

## **MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON DECEMBER 13, 2022**

Mayor VanderWoude called the meeting to order at 6:00PM on December 13, 2022. Councilmembers Mendenhall, Sanders, Andres, Hentges and Delperdang were present. Others present were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Police Chief Jason Petersen, Rebecca Peters, Mike Frerk, Rachel Fandel, Steve Schwaller, and Kae Hoppe.

### **CONSENT AGENDA**

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the consent agenda which included the November 8, 2022 meeting minutes, the accounts payable report, and the bank cash report. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

### **CITIZEN APPEARANCES**

None.

### **NEW BUSINESS**

Council heard from Rebecca Peters representing Okoboji Tourism. Peters provided the annual report, a marketing update, and thanked the Council for the financial support. No action taken.

Council heard from Mike Frerk with Central Water System, the water treatment plant that provides water to the Cities of Okoboji and Arnolds Park. Frerk provided a plant process overview and update. No action taken.

Mayor VanderWoude presented the FY22 Annual Urban Renewal Report. City Administrator Meyers stated the annual report is required due to an outstanding TIF fund balance of \$22,508.20. Meyers added the report reflects zero spending as the City's Urban Renewal Program was previously dissolved.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve FY22 Annual Urban Renewal Report. Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented the decertification of \$22,508.20 in TIF funds. Meyers advised that the City had no purpose for these funds generated through a previously existing TIF district. The City would return the funds to the County and the County would disburse back to other taxing entities. Meyers advised that this would eliminate the City's need for continued reporting.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the decertification of \$22,508.20 in TIF funds. Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-21, "A Resolution Regarding Contribution to the YMCA."

Motion made by Councilmember Mendenhall and a second by Councilmember Andres to approve Resolution #22-21, "A Resolution Regarding Contribution to the YMCA." Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-22, "A Resolution Regarding Contribution to Meals on Wheels."

Motion made by Councilmember Sanders and a second by Councilmember Mendenhall to approve Resolution #22-22, "A Resolution Regarding Contribution to Meals on Wheels." Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-23, “A Resolution Regarding Contribution to Upper Des Moines Opportunity.”

Motion made by Councilmember Sanders and a second by Councilmember Hentges to approve Resolution #22-23, “A Resolution Regarding Contribution to Upper Des Moines Opportunity.” Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-24, “A Resolution Regarding Contribution to Okoboji Tourism.”

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve Resolution #22-24, “A Resolution Regarding Contribution to Okoboji Tourism.” Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-25, “A Resolution Regarding Contribution to the Lakes Area Dog Park.”

Motion made by Councilmember Andres and a second by Councilmember Sanders to approve Resolution #22-25, “A Resolution Regarding Contribution to the Lakes Area Dog Park.” Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-26, “A Resolution Regarding Contribution to the Lakes Area Hockey Association.”

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve Resolution #22-26, “A Resolution Regarding Contribution to the Lakes Area Hockey Association.”

Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0

Mayor VanderWoude presented Resolution #22-27, “A Resolution Regarding Contribution to the Iowa Great Lakes Chamber of Commerce.”

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve Resolution #22-27, “A Resolution Regarding Contribution to the Iowa Great Lakes Chamber of Commerce.” Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-28, “A Resolution Regarding Contribution to the Okoboji After Prom.”

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve Resolution #22-28, “A Resolution Regarding Contribution to the Okoboji After Prom.” Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-29, “A Resolution Regarding Contribution to the Pearson Lakes Art Center.”

Motion made by Councilmember Sanders and a second by Councilmember Mendenhall to approve Resolution #22-29, “A Resolution Regarding Contribution to the Pearson Lakes Art Center.” Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-30, “A Resolution Regarding Contribution to Historic Arnolds Park, Inc.”

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve Resolution #22-30, "A Resolution Regarding Contribution to Historic Arnolds Park, Inc." Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-31, "A Resolution Regarding Contribution to the Discovery House."

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve Resolution #22-31, "A Resolution Regarding Contribution to the Discovery House." Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-32, "A Resolution Regarding Contribution to the Boji Blue Water Festival."

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve Resolution #22-32, "A Resolution Regarding Contribution to the Boji Blue Water Festival." Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented Resolution #22-33, "A Resolution Regarding Contribution to RIDES."

