

- 1) The Van Meter City Council met for a regular council meeting on Monday, April 13th, 2020 online via Zoom. This meeting occurred remotely due to the COVID-19 pandemic and the need to encourage social distancing. Additionally, the City Council was unable to meet at the Veterans Reception Center due to mandatory closures enacted by proclamation of the Governor of the State of Iowa. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Travis Brott, Lyn Lyon, Adam Coyle, Joe Herman, and Steve Meyer.

Staff present: City Attorney Gary Goudelock, City Engineer Bob Veenstra, City Administrator Kyle Michel, City Clerk Liz Thompson, Public Works Director David Herman, Library Director Kathleen Nubel, Recreation Coordinator Jay Olson, and Public Safety Director William Daggett

- 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. Meyer moved supported by Lyon to approve the agenda. Motion passed unanimously.
- 4) Mayor Adams opened the Citizens Hearing by asking visitors if they wished to address the council. No comments from the public received.
- 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 March 9th, 2020 City Council and Van Meter School Board workshop
 - b. Minutes of the March 9th, 2020 City Council meeting
 - c. Minutes of the March 16th, 2020 Special City Council meeting
 - d. April Claims list

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	74000
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	180.03
AFLAC	AFLAC PRETAX	164.92
AGSOURCE COOP SERVICES	WA TESTING	71.00
ANDREA SCHAFER	REF CERTIFICATION	60.00
AT&T MOBILITY	WIRELESS SERVICE	239.89
BAKER & TAYLOR	LIB MATERIALS	364.18
BLUE STAR MERCHANT	REGISTRATION FEES	10.00
BOB BROWN CHEVROLET	OIL CHANGE/MAINTENANCE PD	82.04
CARTER CONST GROUP LLC	WA MAIN REPAIR EAST/HAZEL ST	1,265.00
CENTURY LINK	LIB PHONE LINE/FD FAX LINE	256.83
CONFLUENCE	PRO SERVICES VM COMP PLAN	6,510.65
CULLIGAN	WATER/RENTAL	40.95
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	791.27
DEMCO	LIB PROCESSING & ORGANIZATION	313.41
EARLHAM SAVINGS BANK		25.00
EFTPS	FED/FICA TAX	3,410.31
EFTPS	FED/FICA TAX	3,478.15
ERIN HUDSON	SOCCER REF REIMBURSEMENT	151.21
FORTE	PROCESSING FEES POS	10.69
FORTE	PROCESSING FEES WEB	187.50
FRANK DUNN CO	45 BAGS HI PERFORMANCE PATCH	675.00
FRONTLINE PLUS FIRE & RESCUE	ANNUAL SERVICE CONTRACT	2,476.00
HEARTLAND COOP	ANNUAL LEAK CHECK	40.00
	DWNPYMT PROP PURCH 710	
HOPKINS & HUEBNER PC	PLEASAN	500.00
IA ASSOC OF MUNICIPAL UT	2020 CCR WORKSHOP	50.00
INTOXIMETERS INC	PD MATERIALS	115.00
IOWA DEPT OF PUBLIC SAFETY	IA ONLINE WARRANTS SYSTEM	300.00
IOWA PRISON INDUSTRIES	SIGN POSTS	199.32
IOWA RURAL WATER ASSOC	IRWA CONFERENCE	360.00
IPERS	PROTECT IPERS	2,428.21
JAY OLSON	REC PROGRAMMING SERVICES	1,800.00

JENNY BRUINS	SOCCER REF REIMBURSEMENT	60.00
JOSH SHULL	LITTLE LEAGUE BASEBALLS	674.16
KONICA MINOLTA	QRTLY MAINTENANCE 1/20-3/20	248.27
LAURA KUNKEL	CLEANING SERVICES	125.00
LAURA KUNKEL	CLEANING SERVICES	100.00
LOWE'S	PUB SAFETY PAINT	38.04
MATHESON TRI GAS INC	OXYGEN	110.44
MEDIACOM	INTERNET SERVICES	276.90
MELISSA OLIVER	SOCCER REF REIMBURSEMENT	55.00
MIDAMERICAN ENERGY	GAS/ELEC	2,079.66
MITEL	PHONE SERVICES	256.35
MUNICIPAL SUPPLY INC	MXU'S AND TOUCH PADS	577.50
OFFICE DEPOT	TRASH CAN LINERS	16.78
PB ELECTRONICS INC	HANDHELD RADAR, FORK & CASE	515.00
PRAIRIE AG SUPPLY	LAWN MOWER PARTS	81.21
SO DALLAS LITTLE LEAGUE	LITTLE LEAGUE PLAYER FEES	2,190.00
SOPHCITY	ITnB	1,448.26
SYNCB/AMAZON	FD ITEMS	574.11
SYNCB/AMAZON	PUBLIC SAFETY & LIB ITEMS	536.15
THE HARTFORD	LIFE & DISAB	220.49
TREAS - ST OF IA SALES TX	02/2020 WET	1,680.00
TREAS - STATE OF IOWA W/H	STATE TAX	593.00
US POSTMASTER	APR UT BILLS/NEWSLETTERS	228.50
VEENSTRA & KIMM INC	BUILDING PERMITS	12,203.61
VERIZON WIRELESS	CELL PHONE CHARGES	287.76
WASTE CONNECTIONS	GARBAGE CONTRACT	8,139.16
WELLMARK	EMPLOYEE HEALTH INS	7,646.07
WELLMARK	EMPLOYEE HEALTH INS	7,689.08
WELLS FARGO CC	OFFICE EXPENSES	608.25
WELLS FARGO CC	CREDIT CARD EXPENSES	2,134.05
WEX BANK	FUEL/MERCH ALL DEPTS	1,224.43
WHITFIELD & EDDY PLC	LEGAL SERVICES	1,275.50
TOTAL		81,189.29

