

- 1) The Van Meter City Council met for a regular council meeting on Monday, April 12th, 2021 at the Veterans Reception Center, 910 Main Street. Mayor Allan Adams called the meeting to order at 7:00PM. 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 Administrator Kyle Michel, City Clerk Liz Thompson, Public Works Director Dave Herman, Police Chief Bill Daggett, City Engineer Bob Veenstra, City Building Inspector Jason Van Ausdall, Library Director Nancy Studebaker.

- 2) Mayor Adams lead the Pledge of Allegiance.
- 3) Introductions were made.
- 4) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 5) Mayor Adams asked for a motion to approve the agenda. Brott moved, supported by Coyle, to amend and approve the agenda as amended, moving published item 15 to ahead of item 13 citing the City Engineer’s need to depart the meeting early. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Coyle – YES; Meyer – YES
- 6) None were present for the Citizen Hearing.
- 7) 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 3-8-2021 City Council Meeting
 - b. Minutes of the 3-15-2021 Council Workshop
 - c. April Claims list

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	568.00
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	180.03
AFLAC	AFLAC PRETAX	164.92
AGSOURCE COOPERATIVE SERVICES	WA TESTING	55.00
ARNOLD MOTOR SUPPLY	ST SWEEPER REPAIR PARTS	12.54
AT&T MOBILITY	PD/FD PHONE SERVICE	240.88
BAKER & TAYLOR	ADULT MATERIALS	41.58
BALDON HARDWARE	PW SHOP EXPENSES	24.94
BLUE STAR MERCHANT	REGISTRATION FEES	285.00
BREEDING’S TRUE VALUE	PW OIL & STRING WEED WHACKER	38.91
CENTURY LINK	ALARM LINE CHARGES	84.31
CHALLENGER TEAMWEAR	SOCCER GEAR	488.93
CULLIGAN	LIB & CITY WA/AUTO RENEWAL	47.70
DALLAS CO SHERIFFS OFFICE	NEW WORLD MODULE	400.00
DELTA DENTAL	EMPLOYEE DENTAL & VISION	418.08
DES MOINES PRINTING	PD AUTISM MAGNETS	80.00
DISPLAY SALES	CHRISTMAS LIGHT POLE DECORATIO	3,660.00
EARLHAM SAVINGS BANK		25.00
EFTPS	FED/FICA TAX	3,432.78
EFTPS	FED/FICA TAX	3,075.79
FIRE SERVICE TRAINING BUREAU	HM JOHNSON, WICKS; FF1 WICKS	429.02
FORTE	POS PROCESSING FEES	4.92
FORTE	WEB PROCESSING FEES	200.49
GALLS LLC	STREAMLIGHT PROTAC RAIL MT HLX	419.85
HACH	WATER CHEMICALS	381.02
HEARTLAND COOP	SHOP LP & LEAK TEST	485.00
HOPKINS & HUEBNER PC	EARNST MONEY LIBRARY LOT	2,000.00
IACP	2021 DUES	210.00
INTEGRITY PRINTING	SIGNS FOR REC COMPLEX	344.00
IOWA DEPT OF PUBLIC SAFETY	IA ONLINE WARRANTS & ART SYSTE	300.00
IOWA FINANCE AUTHORITY	IFA P&D LOAN REPAYMENT	185,000.00
IOWA LEAGUE OF CITIES	IA MUN PROF INST 2021 SUMMER	256.00

IOWA ONE CALL	EMAIL LOCATES	21.60
IPERS	PROTECT IPERS	2,453.75
JAY OLSON	REC PROGRAMMING SERVICES	1,850.00
LAURA KUNKEL	CLEANING SERVICES	100.00
MAFFIN OUTDOOR POWER & AUTO	MOUNT & BALANCE PW TIRES	707.32
MATHESON TRI GAS INC	OXYGEN	110.44
MEDIACOM	INTERNET SERVICES	276.90
MENARDS	PARKS SUPPLIES	63.38
MIDAMERICAN ENERGY	GAS/ELEC	2,635.52
MIDAMERICAN ENERGY	GAS/ELEC	2,243.13
MITEL	TERMINATION FEE 3/31/2021	220.00
OFFICE DEPOT	PD OFFICE SUPPLIES	222.37
CITY OF VAN METER PARKS & REC	CASH TO PAY LL UMPIRES	2,265.00
PATRICK ALEXANDER	CLOTHING ALLOWANCE	285.65
PLS INVESTMENTS	MARCH & APR STORAGE RENT	130.00
RICK'S TOWING TRANSPORT	2016 BLACK HARLEY	1,755.00
SCHIMMELS REPAIR LLC	IH SANDER TRUCK REPAIRS	367.75
SO DALLAS LITTLE LEAGUE	BASEBALL/SOFTBALL PLAYER FEES	2,330.00
STAPLES	OFFICE SUPPLIES	99.27
SYNCB/AMAZON	LIB PROGRAMMING	126.93
THE HARTFORD	EMPLOYEE LIFE & DISAB	220.49
TRAFFIC LOGIX CORPORATION	ANNUAL SERVICE FEE-RENEWAL	400.00
TREAS - ST OF IA SALES TX	FEB 21 WET	1,311.00
TREAS - ST OF IA SALES TX	1ST QRT 2021 WET	1,216.00
TREAS - ST OF IA SALES TX	1ST QRT 2021 SALES TAX	336.00
TREAS - STATE OF IOWA W/H	STATE TAXES	621.00
US POSTMASTER	APRIL UT BILLS/NEWSLETTERS	217.26
VC3 INC	IT N BOX	2,961.15
VEENSTRA & KIMM INC	ENG SERVICE GRAND EST PLAT 1	1,619.32
VERIZON WIRELESS	EMS PHONE CHARGES	196.49
VERIZON WIRELESS	CELL PHONE CHARGES	647.43
W DES MOINES WATER WORKS	WEST METRO WATER EVALUATION	12.30
WASTE CONNECTIONS	GARBAGE CONTRACT	8,198.21
WAUKEE HARDWARE & RENT IT	MAGNUM 2-3/4 DISCUS LOCK	14.99
WELLMARK	EMPLOYEE HEALTH INS	6,887.96
WEX BANK	PD GAS	1,185.82
WHITFIELD & EDDY PLC	LEGAL SERVICES	1,035.00
Accounts Payable Total		248,699.12

