

- 1) The Van Meter City Council met for a regular council meeting on Monday, December 10, 2018 at the Veterans Reception Center. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Kim Sacker, Adam Coyle, Joe Herman, Lyn Lyon, and Steve Meyer.

Staff present: City Administrator Kyle Michel, City Clerk Liz Thompson, Public Works Director David Herman, Director of Public Safety Bill Daggett, Library Director Suzanne Lindaman, City Engineer Bob Veenstra and City Attorney/Parliamentarian John Fatino.

- 2) Mayor Adams led the Pledge of Allegiance.
- 3) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 4) Mayor Adams asked for a motion to approve the agenda. Sacker moved supported by Coyle to approve the agenda. Motion passed unanimously.
- 5) Introductions were made.
- 6) Mayor Adams opened the Citizens Hearing by asking visitors if they wished to address the council. Dallas County resident, Robert Greenway spoke about Local Option Sales Tax. No other citizens were present. Mayor Adams closed the citizens hearing.
- 7) Mayor Adams reviewed the consent agenda and asked for discussion. Mayor Adams asked for a motion to adopt the consent agenda which included the following:
 - a. Minutes of the November 19, 2018 City Council meeting.
 - b. December Claims list

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
3E ELECTRICAL ENG & EQUIP	WATER METER WIRE	107.67
A ONE GEOTHERMAL INC	5315 KATELYN AV WA LINE REPAIR	7,000.00
ACCO	WATER CHEMICALS	618.60
AETNA	GROUP HEALTH INSURANCE	10,880.32
AGSOURCE COOPERATIVE SERVICES	WA TESTING	204.75
ANDERSON SERVICE	FURNACE REPAIRS	186.00
BANKERS TRUST	SERIES 2013	12,718.75
CASEY'S GENERAL STORE	GAS/MERCH	1,177.62
CENTURY LINK	LIB PHONE LINE/FD FAX LINE	249.06
CULLIGAN	WATER/COOLER RENTAL	64.40
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	812.41
DMS	TRAIL BRIDGE	219.00
EARLHAM SAVINGS BANK	BANK FEES	25.00
EFTPS	FED/FICA TAX	3,319.96
EMMETSBURG PUBLIC LIB	BOOKS	19.18
FISHER WHITING MEMORIAL LIB	BOOK	15.00
FULLER PETROLEUM SERVICE	#2DSL ULS DYED	1,372.03
GALLS LLC	UNIFORMS	550.19
GIS BENEFITS	EMPLOYEE DENTAL/VISION	518.22
HARRISON TRUCK CENTERS	FIRE TRUCKS REPAIRS	3,614.09
HAWKEYE TRUCK EQUIPMENT	EQUIPMENT NEW PW TRUCK	2,595.66
HAWKINS MEMORIAL LIB	BOOKS	23.00
HEARTLAND COOP	LP WATERSHED	62.11
IOWA ONE CALL	EMAIL LOCATES	27.90
IOWA PRISON INDUSTRIES	TRAIL BENCHES/SIGNS/BIKE RACK	1,411.90
IPERS	PROTECT IPERS	2,088.41
ISG GROUP INC	PHASE 1 SITE EVAL LIB/PUB SAFE	3,000.00
JAY OLSON	REC PROGRAMMING SERVICES	1,703.00
JOHNSON CONTROL	RECURRING SERVICE	138.00
JUNGMANN CORPORATION	TRAIL & ICE CONTROL SAND	3,014.53
KYLE MICHEL	SIP & SNACKS REIMBURSEMENT	64.52
LAURA KUNKEL	CLEANING 11/25, 12/1 & 6	75.00

MAFFIN OUTDOOR POWER & AUTO	BRAKES FOR P429	414.70
MATHESON TRI GAS INC	OXYGEN	90.70
MEDIACOM	INTERNET SERVICES	284.40
MENARDS	GARAGE DOOR FOR SHED	482.97
MIDAMERICAN ENERGY	GAS/ELEC	2,272.08
MONTICELLO PUBLIC LIBRARY	BOOKS AND/OR DVDS	30.00
BERGANKDV	LIB COMPUTER REPAIRS	658.75
NISSAN PUBLIC LIBRARY	BOOKS	17.00
NORTHERN TOOL & EQUIPMENT	HONDA 200CC OHV ENGINE	395.84
OFFICE DEPOT	PD OFFICE SUPPLIES	84.91
SHELLY JAMES	OCT & NOV 2018 CLEANING	180.00
STAR EQUIPMENT LTD	TRAIL	3,060.00
STIVERS FORD	2019 F250 FORD PUB WORKS	7,685.00
SURFACE TECHNOLOGIES OF IOWA	CITY HALL RESTROOM REPAIRS	238.00
SYNCB/AMAZON	LIB MATERIALS & PROGRAMMING	1,833.40
TASTE OF HOME	SUBSCRIPTION	33.98
THE HARTFORD	GROUP LIFE INSURANCE	284.12
THE SHOPPER	2018 WINTER MARKET AD	100.50
TREAS - STATE OF IOWA W/H	STATE TAX	575.00
UNITED STATES TREASURY	FILING FEE ON UNPAID BALANCE	338.15
US POSTMASTER	DEC 2018 UT BILLS/NEWSLETTERS	376.07
VEENSTRA & KIMM INC	BUILDING PERMITS	5,126.80
VERIZON WIRELESS	CELL PHONE CHARGES	909.49
WASTE CONNECTIONS	GARBAGE CONTRACT	7,554.60
WELLS FARGO CC	MISC EXPENSES	555.01
WHITFIELD & EDDY PLC	LEGAL SERVICES	8,900.50
**** PAID TOTAL ****		19,905.53
**** SCHED TOTAL ****		80,452.72
***** REPORT TOTAL *****		100,358.25

c. November Financial Statement:

