

- 1) The Van Meter City Council met for a regular council meeting on Monday, January 11th, 2021 online via Zoom due to the ongoing concerns associated COVID-19 and the need to promote social distancing. Mayor Allan Adams called the meeting to order at 7:02PM. The following council members were present upon roll call: Travis Brott, Adam Coyle, Joe Herman, Lyn Lyon, and Steve Meyer.

Staff present: City Attorney Gary Goudelock, City Engineer Bob Veenstra, City Administrator Kyle Michel, Police Chief Bill Daggett, and Library Director Kathleen Nubel.

- 2) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 3) Mayor Adams asked for a motion to approve the agenda. Lyon moved supported by Meyer to approve the agenda. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Coyle – YES; Meyer – YES
- 4) Citizen Hearing:
 - a. Paul Ascheman – 27867 360th Street: Requested that agendas posted online be shared to Facebook.
- 5) Mayor Adams reviewed the consent agenda. Mayor Adams asked for a motion to adopt the consent agenda which included the following:
 - a. Minutes of the 12-15-2020 City Council Meeting
 - b. January Claims list

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABSOLUTE REPAIR	07 FORD F350 - FD TRUCK INSPEC	172.05
ACCO	WATER CHEMICALS	1,108.89
ACCUJET LLC	SW JET CLEANING NORTH OF ELM	6,459.44
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	180.03
AFLAC	AFLAC PRETAX	138.66
AGSOURCE COOPERATIVE SERVICES	WA TESTING	55.00
AMBER WILSON	CPR X 8 MEMBERS	200.00
ARNOLD MOTOR SUPPLY	PD WIPER BLADES	95.96
AT&T MOBILITY	PD/FD PHONE SERVICE	240.55
BAKER & TAYLOR	LIB MATERIALS	408.30
BALDON HARDWARE	METAL KEY 1 SIDED	1.99
BREEDING'S TRUE VALUE	PUB WORKS SNOW SHOVEL	45.98
CENTURY LINK	LIB PHONE LINE/FD FAX LINE	273.48
CONFLUENCE	COMP PLAN SERVICE NOV 2020	13,579.24
CULLIGAN	WATER COOLERS & AUTO RENTAL	42.55
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	717.19
C/O DELL USA LP	CITY HALL/PD SERVERS	12,148.36
EARLHAM SAVINGS BANK	ACH FEES	25.00
EARLHAM SAVINGS BANK	SAFE DEPOSIT BOX FEES	56.00
EFTPS	FED/FICA TAX	3,434.59
EFTPS	FED/FICA TAX	3,445.79
ELECTRONIC ENGINEERING	RADIO ANTENNA - PD	91.05
FORTE	POS PROCESSING FEES	9.58
FORTE	WEB PROCESSING FEES	187.16
GCMOA	GCMOA MEMBERSHIP FEES	20.00
	FRONTDESK ANNUAL SUB &	
gWORKS	ONBOARD	2,760.00
HEARTLAND COOP	SHOP LP	305.66
IOWA DEPT OF PUBLIC SAFETY	IA ONLINE WARRANTS & ARTICLES	300.00
IOWA ONE CALL	EMAIL LOCATES	22.50
IOWA PLAINS SIGNING INC	PAVEMENT PAINTING	3,894.40
IOWA PRISON INDUSTRIES	STREET SIGNS	670.90
IOWA SOCCER ASSOCIATION	20/21 REMAINING ENTRY FEES	82.00
IPERS	PROTECT IPERS	2,461.49
JAY OLSON	REC PROGRAMMING SERVICES	1,850.00
JONES CREEK APPAREL	PUB WORKS SHIRTS/SWEATSHIRTS	96.00
JUNGMANN CORPORATION	STREET SAND	344.89

