prior to or during the hearing. Brott moved, supported by Akers to close the hearing at 7:09pm. Motion carried.
- 9) Brott moved, supported by Akers, to adopt Resolution #2024-36 Adoption of the Amended and Restated Urban Revitalization Plan. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 10) Pelz moved, supported by Westfall, to adopt Resolution #2024-38 Approving a Livestock Request by Kjirsten Van Pelt. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 11) Brott moved, supported by Westfall, to adopt Resolution #2024-39 Approving the Plan for the Van Meter Community School District East Parking Lot Project. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 12) Westfall moved, supported by Brott, to adopt Resolution #2024-40 Approving the Purchase of a Police Vehicle for a total cost of \$67,196.05. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 13) Pelz moved, supported by Brott, to adopt Resolution #2024-41 Approving the Fireworks Display Agreement with J&M Displays in the amount of \$3000.00. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 14) Akers moved, supported by Westfall, direct City Staff to proceed with the Request for Proposal for Audit Services. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 15) City Clerk Drake discussed upcoming safety training opportunities and a new program to implement for training as well as provided an update on the status of updating the City’s safety policies.
- 16) City Clerk Drake discussed the 2023 Southern Iowa Council of Governments Annual Report and discussed the status of the grant opportunities that the City has partnered on with SICOG for the library, trails and fire department.
- 17) City Staff provided department reports. City Administrative staff has participated and will participate in several continuing education opportunities in March, April and May. The budget is in good shape and the public hearing is April 22. Public Works is working on a street resurfacing plan. PW has made good progress in the meter switch out. There are very few that are still manual reads that cause continuing issues with the meter reading software and those three residents will be receiving their 3<sup>rd</sup> notice. Police reported that there were 102 calls in March with 45 traffic stops. Fire reported that there were 31 calls & the department responded to 22 calls. The Library that they have received at least 2 grants to fund new furniture but are hopeful on a few more applications.
- 18) Committee & Liaison members provided monthly reports. Each committee started having monthly meetings and look forward to sharing more information.
- 19) Brott moved, supported by Akers, to move into closed session pursuant to Iowa Code Chapter 21.5 (j) at 8:28pm. Motion carried. Brott moved, supported by Akers, to exit closed session at 8:35pm. Motion carried.
- 20) Brott moved, supported by Akers, to direct City Staff to proceed as directed in closed session pursuant to Iowa Code Chapter 21.5 (j). On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES.
- 21) Brott moved, supported by Pelz, to adjourn the meeting. On roll call, the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES. Mayor Herman adjourned the meeting at 8:36pm.

  
Mayor

  
City Clerk Jessica Drake