

- 1) The Van Meter City Council met for a regular council meeting on Monday, August 12, 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, Blake Grolmus, Quin Pelz and Penny Westfall.
 Staff present: City Attorney Fatino, City Engineer Bob Veenstra (arrived at 7:58pm), Police Chief Mike Brown, Public Works Director Drew McCombs, Library Director Jonatha Basye, Parks & Rec Director Sam Chia, City Clerk Jessica Drake, and City Administrator Liz Faust.
 Public Present: Rona Jacobs, Randy Johnson, Nate Weitzl, Jessame Reedholm, Michael Wahlert, Nathan & Emily Hansen, Ben Clark, and Paul Clausen.
- 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) Akers moved, supported by Grolmus, to approve the agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
- 6) Nathan & Emily Hansen addressed the Council regarding Hudson Avenue. Paving ends in the 100 block and there are approximately 20-40 cars per day using the unpaved portion – also known as the construction entrance. The unpaved portion is not wide enough for 2 cars to pass through. Upcoming street projects in the neighborhood will also impact usage. The request was for council to consider paving the section and creation of a permanent road way through that area.
- 7) Mayor Herman asked for a motion to adopt the consent agenda which included the following:
 - a. Minutes of the July 8, 2024 City Council Meeting
 - b. Minutes of the July 22, 2024 City Council Workshop
 - c. Minutes of the July 15, 2024 Planning & Zoning Meeting
 - d. Minutes of the August 5, 2024 Planning & Zoning Meeting
 - e. August Claims List

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	951
ACCUJET LLC	VACU'D LIFT STATIONS	709.36
AFLAC	PAYROLL CORRECTION	102.06
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	1,229.00
ALL AMERICAN TURF BEAUTY	LAGOON WEED CONTROL	989
AMERICAN LIBRARY ASSOC	ALA MEMBERSHIP	162
AMERICAN UNDERGROUND SUPPLY	MANHOLE REPAIRS - VIRIGINA	996.32
ARNOLD MOTOR SUPPLY	PW TRUCK MAINTENANCE	241.5
ASSOC FOR RURAL & SMALL LIB	ARSL MEMBERSHIP	50
AT&T MOBILITY	PD/FD PHONE SERVICE	277.43
BASE	SEPT FSA ADMIN	30
BOBCAT WILDLIFE & PEST	PARKS & REC MOLE TREATMENT	755
BOUND TREE MEDICAL LLC	CYLINDER STAND	184.78
CARTER CONSTRUCTION GROUP LLC	HAZEL STREET CREEK CLEANUP	750
CHALLENGER TEAMWEAR	YOUTH SOCCER UNIFORMS	5,285.98
CORE & MAIN	FIRE HYDRANT REPAIR	1,354.52
CULLIGAN	WATER COOLER RENTAL	87.11
DALLAS CO SHERIFFS OFFICE	NEW WORLD MODULE 2407-2506	714
GATEHOUSE MEDIA IA HOLDINGS	20240708 MINUTES	701.4
DEMCO	BOOK SUPPLIES	331.87
EARLHAM SAVINGS BANK	EBANK EFT ACH FEES	35
EFTPS	FED/FICA TAX	23,660.11
ELAN FINANCIAL - EBANK CC	JULY PURCHASES	119.98
FENIX USA LLC	AUGUST HOSTING	289.3
FREEDOM TIRE AND AUTO	22F250 TIRES	1,080.80
FULLER PETROLEUM SERVICE	#2dSL ULS DYED	1,472.32
GRIMES ASPHALT	BULLDOG AVE RESURFACE	166,041.50
HEARTLAND BUSINESSES SYSTEM	CLOUD MIGRATION	33,175.54
IOWA LAW ENFORCEMENT ACADEMY	PATROL RIFLE INSTRUCTOR RENEW	250
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	1,214.92
IOWA LEAGUE OF CITIES	24/25 GRANT FINDER SUBSCRIP	100

