

City of Van Meter, Iowa

City Council Minutes – April 14, 2025

- 1) The Van Meter City Council met for a regular council meeting on Monday, April 14,2025, at the United Methodist Church located at 100 Hazel Street, Van Meter, IA 50261. Mayor Herman called the meeting to order at 7:01pm. The following council members were present upon roll call: Joel Akers, Travis Brott, Blake Grolmus, and Quin Pelz. Council member Westfall was absent.
Staff present: City Attorney Fatino, City Engineer Randy Johnson, Police Chief Mike Brown, Public Works Director Drew McCombs, Library Director Jonatha Basye, City Clerk Jessica Drake, and City Administrator Liz Faust.
Public Present: Jeff Lonning - Resident. Dave Hockett – Bolton & Menk. Matt Stoffel – PFM Financial Advisors, LLC.
- 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) City Clerk Drake noted that agenda item #9 was to be pulled from the Agenda and moved to the May agenda. Grolmus moved, supported by Akers, to approve the agenda as amended. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 6) No one addressed the Council during the Citizen’s Hearing.
- 7) City Clerk Drake noted that item #7s – March 10, 2025 Minutes had been added on Friday after the initial packet had been sent. Item #7i was t be pulled from the agenda. Mayor Herman asked for a motion to adopt the consent agenda as amended which included the following:

a. Minutes of March 31, 2025 City Council Special Meeting

b. Minutes of April 3, 2025 Parks & Rec Board Meeting

c. Minutes of April 10, 2025 Board of Adjustment Meeting

d. April Claims List

Claims Report

Vendor	Reference	Amount
A-D Distributing Co Inc	Flags	\$275.10
Acco	Water Chemicals	\$606.00
Accujet Llc	Vac'd Storm Line	\$709.36
Adt Security Services	Alarm Monitoring Service Plan	\$172.62
Aflac	Aflac Pretax	\$301.32
Amazon Capital Services	March Amazon	\$2,323.60
American Underground Supply	Curb Stop Repair Supplies	\$230.28
Apwa Iowa Chapter	Spring Conference	\$260.00
At&T Mobility	Pd/Fd Phone Service	\$277.60
Base	May FSA Admin	\$30.00
Bolton & Menk Inc	Master Trails Engineering	\$8,253.00
Brian Anderson Construction	Sb Dugout Repair	\$700.00
Calhoun-Burns & Assoc	2025 Bridge Rating & Inspect	\$810.00
Challenger Teamwear	Soccer Ref Kits	\$467.14
City Of Van Meter	Greater Dsm Umpire 4/14-15	\$575.00
Collier Wilmes	Mini Comic Class Summer Read	\$100.00
Culligan	Water Cooler	\$81.71
Darrin Crow	Summer Reading	\$300.00
Delta Dental	Dental Vision Premium	\$923.26
Doug Applegate	Mural Painting - Summer Reading	\$150.00
Earlham Savings Bank	Ebank Eft Ach Fees	\$25.00
EFTPS	Fed/FICA Tax	\$15,304.67
Elan Financial - Ebank Cc	March Purchases	\$3,059.45
Elite Sports	Little League Uniforms	\$4,299.00
Frontline Warning Systems	Annual Siren Maint	\$1,480.00
Gatehouse Media Ia Holdings	Publications	\$670.00
Heartland Business System	Pw Laptops & March Services	\$9,099.55
I80 Concrete	Water Main Concrete Replace	\$3,940.00
IBTSA	Group Training	\$35.00
Industrial Chem Labs	Lift Station Degreaser	\$1,187.73
Iowa Prison Industries	Street Signs/Posts	\$3,751.80
Iowa Soccer Association	24/25 Registration Fees	\$7,973.30
IPERS	Protect IPERS	\$9,271.54
Jessica Drake	Reimburse -FSA & Mileage	\$667.41
Jmt Trucking	Street Maint	\$170.81
King's Material Inc	Memorial Park Rubber Mulch	\$547.56
Konica Minolta	April Service - Copier	\$35.20
Liz Faust	lcma Mileage Remiburse	\$819.78
Lowe's	March Purchases	\$739.69
Matheson Tri Gas Inc	Oxygen	\$43.48
Mediacom	Internet Services	\$256.95
Midamerican Energy	Gas/Elec	\$3,078.82
Midamerican Energy Recplex	Outdoor Soccer Field Rental	\$1,968.00
Orkin	Lib Pest Control	\$79.00
Russell Abstract & Title	316 Title	\$175.00
Schildberg Construction	Richland Rock Replace	\$458.26
Shelly James	Jan, Feb, March, April Clean	\$360.00
Signature Sign & Graphics	Ems Vehicle Wrapping	\$2,816.55
Stack Pay - Rec Fees	Stack Pay Refund	\$75.00
The Hartford	Life Premium	\$502.09
Thorpe Water Dev Co	Opp By Affidavit	\$400.00
Treas - St Of Ia Sales Tx	March Water Excise Tax	\$1,617.11
Treas - State Of Iowa W/H	State Tax	\$1,521.83
Underground Solutions	Wilson Street Water Main Break	\$7,000.00
Unwind Designs	Diamond Painting Program	\$375.00
Utility Equipment Co	U-Bracket	\$1,615.88
Veenstra & Kimm Inc	March Service Charges	\$176,305.54
Verizon Wireless	March Phone Charges	\$2,910.28
Vm Community Development	2025 Flags	\$250.00
Waste Connections	Garbage Contract	\$12,987.10
Waste Solutions Of Ia	Kybos - Soccer Fields	\$1,264.45
Wellmark	Medical Premium	\$13,175.94
Wells Fargo Cc	Credit Card Expenses	\$7,753.96
Wex Bank	Fuel	\$1,440.06
Whitfield & Eddy Plc	Legal Services March	\$4,469.50

