

## **MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON JULY 12, 2022**

Mayor VanderWoude called the meeting to order at 6:00pm on August 9, 2022. Councilmembers Mendenhall, Sanders, Hentges and Delperdang were present. Councilmember Andres joined the meeting at 6:02pm. Others present were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Police Chief Jason Petersen, John Hight, John Wills, Kae Hoppe, Gretchen Graham, Deb Keuck, Leo Jochum, Beverly Jochum, Julie Delperdang, Richard Harding, Debrah Harding Griffiths, Robert Griffiths, John Eddy, Erin Reed, Marilyn Strickland, Steve Schwaller, George Bower, and Denise Norland.

### **CONSENT AGENDA**

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve the consent agenda which included the July 12, 2022, meeting minutes, the accounts payable report, the bank cash report. The following Councilmembers voted "YEA": Mendenhall, Sanders, Hentges, and Delperdang. Motion approved 4-0.

### **CITIZEN APPEARANCES**

None.

### **OLD BUSINESS**

Mayor VanderWoude continued a public hearing that was left open from the August 1, 2022, City Council meeting pertaining to the amendment of the 2013 Okoboji Zoning Ordinance by amending Section 8.2 and by amending Section 8.3 regarding "Visitor Habitation – Campgrounds." City Administrator Meyers read a letter by Doug & Deb Reichardt supporting the proposed ordinance. After no additional discussion or questions, Mayor VanderWoude closed the public hearing at 6:03pm.

Mayor VanderWoude presented the first reading of Ordinance No. 271, "An Ordinance Amending the 2013 Okoboji Zoning Ordinance by Amending Section 8.2 and by Amending Section 8.3 Pertaining to "Visitor Habitation – Campgrounds."

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve Ordinance No. 271 on its first reading. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to waive the second and third reading of Ordinance No. 271. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Motion made by Councilmember Andres and a second by Councilmember Mendenhall to adopt Ordinance No. 271. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0 and Ordinance No. 271 was adopted.

### **NEW BUSINESS**

John Wills presented to the council on behalf of the Dickinson County Water Quality Commission and the Little Sioux Headwaters Coalition. Wills provided a general update and stated the Water Quality Commission is asking the City to pay half of the normal annual donation amount in 2022 due to a planned project that will not happen. Wills added the Commission would like to increase their expense budget therefore requesting that the City's annual financial contribution as be increased consistent with property valuation increases. Council advised Wills the Finance Committee will review and consider the increase and will make a recommendation to the Council for the FY23 budget. No action taken.

Mayor VanderWoude opened discussion regarding the Sherwood Forest park project. City Administrator Meyers stated he and councilmembers Andres and Mendenhall met with two representatives and the Executive Director of the Dickinson County Conservation Board to discuss concerns expressed by residents regarding the proposed park entrance at Park View Avenue. The revised park plan does not include a park entrance or any type of road off Park View Avenue but will instead provide a gated entry point for their maintenance vehicles or emergency services as well as relocating a children's play area. No action taken.

Mayor VanderWoude presented the Application for Payment #8 for the 2021 City of Okoboji HMA Resurfacing Project for a total of \$117,947.16.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve Application for Payment #8 for the 2021 City of Okoboji HMA Resurfacing Project. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude asked City Administrator Meyers to provide an update on the 2022 Holliday Way Drainage Project. Meyers attended a pre-construction meeting with John Hight from Beck Engineering, Chris Beck from Beck Excavating, Councilmembers Mendenhall and Sanders, and the Public Works staff. The project is scheduled to begin within the coming days and conclude on September 30. A Change Order will be made to increase the pipe size from 12 to 15 inches to help address concerns pertaining to water capacity. City Staff will maintain the drainage area as they do with similar infrastructure throughout the city. Meyers stressed continued communication with the adjacent property owners and sensitivity towards the neighborhood environment during construction. No action was taken.

City Administrator Meyers provided a financial recap of Fiscal Year 2022. Meyers summarized financial reports from Fiscal Year 2022. Meyers believed the City's finances are in a strong position and felt that the City did a good job managing the FY22 budget. No action was taken.

Mayor VanderWoude presented the appointment of Scott Hunter to the City of Okoboji Park Board for a three-year term ending August 9, 2025.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve appointment of Scott Hunter to the City of Okoboji Park Board. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented the reappointment of Hank Grant to the City of Okoboji Planning and Zoning Commission for a five-year term ending August 9, 2027.

Motion made by Councilmember Sanders and a second by Councilmember Hentges to approve the reappointment of Hank Grant to the City of Okoboji Planning and Zoning Commission. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented the appointment of Doris Welle to the City of Okoboji Planning and Zoning Commission for a five-year term ending August 9, 2027.

Motion made by Councilmember Delperdang and a second by Councilmember Sanders to approve the appointment of Doris Welle to the City of Okoboji Planning and Zoning Commission. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

## **REPORTS**

Police Chief Petersen met with Erin Reed, Executive Director of the Dickinson County Trails Board, and City Administrator Meyers regarding the Dickinson County Trail crosswalk at Stakeout Road. Options discussed to make the crossing safer were moving the crossing further west, trimming foliage, and adding signage.

City Administrator Meyers reported that he met with Councilmember Mendenhall and the Public Works staff regarding improvements and maintenance of the City's raingardens. Improvements to the Speier Park play area are in the current budget. The Park Board is considering options and will pass recommendations on to the Council. The City's annual audit is scheduled for the end of August. Ferguson Waterworks installed 202 Neptune water meters in July bringing the total to approximately 850 water meters replaced. Several annual State reports are coming due soon. Deputy City Clerk Jill Verdoorn recently attended the summer session of Iowa Municipal Professionals Institute in Ames and is working toward becoming a certified Iowa municipal clerk. The City will need to appoint a resident to represent the City of Okoboji on the Dickinson County Clean Water Alliance and Little Sioux Headwater Authority when the positions becomes available. To date, the City has received one application.