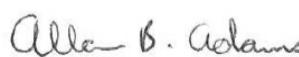
FUND	RECEIVED	DISBURSED
GENERAL	35,823.28	40,202.75
PARK OPERATIONS	2,313.56	24,678.33
ROAD USE TAX	11,391.01	9,681.43
EMPLOYEE BENEFITS	6,101.78	6,431.23
EMERGENCY FUND	533.35	0.00
LOCAL OPTION SALES TAX	13,736.49	0.00
TIF – CR ESTATES	3,383.65	13,373.00
TIF – WH PINES SUBDIVISION	4,712.38	0.00
TIF ORIGINAL	13,509.01	0.00
LIBRARY TRUST FUND	1,219.05	9,268.91
VM COMMUNITY BETTERMENT	0.00	90.00
DEBT SERVICES	4,737.01	12,718.75
WATER	31,486.70	15,361.87
SEWER	15,773.69	22,807.57
*****REPORT TOTAL*****	144,720.96	154,613.84


d. Resolution 2018- Fill staff vacancies. Patrick Alexander, Public Works; Todd Pollard, Fire Chief; Jacob Schnur, Reserve Police Officer.

Sacker moved supported by Coyle to approve the consent agenda. Passed unanimously.

- 8) Alex Broderick, Greater Dallas County Development Alliance provided an annual update and thanked the Council for membership.
- 9) Mayor Adams opened a public hearing on Ordinance 2018-05 Amending Chapter 155 Building Code to adopt the electric codes to streamline the permitting process. Veenstra & Kimm will be the inspecting agency. Hearing no comments, Mayor Adams closed the public hearing.
- 10) Lyon moved supported by Herman to approve the first reading. On roll call the votes were as follows:

- Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously. Coyle moved supported by Herman to waive the second reading. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously. Coyle moved supported by Herman to waive the third reading. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously. Coyle moved supported by Herman to adopt. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
- 11) Action on Resolution 2018-43 Authorizing the Developer Rebate Agreement Payment for Crestview Estates. Sacker moved supported by Meyer to approve. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
 - 12) Action on Resolution 2018-44 Approving the 2019 Bridge Inspection Program Agreement. Herman moved supported by Coyle to approve. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
 - 13) Action on Resolution 2018-45 Authorizing a Request for Proposals for an Update of the 2001 Van Meter Comprehensive Plan. Administrator Michel reviewed the need for an updated comp plan which would be funded in part by LMI or LOST revenues. Lyon moved supported by Herman to approve. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
 - 14) Action on Resolution 2018-46 to Accept a Proposal for Codification Scope of Services. Administrator Michel informed the council our ordinances were last updated in 2013. Iowa Codification performed the last update and were the lowest bid for the proposed update. It was his recommendation to proceed with Iowa Codification. Sacker moved supported by Meyer to approve. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
 - 15) Discussion regarding the 2019 council meeting schedule. No change.
 - 16) Action on Resolution 2018-47 setting date for Public Hearing regarding first reading of an Ordinance to amend the Van Meter Code of Ordinances by amending the Electric and Natural Gas Franchise. Administrator Michel indicated that the chapters are being amended to reduce the franchise fee percentage for the gas and electric utilities in the City of Van Meter. Coyle moved supported by Sacker to set the date for the Public Hearing as January 14, 2019, 7P at the regularly scheduled business meeting of the Van Meter City Council. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
 - 17) Staff, Mayor/Council, Liaison Reports. Administrator Michel gave an update on the status of certain projects of interest indicated on the March 2018 Goal Setting Report of the Van Meter City Council.
 - 18) Closed session Pursuant to Iowa Code 21.5(1)(i) to Review the Sixth-Month Performance of the City Administrator. Coyle moved supported by Sacker to adjourn to closed session. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously. Council returned to open session at 9:05 pm.
 - 19) Action on Resolution 2018-48 Approving the Employment Agreement Between the City of Van Meter and the City Administrator, Kyle Michel. Salary from \$65,000 to \$70,000 effective January 1, 2019; waive building permit fee on residential housing construction; relocation fee of \$10,000. Herman moved supported by Lyon to approve the Employment Agreement between the City of Van Meter and the City Administrator, Kyle Michel subject to the above amended and adopted merit based salary and benefit increases. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously. Council returned to open session at 9:05 pm.
 - 20) Mayor Adams asked for a motion to adjourn. Lyon moved supported by Coyle. Passed unanimously. The meeting was adjourned at 9:10 pm.

 Allan B. Adams, Mayor

ATTEST
 Liz Thompson, City Clerk