

- 1) The Van Meter City Council met for a regular council meeting on Monday, December 9th, 2019 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, Joe Herman, Lyn Lyon, Adam Coyle, and Steve Meyer.

Staff present: City Attorney John Fatino, City Engineer Bob Veenstra, City Administrator Kyle Michel, City Clerk Liz Thompson, Public Works Director David Herman, Library Director Kathleen Nubel, Public Safety Director William Daggett, Fire Chief Chris Power.

- 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. Lyon 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. No visitors present wished to speak during the Citizen Hearing.
- 7) Recognition of Service – Councilmember Kim Sacker. Mayor Adams asked those present to take a moment to congratulate Kim Sacker and thank her for her service to the community. The December Council meeting was Sacker’s last meeting. She was presented with a framed map of the City as well as her award for winning the 2019 City Staff Chili Cookoff.
- 8) 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 November 12th Council Workshop – Brookview Lane
 - b. Minutes of the November 12th Council Meeting
 - c. December Claims list

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	586.80
ACCUJET LLC	JET SEWER LINES X 2	582.78
AETNA	EMPLOYEE HEALTH BENEFITS	6,225.53
AFLAC	AFLAC PRETAX	152.22
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	504.50
ARNOLD MOTOR SUPPLY	BALANCE BFWD	12.20
BAKER & TAYLOR	READING MATERIALS	364.08
BECCA WIEDERHOLT	WRESTLING REGISTRATION FEES	2,000.00
CDW GOVERNMENT	TECHNOLOGY FEES	224.76
CENTURY LINK	LIB PHONE LINE/FD FAX LINE	213.23
CITY OF DESOTO	CITY SHARE BOOM TRUCK REPAIR	62.47
CULLIGAN	AUTOMATIC RENTAL	53.95
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	211.77
DALLAS COUNTY NEWS	1 YR SUBSCRIPTION FOR LIB	49.99
DES MOINES STAMP	NOTARY STAMP K MICHEL	29.50
DYKSTRA CONCRETE LLC	BOAT RAMP SIGN BASE	475.00
EARLHAM SAVINGS BANK		25.00
EARLHAM YOUTH BASKETBALL CLUB	YOUTH BASKETBALL LEAGUE FEES	1,100.00
EFTPS	FED/FICA TAX	6,850.12
EVANS SIGN & DISPLAY	LIGHT BULBS WA TOWER TREE	420.00
FORTE	WEB CREDIT CARD PROCESSING FEE	175.28
FORTE	POS PROCESSING FEES	7.02
FORTERRA	MANHOLE RISER	152.00
FREEDOM BUILDINGS INC	SALT/SAND MAINTENANCE SHELTER	27,673.57
GALLS LLC	PD INSIGNIA	10.77
GIS BENEFITS	EMPLOYEE DENTAL/VISION	379.84
GOLDEN WEST IND SUPPLY	POLICE DEPT MISC SUPPLIES	100.00
HACH	WATER CHEMICALS	46.89

HILL BROS ASPHALT CORP	SALT/SHED ASPHALT WORK	10,925.00
IOWA DEPARTMENT OF NATURAL RES	APPLICATION FEE	80.00
IOWA ONE CALL	EMAIL LOCATES	72.90
IOWA RURAL WATER ASSOC	COMMUNITY MEMBERSHIP DUES	275.00
IPERS	PROTECT IPERS	7,294.50
JAY OLSON	REC PROGRAMMING SERVICES	1,750.00
JUNGMANN CORPORATION	ICE CONTROL SAND	716.07
LAURA KUNKEL	CLEANING SERVICES	100.00
LOGAN CONTRACTORS INC	BOAT RAMP/TRAIL	765.00
LOWE'S	ST ICE TREATMENT	71.51
MATHESON TRI GAS INC	OXYGEN	101.20
MEDIACOM	INTERNET SERVICES	561.30
MELISSA BERNHARDT	REF REG FEE REIMBURSEMENT	55.00
	RANDOM DOT BREATH ALCOHOL TEST	35.00
UPHDM OCCUPATIONAL MEDICINE	TEST	35.00
MIDAMERICAN ENERGY	GAS/ELEC	2,065.43
MITEL	PHONE SERVICES	258.32
RACCOON RIVER RENTAL	ANGLE BROOM PUB WORKS	140.00
SECRETARY OF STATE	NOTRARY RENEWAL L THOMPSON	30.00
SHELLY JAMES	NOV & DEC CLEANING	180.00
SIMMERING-CORY INC	CITY DRAFT CODE	200.00
SOUTHERN UNIFORM & EQUIPMENT	SAMPLE PATCH	65.00
STAR EQUIPMENT LTD	SKID LOADER RENTAL	3,060.00
STATE HYGIENIC LAB	E COLI BACTERIA DISCHARGE WA	39.00
THE HARTFORD	EMPLOYEE HEALTH & DISAB	220.49
TREAS - STATE OF IOWA W/H	STATE TAXES	568.00
UMB BANK NA	GOCORP PURPOSE 2011 INTEREST	4,500.00
US POSTMASTER	DEC UT BILLS/NEWSLETTERS	243.00
VEENSTRA & KIMM INC	BUILDING PERMIT FEES	280.00
WASTE CONNECTIONS	GARBAGE CONTRACT	8,111.65
WASTE SOLUTIONS OF IA	PARKS KYBO RENTAL	320.00
WEX BANK	OVERPAY ON ACCOUNT	4.00
WEX BANK	PUB WORKS GAS	713.97
WHITFIELD & EDDY PLC	LEGAL SERVICES	2,189.00
WYRE DOWNS	SOCCER REF	95.00
TOTAL FUNDS		94,926.83