KONICA MINOLTA	MAINTENANCE	491.40
LAURA KUNKEL	CLEANING SERVICES	125.00
LEXIPOL LLC	LAW ENFORCEMENT REF MATERIALS	3,042.00
LILLIE PLUMBING	CITY HALL FURNACE REPAIRS	479.90
LOWE'S	MISC SUPPLIES MULIT DEPT	134.58
MATHESON TRI GAS INC	OXYGEN	110.44
MEDIACOM	INTERNET SERVICES	276.90
MITEL	PHONE SERVICES	264.71
OMNISITE	ANNUAL SERVICE FEES	564.00
CITY OF VAN METER PARKS & REC	CASH TO PAY LL UMPIRES	700.00
SAM'S CLUB MC/SYNCB	WA DEPT EXPENSES	23.98
STAPLES	DESK PRINTER & MISC SUPPLIES	652.95
STIVERS FORD	2017 FORD EXPLORER REPAIRS	1,496.13
SYNCB/AMAZON	LIB MATERIALS/PD SUPPLIES	365.22
THE HARTFORD	LIFE & DISAB INSURANCE	220.49
TREAS - ST OF IA SALES TX	SALES TAX 4TH QUARTER 2020	285.00
TREAS - STATE OF IOWA W/H	STATE TAX	649.00
UMB BANK NA	BOND PAYMENTS	250.00
UMB BANK NA	BOND PAYMENTS GO2013	250.00
US POSTMASTER	STAMPS X 6 ROLLS	545.50
VC3 INC	IT N BOX	1,519.88
VEENSTRA & KIMM INC	TRINDLE RIDGE SW/B PERMITS	3,650.07
VERIZON WIRELESS	CELL PHONES & NEW OFFICE EQUIP	1,573.06
VM YOUTH WRESTLING	YOUTH WRESTLING REG FEES	1,380.00
WASTE CONNECTIONS	GARBAGE CONTRACT	8,193.89
WELLMARK	EMPLOYEE HEALTH BENEFITS	7,646.07
Accounts Payable Total		90,814.85

c. December Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	68,006.24	53,649.01
FARMERS MARKET	140.00	0.00
PARK OPERATIONS	306.18	3,241.99
ROAD USE TAX	12,460.12	10,530.09
EMPLOYEE BENEFITS	3,668.46	5,311.83
EMERGENCY FUND	443.74	0.00
LOCAL OPTION SALES TAX	18,079.40	0.00
TIF – CR ESTATES	979.34	4,000.00
TIF – WH PINES SUBDIVISION	116.12	0.00
TIF – POLK CO BANK	69.39	0.00
TIF – STANBOROUGH	193.42	0.00
TIF ORIGINAL (420-844)	1,752.38	0.00
LIBRARY TRUST FUND	0.00	5,423.07
DEBT SERVICE	4,941.46	500.00
WATER	29,342.05	15,536.78
WATER MAIN PROJECT	0.00	2,145.50
SEWER	19,482.02	9,512.43
*****REPORT TOTAL*****	159,980.32	109,850.70

- d. Quarterly Investment Report – Q4 CY2020
- e. Resolution 2021-01 Appointing Reserve Police Officer Robert Nguyen
- f. Resolution 2021-02 Approving IDOT Incident Management Agreement
- g. Resolution 2021-03 Approving Sanitary Sewer Request – 35748 R Ave
- h. Resolution 2021-04 Approving CY2021 Council Committee and Liaison Assignments
- i. Employee Wage Report for CY2020
- j. Annual Appointments

Meyer moved, supported by Lyon to approve the Consent Agenda. On roll call the votes were as follows:
Brott – YES; Lyon – YES; Herman – YES, Coyle – YES; Meyer – YES

- 6) Public Hearing Ordinance 2021-01 Amending Chapter 170 Subdivision Regulations, Re. Park Dedication
Mayor Adams opened the hearing for public comment at 7:12 PM

Ben Clark – 2676 Brookview Lane: Requested that the proposed ordinances be made available on the City’s website.

Mayor Adams closed the public hearing at 7:13 PM.

