

- 1) The Van Meter City Council met for a regular council meeting on Monday, November 11, 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 Engineers Bob Veenstra & Randy Johnson, 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, Ben Clark, Cari Lavalle, Tracy Capps, Paul Scieszinski & Office Admin Kaitlyn, and members of the Van Meter American Legion Post 403.
- 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 Brott, to approve the agenda as amended. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 6) No public comment was received during the Citizen Hearing.
- 7) Mayor Herman asked for a motion to adopt the consent agenda which included the following:
 - a. Minutes of the October 14, 2024 City Council Regular Business Meeting
 - b. Minutes of the October 28, 2024 City Council Workshop
 - c. Minutes of the October 30, 2024 Planning & Zoning Commission Meeting
 - d. Minutes of the November 6, 2024 Board of Adjustment Meeting
 - e. November Claims List

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABSOLUTE REPAIR	TRUCK #836 REPAIR & MAINTEN	5,759.43
ACCO	WEST WELL CHEMICALS	876.00
ADAM BOECK	FALL 24 SOCCER REF	485.00
AFLAC	AFLAC PRETAX	102.06
AFLAC	AFLAC PRETAX	102.06
AGSOURCE COOPERATIVE SERVICES	WW TESTING	152.50
AMERICAN UNDERGROUND SUPPLY	SEWER MANHOLE COVER	957.08
ANDREW COOPER	FTO TRANING MILEAGE	68.61
ANDREW DEA	FALL 24 SOCCER REF	205.00
ARNOLD MOTOR SUPPLY	OIL CHANGE	291.01
AT&T MOBILITY	PD/FD PHONE SERVICE	277.56
BANNER FIRE EQUIPMENT	FD LEATHER GLOVES/GAUNTLETS	361.74
BASE	DEC CAFETERIA MONTHLY	30.00
BOBCAT WILDLIFE & PEST	P&R MOLE TREATMENT FALL 24	505.00
BRALEE KUNKEL	FALL 24 SOCCER REF	80.00
BRAYDEN FENNESSEY	FALL 24 SOCCER REF	120.00
C & K ELECTRIC LLC	WATER PUMP TROUBLESHOOT	250.00
CONTINENTAL RESEARCH CORP	PW CHEMICALS & SUPPLIES	2,432.07
CULLIGAN	CH/PW WATER	94.11
DANE BERNHARDT	FALL 24 SOCCER REF	290.00
DEMCO	LIBRARY TABLE	939.36
EFTPS	FED/FICA TAX	6,867.05
EFTPS	FED/FICA TAX	6,909.42
FELD FIRE	FIRE PROTECTION BOOTS	898.00
FENIX USA LLC	MONTHLY SOFTWARE CHARGE	289.30
FORTE	CREDIT CARD PROCESSING FEES	329.28
FORTE	CREDIT CARD PROCESSING FEES	53.87
GABE SCOTT	FALL 24 SOCCER REF	330.00
GALLS LLC	FD SHIELD BADGE	146.43
GATEHOUSE MEDIA IA HOLDINGS	PH HEARING SOLAR ENERGY SYS	27.40
GATEHOUSE MEDIA IA HOLDINGS	PH HEARING SHORT TERM RENTALS	28.60
GATEHOUSE MEDIA IA HOLDINGS	PH BOA MEETING 20241106	48.40
GATEHOUSE MEDIA IA HOLDINGS	10/14 CITY COUNCIL MINUTES	263.80
GATEHOUSE MEDIA IA HOLDINGS	202410289 MINUTES	60.40
GRAYSON ELLIOT	FALL 24 SOCCER REF	20.00
GRAYSON WIGANT	FALL 24 SOCCER REF	155.00
GRIMES ASPHALT	ASPHALT - CEMETERY & PATCHES	75,300.00
HAWKEYE TRUCK EQUIPMENT	2024 FORD MAINTENANCE	15,794.78

