

MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON OCTOBER 12, 2021

Mayor Vander Woude called the meeting to order at 6:00 pm on October 12, 2021. Councilmembers Mendenhall, Robinson, and Andres were present at the time of roll call. Councilmember Jim Hentges joined the meeting at 6:06PM. Councilmember Delperdang was excused. Others present were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Dan Sanders, Jason Eygabroad, Andrew Fisher, Andy Wolf, Tyler Lynn, George Bower, Amy Maris, Kae Hoppe, and Steve Schwaller.

CONSENT AGENDA

Motion made by Councilmember Robinson and a second by Councilmember Mendenhall to approve the consent agenda which included the September 14 meeting minutes, the claims and accounts payable report, and the bank cash report. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres. Motion approved 3-0.

CITIZEN APPEARANCES

None

NEW BUSINESSES

Mayor Vander Woude invited Andrew Fisher, CEO of the Bedell Family YMCA, to update the Council on the current fundraising campaign, “Igniting a Healthy Legacy.” The campaign focus is renovation and new construction at Camp Foster, substantial upgrades to the 15-year old Bedell Family YMCA Aquatic Center, and goals for long-term financial sustainability and debt elimination. No action taken.

Councilmember Hentges joined the meeting at 6:06 PM.

Mayor Vander Woude presented for consideration the ‘Application for Payment No. 2’ and ‘Change Order No. 2’ pertaining to the 2021 City of Okoboji HMA Resurfacing Project.

Jason Eygabroad from Beck Engineering updated the Council on the progress of the Lake Shore Drive project. Storm sewer installs will stop at Nature Center Road this fall and resume in the spring. Concrete and asphalt patching and curb and gutter installs will follow working from south to north. Milling and paving is expected to start the third week of October.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve the ‘Application for Payment No. 2’ and ‘Change Order No. 2’ pertaining to the 2021 City of Okoboji HMA Resurfacing Project. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude asked City Administrator Meyers to update the Council on the proposed signal project pertaining to the Iowa Department of Transportation’s Highway 71 project.

Meyers advised that after the last discussion at the September Council meeting, he learned that the City will have the option to cancel out of the contract with the IDOT if the City feels the cost is not reasonable. If the City chooses to end the contract, the only cost to the City would be the design expenses and cost of the contractor fee for the project’s portion of the bid.

Meyers stated the Finance Committee met and discussed not replacing the traffic signal at 175th St at this time since it was not included in the IDOT project and would therefore not be eligible for interest-free repayment over four years. Removing the signal at 175th St reduces the project expense from \$1.2 million to \$692,000. The Finance Committee recommended the City moves forward with the project. Meyers advised the project could potentially be fully funded through Local Option Sales Tax or Road Use Tax funds. The IDOT requested the City contracts with Iteris for the signal work.

Councilmember Robinson stated his concern with dedicating LOST revenue to this project in the event another substantial expense arose in the next four years. Meyers advised the LOST revenue is just one option for funding and could be an ongoing budget discussion.

City Administrator Meyers advised the approximately \$17,000 design agreement could likely be paid from Road Use Funds.

Mayor Vander Woude presented a professional services agreement between the City of Okoboji and Iteris for signal pole replacement.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the professional services agreement between the City of Okoboji and Iteris. The following Councilmembers voted "YEA": Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude asked City Administrator Meyers to update the Council on the curb-to-sidewalk improvements as a part of the Iowa DOT Hwy 71 project.

City Administrator Meyers attended an Arnolds Park City Council special meeting in September to discuss the curb-to-sidewalk cohesive corridor hardscape project throughout Arnolds Park and Okoboji. At that time, it was believed that 50% of the project may be covered privately, however, Meyers advised that funding of the project is now the responsibility of the City of Arnolds Park and the City of Okoboji as the private funding will not be available for the project. Estimated cost is \$180,000 for pavers from the bridge to the Sanborn Avenue with credit available from the IDOT to replace sod with sod.