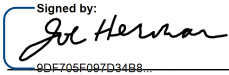
Ziegler Inc	Sewer Generator Maint.	\$521.23
Accounts Payable Total		\$324,044.51
Invoices: Paid		\$54,072.92
Invoices: Scheduled		\$269,971.59
Refund Checks Total		-
Payroll Checks		\$65,982.16
***** Report Total *****		\$390,026.67
General	\$141,368.44	
Road Use Tax	\$830.86	
Arlington Road Resurface	\$1,941.27	
Master Trails Project	\$8,583.21	
601 Municipal Building	\$360.42	
Water Main Replacement P1	\$142.30	
Water Supply Improvements	\$5,934.50	
Microsoft Capital Improve	\$163,907.49	
Water	\$42,649.79	
Sewer	\$24,308.39	
Total Funds	\$390,026.67	

- e. March Financial Statements
- f. March Building Permit Report
- g. March IPAIT Report
- h. Resolution #2025-43 Setting Wages – Public Works
- ~~i. Resolution #2025-44 Approving Appointment of a Member to the VMFD~~
- j. Resolution #2025-45 Authorizing Approval of a Contract for Fireworks – J&M Displays, Inc.
- k. Resolution #2025-46 Approving CY25 Insurance Renewal – Jester Insurance
- l. Resolution #2025-47 Approving Class C Liquor License Renewal – 5th Quarter
- m. Resolution #2025-48 Authorizing Approval of Network as a Service Agreement – FENIX USA
- n. Resolution #2025-49 Authorizing Approval of a Services Agreement – Iowa Code Enforcement
- o. Resolution #2025-50 Approving FY25 Interfund Transfers
- p. Resolution #2025-51 Assigning an Address – 100 Sports Park Drive (Rec Complex)
- q. Resolution #2025-52 Authorizing Approval of a Program Fee Agreement with ISU Extension – Planning & Zoning Workshop
- r. Resolution #2025-53 Authorizing Approval of a Building Department Inspection Services Agreement – Veenstra & Kimm
- s. Minutes of the March 10, 2025 City Council Regular Business Meeting

Akers moved, supported by Grolmus, to approve the consent agenda as amended. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**