Motion made by Councilmember Andres and a second by Councilmember Sanders to approve Resolution #22-33, "A Resolution Regarding Contribution to RIDES." Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented to the council the option to authorize, establish, and enter in an agreement with the State of Iowa Department of Administrative Services for an IRC Section 457(B) Employee Contribution Plan. City Administrator Meyers explained the plan is similar to a Roth IRA and is available only to public sector employees. Meyers stated that it would be in addition to IPERS, not a replacement. Meyers added many municipalities offer the program and employee participation is optional.

Motion made by Councilmember Andres and a second by Councilmember Hentges to an agreement with the State of Iowa Department of Administrative Services for an IRC Section 457(B) Employee Contribution Plan. Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented for consideration the purchase of a 2020 Chevrolet Colorado LT. City Administrator Meyers advised the truck will be an additional vehicle for the Public Works staff and could be purchased for less than the budgeted amount at \$29,180.00.

Motion made by Councilmember Sanders and a second by Councilmember Delperdang to purchase the 2020 Chevrolet Colorado LT. Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented for consideration the purchase of water meters and water meter installation for \$177,850.00 from Ferguson Waterworks. City Administrator added 400 meters could be installed summer of 2023, which would nearly complete the citywide meter replacement project.

Motion made by Councilmember Hentges and a second by Councilmember Andres to purchase and install 400 water meters through Ferguson Waterworks. Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented for consideration the annual holiday bonus for all City Staff. Councilmember Hentges conveyed his appreciation of the City staff.

Motion made by Councilmember Andres and a second by Councilmember Hentges to grant a \$250 holiday bonus for all City Staff. Councilmembers voted “YEA”: Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

## **REPORTS**

City Administrator Meyers met with the IDOT for updates on the Highway 71 project. Project information, maps and updates will be available through an IDOT website, as well as the opportunity to sign up for text or email alerts. The IDOT plans to hold a public meeting in March. The City will communicate information through the City’s newsletter, website and water bill inserts. The Highway 71 bridge is scheduled to temporarily close Sept 18, 2023. The Park Board met with Mike Cedar from Beck Engineering regarding the Speier Park playground project. The Park Board has decided on an airport theme. Meyers advised on future timelines. Meyers attended an Iowa League of Cities Budget Workshop webinar. After valuations are published end of December, FY24 budgeting starts. Meyers and the Personnel Committee met with each City staff member. Meyers and the Finance Committee met. Sherwood Forest Park submitted a building permit. The City received equipment water pipe flushing on the north end of town and believes it can be installed yet this year.

Chief Jason Petersen expressed the need for a squad car to be replaced, and orders for such vehicles are not easily fulfilled.

No Mayor Report.

No Council Report.

## **ADJOURNMENT**

Mayor VanderWoude adjourned the meeting at 6:53PM.

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Mayor Mary VanderWoude

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City Administrator Michael Meyers

TOTAL REVENUES FROM 11/9/2022 THROUGH 11/08/2022 WERE \$295,963.08. TOTAL EXPENDITURES WERE \$129,618.57. GENERAL FUND \$94,393.96, TRUST & AGENCY \$750.00, ROAD USE TAX \$197.16, HOTEL/MOTEL TAX \$2,250.00, CAPITAL PROJECT FUND \$212.50, WATER FUND \$31,814.95.