Mayor VanderWoude requested that City Administrator Meyers research the process to clear the balance of the TIF Fund and asked the Finance Committee to schedule a meeting.

Councilmember Delperdang thanked City Administrator Meyers for the informative FY22 financial report. Councilmember Andres commented on the improvements to Speier Park regarding seeking professional input on park equipment and design.

Councilmember Sanders discussed a manhole near the Highway 71 bridge that was sinking and expressed concern over it. Sanders asked questions pertaining to the financials of correcting issues like this.

Mayor VanderWoude adjourned the meeting at 7:12 pm.

## ADJOURNMENT

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Mayor Mary VanderWoude

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City Administrator Michael Meyers

TOTAL REVENUES FROM 7/13/2022 THROUGH 8/9/2022 WERE \$231,034.41. TOTAL EXPENDITURES WERE \$228,987.18. GENERAL FUND \$129,515.00, ROAD USE TAX \$456.74, HOTEL/MOTEL TAX \$5,000.00, DEBT SERVICE \$600.00, CAPITAL PROJ-PICKLEBALL \$346.20, WATER FUND \$93,069.24.

VENDOR	REFERENCE	AMOUNT	CHECK DATE
AFLAC	PREMIUMS	529.39	7/29/2022
ALLIANT ENERGY	JULY ELECTRIC	5,335.35	8/9/2022
BECK ENGINEERING INC	HOLLIDAY WAY DRAINAGE PROJECT	2,087.50	8/9/2022
BLUE LAKE WEBSITES	HOSTING COSTS 2022	132.17	8/9/2022
BOMGAARS SUPPLY, INC.	JULY STATEMENT	240.21	8/9/2022
CANON FINANCIAL SERVICES	JULY COPIER LEASE	72.04	8/9/2022
CARDMEMBER SERVICE	JULY STATEMENT	1,920.76	7/22/2022
CENTRAL STATES FUND	JULY PREMIUMS	19,952.00	7/29/2022
CENTRAL WATER SYSTEM	JULY WATER	58,461.50	8/9/2022
DICKINSON CO EMS ASSOC	EMS SUPPORT	594.00	8/9/2022
DICKINSON COUNTY NEWS	JULY LEGAL PUBLICATIONS	535.68	8/9/2022
EFTPS	FED/FICA TAX	6,860.96	7/18/2022
EFTPS	FED/FICA TAX	5,658.54	8/1/2022
FERGUSON WATERWORKS #2516	METER INSTALLS	16,930.49	8/9/2022
FICK'S ACE HARDWARE	JUNE STATEMENT	246.64	8/9/2022
HEARTLAND SECURITY SERVICE	ALARM MONITORING	26.95	7/29/2022
HILLCREST FORGE INC	ELP DOCK FISHING ROD HOLDERS	24.36	8/9/2022
IOWA COMMUNITIES	YEARLY COVERAGE	40,448.00	7/22/2022
IOWA ONE CALL	42 NOTIFICATIONS	37.80	8/9/2022
IPERS	IPERS-PROTECTN	7,945.86	7/18/2022
JCL SOLUTIONS -	TOWEL ROLLS	222.54	8/9/2022
MATHESON TRI-GAS INC	CO2 CYLINDER	50.20	8/9/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	241.42	7/29/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	207.90	7/29/2022
NEW YORK LIFE	ADDTL LIFE INS	118.39	8/9/2022
NEW YORK LIFE INSURANCE	JULY PREMIUMS	597.43	8/9/2022
NORTHWEST IOWA PLANNING	SHIELD FY23 1ST DRAW	2,000.00	8/9/2022
NW IOWA LEAGUE OF CITIES	2022-23 MEMBERSHIP DUES	25.00	8/9/2022
O'REILLY AUTO PARTS	VEHICLE MAINT	59.96	8/9/2022
PEARSON LAKES ART CENTER	FY 22/23 CHILDRENS ED SUPPORT	5,000.00	8/9/2022
PLUMB SUPPLY COMPANY	TSTAT	268.49	8/9/2022
SAM WEDEKING EXCAVATING	PROSPECT ST WATER LINE REPAIR	315.70	8/9/2022
SCOTT COLT	TRAINING	10.37	8/9/2022
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	8/9/2022
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	515.27	8/9/2022
SPIRIT LAKE NOON KIWANIS	JULY-SEPT DUES	90.00	8/9/2022
STATE HYGIENIC LABORATORY	WATER TEST	273.50	7/29/2022
STATE HYGIENIC LABORATORY	WATER TEST	13.50	8/9/2022
STEIN LAW OFFICE	JULY LEGAL FEES	562.50	8/9/2022
TIMOTHY JENSEN	REIMB SCHEELS INV/SHOES	154.43	8/9/2022
TREASURER STATE OF IOWA	JULY WATER EXCISE TAX	7,478.42	8/1/2022
TREASURER, STATE OF IOWA	STATE TAX	2,232.00	7/18/2022

UMB BANK NA	2021B FEE	600.00	8/9/2022
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	619.34	7/28/2022
WEX BANK	FUEL CHARGES	2,010.18	7/28/2022
WITTRUCK LAWN SERVICE	EAST LAKE PARK	85.00	8/9/2022