e. March Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	41,596.70	46,640.64
PARK OPERATIONS	8,483.78	3,601.59
ROAD USE TAX	5,150.12	9,033.84
EMPLOYEE BENEFITS	2,063.92	7,607.04
EMERGENCY FUND	179.72	0.00
LOCAL OPTION SALES TAX	13,908.37	0.00
TIF – CR ESTATES	1,645.50	0.00
TIF – STANBROUGH	145.09	0.00
TIF ORIGINAL (420+844)	3,671.45	0.00
REC TRUST	200.00	0.00
LIBRARY TRUST FUND	0.00	5,357.53
VM COMMUNITY BETTERMENT	0.00	48.15
DEBT SERVICE	1,503.08	0.00
WATER	31,951.70	22,811.04
SEWER	17,668.84	11,944.97
*****REPORT TOTAL*****	128,168.27	107,044.80

f. Quarterly Investment Report, Quarter 1, Calendar Year 2020

g. Appointment of Brian Anderson to the Zoning Board of Adjustment, Term Expiring 6/30/2023

h. Resolution 2020-26 Waiving Right to Review Plat of Survey – Grace’s Point

i. Resolution 2020-27 Approving COVID-19 Related Administrative Procedures

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

6) Tax Abatement Applications

- a. 210 Wilson Street – Multifamily Residential New Construction
- b. 29300 Hickory Lodge Drive – Single Family New Construction

Lyon moved, supported by Herman, to approve the applications. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – NO; Herman – YES

- 7) Community Visioning Presentation: Nate Weitzl and Joel Akers were present to provide information to Council with regards to two project priorities resulting from the City’s Community Visioning project. Nate and Joel provided information regarding updating the City’s Mill Street Overlay District to expand the regulations to encompass the entire downtown redevelopment corridor. Nate and Joel also provided information regarding the gateway corridor beautification and pocket park project components of the Community Visioning priorities. General discussion ensued.
- 8) Discussion and Action Regarding the Community Visioning Presentation:
Lyon moved, supported by Coyle, to approve funding for updating and expanding the City’s Mill Street Overlay District and initial surveys for the entry corridor beautification projects and pocket park projects for a cost not to exceed \$9,238.00. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – YES; Herman – YES.
- 9) Public Hearing Regarding Voluntary Annexation Applications Filed by Earl & Ardis Anderson Trust, Mary Ferring, Virginia Traxler, and David Traxler, and David & Marilyn Anderson, including nonconsenting property owned by Alan and Jennifer Wille.
Mayor Adams opened the public hearing at 8:02 pm.
City Administrator Michel reviewed the proposed annexation.
Alan Suckow, 112 East Street, was present. Mr. Suckow requested more information regarding potential nonconsenting property that would be included with this annexation.
City Administrator Michel indicated that the property owned by Alan and Jennifer Wille would be the only nonconsenting property included in the proposed annexation.
Hearing no further comments, Mayor Adams closed the public hearing at 8:05 pm.
- 10) Resolution 2020-28
Brott moved, supported by Herman, to approve the annexation of the proposed Anderson/Traxler annexation. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – YES.
Herman – YES.
- 11) Public Hearing on Proposed Development Agreement with Van Meter Land Co.
Mayor Adams opened the public hearing at 8:06 pm.
City Administrator Michel reviewed the proposal.
Hearing no further comment, Mayor Adams closed the public hearing at 8:13 pm.
- 12) Discussion and Possible Action regarding County Owned Maintenance Shed at 710 Pleasant Street
City Administrator Michel reported to Council that the City was in the top five bids for the County shed.
General discussion ensued; no further action taken.
- 13) Discussion and Possible Action regarding Veterans Reception Center Pedestrian Bridge Project – tabled from 3/9/2020 Council Meeting
City Administrator Michel provided an overview of discussion that occurred on 3/9/2020.
City Attorney Goudelock reported that the City would be subject to public bidding laws if it were to enter into this project and participate in the funding of the bridge project.
City Administrator Michel indicated that the bridge would not alter the City’s liability insurance coverage if ownership was transferred to the City upon completion.
General discussion ensued regarding the public bidding process, assumed project costs, and timeline.
No further action taken.
- 14) COVID-19 Updates and Discussion
Department Heads provided general updates regarding the impacts of COVID-19 on their operations.
City Administrator Michel provided an update regarding overall City procedures, updates to Mayor Adams’s Proclamation of Emergency, and timeline for reopening City facilities.
General discussion ensued regarding volunteer efforts within the community to provide neighborly support to those in need. A local food pantry has been established with the support of The Good Samaritans Food Pantry. Drop off and pick up is available Monday through Friday, 9am to 5pm, at the East Baseball Field at Van Meter Schools starting on April 20th, 2020.
- 15) Reports:
City Administrator Michel reminded Council and Staff that Zoom was available as a resource for committee

meetings as needed. He also indicated that the May 11th, 2020 Council meeting would likely occur via Zoom. Council and the public are encouraged to reach out if they need assistance accessing the meeting.

- 16) Mayor Adams asked for a motion to adjourn. Coyle moved supported by Lyon. Passed unanimously. The meeting was adjourned at 9:23 pm.

Allan B. Adams Allan B. Adams, Mayor

ATTEST
Liz Thompson Liz Thompson, City Clerk