IOWA LIBRARY ASSOCIATION	ILA MEMBERSHIP	48.3
IOWA PRISON INDUSTRIES	PUBLIC WORKS TRUCK DECALS	107.6
IOWA PUMP WORKS INC	SEWER PUMP REPLACEMENT (2X)	34,953.74
IOWA WORKFORCE DEVELOPMENT	RIEDERER UNEMP	369
IPERS	IPERS	4,760.20
JESSICA DRAKE	FSA REIBMURSE	546.84
JUNGMANN CORPORATION	CEMETERY ROADSTONE	622.78
KONICA MINOLTA	QUARTERLY MAINTENANCE	250.85
LAURA KUNKEL	CLEANING SERVICES 07/25	25
LEXIPOL LLC	POLICE1 ACADEMY 2409-2508 (4)	424.36
LOWE'S	JULY CHARGES	714.16
MATHESON TRI GAS INC	OXYGEN	41.78
MIDAMERICAN ENERGY	GAS/ELEC	3,531.32
MID-IOWA PLANNING ALLIANCE	MIPA FY25 DUES	223
	VIDEOMANAGER LICENSE 2408-	
MOTOROLA	2508	975
ORKIN	AUGUST PEST CONTROL	69.55
P&M APPAREL	FD UNIFORMS	896.92
PEEK SALES & SERVICE	MOWER PARTS	20.8
PRAIRIE AG SUPPLY	MOWER REPAIRS	1,107.26
RD MCKINNEY PLUMBING	HYDRANT REPAIR	955
SAM CHIA	PAINT	42.99
SIMMERING-CORY INC	2024 LEGISLATIVE UPDATES	1,768.00
STACK PAY - REC FEES	REC FEE REFUND	79.86
STAR EQUIPMENT LTD	HARLEY RAKE RENTAL	1,485.00
STATE HYGIENIC LAB	HH2 TIE IN SAMPLE TESTING	95
TREAS - ST OF IA SALES TX	JULY WET	2,160.32
TREAS - STATE OF IOWA W/H	STATE TAX	1,055.77
TRUSTED TREE SERVICES LLC	TREE REMOVAL - CH & ROW	1,900.00
UNITYPOINT CLINIC	JULY DOT MRO	154.5
UNPLUGGED WIRELESS	MOTO IMPRESS 2 LI-ION	195
US POSTMASTER	AUGUST NEWSLETTERS	323.61
UTILITY EQUIPMENT CO	METERS	11,683.63
VEENSTRA & KIMM INC	JUNE BUILDING PERMITS	44,244.54
VERIZON WIRELESS	CELL PHONE CHARGES	1,517.92
VM UNITED METHODIST CHURCH	FACILITY	1,400.00
WASTE CONNECTIONS	GARBAGE CONTRACT	12,423.54
WASTE SOLUTIONS OF IA	KYBOS - AUGUST	1,749.00
WAUKEE POWER EQUIPMENT	CHAINSAW SUPPLIES	213.33
WELLS FARGO	JUNEJULY PURCHASES	6,000.57
WEX BANK	GAS & MERCH	2,124.51
WHITFIELD & EDDY PLC	WIRE TRANSFER PURCHASE DAHLS	522,894.63
Accounts Payable Total		907,496.98
Invoices: Paid		563,175.09
Invoices: Scheduled		344,321.89
GENERAL		97,061.07
PARK OPERATIONS		13,346.48
ROAD USE TAX		164,161.73
EMPLOYEE BENEFITS		915.84
LIBRARY TRUST FUND		5,388.10
CIP - BUILDING PROJECT		522,081.63
WATER SUPPLY IMPROVEMENTS		13,831.77
WATER		36,996.68
SEWER		53,713.68
TOTAL FUNDS		907,496.98

- f. June Financial Statements
- g. July Financial Statements
- h. July Building Permit Report
- i. IPAIT Update – July 2024
- j. Resolution #2024-80 Approval of 5th Quarter Special Event Liquor License
- k. Resolution #2024-81 Appointing a Representative and Alternate to CIRHA through a 28E Agreement
- l. Resolution #2024-82 Approving Tom Thorpe Operator by Affidavit
- m. Resolution #2024-83 Approving A Member to the Van Meter Volunteer Fire Department

