

MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON MARCH 8, 2022

Mayor VanderWoude called the meeting to order at 6:00pm on March 8, 2022. Councilmembers Delperdang, Hentges, Mendenhall, and Sanders were present. Councilmember Andres was excused. Others present were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Police Chief Jason Petersen, Jason Eygabroad, Dave Stein, Doug Holle, Jim Voigt, Blain Andera, Kae Hoppe, Shane Tymkowicz, Derrick Altena, Seth Boyes, Steve Schwaller, Marc Steffes, Todd Huju and Corey Harguth.

CONSENT AGENDA

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve the consent agenda which included the February 8, 2022, City Council meeting minutes, the accounts payable report, the bank cash report, the renewal of a Class C Beer Permit with Sunday Sales for Mau Marine, Inc. including ownership updates amendment, and the approval of ownership updates for Kum & Go #608 Class E Liquor License. The following Councilmembers voted “YEA: Delperdang, Hentges, Mendenhall and Sanders. Motion approved 4-0.

CITIZEN APPEARANCES

Marc Steffes presented to the council on behalf of Okoboji Heights, the mixed-use building consisting of 26 apartments and 4 small commercial spaces, which has an approved Conditional Use Permit from the Board of Adjustment in November 2021. Steffes stated Okoboji Heights would provide the Okoboji area with an additional housing option for the local workforce. To assist in the funding of the project, the investors would like to apply for an Iowa Workforce Initiative grant. The application requires support from the City of Okoboji in the amount of \$1,000 per unit. Steffes asked the City to consider providing a letter of intent to include with the grant application by approving a \$26,000 tax abatement prorated over 5 years. The grant could fund up to \$1 million of the estimated \$7 million project. The tax abatement could be contingent upon the approval of the grant. Steffes stated the project’s civil engineer will draft a letter outlining the timeframe and financial impact of the requested tax abatement for the council to review. No action taken.

NEW BUSINESS

Shane Tymkowicz with the Iowa Department of Transportation provided an update on the Highway 71 project. Specifically, Tymkowicz stated the first stage of the project is scheduled to begin September 2022. Depending on the weather, the bridge is projected to be closed for road resurfacing for four weeks scheduled to begin two weeks after Labor Day. Tymkowicz also commented on two-way traffic through the City of Okoboji.

Mayor VanderWoude presented the Iowa DOT “Preconstruction Agreement for Primary Road Project.” City Administrator Michael Meyers indicated the original highway reconstruction project included the City funding the replacement of the street signals funded by the City’s Local Option Sales Tax. The signal poles are now included in the Iowa DOT’s project expense. Tymkowicz added that after researching other recent projects, interconnects and reconstruction projects include the cost of signal poles.

Mayor VanderWoude asked Shane Tymkowicz of the Iowa DOT to provide cost sharing updates to the Highway 71 project pertaining to highway beautification to include pavers and other right-of-way enhancements. Tymkowicz stated the updated project agreement total is \$428,103.36 with the annual reimbursement amount of \$142,701.12 over three years. Tymkowicz noted that the amount in the agreement was incorrect and that they would correct prior to execution.

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve the “Preconstruction Agreement for Primary Road Project” contingent upon the corrected amount and contingent

on the representations by the DOT holding true in response to the questions from City Administrator Michael Meyers. The following Councilmembers voted “YEA”: Mendenhall, Delperdang, Hentges, Sanders. Motion approved 4-0.

Mayor VanderWoude opened a public hearing for consideration of the City of Okoboji Budget for Fiscal Year 2023. A letter from Scott Utech representing the police union was received and reviewed by city officials and staff. The public hearing was closed.

Mayor VanderWoude presented Resolution 22-05, “A Resolution Adopting and Certifying the City of Okoboji Fiscal Year 2023 Budget.”

City Administrator Michael Meyers stated the City is proposing to certify the budget at \$4.75 per \$1,000 of taxable valuation for FY23. Also in the budget is an investment into Speier Park, a drainage project on Holliday Way, and an additional vehicle for the Public Works Department.

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve Resolution 22-05. The following Councilmembers voted “YEA”: Mendenhall, Delperdang, Hentges, Sanders. Motion approved 4-0.

Mayor VanderWoude presented Resolution 22-06, “A Resolution to Authorize Salary Adjustments for City Employees for Fiscal Year 2023.”

Councilmember Sanders commented on the letter from Scott Utesch on behalf of the police union. Sanders stated the Finance Committee approved a one-time \$1,000 bonus to be paid at the first full pay period for the three union officers prior to receiving the letter.

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve Resolution 22-06, “A Resolution to Authorize Salary Adjustments for City Employees for Fiscal Year 2023.” The following Councilmembers voted “YEA”: Mendenhall, Delperdang, Hentges, Sanders. Motion approved 4-0.

Mayor VanderWoude opened discussion on the 2021/2022 HMA Resurfacing project including, but not limited to, discussion on Country Club Drive and the potential inclusion of Funnel Street.