d. November Financial Statement:

FUND	RECEIVED	DISBURSED
GENERAL	19,148.38	42,330.82
PARK OPERATIONS	2,940.30	14,889.43
ROAD USE TAX	11,145.31	13,730.63
EMPLOYEE BENEFITS	645.42	6,399.30
EMERGENCY FUND	56.20	0.00
LOCAL OPTION SALES TAX	26,357.74	0.00
TIF – CR ESTATES	1,093.83	0.00
TIF ORIGINAL	827.38	0.00
LIBRARY TRUST FUND	68.30	8,733.66
VM COMMUNITY BETTERMENT	0.00	48.15
DEBT SERVICE	482.50	4,500.00
WATER	33,904.38	16,798.46
SEWER	17,271.69	20,070.49
*****REPORT TOTAL*****	113,941.43	129,049.94

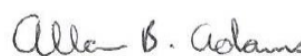
- e. Resolution 2019-63 : Approving Personnel Changes – Department of Public Safety, Mike Brown
- f. Resolution 2019-64 : Approving Recreation Programming Project Agreement – Jay Olson
- g. Resolution 2019-65 : Approving 2020 Council Meeting Schedule
- h. Resolution 2019-66 : Setting Date for Public Hearing – FY20 Budget Amendment #1

- i. Liquor License Approval – Casey’s General Store #1493
- j. 2020 MPO Appointments

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

- 9) Greater Dallas County Development Alliance Update – Alex Broderick
Alex Broderick from GDCDA was present to provide the annual update to the City Council and answer any questions regarding the last year of projects managed by GDCDA.
- 10) Public Hearing on Ordinance 2019-3 Amending Chapter 35: Fire Department of the Van Meter Code of Ordinances:
 - a. Mayor Adams opened the Public Hearing at 7:24 pm. inviting the public present to provide comment on the Ordinance. No comments received. The City Administrator reported that no comments were received at City Hall. Hearing no other comments, the Mayor closed the Public Hearing at 7:25 pm.
- 11) Ordinance 2019-03 Amending Chapter 35: Fire Department of the Van Meter Code of Ordinances:
 - a. City Administrator Michel explained the purpose for Ordinance and asked for Council to approve the Ordinance for adoption
Sacker moved supported by Lyon 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.
Lyon 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.
Sacker moved supported by Lyon 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.
Sacker moved supported by Meyer to adopt Ordinance 2019-03 and direct the City Administrator to publish accordingly. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer – YES. Motion passed unanimously.
- 12) Reports:
 - a. City Administrator Michel reported that the City received notification of award regarding the grant application submitted to the National Fitness Campaign. A workshop with the Van Meter School Board was scheduled for January to discuss opportunities to partner on the project.
- 13) City Administrator Performance Evaluation
 - a. City Administrator Michel provided a written request to conduct his performance evaluation in Closed Session pursuant to Iowa Code 21.5(1)(i).
 - b. Mayor Adams asked for a motion to adjourn to Closed Session.
Meyer 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.
Mayor Adams adjourned the meeting to Closed Session at 7:55, requesting that all public present exit Council chambers.

Mayor Adams called the meeting back into Open Session at 8:59
- 14) Resolution 2019-67 : Mayor Adams asked for a motion to approve a Resolution annotating that a yearly performance review of the City Administrator occurred on December 9th, 2019 during the regularly scheduled Council meeting. The Resolution serves as documentation of said review and approves the City Administrator’s contract for 2020. The Resolution further serves to authorize and approve a \$2,000 raise to the City Administrator’s current salary, effective January 1st, 2020.
Sacker Moved, supported by Coyle to authorize actions. On roll call the votes were as follows: Sacker – YES; Coyle – YES; Herman – YES; Lyon – YES; Meyer - YES.
- 15) Mayor Adams asked for a motion to adjourn. Sacker moved supported by Coyle. Passed unanimously. The meeting was adjourned at 9:02 pm.

 Allan B. Adams, Mayor

ATTEST

 Liz Thompson, City Clerk