AFLAC	PREMIUMS	529.39	11/23/2022
AFLAC	PREMIUMS	529.39	12/13/2022
ALLIANT ENERGY	NOVEMBER ELECTRIC	4,494.23	12/13/2022
AUDITOR OF THE STATE	AUDIT FILING FEE	250.00	11/23/2022
BECK ENGINEERING INC	ENGINEERING FEES/RETAINER	2,672.52	12/13/2022
BLACK HILLS ENERGY	NATURAL GAS SERVICE	470.45	11/23/2022
BLACK HILLS ENERGY	NATURAL GAS SERVICE	1,581.92	12/13/2022
BOMGAARS SUPPLY INC	NOVEMBER STATEMENT	14.16	11/23/2022
CANON FINANCIAL SERVICES	NOV COPIER LEASE	72.04	12/13/2022
CARDMEMBER SERVICE	NOVEMBER STATEMENT	1,651.65	11/22/2022
CARDMEMBER SERVICE	NOVEMBER STATEMENT	1,699.17	12/13/2022
CENTRAL STATES FUND	NOVEMBER PREMIUMS	14,529.60	11/23/2022
CENTRAL WATER SYSTEM	NOVEMBER WATER	11,525.00	12/13/2022
COOPERATIVE ENERGY COMPANY	DIESEL FUEL	2,231.30	12/13/2022
DICKINSON COUNTY	SANDING SALT	3,296.00	12/13/2022
DICKINSON COUNTY NEWS	NOV LEGAL PUBLICATIONS	318.60	12/13/2022
DICKINSON COUNTY NEWS	YEARLY SUBSCRIPTION	55.00	12/13/2022
DICKINSON COUNTY REGIONAL	GREEN WASTE/RECYCLING	180.00	12/13/2022
DULIN CONTRACTING INC.	PUBLIC WORKS BUILDING	348.97	12/13/2022
EFTPS	FED/FICA TAX	5,894.73	11/21/2022
EFTPS	FED/FICA TAX	5,587.87	12/5/2022
FASTENAL COMPANY	10 BLK SUPER TAPE	185.06	12/13/2022
FEAR COMPUTER SOLUTIONS	NEW COMPUTER INSTALL	1,295.00	12/13/2022
FERGUSON WATERWORKS #2516	6 20' ANT NEW CONN	274.47	12/13/2022
FICK'S ACE HARDWARE	NOVEMBER STATEMENT	34.99	12/13/2022
FOSTORIA GUN RANGE	ANNUAL MEMBERSHIP	365.00	12/13/2022
HEARTLAND SECURITY SERVICE	ALARM MONITORING	26.95	11/29/2022
HEARTLAND SECURITY SERVICE	CITY HALL PANIC BUTTON	225.00	11/23/2022
IGLA CHAMBER OF COMMERCE	FY23 ANNUAL DUES	250.00	11/9/2022
IOWA ONE CALL	NOTIFICATIONS	27.00	12/13/2022
IPERS	IPERS-PROTECTN	7,618.48	11/21/2022
JENNINGS AUTO PARTS	GENERATOR BATTERY	133.08	12/13/2022
LAKES AREA HOCKEY ASSOCIATION	FY23 ANNUAL DONATION	1,000.00	11/9/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	241.75	11/23/2022
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	208.13	11/23/2022
NEW YORK LIFE	ADDTL LIFE INS	118.39	11/23/2022
NEW YORK LIFE INSURANCE	PREMIUMS	597.43	12/13/2022
NORTHWEST IOWA PLANNING	SHIELD FY23 3RD DRAW	3,500.00	12/13/2022
O'REILLY AUTO PARTS	NOVEMBER STATEMENT	32.47	12/13/2022
REGIONAL TRANSIT AUTHORITY	Q2 FY23 SUPPORT	1,000.00	11/23/2022
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	11/23/2022
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	12/13/2022
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	529.80	12/13/2022
SPENCER OFFICE SUPPLIES	NAME PLATE	33.98	11/23/2022
STATE HYGIENIC LABORATORY	WATER TESTS	273.50	12/13/2022

STEIN LAW OFFICE	NOVEMBER LEGAL FEES	375.00	12/13/2022
STOREY KENWORTHY	UTILITY BILLS	414.24	12/13/2022
TREASURER STATE OF IOWA	NOVEMBER WATER EXCISE TAX	8,345.79	12/9/2022
TREASURER STATE OF IOWA	DECEMBER WATER EXCISE BAL DUE	109.21	12/12/2022
TREASURER, STATE OF IOWA	STATE TAXES	2,092.00	11/21/2022
UMB BANK NA	2017 STREET/2019 REFI FEES	500.00	12/13/2022
UMB BANK NA	2016 PROJECT FEES	250.00	12/13/2022
USA BLUE BOOK	CHLORINE TESTS	318.99	12/13/2022
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	562.27	11/23/2022
WEX BANK	FUEL CHARGES	1,454.09	11/29/2022
WINTHER STAVE & CO LLP	AUDIT SERVICES	4,606.92	11/23/2022