Councilmember Mendenhall expressed concern over runoff towards the lake with pavers and suggested looking into permeable pavers.

Council directed City Staff to continue discussion and move the project forward. No further action taken.

Mayor Vander Woude presented a quote from Ferguson Waterworks in the amount of \$24,496 for the purchase of 88 Neptune water meters.

City Administrator Meyers stated the City recently reached the halfway mark of replacing the meters citywide. Ferguson Waterworks successfully assisted with installs in August and September. Meyers added that residents have already experienced the benefits of the new software and meters by City Staff having the ability to data log usage to determine the reason for high water consumption on an account.

Motion made by Councilmember Robinson and a second by Councilmember Mendenhall to approve the purchase of the water meters from Ferguson Waterworks. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude presented ‘Resolution #21-43, “A Resolution Directing the Clerk to Publish Notice of Hearing on the Adoption of the Proposed “Code of Ordinances of the City of Okoboji, Iowa”’.

City Administrator Meyers stated the recodification of city code was approved almost one year ago. Iowa Codification put all the City’s new ordinances and State legislative changes into the City’s municipal code. A public hearing and vote to adopt the proposed code will be on November 9, 2021.

Motion made by Councilmember Mendenhall and a second by Councilmember Robinson to approve Resolution #21-43. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude presented a Board of Adjustment decision pertaining to Okoboji Realty, 1121 Brooks Park Drive, Okoboji, Iowa.

City Administrator Meyers stated the Board of Adjustment met at the end of September to discuss the variance requested by Okoboji Realty regarding parking. Okoboji Realty is asking to build an addition to their building, and the zoning permit would require a parking review. The City’s current ordinance requires that particular space to have 16 parking spaces. Okoboji Realty requested to have five parking spaces. The board requested one additional parking space be provided as a condition for approval. Okoboji Realty was able to provide two additional spaces while still meeting the LID and 30% open space requirement resulting in a total of seven parking spaces.

Dan Sanders, a Board of Adjustment member, commented that he appreciated Okoboji Realty’s willingness to use pervious pavers instead of concrete to meet the LID requirement.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve Board of Adjustment recommendation. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude presented a Water Utility Vendor Agreement – Low-Income Household Water Assistance Program” from Upper Des Moines Opportunity.

City Administrator Meyers informed the council this program is funded by dollars designated to the States by the American Rescue Plan Act to assist qualified individuals in paying for late utility bills or utility accounts that have been disconnected. Funds would be available until September 2023 or when the funds are depleted. The City is required to submit a vendor agreement with Upper Des Moines Opportunity for Okoboji residents to be eligible for the program.

Motion made by Councilmember Robinson and a second by Councilmember Mendenhall to approve the application for the Upper Des Moines Opportunity program. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude presented Resolution 21-44, “A Resolution Setting a Public Hearing to Consider a Temporary Easement Request from the Iowa Department of Transportation.”

City Administrator Meyers advised the publication to set the public hearing in October was not proper and will take place at the November 9 council meeting.

Motion made by Councilmember Robinson and a second by Councilmember Andres to approve the Resolutions 21-44. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude presented Resolution 21-45, “A Resolution Setting a Public Hearing to Review and Possible Acceptance of Bids for Front Loader Tires.”

City Administrator Meyers advised the publication to set the public hearing in October was not proper and will take place at the November 9 council meeting.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the Resolutions 21-45. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0

Mayor Vander Woude presented the re-appointment of Jane Shuttleworth to the City of Okoboji Planning and Zoning Commission for a term ending 10/12/2026.

Motion made by Councilmember Mendenhall and a second by Councilmember Robinson to approve the re-appointment of Jane Shuttleworth to the City of Okoboji Planning and Zoning Commission. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

Mayor Vander Woude presented the final pay application to PCC Sports for the Okoboji Speier Park Pickleball Project.

