

MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON OCTOBER 11, 2022

Mayor VanderWoude called the meeting to order at 6:00PM on October 11, 2022. Councilmembers Mendenhall, Sanders, Andres, and Delperdang were present at the time of roll call. Councilmember Hentges joined the meeting at 6:04PM. Others present were City Administrator Michael Meyers, Police Chief Jason Petersen, Fire Chief Chris Yungbluth, Officer Brent Sexton, Jerry Robinson, Steve Schwaller, Phil Petersen, Adam Gelbert, Denise Norland, John Hight, Jacque Schwartz, Stuart Gerhold, Brad Lufkin, and Kae Hoppe.

CONSENT AGENDA

Motion made by Councilmember Mendenhall and a second by Councilmember Andres to approve the consent agenda which included the September 13, 2022 meeting minutes, the accounts payable report and the bank cash report. This did not include the renewal of a Class C Liquor License for 'Okoboji Winter Project'. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang. Motion approved 4-0.

CITIZEN APPERANECS

None.

NEW BUSINESS

Okoboji Police Officer Brent Sexton presented data pertaining to annualized departmental call volume, hours responding to calls, and other relevant data. No action taken.

Arnolds Park-Okoboji Fire Chief Chris Yungbluth gave a presentation pertaining to the department's desire to purchase a new EMS response truck for their fleet of vehicles. Yungbluth explained that the current truck is over 20 years old and it was time to replace. Yungbluth explained the department's process in selection and decision making. Yungbluth explained that the cost of the new truck was \$335,280.00. Yungbluth expressed the tight timeline for decision making due to substantial lead times on trucks. It was discussed that the City of Okoboji and the City of Arnolds Park would each pay 50% of the cost, however, further discussion took place pertaining to the whether that percentage should be modified due to the difference in populations and call volumes. Meyers explained that the City has approximately \$685,000 in a CD set aside for capital purchases pertaining to the Fire Department.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve Arnolds Park-Okoboji Fire and Rescue to proceed with the truck purchase with further discussion to take place on funding between the Cities. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Chief Yungbluth continued requesting additional operational funding on an annual basis for the Arnolds Park-Okoboji Fire and Rescue department. Yungbluth detailed specifics pertaining to the department's budget and asked that an increase be considered during the next budgetary period for the City. No action taken.

Mayor VanderWoude invited Phil Petersen to discuss his concerns with the 2022 City of Okoboji Holliday Way Drainage Improvements project. Petersen had sent a letter detailing his concerns prior to the Council meeting. Petersen's primary request was that the City of Okoboji replace the preexisting concrete wall that was part of the original above ground infrastructure prior to the project in an effort to create a barrier between his property and the neighbor's property to help wish issues of storm water drainage.

Councilmember Delperdang provided a suggestion that the jury was still out on how this gets resolved. Delperdang advised that until the house next door is entirely constructed we do not know the effect on water flow. Delperdang expressed concern for Petersen but advised we are presently dealing with an unknown final product. Delperdang asked that the City's engineer stay involved during the building process to provide final determination. Delperdang advised that the City has reviewed and approved a low impact development plan for the neighboring property.

John Hight, Beck Engineering, advised that the low impact development plan was reviewed and reminded that any lot on the lake is required to handle the drainage on their site. Hight advised that we are not in a finished product instead in transition between the City's project and the neighboring property owner's project.

Councilmember Sanders also expressed concern over making sure that things work as designed and intended.

Delperdang asked that the City reassess from time to time to ensure that.

Petersen advised that there was a significant mound of dirt adjacent to his property and that if water rushed from the property into his crawlspace and created issues then they would not be happy. Mayor VanderWoude advised that there was still to be a significant amount of excavation in the future to remove that mound.

Denise Norland, owner of the neighboring property, advised that excavation should occur in the coming week. Norland advised that they would do everything they could to avoid any issues.

Councilmember Mendenhall felt it was challenging to visualize the final product and appreciated everyone's concern pertaining to this. Mendenhall felt everyone need to cooperate and ensure it's resolved.

