

- 1) The Van Meter City Council met for a regular council meeting on Monday, October 14, 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. ABSENT: Blake Grolmus
 Staff present: City Attorney Fatino, City Engineer Bob Veenstra, Police Chief Mike Brown, Fire Chief Mark Schmitt, Public Works Director Drew McCombs, Library Director Jonatha Basye, City Clerk Jessica Drake, and City Administrator Liz Faust.
 Public Present: Rona Jacobs, Randy Johnson, Hayley Carlson, Taylor Sorenson, members of Boy Scout Troop 120, Volunteer Fire Department Members – Shiloh Sorenson, Paul Latare.
- 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 Administrator noted that Item #12 – Field Training Services is no longer needed for discussion & has been pulled from the agenda. Akers moved, supported by Brott, to approve the agenda as amended. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 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 9, 2024 Planning & Zoning Meeting
 - b. Minutes of the September 9, 2024 City Council Meeting
 - c. Minutes of the September 23, 2024 City Council Workshop
 - d. October Claims List

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCO	CHLORINE - EAST WELL	448
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	172.62
AFLAC	AFLAC PRETAX	204.12
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	61.25
AMAZON CAPITAL SERVICES	SEPT AMAZON PURCHASES	891.89
AMERICAN UNDERGROUND SUPPLY	UTILITY LOCATE PROB	105.14
ARNOLD MOTOR SUPPLY	GREASE FITTING ASSORTMENT	28.99
AT&T MOBILITY	PD CELL PHONES	277.43
BALDON & SON HARDWARE	LOCATE MARKING PAINT	155.25
BANNER FIRE EQUIPMENT	FD UNIFORMS	2,135.98
BASE	NOVEMBER FAS ADMIN FEE	30
BRANDON VIS	8/24 REF CLINIC REIMBURSEMENT	85.5
CALHOUN-BURNS & ASSOC	MICROSOFT - COUNTY BRIDGE INSP	717.25
CHALLENGER TEAMWEAR	SOCCER UNIFORM LATE ORDER	53.42
CHALLENGER TEAMWEAR	SOCCER REF GEAR	616.64
CIVIL ENGINEERING CONSUL	ARLINGTON STREET RESURFACE	13,490.00
CLUB DEVELOPMENT LEAGUE	U13U14 - FIELD RENTAL	276
COMPASS BUSINESS SOLUTIONS	UTILITY BILL PAPER	1,104.94
CULLIGAN	CH 101.70 LIB 45.92	147.62
D AND G AUTO GROUP	2017 EXPLORER CHECK	66.88
DEMCO	2 NEST & FOLD TABLES, 1 LAB	13,188.31
EARLHAM SAVINGS BANK	EBANK EFT ACH FEES	25
EFTPS	FED/FICA TAX	7,040.05
EFTPS	FED/FICA TAX	6,895.98
ELAN FINANCIAL - EBANK CC	OCT CC PURCHASES	2,029.57
FELD FIRE	O2 SENSOR	188
FORTE	WEB PROCESSING FEES	431.28
FORTE	POS PROCESSING FEES	36.25
GALLS LLC	BADGE HOLDER BELT CLIP	17.1
GATEHOUSE MEDIA IA HOLDINGS	9/9 MEETING NOTICE PUBLICATION	356.8
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	80.8
GCMOA	LUNCH & LEARN VAN METER	30
HAWKEYE TRUCK EQUIPMENT	PW SNOWPLOW INSTALL	354.03
HEARTLAND BUSINESSES SYSTEM	MANAGED SERVICES	6,693.42
HUDSON SODERHOLM	REFEREE RECERT REIMBURSE	62.5
IOWA LAW ENFORCEMENT ACADEMY	FTO COURSE - COOPER	380
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	618.78

IOWA DEPT OF PUBLIC SAFETY	Q324 IOWA SYS SUBSCRIPTION	300
IOWA DEPARTMENT OF NATURAL RES	2025 WATER USE FEE RENEWAL	115
IOWA LEAGUE OF CITIES	2024-25 MAYOR DUES	30
IOWA PRISON INDUSTRIES	SPEED LIMIT SIGNS - FLAGS	962.28
IPERS	PROTECT IPERS	9,158.74
JONES CREEK APPAREL	FALL APPAREL	811
KARI DAVIS	CPR CARD REIMBURSEMENT	56
KONICA MINOLTA	MONTHLY COPIER MAINTENANCE	35.2
LAURA KUNKEL	CLEANING 8/4,8/21,9/1,9/15 FD	100
LIZ FAUST	Q3 REIMBURSE - MILEAGE	103.45
LOWE'S	PW SUPPLIES	53.56
MACQUEEN	SCBA FLOW TEST	1,661.01
MATHESON TRI GAS INC	OXYGEN - AUGUST	82.53
MIDAMERICAN ENERGY	GAS/ELEC	3,571.43
MIDAMERICAN ENERGY RECPLX	FIELD RENTAL	3,456.00
ODP BUSINESS SOLUTIONS	NEWSLETTER PAPER	62.99
ORKIN	SERVICE LESS ALL SALES TAX	1.6
PARKING LOT SPECIALTIES	CITY HALL PARKING LOT	1,050.00
PIONEER MANUFACTURING CO	FIELD PAINT	770.7
QUALITY TRAFFIC CONTROL	POSTS & SLEEVES	1,620.00
SELECTIVE INSURANCE CO THE SE	FLOOD INSURANCE - REC COMPLEX	1,635.00
SHELLY JAMES	2024 CITY HALL CLEAN/FEB-OCT	810
STAR EQUIPMENT LTD	EQUIPMENT RENTAL-STREETS	7,995.00
STRYKER SALES CORP	AED INFANT	385.05
SWANK MOVIE LICENSING USA	COPYRIGHT COMPLIANCE	333
TREAS - STATE OF IOWA W/H	STATE TAXES	2,182.27
US POSTMASTER	OCTOBER UTILITY BILLING	346.02
VEENSTRA & KIMM INC	MICROSOFT PRELIM SURVEY - ROAD	47,856.48
VERIZON WIRELESS	SEPT TELECOM CHARGES	760.4
VM UNITED METHODIST CHURCH	RENTAL REGISTRATION - REFUND	20
VM YOUTH FOOTBALL	2024 ADDITIONAL REGISTRATION	1,781.20
WASTE CONNECTIONS	GARBAGE CONTRACT	13,246.80
WASTE SOLUTIONS OF IA	KYBOS - PARKS	1,193.00
WAUKEE POWER EQUIPMENT	PW CHAINSAW PARTS	142.8
WELLS FARGO CC	CREDIT CARD EXPENSES	1,818.91
WEX BANK	PD GAS	2,288.07
WHITFIELD & EDDY PLC	LEGAL SERVICES	4,040.00
WINTERSSET MONUMENT CO	MOVE CEMETERY MARKER	400
WOODRUFF CONSTRUCTION	PAY 14 FINAL; PAY 15 RETAINAGE	42,485.00
ZEPHYR INDUSTRIES	LOW SLANT CUTTER FOR TOOLS	812.27
ZIEGLER INC	GENERATOR REPAIR	857.79
Accounts Payable Total		214,887.34
Invoices: Paid		72,230.44
Invoices: Scheduled		142,656.90
GENERAL		77,776.75
PARK OPERATIONS		12,725.04
ROAD USE TAX		5,765.39
LIBRARY TRUST FUND		17,461.93
WATER SUPPLY IMPROVEMENTS		53,874.17
MICROSOFT CAPITAL IMPROVE		27,483.17
WATER		10,233.94
SEWER		9,566.95
TOTAL FUNDS		214,887.34

