

- 1) The Van Meter City Council met for a regular council meeting on Monday, July 14, 2025, at the United Methodist Church located at 100 Hazel Street, Van Meter, IA 50261. Mayor Herman called the meeting to order at 7:00pm. The following council members were present upon roll call: Joel Akers, Travis Brott, Quin Pelz and Penny Westfall. Blake Grolmus was absent.
Staff present: City Attorney Fatino, City Engineer Randy Johnson, Police Chief Mike Brown, Public Works Director Drew McCombs, Deputy Clerk Larain Climer, and City Administrator Liz Faust.
- 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 Pelz, to approve the agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-Absent; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 6) No one addressed the Council during the Citizen’s Hearing.
- 7) Mayor Herman asked for a motion to adopt the consent agenda which included the following:

a. Minutes of June 5, 2025, Park Board Meeting

b. Minutes of June 9, 2025, City Council Regular Business Meeting

c. Minutes of June 23, 2025, City Council Workshop

d. Minutes of June 25, 2025, Planning & Zoning Commission Meeting

e. Minutes of July 8, 2025, Park Board Meeting

f. July Claims List

Claims Report		
Vendor	Reference	Amount
ABSOLUTE REPAIR	TRUCK 836 REPAIRS	20,344.10
ACCO	WATER CHEMICALS	448.00
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	172.62
AGSOURCE COOPERATIVE SERVICES	WA TESTING	38.50
AGSOURCE COOPERATIVE SERVICES	WA TESTING	29.00
ALL AMERICAN TURF BEAUTY	LAGOOD WEED CONTROL	989.00
ALLIANCE CONSTRUCTION GROUP	ARLINGTON AVE PAY EST #2	65,496.72
AT&T MOBILITY	PD PHONE SERVICE	277.60
AYLA LANSMAN	25 REF RECERT	62.50
BALDON & SON HARDWARE	ORANGE MARKING PAINT	21.98
BANNER FIRE EQUIPMENT	RUBBER CAB LATCH & BOLTS	223.98
BASE	AUG CAF MONTHLY	30.00
BOLTON & MENK INC	MASTER TRAILS ENGINEERING	4,905.00
BOLTON & MENK INC	SS4A GRANT APPLICATION	12,301.00
BOLTON & MENK INC	EXISTING INV & ANALYSIS	14,820.00
BRODART	SERVICE FOR 7/25-6/26	15,024.00
C & K ELECTRIC LLC	WATER PUMP HOUSE REPAIRS	516.22
CITY OF VAN METER	6X BB/SB GAMES	450.00
CIVIC SYTEMS	SEMI ANN SERVSUPPOR 7/25-12/25	1,350.00
CONTRACTOR SOLUTIONS	SEWER PUMP RENTAL	3,151.80
CULLIGAN	CH WATER JUNE	85.01
DELTA DENTAL	JULY DENTAL VISION PREM PD	923.26
DES MOINES WATER WORKS	WATER TESTING	64.20
EFTPS	FED/FICA TAX	7,928.52
FENIX USA LLC	20X WATER METERS	5,686.25
FIRE SAFETY USA	FIRE HELMET & SHIELD	532.85
GALLS LLC	REPLACE BUCKLE & RADIO HOLDER	35.98
GAME ONE	LL HATS	5,229.23
GATEHOUSE MEDIA IA HOLDINGS	FY25 BUDGET AMENDMENT PUBLISH	140.83
GATEHOUSE MEDIA IA HOLDINGS	20250623 MINUTES	58.00
GATEHOUSE MEDIA IA HOLDINGS	MUNICIPAL BLD PH NOTICE	53.20
GATEHOUSE MEDIA IA HOLDINGS	20250623 MINUTES WITH CLAIMS	122.80
GATEHOUSE MEDIA IA HOLDINGS	ORD 2025-10 CHP106 GARBAGE	86.80
GREATER DALLAS CO - GDCDA	FY25 MEMBERSHIP DUES	7,500.00
HEARTLAND BUSINESSES SYSTEM	JUNE MANAGED SERVICES-ADMIN	4,531.76
HEARTLAND BUSINESSES SYSTEM	WEBSITE HELPDESK	97.50
HEARTLAND BUSINESSES SYSTEM	WEBSITE UPDATES & LAPTOP SETUP	2,500.00
MIDWEST TAPE, LLC	ADVANCE PAYMENT-DIGITAL LIB	6,500.00
IOWA DEPT OF PUBLIC SAFETY	FY 25 QRTLY INV 01/25-03/25	600.00
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	638.91
INVISION	FIELD VER & BIM MODEL 601 MAIN	7,643.15
IOWA CODE ENFORCEMENT	JUNE SERVICE FEE	600.00
IOWA DEPARTMENT OF NATURAL RES	FY26 ANNUAL WATER SUPPLY FEE	116.76
IOWA ONE CALL	EMAIL LOCATES 80X	72.30
IOWA PUMP WORKS INC	SEWER VALVE INSTALL	969.45
ISU EXTENSION	ISU P&Z WORKSHOP	750.00
JACK DAY	BB REF X6	120.00
JESSICA DRAKE	APRIL & JUNE MILEAGE	423.69
JESSICA DRAKE	MILEAGE REIMBURSE	123.41
JIMMER PETERSEN	MISSING U6 REF PAY	10.00
JONATHA BASYE	GIFTCARDS FOR PUZZLE PRIZES	180.00
JONES CREEK APPAREL	SUMMER APPAREL 2025	2,173.00
KATE OLIVER	25 REF RECERT	62.50
KNOX COMPANY	1 YR KNOXCONNECT CLOUD LICENSE	841.00
KONICA MINOLTA	MONTHLY MAINTENANCE CHARGE	35.20
LAURA KUNKEL	FD CLEANING 6/8 & 6/22	50.00
LAYTON FANNON	1X U10 SOCCER REF	25.00
LIBERTY READY MIX	ARLINGTON AVE CONCRETE	278.50
LIZ FAUST	MILEAGE REIMBURSE	73.29
MATHESON TRI GAS INC	OXYGEN	42.40
MEDIACOM	INTERNET SERVICES CH	416.95
MICAH HUNTER	3X U6 GAMES	30.00
MIDAMERICAN ENERGY	GAS/ELEC JUNE	3,294.18
NAFTO	BASIC FIELD TRAIN OFFICER	375.00
OVERDRIVE INC	FY26 BRIDGES EBOOK CONTENT FEE	656.16
PEEK SALES & SERVICE	MOWER PARTS	70.15
PEEK SALES & SERVICE	MOWER PARTS	41.00
PFM FINANCIAL ADVISORS LLC	EC DEV FINANCIAL ANALYSIS	16,250.00
PLUMB SUPPLY COMPANY	CLAVALVE GASKET	6.46
R & B GLASS LLC	SKID LOADER GLASS REPAIR	879.00
RD MCKINNEY PLUMBING	BULLDOG TRACKHOE	3,345.00
SAM CHIA	MILEAGE FOR SAMS CLUB ORDERS	212.80
SCIENCE CENTER OF IOWA	SCI ADVENTURE PASS	250.00
STAR EQUIPMENT LTD	ROLLERS	24.28
STIVERS FORD	2023 TAHOE OIL CHANGE	80.70