Councilmember Andres inquired what the role of the City was when it comes to drainages from one property to another. Andres advised that the Norlands would need to adhere to the same rules as everyone else. Andres did not believe that this was the City's matter to address. Discussion took place over the City's control over the easement on these properties.

Councilmember Hentges advised that this lot will not remain empty and that a house is being built. The house is to include downspouts, gutters, and that during a big rain a majority of it will go down the spouts and towards the lake. Hentges advised that there would not be runoff from the entire lot.

Hight advised that the Norlands would be responsible for the site and the silt fence. Hight advised that all of the concerns have been passed amongst the property owners.

Mayor VanderWoude directed City Staff to continue to reassess. No further action taken.

Mayor VanderWoude presented Pay Application #2 and Change Order #2 for the 2022 City of Okoboji Holliday Way Drainage Improvement Project for \$19,244.59.

John Hight gave a detailed overview of the pay application and change order advising that the project was significantly complete. The City is still due \$6,000.00 which it is holding in retainage to ensure seeding is successful.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve Pay Application #2 and Change Order #2. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Mayor VanderWoude presented Pay Application #9 for the 2021 City of Okoboji HMA Resurfacing Project for \$3,650.00.

City Administrator Meyers advised that this was primarily for the hydro seeding and other landscape work that recently took place at Speier Park and around the storm inlets. The City is still due \$16,000.00 which it is holding in retainage to ensure seeding is successful.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve Pay Application #9. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Mayor VanderWoude presented a quote from Beck Excavating in the amount of \$54,610.00 for the proposed 2022 Brooks North Lane Storm Sewer Project.

City Administrator Meyers advised that the engineer's estimate on the project was \$52,635.00. Considering it was under the bid threshold the City did the competitive quote process for the project. Meyers advised this project was to be paid for with bond revenues from remaining funds from the 2021-B bond.

Councilmember Sanders inquired as to the timeline of this project. Meyers advised he would like to get it done as quickly as possible, potentially this fall.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the quote form Beck Excavating for \$54,610.00 for the 2022 Brooks North Lane Storm Sewer Project. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Mayor VanderWoude tabled discussion pertaining to a storm water drainage project within Speier Park. City Administrator Meyers advised that the cost was more than expected and wanted to review options with the Finance Committee before moving forward.

Mayor VanderWoude presented a quote from Brown Supply Co. for \$37,905.45 for new fire hydrants. City Administrator Meyers advised that this was a quote for 15 new fire hydrants to replace hydrants along Highway 71. Meyers detailed that the current hydrants are old and nearly inoperable. Meyers planned to utilize American Rescue Plan Act (ARPA) funding for this project. Meyers advised that there would be some additional installation costs associated with this but thought that City Staff may be able to do some or all of it.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the quote from Brown Supply Co. for fire hydrants. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Mayor VanderWoude opened discussion pertaining to a potential water main extension into the proposed 'Sherwood Forest' park. City Administrator Meyers advised that the developer of the park wishes to have access to water. Meyers explained that there was no easy access to water and that the best option likely includes tearing out portions of Lake Shore Drive and Holliday Way to access the nearest City water main. Meyers offered the idea of having the developer tap into the Central Water System's main that runs on the north side of Lake Shore Drive. Meyers explained that only the City is allowed to tap into that main so the developer would be installing a water main with a hydrant at the end and then connecting their service line. At the conclusion of the project, the developer would dedicate the infrastructure and necessary easements to the City for ownership. Meyers felt this was a good plan in an effort to create minimal disruption within the City streets and provide the developer with a more direct route to water. Meyers reiterated that this was at no current cost to the City or the water system. Lastly, Meyers discussed that it would be necessary to get the City Attorney involved in an effort to put together all necessary agreements and documentation.

Motion by Councilmember Sanders and a second by Councilmember Delperdang to proceed as planned. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Mayor VanderWoude presented a quote for \$4,618.00 from Brown Supply Co. for a Hydro-Guard Automatic Water Flushing System.