- Grolmus moved, supported by Brott, to adopt the consent agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
- 8) Staff received an application for tax abatement for residential improvements at 104 Main Street. Grolmus moved, supported by Akers, to approve the tax abatement application for 104 Main Street. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
 - 9) Staff received an application for tax abatement for residential improvements at 308 Elm Street. Grolmus moved, supported by Pelz, to approve the tax abatement application for 308 Elm Street. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
 - 10) Staff reviewed the Agreement for Professional Services with Bolton & Menk for design & engineering services for Phase 1 of the Master Trails Plan. Councilman Akers asked when decisions were going to be made about the walking bridge portion of the trails. City Clerk Drake noted that the walking bridge is not part of Phase 2 and will be addressed in future phases. Westfall motioned, supported by Akers, to adopt Resolution #2024-84 Approving the Agreement for Professional Services with Bolton & Menk for Master Trails Phase 1. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
 - 11) Brott moved, supported by Grolmus, to open the Public Hearing regarding proposed fee changes by the Van Meter Police Department at 7:14pm. Motion carried. No comments were received prior to or during the hearing. Brott moved, supported by Grolmus, to close the hearing at 7:15pm. Motion carried.
 - 12) Grolmus moved, supported by Brott, to adopt Ordinance #2024-19 to Amend Chapter 70 Traffic Code Enforcement Procedures of the Code of Ordinances of the City of Van Meter and waive subsequent readings. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
 - 13) Grolmus moved, supported by Brott, to open the Public Hearing regarding a proposed amendment to the Dallas County Multi-Jurisdictional Hazard Mitigation Plan at 7:16pm. Motion carried. No comments were received prior to or during the hearing. Grolmus moved, supported by Brott, to close the hearing at 7:16pm. Motion carried.
 - 14) Westfall moved, supported by Brott, to adopt Resolution #2024-85 Approving the Amendment of the Dallas County Multi-Jurisdictional Hazard Mitigation Plan. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
 - 15) Pelz moved, supported by Akers, to open the Public Hearing regarding a proposed addition of Chapter 57 – Urban Chickens and an amendment to Chapter 55 – Animal Control of the Code of Ordinances of the City of Van Meter at 7:18pm. Motion carried. Rona Jacobs asked how many chickens would be allowed. City Clerk Drake responded that the new Chapter allows for 6 chickens, no roosters. Akers moved, supported by Pelz, to close the hearing at 7:19pm. Motion carried.
 - 16) Akers moved, supported by Westfall, to adopt Ordinance #2024-20 to Add Chapter 57 – Urban Chickens and to Amend Chapter 55 – Animal Control to the Code of Ordinances of the City of Van Meter and waive subsequent readings. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – NO; Pelz – YES; Westfall – YES.
 - 17) Brott moved, supported by Akers to adopt Resolution #2024-86 to Terminate the 28E Agreement with the City of De Soto for Mutual Law Enforcement Services by providing 30 days written notice. Councilwoman Westfall stated that she is uncomfortable with termination of services. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – NO.
 - 18) City Staff received an application for review and acceptance of the final plat of Grand Ridge Estates Plat 2. All public improvements have been completed. Planning & Zoning reviewed and recommended acceptance of the final plat. Akers moved, supported by Brott, to adopt Resolution #2024-87 Approving the Final Plat of Grand Ridge Estates Plat 2. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – NO.
 - 19) City Staff received an application for review and acceptance of the preliminary plat and construction drawings for Trindle Ridge Plat 2. The City Engineer reviewed the plans and provided comments. The developer's engineer of record provided comment response. Planning & Zoning reviewed and recommended the acceptance of the drawings, granting of a waiver of paved road requirements and granting of a waiver of the storm water management requirements upon a satisfactory review of a storm water management study by the City Engineer. The City Engineer received & reviewed a satisfactory storm water management study. Ben Clark asked where the preliminary plat and documentation could be reviewed. All of the requested information is available from City Hall. Councilman Akers asked why Trindle Ridge 1 was required to have paving. Councilwoman Westfall requested additional information. Councilman Brott asked if PW has concerns regarding the paved driveways meeting a gravel road. PW indicated they would review and work with the engineer of record. Westfall moved, supported by Grolmus, to table action on Resolution #2024-88 Approval of Preliminary Plat & Construction Drawings – Trindle Ridge Plat 2 until the Council Workshop on August 26 to allow for additional council review. On roll call the votes were as follows: Akers – YES; Brott – NO; Grolmus – YES; Pelz – YES; Westfall – YES.
 - 20) Brott moved, supported by Westfall, to adopt Resolution #2024-89 to Approve Cashing Out Library CD #1118163 and to apply the funds to the purchase of the new library facility. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
 - 21) Akers moved, supported by Grolmus, to adopt Resolution #2024-90 Approving FY25 Transfers. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
 - 22) Akers moved, supported by Westfall, to adopt Resolution #2024-91 Setting Date for Public Hearing on proposed amendments to the Van Meter Code of Ordinances as a result of the 2024 Legislative Session for 7:00pm on Monday, September 9, 2024. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.