d. March Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	23,464.82	34,965.81
LIBRARY BUILDING FUND	10,000.00	0.00
PARK OPERATIONS	5,276.75	2,954.01
ROAD USE TAX	4,397.88	5,641.75
EMPLOYEE BENEFITS	1,889.81	6,470.82
EMERGENCY FUND	228.57	0.00
LOCAL OPTION SALES TAX	15,211.13	0.00
TIF-CR ESTATE	2,080.43	0.00
REC TRUST	750.00	0.00
LIBRARY TRUST FUND	0.00	15,268.18
DEBT SERVICE	2,593.58	0.00
WATER	31,587.73	199,021.77
SEWER	23,495.45	9,347.30
*****REPORT TOTAL*****	120,976.15	273,669.64

e. Quarterly Investment Report

f. Cigarette License – Casey's General Store

g. Resolution 2021-17 Lexipol Adoption for Police Department

h. Resolution 2021-18 Public Safety Administrative Assistant

i. Resolution 2021-19 5th Quarter Liquor License Conditional Approval

Coyle 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

- 8) Resolution 2021-20 Re. Early Redemption General Obligation Corporate Purpose Bonds, Series 2011
City Administrator Michel provided an overview of the proposal to make an early redemption payment on the outstanding balance for the Series 2011 GO Corporate Purpose Bonds. The Resolution would serve as notice to the bond holders as required by the original debt service issuance actions.
Motion by Coyle, supported by Herman, to approve the Resolution.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 9) Resolution 2021-21 Re. Supplemental Debt Service Levy for General Obligation Refunding Bonds, Series 2013
City Administrator Michel provided an overview of the proposed Resolution which would formally document action taken during the FY22 budget process to levy property taxes in addition to those taxes necessary for the minimum bond payments due for the Series 2013 bonds in FY22. The proposed action is a new required documentation being asked for by the County for their records. In previous years, a letter from the City Administrator submitted with the budget was sufficient for the County's needs.
Motion by Coyle, supported by Brott, to approve the Resolution.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 10) Resolution 2021-22 Consenting to Assignment of Developer Agreement and Tax Increment Payments Re. Grand Estates Developer Agreement
City Administrator Michel provided an overview of the proposed Resolution that would assign future developer rebate payments associated with the Grand Estates Developer Agreement to the Developer's lender, Guthrie County State Bank.
Herman moved, supported by Lyon, to approve the Resolution.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 11) Resolution 2021-23 Rural Innovation Grant Proposal
City Administrator Michel provided an additional overview of the Rural Innovation Grant as well as the proposed project that would focus on and continue to build upon the support and interest in revitalizing and redeveloping the downtown corridor of the City.
Lyon moved, supported by Coyle to approve the Resolution.
On roll call the votes were as follows: Brott – Yes; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 12) Resolution 2021-24 Preliminary Site Plan – 410 Wilson Street
Paul Scieszinski, owner of 410 Wilson Street, as well as his architect, Matt Floden, Grace Architecture & Design, provided an overview of the proposed project at 410 Wilson Street.
City Administrator Michel and City Engineer Veenstra provided comments as well as recommendation from the Planning & Zoning Commission from their 5 April 2021 meeting.
Herman moved, supported by Coyle, to approve the preliminary site plan.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 13) Resolution 2021-25 Community Catalyst Grant Application – 410 Wilson Street
City Administrator Michel provided an overview of the Community Catalyst grant program and application requirements.
Lyon moved, supported by Herman, to approve the Resolution in support of the grant application.
On roll call the votes were as follows: Brott – YES; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES
- 14) Resolution 2021-26 Awarding Proposal for Building Inspection Services
City Administrator Michel indicated that the City received two proposals for services, from Safe Building and Veenstra & Kimm. Both firms were present to provide an overview of their scope of services and answer questions of Council.
Lyon moved, supported by Meyer, to select Safe Building as the new contracted building inspection provider for the City of Van Meter.
On roll call the votes were as follows: Brott – NO; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES

15) Downtown Parking

City Engineer Veenstra provided an overview of potential parking solutions for the downtown area of Van Meter consisting of Wilson, West, and Grant Street. Discussion ensued.

Coyle moved, supported by Meyer, to set a date for a public hearing for May 10th, 2021 during the regularly scheduled Council meeting at which time the City Council would consider an Ordinance amending the City Code to allow for angle parking along certain streets in Van Meter.

On roll call the votes were as follows: Brott – NO; Lyon – YES; Herman – YES; Coyle – YES; Meyer – YES

16) Reports:

Newly appointed Library Director, Nancy Studebaker indicated that her intent was to reopen the library to the public by May 10th, 2021. More to follow as reopening plans are reviewed by the Library Board.

17) Adjournment

Lyon moved, supported by Brott, to adjourn the meeting. Motion carried unanimously.
Mayor Adams adjourned the meeting at 9:01 P.M.

 Allan B. Adams, Mayor

ATTEST

 Liz Thompson, City Clerk