City Administrator Meyers explained that this was a device that would be installed on the north end of town in an effort to continually move water through the distribution system. Meyers commented that during the winter months there is not enough usage on the north end of town and water can become stagnant. This device can automatically be set up and remotely controlled to flush water as needed. Meyers commented that the City has worked out a location north of Bayrym on DNR property. Meyers advised that all necessary DNR permitting has been received. Meyers advised that there would likely be another \$5,000.00 or so of installation costs. Meyers hoped to have this done yet this fall by delays in delivery could impact that. Meyers inquired with the Council as to if they would rather pay this with Water Fund revenues or utilize ARPA dollars.

Motion made by Councilmember Sanders and a second by Councilmember Delperdang to approve the quote from Brown Supply Co for the flushing system to be paid for with ARPA funds. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Mayor VanderWoude opened a public hearing pertaining to the amendment of Chapter 55.11 of the City of Okoboji Municipal Code pertaining to 'Vicious Dogs'.

There were no comments in favor, neutral, or opposition to. City Administrator Meyers advised on a letter received from Jamie Hunter. Meyers advised that he is suggesting slight amendments to the ordinance due to some of the comments from Hunter.

Mayor VanderWoude closed the public hearing.

Meyers detailed the following amendments: Including the term “serious” when considering an injury in 55.11.1, separating issues in 55.11.2 to read “has more than once injured, without provocation, a domestic animal while off the owner’s property, and a dog is vicious if it has once killed, without provocation, a domestic animal while off the owner’s property”, including in 55.11.1.1 that notification must be done in writing, and adding in 55.11.1.2.2 that the Police Chief or their designee may make amendments to the timeline of removal if there is adequate plans to ensure the dog is secure and safe.

Police Chief Jason Petersen was in agreement with the revisions and the ordinance.

Motion made by Councilmember Andres and a second by Councilmember Mendenhall to approve the first reading of Ordinance No. 272 with the suggested amendments. The following Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Motion made by Councilmember Delperdang and a second by Councilmember Mendenhall to waive the second and third readings of Ordinance No. 272. The following Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Motion made by Councilmember Mendenhall and a second by Councilmember Sanders to adopt Ordinance No. 272. The following Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

Ordinance No. 272 was adopted.

Mayor VanderWoude presented the appointment of Jon Allen as the City of Okoboji representative to the Dickinson County Water Quality Commission and the Watershed Management Authority.

Motion made by Councilmember Mendenhall and a second by Councilmember Sanders to appoint Jon Allen. The following Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Delperdang, Hentges. Motion approved 5-0.

REPORTS

Chief Petersen thanked and commended Officer Sexton for the presentation.

City Administrator Meyers discussed the upcoming Annual Financial Report and Street Finance Report that would be due here shortly. Meyers also commended Jill Verdoorn, Deputy City Clerk, for her continued training and advised that she was nearly complete with her ‘Certified Municipal Clerk’ education.

No Mayor Report.

No Council Report.

