

MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON MAY 9, 2023

Mayor VanderWoude called the meeting to order at 6:00pm on May 9, 2023. Councilmembers Delperdang, Sanders and Mendenhall were present. Councilmembers Andres and Hentges were excused. Other attendees were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Julie Delperdang, Tyler Lynn, Steve Schwaller, and Allen Smith.

CONSENT AGENDA

Motion made by Councilmember Sanders and a second by Councilmember Delperdang to approve the consent agenda which included the minutes from the April 11, 2023 City Council meeting, the Claims and Accounts Payable reports, Bank Cash report, renewal of a Class C Retail Alcohol license for Outtrigger Restaurant and Lounge, renewal of a Class C Retail Alcohol license for O'Farrell Sisters with catering, renewal of a Class C Retail Alcohol license for the Lakes Art Center with outdoor service, renewal of a Class C Retail Alcohol license for Okoboji Commons Hotel with outdoor service, and renewal of a Class C Retail Alcohol license for Tweeters Bar and Grill, Inc. with outdoor service and catering.

Councilmembers voted "YEA": Mendenhall, Sanders, and Delperdang. Motion approved 3-0.

CITIZEN APPERANECS

None.

NEW BUSINESS

Mayor VanderWoude opened a public hearing to review and consider the First Amendment to the City of Okoboji FY22/23 Budget. No comments. Mayor VanderWoude closed the public hearing.

City Administrator Meyers provided an overview of the budget amendment including the increase in revenues, decreases in General Fund expenditures, and increases in Capital Projects expenditures.

Mayor VanderWoude presented Resolution #23-10, "A Resolution Amending the Current Budget for Fiscal Year Ending June 30, 2023"

Motion made by Councilmember Sanders and a second by Councilmember Delperdang to approve Resolution #23-10. Councilmembers Mendenhall, Sanders, and Delperdang voted "YEA." Motion approved 3-0.

Mayor VanderWoude presented a bid from Blacktop Service Co. in the amount of \$9,990.00 for 4" HMA Patching.

City Administrator Meyers stated the expense will be paid from the Road Use Tax Fund and was primarily for annual road patching, specifically along Stake Out Road and Chalstrom Beach Road.

Motion made by Councilmember Mendenhall and a second by Councilmember Sanders to approve the bid. Councilmembers Mendenhall, Sanders, and Delperdang voted "YEA." Motion approved 3-0.

Mayor VanderWoude presented Pay Application #1 for the 2023 Brooks North Lane Storm Sewer Project for \$47,120.00.

Tyler Lynn with Beck Engineering recapped the project as removing and replacing the storm intakes and road patching on Brooks North Lane. Lynn added the project is mostly completed with grass seeding, replacing intake grates, and sealing sanitary sewer manholes remaining.

Motion made by Councilmember Sanders and a second by Councilmember Mendenhall to approve Pay Application #1. Councilmembers Mendenhall, Sanders, and Delperdang voted "YEA." Motion approved 3-0.

Mayor VanderWoude presented an easement encroachment and hold harmless agreement for a fence construction at 1008 Eloise Street.

City Administrator Meyers stated the new property owner completed an application to install a fence around the perimeter of their rear yard. The property includes City utility easements along the rear and side yards. The property owners are asking to install the fence with a hold harmless agreement stating the City would not be financially responsible for damages to the fence if maintenance were required on the existing sewer line. The agreement would be recorded with Dickinson County and applicable to future owners of the property.

Motion made by Councilmember Delperdang and a second by Councilmember Sanders to approve the easement encroachment and hold harmless agreement. Councilmembers Mendenhall, Sanders, and Delperdang voted "YEA." Motion approved 3-0.

Mayor VanderWoude opened discussion on a request from Allen Smith pertaining to 1000 Lake Shore Drive and the previously considered vacation of the southern portion of Ottelia Avenue.

City Administrator Meyers' research showed the undeveloped, platted street stretching from Depot Avenue to Lake Shore Drive pre-dated the incorporation of the City of Okoboji. In the 1970s, council vacated the majority of the street 50/50 to the adjacent land owners. One stretch approximately 1/10 acre off Carriage Lane remains city-owned. Meyers added the City does not maintain the property but does push snow from Carriage Lane onto the southern end of the property.

Allen Smith presented information including historical city council meeting minutes stating the City's intent to transfer the property to the Smiths.