STRYKER SALES CORP	BATTERY PACK	150.00
SUNSET LAW ENFORCEMENT	PD AMMO	962.49
THE HARTFORD	JULY LIFE PREMIUM PD	502.09
THORPE WATER DEV CO	JUNE MONTHLY CHARGE	400.00
TRAFFIC LOGIX CORPORATION	SOLAR SPEED SIGN	2,435.00
TREAS - ST OF IA SALES TX	JUNE WET SALES TAX	2,278.18
UNITED UTILITIES & EXCAVATION	WATER MAIN REPLACEMENT PHASE 1	40,540.78
US POSTMASTER	UB POSTAGE JULY AUG SEPT	750.00
VEENSTRA & KIMM INC	BUILDING PERMIT FEES - MAY	90,513.36
VERIZON WIRELESS	CELL PHONE CHARGES JUNE	1,526.53
VICTORY MOUNDS	CHALK BAGS	380.00
WASTE CONNECTIONS	GARBAGE CONTRACT JULY	13,198.88
WASTE SOLUTIONS OF IA	KYBOS - BB FIELDS	1,168.00
WELLMARK	JULY MED PREMIUM PD	13,175.94
WELLS FARGO CC	CREDIT CARD EXPENSES JUNE	2,474.54
WEX BANK	PD FUEL	2,055.02
WHITFIELD & EDDY PLC	GRANT ST CONDEMNATION	1,807.00
WHITFIELD & EDDY PLC	GRANT ST CONDEMNATION	1,912.50
Accounts Payable Total		400,718.76
Invoices: Paid		206,001.26
Invoices: Scheduled		194,717.50
Payroll Checks		22,909.76
***** REPORT TOTAL *****		423,628.52
GENERAL		203,416.81
ROAD USE TAX		1,852.50
ARLINGTON ROAD RESURFACE		72,688.22
MASTER TRAILS PROJECT		4,566.00
601 MUNICIPAL BUILDING		7,696.35
WATER MAIN REPLACEMENT P1		49,150.68
WATER TREATMENT FACILITY		2,470.00
MICROSOFT CAPITAL IMPROVE		16,250.00
VIRGINIA STREET EXTENSION		339.00
RICHLAND RD CULVERT		2,561.00
F90/RICHLAND RD IMPROVE		8,561.00
2025 MASTER PARKS PLAN		18,560.00
WATER		20,519.91
SEWER		14,997.05
TOTAL FUNDS		423,628.52