ADJOURNMENT

Mayor Mary VanderWoude

City Administrator Michael Meyers

TOTAL REVENUES FROM 09/14/2022 THROUGH 10/11/2022 WERE \$390,800.32. TOTAL EXPENDITURES WERE \$411,038.46. GENERAL FUND \$239,978.87, ROAD USE TAX \$2,339.42, DEBT SERVICE \$41,057.80, CAPITAL PROJECT FUND \$39,373.55, WATER FUND \$88,288.82.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK DATE
ALLIANT ENERGY	SEPT ELECTRIC	5,334.05	10/11/2022
ARNOLDS PARK/OKOBOJI	REMAINING CONTRIBUTION	69,300.00	10/11/2022
BECK ENGINEERING INC	ENGINEERING FEES	19,318.75	10/11/2022
BECK EXCAVATING, INC.	HOLLIDAY WAY DRAINAGE PROJECT	104,888.55	9/21/2022
BOJI AUTO REPAIR LLC	TIRE REPAIR	29.06	10/11/2022
BOMGAARS SUPPLY, INC.	SEPTEMBER STATEMENT	108.59	9/30/2022
CANON FINANCIAL SERVICES	SEPT COPIER LEASE	72.04	10/11/2022
CARDMEMBER SERVICE	SEPTEMBER STATEMENT	1,321.08	9/22/2022
CENTRAL STATES FUND	SEPTEMBER PREMIUMS	14,933.20	10/1/2022
CENTRAL WATER SYSTEM	SEPT WATER	46,920.50	10/11/2022
CITY OF ARNOLDS PARK	REIMB 1/2 SWEEPER REPAIR COST	597.46	10/11/2022
CITY OF ARNOLDS PARK	REIMB 1/2 BOOM TRUCK REPAIR	597.46	10/11/2022
CLARY LAKE SERVICE, INC.	INSTALL/REMOVE METZ BEACH DOCK	4,148.00	10/11/2022
COOPERATIVE ENERGY COMPANY	DIESEL FUEL	1,870.56	10/11/2022
DEWALL DEVELOPMENT	PARTIAL REFUND BOA FEES	271.98	10/11/2022
DICKINSON COUNTY NEWS	SEPT LEGAL PUBLICATIONS	301.32	10/11/2022
DICKINSON COUNTY REGIONAL	GREEN WASTE	120.00	10/11/2022
EFTPS	FED/FICA TAX	5,755.04	9/26/2022
EFTPS	FED/FICA TAX	5,579.50	10/11/2022
FERGUSON WATERWORKS #2516	METER PARTS	545.96	10/11/2022
FICK'S ACE HARDWARE	SEPTEMBER STATEMENT	36.96	9/30/2022
GORDON FLESCH COMPANY	BASE CHARGE/COPIER PRINTS	319.44	9/30/2022
HEARTLAND SECURITY SERVICE	ALARM MONITORING	26.95	9/30/2022
HEIMAN INC	ANNUAL INSPECTION	90.00	10/11/2022
HILLCREST FORGE INC	FISHING POLE HOLDERS	110.25	10/11/2022
IOWA PRISON INDUSTRIES	STREET SIGNS	659.67	10/11/2022
IPERS	IPERS-PROTECTN	7,617.57	9/26/2022
LAKES TREE SERVICE	JULIA ST TREE REMOVAL	2,000.00	10/11/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	241.42	9/30/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	207.90	9/30/2022
NEW YORK LIFE	ADDTL LIFE INS	236.78	9/30/2022
NEW YORK LIFE INSURANCE	SEPTEMBER PREMIUMS	597.43	9/30/2022
NORTHWEST IOWA PLANNING	SHIELD FY23 2ND DRAW	3,500.00	9/30/2022
O'REILLY AUTO PARTS	OIL/FILTER	60.41	10/11/2022
PLUMB SUPPLY COMPANY	REPAIR KIT	41.81	10/11/2022
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	10/11/2022
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	529.80	10/11/2022
SPIRIT LAKE NOON KIWANIS	ANNUAL DUES OCT 2022-SEPT 2023	360.00	10/11/2022
STATE HYGIENIC LABORATORY	WATER TEST	13.50	10/11/2022
STEIN LAW OFFICE	SEPT LEGAL FEES	551.45	10/11/2022
SUBSURFACE SOLUTIONS	LOCATOR	494.69	9/30/2022
SUNSET LAW ENFORCEMENT	AMMUNITION	831.00	10/11/2022
TREASURER, STATE OF IOWA	STATE TAXES	2,100.00	9/26/2022
TRI-STATE LITHO	FOLD Q3 NEWSLETTERS	60.00	9/30/2022

UMB BANK NA	2016 PROJECTS INTEREST	2,531.25	10/11/2022
UMB BANK NA	2017 STREET/2019 REFI INTERST	9,572.80	10/11/2022
UMB BANK NA	2021A WATER INT	30,500.00	10/11/2022
UMB BANK NA	2021B REFI INTEREST	26,803.75	10/11/2022
UTILITY EQUIPMENT CO	TAPPING MACHINE	2,249.65	9/30/2022
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	568.95	9/22/2022
WEX BANK	FUEL CHARGES	1,575.93	9/30/2022
Accounts Payable Total		376,599.80	
Payroll Checks		34,438.66	
***** REPORT TOTAL *****		411,038.46	