- 23) Westfall moved, supported by Akers, to adopt Resolution #2024-92 Setting Date for Public Hearing on a proposed amendment to Chapter 23 – Planning & Zoning to the Van Meter Code of Ordinances for 7:00pm on Monday, September 9, 2024. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
- 24) Grolmus moved, supported by Brott, to adopt Resolution #2024-93 Setting Date for Public Hearing on a proposed amendment to Chapter 167 Site Plan Regulations – Lighting Standards to the Van Meter Code of Ordinances for 7:00pm on Monday, September 9, 2024. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
- 25) Brott moved, supported by Grolmus, to adopt Resolution #2024-94 Setting Date for Public Hearing on a proposed amendment to the Development Agreement with Trindle Ridge, LLC including Annual Appropriation Tax Increment Payments for 7:00pm on Monday, September 9, 2024. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
- 26) Akers moved, supported by Grolmus, to adopt Resolution #2024-95 Setting Date for Public Hearing regarding a voluntary, non-consenting annexation of Van Meter Country Estates for 7:00pm on Monday, September 9, 2024. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall - YES.
- 27) Brott moved, supported by Grolmus, to adopt Resolution #2024-96 Setting Date Public Hearing regarding an amendment to Chapter 47 Park Regulations. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
- 28) Westfall moved, supported by Brott, to adopt Resolution #2024-97 Authorizing Staff to proceed with necessary steps for a Request for Proposal for Architectural Services for 601 Main Street. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
- 29) Mayor Herman declared August 31, 2024 Overdose Awareness Day.
- 30) Mayor Herman led a discussion regarding a proposed project to resurface Arlington Avenue and add storm water management. Brott moved, supported by Grolmus, to direct staff to obtain bid letting proceedings for the Arlington Avenue Project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES.
- 31) Mayor Herman initiated a discussion regarding the possible creation of a storm water utility. City Engineer Veenstra provided further information regarding storm water utilities including various fees structures as this is a fee that would be billed directly to account holders, a description of the use of revenue generated from storm water utilities and the process required to create a new utility. No action was taken.
- 32) City Staff provided written department reports. Administrative staff provided updates the rental registration, code enforcement, vacant buildings and dangerous building processes as well as a timeline regarding the Brookview Annexation. City Staff also provided supporting documentation regarding the water utility disconnection due to non-payment process. Public Works provided an update on continuing education status. Police reported on completed firearm training & upcoming trainings including active shooter and responded to 138 calls in July (62 of which were traffic stops). Fire reported on training activities and reported 39 total calls of which 11 were responded in De Soto, and 20 in Van Meter. Van Meter Public Library reported that the grant funding received in CY24 has been spent on new library furniture as intended. Parks & Rec reported many successful programming opportunities this summer including a Concert in the Park, Yoga in the Park and Art in the Park.
- 33) Council members reported on monthly committee meetings. Finance committee discussed building financing option & need for a vehicle replacement schedule. Public Safety was commended for the success of the 1st National Night Out. Public Works committee discussed prioritization of projects. Economic Development discussed downtown & the impact of the vacant & dangerous building codes. Policy committee had no report. The Library Liaison reported that there was an upcoming meeting, no report. Parks & Rec committee members noted that they are working with Parks & Rec and local athletic groups on a community clean up day. Personnel committee had no report.
- 34) Brott moved, supported by Akers, to adjourn the meeting. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. Mayor Herman adjourned the meeting at 9:07pm.

Joe Herman, Mayor

Jessica Drake, City Clerk