- 7) Action on Ordinance 2021-01 Amending Chapter 170 Subdivision Regulations, Re. Park Dedication
Meyer moved, supported by Herman to approve the first reading of Ordinance 2021-01
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
Lyon moved, supported by Meyer to approve the second reading of Ordinance 2021-01
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 8) Public Hearing Ordinance 2021-02 Adopting Chapter 173 Dedication of Parkland
Mayor Adams opened the hearing for public comment at 7:21 PM
Hearing no comments from the public, Mayor Adams closed the public hearing at 7:22 PM.
- 9) Action on Ordinance 2021-02 Adopting Chapter 173 Dedication of Parkland
Lyon moved, supported by Meyer to approve the first reading of Ordinance 2021-02
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
Lyon moved, supported by Meyer to approve the second reading of Ordinance 2021-02
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 10) Public Hearing Ordinance 2021-03 Adopting Chapter 101 Storm Water Management Utility
Mayor Adams opened the hearing for public comment at 7:23 PM.
Ben Clark – 2676 Brookview Lane: Wanted to make note of the proposed storm water utility rate structure.
Mayor Adams closed the public hearing at 7:26 PM.
- 11) Action on Ordinance 2021-03 Adopting Chapter 101 Storm Water Management Utility
City Administrator Michel made note of the proposed rate structure, advising Council to give consideration to if the rate structure would be adopted or delayed for later implementation.
Coyle moved, supported by Brott to table the first reading of Ordinance 2021-03 until the February 8th, 2021 City Council meeting to allow further Council discussion to ensue with regards to the proposed rate structure and implementation schedule.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 12) Public Hearing Ordinance 2021-04 Adopting Chapter 102 Stream Buffer Protection and Management
Mayor Adams opened the hearing for public comment at 7:27 PM
Hearing no comments from the public, Mayor Adams closed the public hearing at 7:28 PM.
- 13) Action on Ordinance 2021-04 Adopting Chapter 102 Stream Buffer Protection and Management
Coyle moved, supported by Herman to approve the first reading of Ordinance 2021-04
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
Coyle moved, supported by Brott to approve the second reading of Ordinance 2021-04
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 14) Public Hearing Ordinance 2021-05 Amending Chapter 70 Traffic Code Enforcement Procedures
Mayor Adams opened the hearing for public comment at 7:32 PM
Hearing no comments from the public, Mayor Adams closed the public hearing at 7:33 PM.
- 15) Action on Ordinance 2021-05 Amending Chapter 70 Traffic Code Enforcement Procedures
Meyer moved, supported by Lyon to approve the first reading of Ordinance 2021-05
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
Lyon moved, supported by Meyer to approve the second reading of Ordinance 2021-05
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 16) Resolution 2021-05 Setting Date for FY22 Max Property Tax Hearing
City Administrator Michel provided an overview of the FY22 Max Property Tax Hearing and the proposed FY22 budget adoption schedule.

Meyer moved, supported by Herman, to approve Resolution 2021-05, setting the date for a public hearing as February 8th, 2021 during the regularly scheduled business meeting of the Van Meter City Council.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES

17) Brookview Lane/Court Snow Removal:

Discussion ensued regarding snow removal operations on Brookview Lane and Brookview Court. Both streets are held in private ownership and are not public property included in the City's snow removal operations.

Coyle moved, supported by Herman, to direct the City Administrator to engage with a private contractor to conduct snow removal operations on Brookview Lane and Brookview Court.

On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES

18) Utility Rates for Customers Outside City Limits

Discussion ensued regarding out of town water rates for customers along Brookview Lane.

Lyon moved, supported by Herman, to set a public hearing to amend Chapter 92 Water Rates of the Van Meter Code of Ordinances for February 8th, 2021 during the regularly scheduled business meeting of the Van Meter City Council.

On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES

19) Council Workshop Schedule


Discussion ensued regarding a Council workshop schedule. The Mayor indicated that he would call a meeting for a Council workshop on January 25th. Additional workshop dates would be discussed and identified on the 25th.

20) Reports:

City Administrator Michel gave an update on the proposed joint water treatment plan with West Des Moines Water Works. He also reported on annexation moratorium agreement progress with the City of Waukee and the City of West Des Moines. He also indicated as a follow-up from the December business meeting that the Greater Dallas County Development Alliance had extended an offer to a new Executive Director and that the offer had been accepted. A formal announcement introducing the new Executive Director would be made later in January.

21) Adjournment

Meyer moved, supported by Lyon, to adjourn the meeting. Motion carried unanimously.
Mayor Adams adjourned the meeting at 9:45 P.M.

 Allan B. Adams, Mayor

ATTEST
 Liz Thompson, City Clerk