- g.** June Financial Reports
- h.** May IPAIT Report
- i.** May & June Building Permit Report
- j.** Resolution #2025-87 Appointing a Member to the Van Meter Volunteer Fire Department - Vander Wilt
- k.** Resolution #2025-88 Appointing Members to the Van Meter Public Library Board of Trustees - Watson & Finnegan
- l.** Resolution #2025-89 Approving Certain Fund Transfers
- m.** Resolution #2025-90 Setting Wages - Public Works
- n.** Resolution #2025-91 Updating Bank Signatories
- o.** Resolution #2025-92 Approving FY25 Street Finance Report

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

8) **Public Hearings**

- a.** Akers moved, supported by Brott, to open the public hearing of the Proposal to Enter into General Obligation Urban Renewal Loan Agreement and to Borrow Money Thereunder. Motion carried. The hearing opened at 7:03pm. No comments were received prior to or during the hearing. Grolmus moved, supported by Brott, to close the public hearing. Motion carried. The hearing closed at 7:09pm.
- b.** Pelz moved, supported by Akers, to open the public hearing of the third and final reading of a proposed amendment to Chapter 106 Collection of Solid Waste. Motion carried. The hearing opened at 7:04pm. 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 7:04pm.

9) Pelz moved, supported by Akers, to adopt Resolution #2025 – 93 Taking additional action on Proposal to enter into a General Obligation Urban Renewal Loan Agreement. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-Absent; Pelz – YES; Westfall - NO. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

10) Brott moved, supported by Akers, to make this the third and final reading of Ordinance 2025-10 An Ordinance Amending the Code of Ordinances of Van Meter – Chapter 106 Collection of Solid Waste, 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. Brott expressed concerns about the service the city has been receiving from the current contractor. Akers inquired about when an appropriate time would be to start the RFP process for Solid Waste services. Administrator Faust recommended an appropriate timeline for the RFP process would be a year before the contract ends. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-Absent; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

11) Staff Reports: Justin Nickel with Bolten & Menk provided an update on the master trails project. Public Works reported on issues caused by rain events, provided updates on the water main replacement & Arlington Street resurfacing. Fire reported that there were 33 calls in June of which 9 were not responded to – 8 of which were EMS calls, 7 in DeSoto and 1 in Van Meter, as well as 1 fire call not responded to in Van Meter. Westfall wanted to bring attention to the increase in calls the Fire Department has received in the past year. Library reported participating in several continuing education activities & updates on Summer Reading. Parks & Rec reported the current youth sport registration numbers for spring soccer, youth little league, youth softball and youth flag football. The City Engineer provided updates on several construction projects throughout the City.

12) Akers moved, supported by Pelz, adopt Resolution #2025-94 Plat of Survey & Waiving Compliance with the City of Van Meter Sub-Division Ordinance (Chapter 170) – Parcel 25-50 and 25-51. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-Absent; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

13) Akers moved, supported by Brott, to adopt Resolution #2025-95 Approval of Agreement for Construction Inspection and Staking Services with Bolton & Menk, Inc. for the Richland Road Trail Project. Westfall asked why this was not part of the original agreement with Bolton & Menk for the Trail Project. Administrator Faust indicated the original agreement was for design services. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-Absent; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

14) Akers moved, supported by Westfall, to adopt Resolution #2025-96 Approving a Service Agreement between the City of Van Meter and RJ Lawn & Landscape for the 2025 Welcome Sign Landscape Project. Akers inquired about the property lease agreement for the sign. Pelz asked if the scope of work included the actual sign, or the landscape around it. Brott noted the high cost of the quote received. On roll call, the votes were as follows: Akers – YES; Brott – NO; Grolmus – Absent; Pelz – YES; Westfall – YES. **YES (3) NO (1) ABSTAIN (0) ABSENT (1)**

15) Pelz moved, supported by Brott, to adopt Resolution #2025-97 Change Order Request #2 – Arlington Avenue Street Project. Public Works Director McCombs noted the rain caused the substantial completion date to change to August 22, 2025. Administrator Faust noted that the contractors were encouraged to work longer days and on the weekends. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – Absent; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

16) Akers moved, supported by Pelz, to approve the Tax Abatement Application for 29340 Hickory Lodge Drive. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – Absent; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

17) Brott moved, supported by Akers, to adopt Resolution #2025-98 Approving a Contract for Street Repairs at the F90 and Jerry Street Intersection. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – Absent; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

18) The Council reviewed proposals for attorney services. Pelz expressed concerns about the change in city staff and the hardship that may arise if the city changed attorneys as well. Westfall noted concerns about changing attorneys as well. Westfall requested interviewing the attorneys at a future workshop to be more transparent with the public. Brott noted the need to interview all the attorneys that submitted an RFP. Administrator Faust will contact the firms to schedule interviews at the August workshop.

19) Brott moved, supported by Akers, to adjourn the meeting. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – Absent; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**. The meeting was adjourned at 7:56pm.

Joe Herman, Mayor

Liz Faust, City Administrator