- 8) Matt Stoffel with PFM Financial Advisors, LLC presented the City’s Financial Planning Models including Debt Planning Models, Water Enterprise and Sewer Enterprise models. He also presented an overview on the proposed property tax legislation.
- 9) MOVED TO MAY AGENDA
- 10) **Public Hearings**
 - a. Brott moved, supported by Grolmus, to open the public hearing regarding the proposed FY26 Full Budget Adoption. Motion carried. The hearing opened at 7:53pm. One written comment was received from a non-resident prior to the hearing. No comments were received during the hearing. Brott moved, supported by Grolmus, to close the public hearing. Motion carried. The hearing closed at 7:54pm.
 - b. Pelz moved, supported by Akers, to open the public hearing regarding a proposed amendment to the Code of Ordinances – Chapter 164 Vacant Buildings. Motion carried. The hearing opened at 7:55pm. No comments were received prior to or during the hearing. Akers moved, supported by Pelz, to close the public hearing. Motion carried. The hearing closed at 7:56pm.
 - c. Akers moved, supported by Grolmus, to open the public hearing regarding a proposed amendment to the Code of Ordinances – Chapter 90 Water Service System. Motion carried. The hearing opened at 7:56pm. No comments were received prior to or during the hearing. Brott moved, supported by Akers, to close the public hearing. Motion carried. The hearing closed at 7:57pm.
 - d. Grolmus moved, supported by Pelz, to open the public hearing regarding a proposed amendment to the Code of Ordinances – Chapter 96 Building Sewers and Connections. Motion carried. The hearing opened at 7:57pm. No comments were received prior to or during the hearing. Akers moved, supported by Grolmus, to close the public hearing. Motion carried. The hearing closed at 7:58pm.
 - e. Brott moved, supported by Grolmus, to open the public hearing for the first reading of a proposed amendment to Chapter 92 Water Rates. Motion carried. The hearing opened at 7:58pm. No comments were received prior to or during the hearing. Brott moved, supported by Grolums, to close the public hearing. Motion carried. The hearing closed at 7:59pm.
 - f. Grolmus moved, supported by Brott, to open the public hearing for the first reading of a proposed amendment to Chapter 99 Sewer Charges. Motion carried. The hearing opened at 8:00pm. No comments were received prior to or during the hearing. Brott moved, supported by Akers, to close the public hearing. Motion carried. The hearing closed at 8:00pm.
- 11) Akers moved, supported by Grolmus, to adopt Resolution #2025-55 Adopting the Budget for Fiscal Year 2026 (July 1, 2025 – June 30, 2026) and directing the City Clerk to certify the tax levies to the Dallas County Auditor. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 12) Grolmus moved, supported by Akers, to make this the first and final reading of Ordinance #2025-04 Adopting an Amendment to the Code of Ordinances of the City of Van Meter amending Chapter 164 – Vacant Buildings, waiving the requirement for subsequent readings and moving to approval and adoption of said Ordinance, directing the City Clerk to cause said Ordinance to be published in the newspaper of record for the City. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 13) Akers moved, supported by Brott, to make this the first and final reading of Ordinance #2025-05 Adopting an Amendment to the Code of Ordinances of the City of Van Meter amending Chapter 90 – Water Service System, waiving the requirement for subsequent readings and moving to approval and adoption of said Ordinance, directing the City Clerk to cause said Ordinance to be published in the newspaper of record for the City. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 14) Brott moved, supported by Grolmus, to make this the first and final reading of Ordinance #2025-06 Adopting an Amendment to the Code of Ordinances of the City of Van Meter amending Chapter 96 – Building Sewers and Connections, waiving the requirement for subsequent readings and moving to approval and adoption of said Ordinance, directing the City Clerk to cause said Ordinance to be published in the newspaper of record for the City. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 15) Brott moved, supported by Akers, to adopt the following resolutions pertaining to setting the date for certain public hearings at the Van Meter United Methodist Church located at 100 Hazel Street, Van Meter, IA 50261. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
 - a. **Resolution #2025-56 Setting Date for Public Hearing for Second Reading of An Ordinance Amending Chapter 92 Water Rates of the Code of Ordinances for May 12, 2025 and Third Reading for June 9, 2025**
 - b. **Resolution #2025-57 Setting Date for Public Hearing for Second Reading of An Ordinance Amending Chapter 99 Sewer Service Charges of the Code of Ordinances for May 12, 2025 and Third Reading for June 9, 2025**
 - c. **Resolution #2025-58 Setting Date for Public Hearing for Three Readings of An Ordinance Amending Chapter 106 Collection of Solid Waste of the Code of Ordinances – First Reading for May 12, 2025 at 7:00pm, Second Reading for June 9, 2025 and Third Reading for July 14, 2025**
 - d. **Resolution #2025-59 Setting Date for Public Hearing for a Proposed Amendment to the Code of Ordinances of the City of Van Meter – Addition of Chapter 174 Mailboxes**
- 16) Grolmus moved, supported by Akers, to adopt Resolution #2025-60 Approving a Proposal for Master Parks Planning with Bolton & Menk. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 17) Akers moved, supported by Brott, to adopt Resolution #2025-61 Approving a Proposal for Planning Services with Bolton & Menk. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – YES; Westfall – ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

- 18) The VMCS D is undergoing a large construction project requiring several building permits. The City has waived their portion of building permit fees for public projects in the past. Brott moved, supported by Grolmus, to approve waiving the City portion of building permit fees on the Van Meter Community School District building project. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Pelz – ABSTAIN; Westfall – ABSENT. **YES (3) NO (0) ABSTAIN (1) ABSENT (1)**
- 19) Grolmus moved, supported by Pelz, to make this the first and final reading of Ordinance #2025-07 Deleting Property from the Tax Increment Financing District for the Van Meter Urban Renewal Area of the City of Van Meter, Iowa pursuant to Section 403.19 of the Code of Iowa, waiving the requirement for subsequent readings and moving to approval and adoption of said Ordinance, directing the City Clerk to cause said Ordinance to be published in the newspaper of record for the City. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-YES; Pelz – YES; Westfall - ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 20) The Administrative report noted updates relating to code changes, continuing education activities and economic development activities. City Administrative staff also provided a legislative update noting impacts of the proposed property tax legislation and the passage of the publication timing legislation. City Clerk Drake noted that the next workshop topic will be zoning updates & Succession Planning for Staff and Elected Officials will be later in the year. Public Works reported on updates with the meter replacements, project updates including water main replacement & Arlington Street resurfacing and continuing education. Police reported that there were 112 calls in March of which 56 were traffic stops & noted Officer Cooper's 2 year anniversary. Fire reported that there were 42 calls in March of which 10 were not responded to – all of which were EMS calls, 9 in DeSoto and 1 in Van Meter. Library reported participating in several continuing education activities & updates on Summer Reading planning as well as an update on the recent federal Executive Order pertaining to libraries. Parks & Rec reported the current youth sport registration numbers for spring soccer, youth little league and youth softball and noted the success of the baseball/softball work day & provided updates on other summer activities. The City Engineer provided updates on several construction projects throughout the City.
- 21) 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 – ABSENT. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**. The meeting was adjourned at 8:39pm.

Signed by:

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4/15/2025

Joe Herman, Mayor

DocuSigned by:

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Jessica Drake, City Clerk

4/15/2025