

## **MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON MAY 12, 2020**

Mayor VanderWoude called the meeting to order at 6:00pm on May 12, 2020. Councilmembers Andres, Robinson, Mendenhall and Delperdang were present via telephone or videoconference. Councilmember Hentges was excused. Others present via telephone or videoconference were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Michele Goodenow, Joyce Waddell, John McMahon, Steve Schwaller, Dan Sanders, Mike Cedar, Brad Beck, Barry Sackett and KICD (Spencer).

Prior to the beginning of the meeting, Mayor VanderWoude read the following: This City Council meeting is being held on May 12, 2020. In order to help stop the spread of COVID-19, this meeting is being held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is otherwise impossible or impractical which is certainly true during this crisis. On March 19, 2020 Governor Kim Reynolds issued a proclamation of disaster emergency which includes further flexibility for the use of electronic meetings and limitations on in-person numbers of individuals present. The agenda was posted more than 24-hours in advance that included instructions on how to participate in this meeting.

### **CONSENT AGENDA**

Motion made by Councilmember Robinson and a second by Councilmember Andres to approve the consent agenda which included minutes from the April 12, 2020 City Council meeting, the claims and accounts payable report, the bank cash report, the renewal and change of ownership of a Class C Liquor License with Sunday sales, outdoor service, and Class B wine permit for the Lakes Art Center, the renewal of a Class C liquor license with Sunday sales and catering privilege for O'Farrell Sisters, the renewal of a Class C liquor license with Sunday sales, outdoor service, and catering privilege for Tweeter's Bar and Grill, Inc., the renewal of a Class E liquor license with carryout wine, carryout beer, and Sunday sales for Casey's General Store and the renewal of a Class C liquor license with Sunday sales and outdoor service for the Okoboji Commons Hotel. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

### **CITIZEN APPERANCES**

Mayor VanderWoude presented a letter from Shane and Mary Hartnett, 1615 Chalstrom Beach Road, discussing the City's recycling options. In her letter, Hartnett expressed concern over the size of available recycling containers, encouraged the Council to consider larger containers, and questioned why Waste Management picks up larger containers but will not supply larger containers.

Councilmembers discussed with City Administrator Meyers details pertaining to the contract. Councilmember Delperdang was not interested in renegotiating a contract that was settled in 2019. Meyers advised he would do more research with Waste Management. No action taken.

### **OLD BUSINESS**

Mayor VanderWoude discussed the proposed East Lake Park with the City Council. VanderWoude advised that there was a proposed shoreline restoration plan that needed to be approved, approval of a \$25,000.00 expenditure for the project, and advised of near final site plans for East Lake Park.

Motion made by Councilmember Delperdang and a second by Councilmember Robinson to approve the shoreline restoration with the removal of use of any herbicide and authorize \$25,000 to be used for this project. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude presented two quotes for recodification of the City's Municipal Code. City Administrator Meyers explained that this process is necessary every five years.

Motion made by Councilmember Robinson and a second by Councilmember Delperdang to approve \$3,800.00 quote from Iowa Codification for recodification services. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

## **NEW BUSINESS**

Mayor VanderWoude presented Resolution 20-09, 'Resolution Referring Proposal to Convey/Vacate Property to the Planning and Zoning Commission of the City of Okoboji, Iowa'. VanderWoude explained that this was pertaining to a potential land swap between the City of Okoboji and 17 Oaks Condominiums. VanderWoude explained that this was advantageous for the proposed East Lake Park. City Administrator Meyers explained that there was no lakeshore being vacated and that this resolution was simply the start of the process by referring the Planning and Zoning Commission to study.