City Administrator Meyers reminded the council the final payment to PCC Sports was withheld until the resurfacing was complete and satisfactory. The pickleball courts were successfully resurfaced in August.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the final pay application for the Okoboji Speier Park Pickleball Project. The following Councilmembers voted “YEA”: Mendenhall, Robinson, Andres, and Hentges. Motion approved 4-0.

REPORTS

City Administrator Meyers reported that the pickleball shelter cement pad is scheduled to be poured next week, and the shelter structure is expected to arrive in January.

The Finance Committee discussed working with Beck Engineering on a sewer line project to expend \$118,000 in funds received through the American Rescue Plan Act.

City Administrator Meyers added the City's annual audit is expected to be completed in December.

The Council should expect to approve the Street Finance Report and Annual Financial Report at the November 9 council meeting.

The annual ICAP risk management review took place Tuesday, October 12. Findings should be available at the November Council meeting.

The Planning & Zoning Commission is working on an update to the City's comprehensive plan. Ideally this is done every five years, and the current plan has been in place for over 15 years. Council can expect to be asked to approve this process and the associated expense.

The Planning and Zoning Commission also is discussing having a third party monitor lakeshore landscaping projects beyond the City's review.

The City of Okoboji and the City of Arnolds Park completed the State of Iowa TSIP grant application for full funding on the fiber connect project. Grants are expected to be awarded in the spring.

The City will be installing four decorative light poles at Speier Park along the perimeter of the parking lot. These light poles were originally located at the grade and have been in storage.

The gate ordered for the Public Works building arrived and installation will be scheduled for this fall.

City Staff has been cleaning up Summer Circle by trimming healthy trees and cutting down dead trees.

City Administrator Meyers addressed the IGLSD ongoing Lake Shore Drive project and expressed his appreciation for the Lake Shore Drive project overview website as an effective tool for communication. clients.bolton-menk.com/2021lakeshoredrive

City Administrator Meyers informed the Council that the City has already issued 55 building permits in 2021.

Chief Jason Petersen reported via letter in his absence. Chief Petersen reported that Officer Sexton will return to work sooner than expected. Chief Petersen was at Camp Dodge for HEAT Team training the 2nd week in October. Officer Zigrang and Chief Petersen will attend a 3-day Special Operations Training Association (SOTA) in Duluth MN.

No Mayor Report

No Councilmember Reports

ADJOURNMENT.