HEARTLAND BUSINESSES SYSTEM	OCT SERVICES	6,440.14
HUDSON SODERHOLM	FALL 24 SOCCER REF	365.00
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	889.88
IOWA PRISON INDUSTRIES	SQUARE POSTS & NO PARKING SIGN	863.08
IOWA RURAL WATER ASSOC	COMMUNITY DUES MEMBERSHIP	355.00
IPERS	PROTECT IPERS	4,519.39
JACK JACOBS	FALL 24 SOCCER REF	20.00
JACK KRIEGER	FALL 24 SOCCER REF	30.00
JESSICA DRAKE	JULY-NOV24 MILEAGE	215.76
KADENCE WIGANT	FALL 24 SOCCER REF	30.00
KAEGAN WIGANT	FALL 24 SOCCER REF	470.00
KATE OLIVER	FALL 24 SOCCER REF	90.00
KEENAN LUNDY	FALL 24 SOCCER REF	170.00
KONICA MINOLTA	7-31-24 THRU 10-30-24 QUARTER	241.52
LANDON LUNKAN	FALL 24 SOCCER REF	20.00
LAURA KUNKEL	FD CLEANING 9/29,10/13,10/27	75.00
LAYTON FANNON	FALL 24 SOCCER REF	350.00
LEVI LUKAN	FALL 24 SOCCER REF	145.00
LOUNSBURY SAND & GRAVEL	SCREENED TOPSOIL	305.91
LOWE'S	OCTOBER PURCHASES	302.81
LUKAS HETLAND	SOCCER REFEREE FALL 24	145.00
MATHESON TRI GAS INC	OXYGEN	41.78
MEMPHIS VIS	FALL 24 SOCCER REF	10.00
METROPOLITAN COMPOUNDS	ASPHALT PATCH	621.10
MIDAMERICAN ENERGY	OCT GAS/ELEC	2,562.44
MOLLY SIMECK	FALL 24 SOCCER REF	165.00
MUNICIPAL SUPPLY INC	REDI CLAMPS	478.50
NATE SCHRECK	FALL 24 SOCCER REF	75.00
NIC WIGANT	SOCCER REF FALL24	160.00
ORKIN	NOV MONTHLY CHARGE	65.00
SAFELITE FULFILLMENT INC	PD 23 CHEVY TAHOE REPAIR	96.99
SHAE BERNHARDT	SOCCER REF FALL 24	55.00
STAR EQUIPMENT LTD	PW MACHINE SERVICE	2,102.93
THORPE WATER DEV CO	JULY/AUG/SEPT/OCT OP BY AFFIDA	3,600.00
TREAS - ST OF IA SALES TX	OCTWET_0-006-982-598	1,812.49
TREAS - STATE OF IOWA W/H	STATE TAX	1,044.56
TRINDLE RIDGE LLC	FY25 TIF REBATE PER ORIG.DEV.	11,279.00
TRUSTED TREE SERVICES LLC	FALL 24 TREE REMOVAL	7,000.00
TYSON SCHOENLEBER	FALL 24 SOCCER REF	70.00
UNITED SEEDS INC.	P&R SEED ORDER	545.00
US POSTMASTER	NOVEMBER UB MAILING	264.99
UTILITY EQUIPMENT CO	1' HYDRUS METER ORDER	3,551.58
VEENSTRA & KIMM INC	WATER MAIN REPLACE - PHASE 2	36,443.20
WASTE CONNECTIONS	GARBAGE CONTRACT 11-1 TO 11-30	12,473.54
WHITFIELD & EDDY PLC	LEGAL SERVICES - SEPT	4,332.88
WILL NIXON	FALL 24 SOCCER REF	10.00
Accounts Payable Total		227,463.13
Invoices: Paid		22,331.71
Invoices: Scheduled		205,131.42
GENERAL		126,146.27
PARK OPERATIONS		8,636.28
ROAD USE TAX		20,690.63
TIF		11,279.00
LIBRARY TRUST FUND		3,383.12
WATER SUPPLY IMPROVEMENTS		20,639.95
MICROSOFT CAPITAL IMPROVE		10,491.00
WATER		16,201.79
SEWER		9,994.89
TOTAL FUNDS		227,463.13

- f. October Financial Statements
- g. ~~October Building Permit Report~~
- h. IPAIT Update – October 2024

- i. SICOG Update – October 2024
- j. Resolution #2024-112 Appointing Member to the Planning & Zoning Commission
- k. Resolution #2024-113 Appointing Member to the Parks & Recreation Board
- l. Resolution #2024-114 Approving the FY24 Street Finance Report
- m. ~~Resolution #2024-115 Approving the FY24 Annual Financial Report~~
- n. ~~Resolution #2024-116 Approving the FY24 Annual Urban Renewal Report~~
- o. Resolution #2024-117 Approving the 2024 Van Meter TIF Certification to Dallas County
- p. Resolution #2024-118 Approving the Van Meter Volunteer Fire Department Roster as of October 26, 2024
- q. Resolution #2024-119 Awarding Contract for Audit Services
- r. Resolution #2024-120 Approving an Agreement for Bridge Inspection Services – Calhoun Burns
- s. Resolution #2024-121 Approving an Agreement for Water Tower Inspection Services – Dixon Engineering