Motion made by Councilmember Delperdang and a second by Councilmember Mendenhall to approve Resolution 20-09. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude presented Resolution 20-10, 'Resolution Setting a Public Hearing on a Proposal to Vacate and Convey a Portion of the Property Owned by the City of Okoboji with a Legal Description of 'RR ROW ADJ ALLEY AND LOT 7 BLK B SUBDIV IJKL BECK'S REPLAT' by Quit Claim Deed to 17 Oaks Owners Association, Subject to Certain Terms'. City Administrator Meyers advised that this was setting a public hearing for June 9, 2020 at 6:00pm. Councilmember Andres commented on the City's historical reluctance to convey property but commented on the benefit of this.

Motion made by Councilmember Andres and a second by Councilmember Robinson to approve Resolution 20-10. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude invited Brad Beck and Mike Cedar, Beck Engineering, to present to the Council conceptual plans for the infrastructure / beautification improvements on Sanborn Avenue. Beck advised that the proposal is for a boulevard style street with two 13' travel lanes and 11' median. The proposal included a 10' trail on the north side of Sanborn Avenue, beautification of the center median, increased street lighting, and a reconfiguration of the intersection of Sanborn Ave, Lakeshore Drive, and Furlam Street. Beck advised that they hoped to receive feedback on the project and that they would bring back a cost estimate and further information in June. Mike Cedar gave a detailed overview of the project.

Motion made by Councilmember Delperdang and a second by councilmember Mendenhall to move forward with the project and ask for cost estimates in June. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude presented pay application #1 for \$51,489.38 for Speier Park Pickleball project. City Administrator Meyers gave a general update on construction.

Motion made by Councilmember Andres and second by Councilmember Robinson to pay PCC Sports \$51,489.38 for pay application #1. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude presented pay application #3 for \$3,115.05 for the Carriage Lane / Speier Park Improvements project. Meyers explained that this was for the final seeding of these two projects. Meyers explained that there would be a final pay app the next Council meeting. The City withheld payment on final striping of the basketball court until touched up further. Meyers explained the touch up work was done and appeared acceptable.

Motion made by Councilmember Robinson and second by Councilmember Mendenhall to pay Beck Excavating \$3,115.05 for pay application #3. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude presented Resolution 20-11, 'Resolution Setting a Public Hearing for Review and Consideration of First Amendment of the FY19/20 Municipal Budget'. Meyers explained this is to set a public hearing on Tuesday, May 26, 2020 at 3:00pm.

Motion made by Councilmember Robinson and second by Councilmember Andres to approve Resolution 20-11. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude discussed with the Council on the re-opening of public facilities including the tennis court, basketball court, and shelter house. Councilmember Mendenhall felt social distancing was easier on the tennis court than the basketball court. Councilmember Delperdang expressed the need personal responsibly. City Administrator Meyers indicated that City staff will move picnic tables and affix the tennis court gates to be open at all times. Meyers advised that this would exclude playgrounds until further direction from Governor Kim Reynolds. Meyers explained that the proclamation closes playgrounds until at least May 15, 2020.

Motion made by Councilmember Delperdang and a second by Councilmember Robinson to re-open the tennis court, basketball court, and shelter house effective Wednesday, May 13, 2020 and to open playground upon the allowance of the State. The following Councilmembers voted "YEA": Andres, Robinson, Delperdang. The following Councilmember voted "NAY": Mendenhall. Motion passed 3-1.

Mayor VanderWoude presented June 1, 2020 as a date for citywide clean-up day. Administrator Meyers advised that resident may experience delays in this process this year.

Motion made by Councilmember Robinson and a second by Councilmember Andres to set citywide clean-up day as Monday, June 1, 2020. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude presented quotes for 2020 street patching. VanderWoude presented the low quote of \$14,150.25. Meyers explained that this was the lowest quote and is actually lower than the normal street patching expense. Meyers requested additional flexibility in the motion in case new repairs are

needed between now and when the contractor does the work. Councilmember Delperdang asked for additional quality control on road patching this year.

Motion made by Councilmember Robinson and second by Councilmember Andres to approve the quote from Kruse Pavement Solutions not to exceed \$20,000.00. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

Mayor VanderWoude introduced John McMahon and presented his appointment to the City's Planning and Zoning Commission to fulfill Les Marousek's term ending August 13, 2024. McMahon briefly introduced himself to the Council.