City Administrator Michael Meyers advised the City met with the contractors regarding the resurfacing of Country Club Drive. Although the street was built to spec, the finished product was perceived as unsatisfactory by City Staff in terms of drivability and drainage. The contractor provided the option to mill the road at their expense and resurface the road at the City’s expense at a competitive cost.

Jason Eygabroad, Beck Engineering, added that during construction, the contractor changed from two courses down to one, which reduced the City’s cost by \$22,000. The contractor’s competitive bid to resurface Country Club Drive is roughly \$18,000 leaving the City nearly \$3,000 ahead of the original bid amount if the City decided to move forward with resurfacing Country Club Drive again.

The Council also discussed City Staff’s recommendation to add Funnel Street to the resurfacing project after City Staff recommended.

Eygabroad referred to pictures of Funnel Street and stated some of the road may not have to be milled prior to the overlay. The cost of the addition to the project is around \$20,000-\$25,000.

Motion made by Councilmember Sanders and a second by Councilmember Hentges to approve the resurfacing of Country Club Drive and the inclusion of Funnel Street. The following Councilmembers voted “YEA”: Mendenhall, Delperdang, Hentges, Sanders. Motion approved 4-0.

Mayor VanderWoude opened a public hearing to review and consider a text amendment to the City's Municipal Code by amending Chapter 75, "All-Terrain Vehicles and Snowmobiles." Mayor VanderWoude added this not does include golf carts.

There were no comments in favor, opposition, or neutral.

The public hearing was closed.

Mayor VanderWoude presented on its first reading Ordinance No. 269, "An Ordinance Amending Chapter 75 of the City of Okoboji Municipal Code by Amending Section 75.09.9 Pertaining to Hours of Operation."

Chief Jason Peterson advised he is in favor of the amendment to allow for ATV/UTV operation 24-hours a day. It was also reiterated that this was for ATV/UTVs and not golf carts.

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve the first reading of Ordinance No. 269, "An Ordinance Amending Chapter 75 of the City of Okoboji Municipal Code by Amending Section 75.09.9 Pertaining to Hours of Operation." The following Councilmembers voted "YEA": Mendenhall, Delperdang, Hentges, Sanders. Motion approved 4-0.

Motion made by Councilmember Hentges and a second by Councilmember Delperdang to waive the second and third readings of Ordinance No. 269. The following Councilmembers voted "YEA": Hentges, Delperdang, Mendenhall. The following Councilmember voted "NAY": Sanders. Per Iowa Code 380.3 three-fourths of all members of the Council (four out of five) must vote YEA. Because of which, the motion failed to be approved.

City Administrator Meyers advised that Ordinance No. 269 would be brought back in April.

Mayor VanderWoude presented an agreement between Northwest Iowa Planning and Development Commission and the City of Okoboji pertaining to the SHIELD program.

City Administrator Meyers spoke in favor of the program and credited City Staff for an excellent track record of workplace safety. Meyers commented that there would be no increase in cost for this program for FY23.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the agreement. The following Councilmembers voted "YEA": Mendenhall, Delperdang, Hentges, and Sanders. Motion approved 4-0.

Mayor VanderWoude presented an invoice from Midwestern Mechanical for \$15,525.58,

City Administrator Meyers commented that the Council previously approved this work in November, however, once working on the public works building heating system additional issues were found which cause the price to increase. Meyers requested that the Council reapprove this invoice.

Motion made by Councilmember Hentges and a second by Councilmember Delperdang to approve the invoice from Midwestern Mechanical. The following Councilmembers voted "YEA": Mendenhall, Delperdang, Hentges, and Sanders. Motion approved 4-0.

Mayor VanderWoude presented a quote from Midstate Builders, Inc for \$12,827.04 for the installation of a shelter in Speier Park.

City Administrator Meyers commented that he sought many quotes and that Midstate was the lowest and most available to do the project right away. Meyers advised that this money would be spent from the Capital Projects-Pickleball fund and was one hundred percent donated dollars. Meyers told the Council that this project would take place first thing in the spring.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the quote from Midstate Buildings Inc. The following Councilmembers voted "YEA": Mendenhall, Delperdang, Hentges, and Sanders. Motion approved 4-0.

Mayor VanderWoude presented a quote from Utility Equipment Company for \$6,709 for GIS asset management equipment and information pertaining to mapping software.

City Administrator Meyers advised that the City has been looking at this for many years and that City Staff felt this was the best option. Meyers commented that this solution was significantly cheaper than what was previously being considered. Meyers reminder that the City budgeted over \$40,000 for this project. Meyers felt this was a great tool to be continually improved upon and help the City in the future in many different areas.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the quote and software. The following Councilmembers voted "YEA": Mendenhall, Delperdang, Hentges, and Sanders. Motion approved 4-0.

REPORTS

City Administrator Meyers commented that he is seeking someone to assist the City with garbage removal in East Lake Park over the summer.