Councilmember Westfall asked about the timing of water tower inspections and stated that a plan is needed for water tower improvements. City Administrator Faust noted that items #7g, #7m, and #7n will be provided at the November 25, 2024 City Council Workshop. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**

8) **Public Hearing #1 Short-Term Rentals**

Grolmus moved, supported by Brott, to open the public hearing. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)** The public hearing was open as of 7:06pm. Staff received no comments prior to the hearing. City Clerk Drake provided a summary of the proposed amendment regarding short-term vacation rentals. No public comment was received during the hearing. Grolmus moved, supported by Brott, to close the public hearing. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)** The public hearing was closed as of 7:07pm.

Public Hearing #2 Solar Energy Systems

Akers moved, supported by Grolmus, to open the public hearing. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)** The public hearing was open as of 7:07pm. Staff received no comments prior to the hearing. Post 403 Member & Non-Resident Mike Abeltrip commented that the proposed amendment is restrictive to residents and businesses. It also portrays a poor attitude towards the Legion. Post 403 Member & Non-Resident Terry VandeKamp commented that a current Legion member has told them for years that they need to look into solar to cut down on energy costs & that the City's proposal could be restrictive but he needs to read it & hear the discussion. Post 403 Member & Non-Resident Randy Hartley stated that the Legion is striving to be fiscally responsible & sustainable. They are looking at solar for the Legion and haven't decided if it would be ground or roof mounted, but that roof mounted could cause more expense especially if a portion of the roof needed repairs in the future. He asked that the City table action on the proposed amendment for up to 60 days until the Legion can provide a plan. City Clerk Drake provided a summary of the proposed amendment regarding Solar Energy Systems including that the proposed amendment stems from a recommendation from the City's building inspector and that the proposed amendment is for all zoning districts, not just one. She also stated that ground mounted solar have been problematic in other central Iowa cities and those cities have also moved to prohibiting ground mounted. Resident Ben Clark asked what types of problems occurred. City Clerk Drake responded that problems included mowing, weeds, code enforcement & neighbor disputes. Brott moved, supported by Akers, to close the public hearing. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)** The public hearing was closed as of 7:20pm.

- 9) Brott moved, supported by Akers, to make this reading the first and final reading of Ordinance #2024-25 An Ordinance Amending the Code of Ordinances of the City of Van Meter – Chapters 161 and 165 regarding Short Term Vacation Rentals, waiving the requirement for subsequent readings and moving to approval and adoption of said Ordinance On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**

- 10) Akers moved, supported by Grolmus, to make this reading the first and final reading of Ordinance #2024-26 Amending the Code of Ordinances of the City of Van Meter Chapter 165 regarding Solar Energy Systems, waiving the requirement for subsequent readings and moving to approve and adopt said Ordinance. Councilmember Westfall addressed Post 403 Member & Non-Resident Randy Hartley clarifying that the Legion is looking for Council to table the action on Solar Energy Systems, he confirmed. She posed the question to Council. Councilman Pelz stated that if action is tabled and approved in January, the Legion would be extending their timeline even further if they choose to go with ground arrays and the conditional use or variance request process. Councilman Akers stated that he was at first on the fence about Solar Energy Systems but since has decided that it is more beneficial to put the proposed changes in for all zoning codes for consistency among all zoning districts. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – NO. **YES (4) NO (1) ABSTAIN (0) ABSENT (0)**

- 11) Grolmus moved, supported by Brott, to adopt Resolution #2024-122 Deleting Property from the Van Meter Urban Renewal Area. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**

- 12) Brott moved, supported by Akers, to make this reading the first and final reading of Ordinance #2024-27 An Ordinance Deleting Property from the Van Meter Urban Renewal Area, waiving the requirement for subsequent readings and moving to approval and adoption of said Ordinance On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**