City Administrator Meyers asked Council for direction to proceed or to dismiss Smith's property claim. Council directed Meyers to determine and move forward with the necessary steps to vacate the property and come to a solution pertaining to snow removal with Smith.

Mayor VanderWoude presented a liquor license with outdoor service for the Monarch Art Club.

City Administrator Meyer stated the required documentation was not yet available. The agenda item was tabled until the next council meeting. No action taken.

REPORTS

City Administrator Meyers had a preconstruction meeting with Juergens Construction regarding the Speier Park draining project starting in June. Public Works completed hydrant flushing last week. The Brooks North Lane storm sewer project is nearly completed. Trees were trimmed off Stake Out Road and the speed radar sign will be installed soon. Bergen completed crack sealing on City roads. City staff and Beck Engineering met with a vendor regarding water line lining as opposed to replacing the water line infrastructure. More information to follow after Beck Engineering reviews the process. The annual ICAP insurance review was completed. The outdoor granite countertop for the pickleball shelter has been ordered. Meyers recently attended the Northwest Iowa Planning Inspectors group in Spencer. The Park Board will hear from three vendors on Friday, May 12 regarding the Speier Park playground renovations. After review and discussion, the Park Board will make recommendations to the council. The Planning & Zoning Commission meets Monday, May 15. The Board of Adjustment meeting is not scheduled but will meet soon. The Northwest Iowa League of Cities is meeting on Thursday, May 11 in Arnolds Park. Monday, June 5 is the Okoboji Spring Clean Up Day. The Okoboji Summer Theater inquired if there could be a special city council meeting to approve a liquor license for their first event to be held on Memorial Day weekend.

Chief Jason Peterson reported he received a letter from Spirit Lake Chief Brevik stating his high regard for Okoboji Officer Zigrang's involvement and assistance with an incident in Spirit Lake.

ADJOURNMENT AT 6:59pm

Mayor Mary VanderWoude

City Administrator, Michael Meyers

TOTAL REVENUES FROM 4/12/23-5/9/23 WERE \$777,736.79. TOTAL EXPENDITURES WERE \$958,756.14. GENERAL FUND \$101,348.01; ROAD USE TAX FUND \$63,429.61; ARPA FUND \$ 3,746.97; ASSET FORFEITURE FUND \$78.07; DEBT SERVICE FUND \$408,122.80; CAPITAL PROJECT FUND \$4,244.50; PICKLEBALL FUND \$43.96; WATER FUND \$377,742.22.