Motion made by Councilmember Robinson and a second by Councilmember Andres to appoint John McMahon to the Planning and Zoning Commission. The following Councilmembers voted "YEA": Andres, Robinson, Mendenhall, Delperdang. Motion passed 4-0.

## **REPORTS**

City Administrator Meyers discussed working being done at Speier Park pertaining to the old ice rink, the parking committee, a meeting he had attended relating to the reconstruction of Highway 71 with Iowa DOT officials, implementation of a time and attendance software for City Staff, future meeting with the City's financial advisor, and discussed the delay of a FY21 budgeted item.

No police report.

Mayor VanderWoude welcomed Councilmember Delperdang back.

Councilmember Andres briefly discussed the Hwy 71 meeting.

Councilmember Mendenhall requested City staff put together information and options for sump pumps dumping on to City streets.

No other Council report.

## **ADJOURNMENT**

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Mayor VanderWoude

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City Administrator, Michael Meyers

REVENUES FOR 04/15/2020 THROUGH 05/12/2020 TOTALED \$139,537.47. TOTAL EXPENDITURES WERE \$111,123.24. GENERAL FUND, \$95,610.51; ROAD USE TAX \$109.23; WATER FUND \$15,403.50.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY	APRIL ELECTRIC	\$ 4,365.01
AMERICAN UNDERGROUND SUPPLY	METER PARTS	\$ 267.20
CAMPUS CLEANERS & LAUNDRER	RUGS/TOWELS	\$ 44.95
CANON FINANCIAL SERVICES	MAY COPIER LEASE	\$ 72.04
CENTRAL STATES FUND	APRIL PREMIUMS	\$ 13,408.00
CITY OF ARNOLDS PARK	SHARED OFFICER 123019-032720	\$ 9,006.44
DICKINSON COUNTRY TRAILS BOARD	ADMIN FEE FY2020	\$ 5,195.00
DULIN CONTRACTING INC.	AC MAINT/REPAIR	\$ 649.62
EFTPS	FED/FICA TAX	\$ 4,817.77
EFTPS	FED/FICA TAX	\$ 4,536.03
	PR TIME & ATTENDANCE	
GWORKS	SOFTWARE	\$ 1,250.00
HEARTLAND SECURITY SERVIC	SECURITY SERVICE	\$ 26.95
IPERS	IPERS-PROTECTN	\$ 6,528.98
MEDIACOM COMMUNICATIONS	4/25-5/24	\$ 439.02
NEW YORK LIFE	ADDTL LIFE INS	\$ 118.39
SECURE BENEFITS SYSTEMS	FSA MEDICAL & FEES	\$ 97.34
SPENCER OFFICE SUPPLIES	CLEANING SUPPLIES	\$ 37.55
TREASURER, STATE OF IOWA	APRIL WATER EXCISE TAX	\$ 5,170.00
TREASURER, STATE OF IOWA	STATE TAX	\$ 1,759.00
UNITED COMMUNITY BANK	WATER TRUCK CD	\$ 3,000.00
UNITED COMMUNITY BANK	MOWER CD	\$ 3,000.00
UNITED COMMUNITY BANK	FIRE TRUCK CD	\$ 16,137.00
USA BLUE BOOK	SAFETY EQUIPMENT	\$ 212.56
VERIZON WIRELESS	CELL PHONES & POLICE PCS	\$ 626.70
WEX BANK	FUEL CHARGES	\$ 624.93
Accounts Payable Total		\$ 81,390.48
Payroll Checks		\$ 29,732.76
***** REPORT TOTAL *****		\$ 111,123.24
GENERAL		\$ 95,610.51
ROAD USE TAX		\$ 109.23
WATER		\$ 15,403.50
TOTAL FUNDS		\$ 111,123.24