- e. September Financial Statements
- f. September Building Permit Report
- g. IPAIT Update – September 2024
- ~~h. SICOG Update – September 2024~~
- i. Quarterly Investment Report – Q3/2024
- j. Resolution #2024-104 – Appointment a Member to the VMFD - Sorensen
- k. Resolution #2024-105 – Approval of Interfund Transfers – FY24 & FY25

Councilmember Westfall gave verbal recognition and thank you to the new volunteer fire department member. City Clerk Drake noted that SICOG didn't provide their monthly update. Brott moved, supported by Akers, to adopt the

consent agenda noting the deletion of item pertaining to SICOG. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

- 8) Fire Chief Schmitt discussed the inspection of the 2017 Ford Explorer & stated that it will need new tires. He reiterated that the vehicle would not move from police to EMS until after the new police vehicle has been placed into service. Westfall moved, supported by Pelz, to adopt Resolution #2024-106 Approving the Transfer of Funds from EMS to police relating to a transaction regarding the 2017 Ford Explorer. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 9) Brott moved, supported by Akers, to adopt Resolution #2024-107 Approving Quote for Asphalt Pavement at the Van Meter Cemetery. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 10) Brott moved, supported by Westfall, to adopt Resolution #2024-108 Setting Date for Public Hearing on proposed amendments to Chapter 161 Rental Housing Code and Chapter 165 Zoning Regulations relating to Short-Term Vacation Rentals for November 11, 2024 at 7:00pm. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 11) City Clerk Drake lead a discussion regarding solar energy arrays. Councilmember Westfall asked about windmills & where the discussion topic started. City Clerk Drake stated that the discussion and consideration started upon recommendation from the City’s Building Inspectors and industry trends. Councilman Brott asked for further consideration regarding allowance in business parks. Councilman Akers stated he would review and submit additional questions to staff. Brott moved, supported by Westfall to adopt Resolution #2024-109 Setting Date for Public Hearing on a proposed amendment to Chapter 165 Zoning Regulations relating to Solar Energy Systems for November 11, 2024 at 7:00pm. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
- 12) Pulled from the agenda.
- 13) City Clerk Drake provided a Master Trails update. As of the date of the meeting, the City and Bolton & Menk are waiting to be assigned a project manager from the DOT so that additional work can take place.
- 14) City Staff provided written department reports. Administrative staff provided updates on RFP statuses, continuing education activities and cemetery items. Public Works provided an update the Lead Service Inventory and training activities. Police reported that the department responded to 99 calls in September (35 of which were traffic stops) and Traffic Safety Bureau activities. Fire reported on equipment donations from the Associations and reported 25 total calls of which 5 were responded in De Soto and 12 in Van Meter. Van Meter Public Library reported fall programming is underway and that all furniture ordered from grant proceeds has arrived and is in service. Parks & Rec reported that winter sport registrations will take place in October and November & that a large grant has been received for outdoor fitness in the Grand Ridge Estates Park. The City Engineer provided updates on the water main project as it relates to the VMCS D project, watermain project plan update and an update on public infrastructure relating to Vision Park.
- 15) Council members reported on monthly committee meetings. Finance reported on discussions regarding Hotel Motel Tax & requests for inventories from departments. Public Safety reported on upcoming community events & vehicle updates. Public Works noted nothing additional from staff reports. Economic Development noted continued efforts on review of the action items of the Comprehensive Plan. Policy noted an upcoming (1st) meeting on 10/18/2024. Library noted nothing additional from staff reports. Parks & Rec reported on upcoming activities for CY24 and future planning for CY25 & new logo. Personnel noted that a meeting would be scheduled in coming weeks.
- 16) 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. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)** Mayor Herman adjourned the meeting at 7:43pm.

Joe Herman, Mayor

Jessica Drake, City Clerk