VENDOR	REFERENCE	AMOUNT	CHECK DATE
AFLAC	PREMIUMS	529.39	4/21/2023
ALLIANT ENERGY	APRIL ELECTRIC	4,434.90	5/5/2023
AUDITOR OF THE STATE	AUDIT FILING FEE	175.00	5/9/2023
BARGEN INCORPORATED	ASPHALT CRACK REPAIR	59,973.00	5/9/2023
BECK ENGINEERING INC	ENGINEERING FEES & RETAINER	10,270.00	5/9/2023
BLACK HILLS ENERGY	NATURAL GAS SERVICE	1,304.26	4/20/2023
BOMGAARS SUPPLY INC	APRIL STATEMENT	229.87	4/20/2023
C&B OPERATIONS LLC	BLADE	78.27	4/20/2023
C&B OPERATIONS LLC	PARTS SALE	32.32	5/9/2023
CANON FINANCIAL SERVICES	COPIER LEASE	72.04	5/9/2023
CARDMEMBER SERVICE	APRIL STATEMENT	1,024.18	4/20/2023
CARROLL CONSTR SUPPLY	SPEED RADAR SIGN	78.07	5/9/2023
CENTRAL STATES FUND	PREMIUMS	18,162.00	5/5/2023
CENTRAL WATER SYSTEM	APRIL WATER	12,753.21	5/9/2023
CERTIFIED TESTING SERV INC	BROOKS NORTH LN STORM SEWER	1,154.50	5/9/2023
CITY OF ARNOLDS PARK	SHARED SWEEPER EXPENSE	199.98	4/20/2023
CITY OF SPENCER	COOP TESTING JAN 2023	80.99	4/20/2023
CLARY LAKE SERVICE INC	CITY DOCK REPAIR/INSTALL	4,322.00	5/9/2023
COOPERATIVE ENERGY CO	DIESEL FUEL	1,687.30	5/9/2023
CORE & MAIN LP	SHELL CUTTERS	496.92	5/9/2023
CTRL MARKETING	UNIFORM SHIRTS	232.92	5/9/2023
DAKOTA SUPPLY GROUP	HWY 71 SPRINKLER	545.80	5/9/2023
DICKINSON COUNTY GIS	OKOBOJI GIS MAPPING	27.07	5/9/2023
DICKINSON COUNTY NEWS	APRIL LEGAL PUBLICATIONS	364.91	5/9/2023
DICKINSON COUNTY REGIONAL	GREEN WASTE/RECYCLING	100.00	5/9/2023
DON'S PEST CONTROL INC	SPEIER PARK	85.00	4/20/2023
EFTPS	FED/FICA TAX	5,761.31	4/24/2023
EFTPS	FED/FICA TAX	5,759.20	5/8/2023
FEAR COMPUTER SOLUTIONS	DESKTOP TO LAPTOP	318.00	4/20/2023
FERGUSON WATERWORKS #2516	METERS	2,458.77	5/9/2023
FICK'S ACE HARDWARE	APRIL STATEMENT	63.46	5/9/2023
HEARTLAND SECURITY SERVICE	ALARM MONITORING	32.95	5/5/2023
IOWA DEPT OF PUBLIC SAFETY	TERMINAL BILLING JAN-MARCH	300.00	5/9/2023
IA DIVISION OF LABOR SERVICES	BOILER INSPECTION	80.00	5/9/2023
IOWA DOT	SNOW BLADES	1,265.04	5/9/2023
IOWA PRISON INDUSTRIES	STREET SIGNS	233.64	4/20/2023
IPERS	IPERS-PROTECTN	7,818.32	4/24/2023
JENNINGS AUTO PARTS	VEHICLE MAINTENANCE	40.72	5/9/2023
K&K MASONRY INC	MAILBOX REPAIR	975.00	4/20/2023
KARL CHEVROLET	2023 TAHOE ACCESSORIES	3,324.28	5/9/2023
KUYU	UNDERGROUND PROMO	210.00	5/9/2023
LAKES TREE SERVICE	TREE REMOVAL-STORM DAMAGE	2,000.00	5/9/2023
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	248.84	4/20/2023
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	214.18	4/20/2023
MENARDS - SPENCER	TOOLS	37.39	5/9/2023

NEW YORK LIFE	ADDTL LIFE INS	118.39	5/9/2023
NEW YORK LIFE INSURANCE	PREMIUMS	619.11	5/9/2023
NORTHWEST IOWA PLANNING	SHIELD FY23 4TH/FINAL DRAW	2,524.00	4/20/2023
O'REILLY AUTO PARTS	APRIL STATEMENT	136.05	5/9/2023
POWERPLAN	MURPHY TRACTOR PAINT/PRIMER	227.99	5/9/2023
RUGGED DEPOT	INTERNAL PRINTER ARMREST	328.97	4/20/2023
SAM WEDEKING EXCAVATING	NORTH END FLUSH PROJECT	4,872.47	5/9/2023
SPENCER HOSPITAL CLINICS	AUDIOGRAM	50.00	4/20/2023
STATE HYGIENIC LABORATORY	WATER TEST	273.50	4/20/2023
STEIN LAW OFFICE	APRIL LEGAL FEES	487.50	5/9/2023
SUBSURFACE SOLUTIONS	ANNUAL SUBSCRIPTION	600.00	5/9/2023
TREASURER STATE OF IOWA	APRIL WATER EXCISE TAX	4,853.54	5/2/2023
TREASURER, STATE OF IOWA	STATE TAXES	1,767.51	4/24/2023
TRUCK EQUIPMENT INC	SWEEPER	208.30	4/20/2023
UMB BANK NA	2017 STREET/2019 REFI PRIN	226,376.55	4/20/2023
UMB BANK NA	2016 PROJECTS MATURED BONDS	47,531.25	4/20/2023
UMB BANK NA	2021A WATER MUTURED BONDS	480,500.00	4/20/2023
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	160.26	4/20/2023
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	401.68	4/20/2023
VOYA	457 RIC	150.00	4/24/2023
VOYA	457 RIC	150.00	5/8/2023
WEX BANK	FUEL CHARGES	1,402.36	5/5/2023
Accounts Payable Total		923,294.43	
Payroll Checks		35,461.71	
***** REPORT TOTAL *****		958,756.14	