- 13) Grolmus moved, supported by Westfall, to adopt Resolution #2024-123 Adopting an Updated Public Records Policy and Repealing & Replacing the Open Records Policy as amended on April 30, 2024. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**

- 14) Brott moved, supported by Akers, to adopt Resolution #2024-124 Approving Plat of Survey & Waiving Compliance with the City of Van Meter Sub-Division Ordinance – Peterson Estates. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**

- 15) Grolmus moved, supported by Brott, to adopt Resolution #2024-125 Approving Plat of Survey & Waiving Compliance with the City of Van Meter Sub-Division Ordinance – Parcel 24-101. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 16) Grolmus moved, supported by Brott, to adopt Resolution #2024-126 Approving Plat of Survey & Requiring Compliance with the City of Van Meter Sub-Division Ordinance – Valley View Acres Lot 2 subject to the requirement that the new lot has its own water & sewer services separate from the original lot. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 17) Akers moved, supported by Grolmus, to consent to water service by Warren Water at 36440 Shadow Trail (located within the City Limits of Van Meter) subject to an agreement between Warren Water and the City of Van Meter to surrender the service at no cost to the City if a time comes that the City provides water service to the property at a future date. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 18) Westfall moved, supported by Grolmus, to consent to water service by Warren Water at 36811 Osage Avenue (located outside of the City Limits of Van Meter). Councilmember Westfall stated that the City needs to be considering their annexation plan. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 19) Brott moved, supported by Akers, to adopt Resolution #2024-127 Setting Date of Public Hearing regarding a proposed voluntary, non-consenting annexation of property located within Van Meter Country Estates for Monday, December 9, 2024 at 7:00pm at the Van Meter United Methodist Church located at 100 Hazel Street, Van Meter, IA. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – ABSTAIN. **YES (4) NO (0) ABSTAIN (1) ABSENT (0)**
- 20) Grolmus moved, supported by Brott, to adopt Resolution #2024-128 to Provide for Notice of Hearing on Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Arlington Avenue Project, and taking of bids therefor. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 21) City Engineer Veenstra led a discussion pertaining to the City’s Water Main Replacement Project. The project will replace the current water main with a new 8in water main along part of Hazel, Arlington, Hudson and Van Buren. Construction will take 3-4 months to complete and will start in the spring. Most of the water main work will be directionally bored. There will be selected driveway and sidewalk replacements. Depending on the bids, there may be funds available to additional roads into Phase 1. Otherwise, they will be included in future phases.
- 22) Grolmus moved, supported by Brott, to adopt Resolution #2024-129 to Provide for Notice of Hearing on Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Water Main Replacement Project – Phase 1, and taking of bids therefor. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 23) Akers moved, supported by Westfall, to adopt Resolution #2024-130 Approving a Contract for Design Services with Veenstra & Kimm – Microsoft Project. City Engineer Veenstra provided a description of the proposed projects relating to public infrastructure projects at & around Vision Park. This agreement only provides the notice to proceed on 2 of the 12 projects. Additional notices to proceed will be needed for the rest of the projects. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)**
- 24) Council engaged in a discussion regarding Standing Council Committee meetings. Councilmen Brott, Akers, and Grolmus all suggested that the standing committees remain and meetings are held as needed as determined by Staff. Notice, agendas & minutes will be required. Meetings will remain scheduled as is and only held if needed.
- 25) Staff Reports were included in the packet. City Administrative staff continues to work on TIF, annual reports and economic development activities. Public Works completed the required lead service line inventory report for the DNR. Police reported on the status of the new Police Truck (should be a few weeks) and reported that there were 119 total calls in October with 47 being traffic stops. Fire reported that there were 32 calls in October of which 13 were in De Soto, 10 in Van Meter and 9 were not responded to. Library reported that programming participation is significantly higher this year than last year at this time. Parks & Rec reported that Youth Basketball registration is underway & end of year maintenance activities have been taking place at the soccer fields. The City Engineer & City Attorney discussed the idea of adding a Storm Water Facility Maintenance Agreement into the requirements for final plat review. City Staff will work with the attorney & engineer to bring forward a proposal.
- 26) Committee Reports summaries were included in the packet.
- 27) Brott moved, supported by Grolmus, to adjourn the meeting. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – YES. **YES (5) NO (0) ABSTAIN (0) ABSENT (0)** The meeting was adjourned at 8:53pm

Joe Herman, Mayor

Jessica Drake, City Clerk