Police Chief Petersen commented on the workplace safety record of over 3000 days without a lost time accident.

No Mayor report.

No Council report.

ADJOURNMENT

Mayor Mary VanderWoude

City Administrator Michael Meyers

TOTAL REVENUES FROM 2/09/2022 THROUGH 3/8/2022 WERE \$75,626.37. TOTAL EXPENDITURES WERE \$111,001.82. GENERAL FUND \$85,784.29, TRUST & AGENCY \$600.00, ROAD USE TAX \$241.60, WATER FUND \$24,375.93.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK DATE
AFLAC	PREMIUMS	529.39	2/28/2022
ALLIANT ENERGY	FEBRUARY ELECTRIC	4,636.95	3/8/2022
AUDITOR OF THE STATE	AUDIT FILING FEE	250.00	2/28/2022
BECK ENGINEERING INC	ENGINEERING FEES & RETAINER	2,497.50	3/8/2022
BLACK HILLS ENERGY	NATURAL GAS SERVICE	2,367.05	2/28/2022
BOMGAARS SUPPLY, INC.	FEBRUARY STATEMENT	183.40	2/25/2022
CANON FINANCIAL SERVICES	FEB COPIER LEASE	72.04	3/8/2022
CARDMEMBER SERVICE	FEBRUARY STATEMENT	617.85	3/4/2022
CENTRAL STATES FUND	FEBRUARY PREMIUMS	15,232.00	2/28/2022
CENTRAL WATER SYSTEM	FEBRUARY WATER	8,792.00	3/8/2022
CITY LAUNDERING CO	RUGS	43.80	3/8/2022
D&K REPAIR	AIR LINE	37.50	2/25/2022
DAVE'S REPAIR, INC.	PLOW TRUCK FEBRUARY LEGAL	128.65	3/8/2022
DICKINSON COUNTY NEWS	PUBLICATIONS	299.49	3/8/2022
DICKINSON COUNTRY TRAILS BOARD	ADMIN FEE FY2022	5,846.00	3/8/2022
EFTPS	FED/FICA TAX	5,490.77	2/14/2022
EFTPS	FED/FICA TAX	5,373.41	2/28/2022
FASTENAL COMPANY	SILVER STREAK PENCILS	17.37	3/8/2022
FASTENAL COMPANY	GRINDING WHEELS	181.13	3/8/2022
FERGUSON WATERWORKS #2516	2' NEPTUNE METER	1,173.75	3/8/2022
FICK'S ACE HARDWARE	MATERIALS/SUPPLIES	12.62	3/8/2022
HALBUR LAKE SERVICE	CITY DOCK REMOVAL	1,056.00	2/25/2022
HEARTLAND SECURITY SERVICE	ALARM MONITORING	26.95	3/8/2022
IMFOA	ANNUAL MEMBERSHIP DUES (2)	100.00	2/25/2022
IOWA ASSOCIATION OF	2022 IAMU MEMBER DUES	687.00	2/25/2022
IPERS	IPERS-PROTECTN	7,186.95	2/28/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	405.91	2/28/2022
NEW YORK LIFE	ADDTL LIFE INS	118.39	2/25/2022
NEW YORK LIFE INSURANCE	FEBRUARY PREMIUMS	597.43	3/8/2022
O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	218.03	3/8/2022
PACKEBUSH SPRINKLER SERV	SPRINKLER SYSTEMS	560.00	2/25/2022
JASON PETERSEN	REIMBURSE POSTAGE	1.96	3/8/2022
REGIONAL TRANSIT AUTHORITY	Q3 FY22 SUPPORT	1,000.00	2/25/2022
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	2/25/2022
SHAMROCK RECYCLING INC	RECYCLING CONTAINER FEE	173.05	3/8/2022

STATE HYGIENIC LABORATORY	WATER TEST	273.50	3/8/2022
STEIN LAW OFFICE	FEBRUARY LEGAL FEES	163.360	3/8/2022
TREASURER STATE OF IOWA	FEBRUARY WATER EXCISE TAX	5,659.08	3/1/2022
TREASURER, STATE OF IOWA	STATE TAXES	1,957.00	2/28/2022
UMB BANK NA	2021A REFINANCE FEES	600.00	2/25/2022
U.S.POSTAL SERVICE OKOBOJI	BOX 254 POLICE ANNUAL RENTAL	54.00	3/8/2022
VERIZON WIRELESS	CELL PHONES & POLICE PCS	678.61	2/25/2022
WEX BANK	FUEL CHARGES	1,713.80	3/3/2022
WINNIE STAVE & CO LLP	AUDIT SERVICE	450.00	2/25/2022
Accounts Payable Total		77,561.03	
Payroll Checks		33,440.79	
***** REPORT TOTAL *****		111,001.8	
GENERAL		2	
TRUST & AGENCY		85,784.29	
ROAD USE TAX		600.00	
WATER		241.60	
		24,375.93	
		111,001.8	
TOTAL FUNDS		2	