Mayor Mary VanderWoude

City Administrator Michael Meyers

TOTAL REVENUES FROM 9/15/2021 THROUGH 10/12/2021 WERE \$406,739.40. TOTAL EXPENDITURES WERE \$313,363.46. GENERAL FUND: \$215,726.32; ROAD USE TAX FUND: \$2,942.71; CAPITAL PROJECT FUND: \$55,218.88, WATER FUND: \$39,475.55.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK DATE
ALLIANT ENERGY	SEPT ELECTRIC	4,951.13	10/12/2021
AMY'S SIGN DESIGN	SKID LOADER CITY DECALS	34	10/12/2021
ARNOLDS PARK/OKOBOJI	REMAINING CONTRIBUTION	69,300.00	10/12/2021
BECK ENGINEERING INC	LAKE SHORE DR	21,165.75	10/12/2021
BLACK HILLS ENERGY	NATURAL GAS SERVICE	84.9	9/30/2021
BLACKTOP SERVICE COMPANY	2021 CITY OF OKOBOJI HMAS	30,538.70	9/15/2021
BOMGAARS SUPPLY, INC.	SEPT STATEMENT	102.13	10/12/2021
C & B OPERATIONS LLC	BLADES	142.77	10/6/2021
CAMPUS CLEANERS & LAUNDRER	RUGS	42.35	10/12/2021
CANON FINANCIAL SERVICES	SEPT COPIER LEASE	72.04	10/12/2021
CENTRAL STATES FUND	SEPT PREMIUMS	15,232.00	10/7/2021
CENTRAL WATER SYSTEM	SEPT WATER	29,999.64	10/12/2021
CERTIFIED TESTING SERVICES INC	LAKE SHORE DR HMA PROJECT	4,245.50	10/12/2021
CORE & MAIN DICKINSON COUNTY CONSERVATION	LAKE SHORE DR LINE REPAIR	1,049.25	10/12/2021
DICKINSON COUNTY NEWS	GREEN WASTE	120	10/12/2021
DICKINSON COUNTY WATER QUALITY	SEPT LEGAL FEES	359.74	10/12/2021
EFIPS	2022 WATER QUALITY CONTRIBUTIO	23,000.00	9/20/2021
EFIPS	FED/FICA TAX	5,303.81	9/27/2021
EFIPS	FED/FICA TAX	5,156.75	10/11/2021
FASTENAL COMPANY	SHOP SUPPLIES	184.92	10/12/2021
FEAR COMPUTER SOLUTIONS	TECHNICAL ASSISTANCE	130	10/12/2021
FERGUSON WATERWORKS #2516	METER PARTS/ACCESSORIES	442.53	10/12/2021
FICK'S ACE HARDWARE	MISC EQUIP	14.28	10/12/2021
GORDON FLESCH COMPANY	COPIER PRINT QUARTERLY MINIMUM	3.94	10/12/2021
HEARTLAND SECURITY SERVIC	ALARM MONITORING	26.95	10/8/2021
HEIMAN INC	ANNUAL INSPECTION	150	10/12/2021
IOLA CHAMBER OF COMMERCE		250	10/12/2021
IOWA LAW ENFORCEMENT ACADEMY	FIREARMS RECERTIFICATION	210	10/12/2021
IPERS	IPERS-PROTECTN	7,140.55	9/27/2021
JACK'S OK TIRE SERVICE	SKID LOADER TIRES	11,745.84	10/12/2021

JCL SOLUTIONS -	SOAP DISPENSERS	27	10/12/2021
JENNINGS AUTO PARTS	TORO MOWER REPAIR	171.5	10/12/2021
SPIRIT LAKE NOON KIWANIS	OCT-DEC DUES	90	10/12/2021
MEDIACOM			
COMMUNICATIONS	INTERNET & PHONE	409.16	10/1/2021
MIDWEST RADAR &			
EQUIPMENT	POLICE RADAR CALIBRATION	160	10/12/2021
NEW YORK LIFE	ADDTL LIFE INS	118.39	10/6/2021
NEW YORK LIFE INSURANCE	SEPT PREMIUMS	597.43	10/6/2021
NORTHWEST IOWA			
PLANNING	SHIELD FY22 2ND DRAW	3,000.00	10/12/2021
O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	142.75	10/12/2021
SAM WEDEKING			
EXCAVATING	LAKE SHORE DR	1,415.00	10/12/2021
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	10/12/2021
SHAMROCK RECYCLING INC	RECYCLING CONTAINER FEE	173.09	10/12/2021
STATE HYGIENIC			
LABORATORY	WATER TEST	13.5	10/12/2021
STEIN LAW OFFICE	SEPT LEGAL FEES	627.63	10/12/2021
STOREY KENWORTHY	UTILITY BILLS	415.58	10/12/2021
TOM'S PLUMBING & HEATING	LAKE SHORE DR LINE REPAIR	23.43	10/6/2021
TREASURER STATE OF IOWA	SEPT WATER EXCISE TAX	226	10/5/2021
TREASURER, STATE OF IOWA	STATE TAXES	1,978.00	9/27/2021
VERIZON WIRELESS	CELL PHONES & POLICE PCS	619.34	10/1/2021
WATCHGUARD VIDEO	IN CAR VIDEO REPAIR	151.9	10/12/2021
WEX BANK	SEPT FUEL CHARGES	1,130.61	10/12/2021
WINTHER STAVE & CO LLP	AUDIT SERVICE	12,500.00	10/12/2021
ZIEGLER CAT	CATERPILLAR SKID LOADER	25,340.00	10/12/2021
Accounts Payable Total		280,627.12	
Payroll Checks		32,736.34	