

MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON JUNE 13, 2023

Mayor VanderWoude called the meeting to order at 6:00pm on June 13, 2023. Councilmembers Mendenhall, Sanders, Andres, Hentges and Delperdang were present. Other attendees were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Police Chief Jason Petersen, Nick Christensen, Owen Primavera, Phil Spevak, Tyler Lynn, Jason Eygabroad, Kae Hoppe, and Steve Schwaller.

CONSENT AGENDA

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve the consent agenda which included the minutes from the May 9 and May 16, 2023 City Council meetings, the Claims and Accounts Payable reports, Bank Cash report, renewal of a Class E Retail Alcohol License for Casey's General Store #2681, Renewal of a Class E Retail Alcohol License for Kum & Go #608, and the Renewal of Cigarette Permits for Casey's General Store #2681, Kum and Go #608, and Okoboji Boat Works Sea Store.

The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

CITIZEN APPERANCES

Owen Primavera addressed the council regarding short-term rentals. Primavera recently spoke with Governor Kim Reynolds about the State of Iowa ending the ability for local jurisdictions to regulate short-term rentals. Primavera voiced his concerns on the negative effects the growing short-term rental industry may have on the Okoboji area.

NEW BUSINESS

Nick Christensen, Bank Midwest, provided an update on the casualty, liability and worker's compensation insurance package for the City of Okoboji for FY 23/24. After comparing rates and coverage with other providers, Christensen recommended renewal of coverage with ICAP for a total of \$55,799.00 which represented a 13% increase over the previous fiscal year.

Motion made by Councilmember Delperdang and a second by Councilmember Hentges to approve the insurance package. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

City Administrator Meyers provided an overview of the reconstruction of the Speier Park playground. Meyers explained the process-to-date which originally began back in 2020. Meyers advised that the City contacted nine playground vendors and requested proposals. Of those nine, it was eventually narrowed to three which presented plans to the Park Board. The Park Board made recommended to move forward with the current design from Fireflies Play Environments. Meyers provided some of the core criteria of the decision making process and thanked the Park Board members Gordy Mairose, Shar Eckard, and Scott Hunter. Meyers also thank Mary Speier-Mairose for her input and participation during the project. Meyers advised that construction could start as soon as Fall 2023 but more likely Spring 2024. Meyers advised that the final design still needed some minor modifications before a formal quote would be presented in front of the Council for consideration. Meyers discussed that \$500,000.00 was budgeted for this project and the final cost is anticipated to be slightly over that amount. Meyers advised that there would be a special Council meeting to approve the quote should the Council choose to move forward. No further action taken.

Mayor VanderWoude presented a proposal from Beck Engineering Inc. for civil engineering, surveying services, and administrative services pertaining to the Speier Park playground project.

Jason Eygabroad, Beck Engineering, stated they will work closely with City staff, Fireflies Play Environments, and the Park Board to coordinate timing and construction. The proposal included design, bid, and construction oversight services.

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

Mayor VanderWoude presented the Final Pay Application #3 to Beck Excavating for the 2022 City of Okoboji Holliday Way Drainage Improvements project for \$6,657.27.

Eygabroad stated the work has been done for some time and is functioning as it should.

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve the Final Pay Application #3 to Beck Excavating for \$6,657.27. Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented the Final Pay Application #10 to Blacktop Service Co. for the 2021 City of Okoboji Lake Shore Drive HMA Resurfacing Project for \$16,000.00.

Eygabroad stated the project is finished and was completed \$35,833.46 under budget.

Motion made by Councilmember Sanders and a second by Councilmember Hentges to approve the Final Pay Application #10 to Blacktop Service Co for \$16,000. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented the Final Pay Application #2 to Beck Excavating for the 2022 City of Okoboji Brooks North Lane project for \$4,030.00.

Eygabroad stated work is done and the correct grates were installed.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the Final Pay Application #2 to Beck Excavating for \$4,030. The following Councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented a proposal from Beck Engineering Inc. pertaining to civil engineering and surveying services for Stake Out Road HMA Resurfacing project.

Eygabroad stated the proposal would resurface the existing road and widen the shoulder where possible. Meyers added the project is budgeted for FY24 using Road Use Tax funds but that further discussions pertaining to the funding of the project would need to take place.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the proposal. The following councilmembers voted "YEA": Mendenhall, Sanders, Andres, Hentges, and Delperdang. Motion approved 5-0.

Mayor VanderWoude presented a proposal from Beck Engineering Inc. pertaining to civil engineering and surveying services for the Sanborn Avenue Recreational Trail project.

City Administrator Meyers commented that this is an important project in terms of public safety and one that he hears about from residents frequently. Meyers discussed the desire to move pedestrian and cyclist traffic off of Sanborn Avenue and onto a roadside trail. Meyers advised that he will have discussions with the Dickinson County Trails Board to determine if there is an opportunity for a partnership. Meyers commented that construction of the project could take place in Fiscal Year 2025 but noted the expense of the project and that funding would need to be determined but advised this is the City committing to the project at a future date. Jason Eygabroad, Beck Engineering, advised that the design process would help determine trail location.

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

Mayor VanderWoude presented the FY24 Service Contract between the City of Okoboji and Regional Transit Authority, Inc.

City Administrator Meyers indicated there were no changes to the contract nor an increase in cost.

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

Mayor VanderWoude presented quote for a new plow blade for the front load in the amount of \$37,360.00 from Ziegler CAT.

Meyers advised of the low bid and that the City had budgeted \$37,000.00 for this purchase for Fiscal Year 2024.

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

Mayor VanderWoude presented quote for snow blower attachment for the skid steer in the amount of \$11,510 from Ziegler CAT.

Meyers advised of the low bid, explained that the current snow blower attachment was not intended for the machine that the City is currently using and that the City would sell the current attachment. Meyers felt there was significant value in the current attachment. Meyers stated that the City had budgeted \$15,000 for this purchase for Fiscal Year 2024.

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

Mayor VanderWoude presented quote for public works facility garage floor repairs and coating in the amount of \$19,265.25 from Adapt Coatings.

Meyers advised of the low bid and that the City had budgeted \$23,000.00 for this repair work in Fiscal Year 2024. Meyers advised that remaining budgeted funds would be used to replace floor grates.

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

Mayor VanderWoude presented quote for public works facility façade repairs in the amount of \$20,393.00 from Denison Drywall Contracting.

Meyers advised of the low bid and that the City had budgeted \$20,000 for these repairs in Fiscal Year 2024. Meyers advised that the City would use ARPA funding for the repairs.

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

Mayor VanderWoude presented an ‘Application for Dock on City Owner Property’ for Public Access #4 to be transferred from John and Melanie Parks to Troy and Kristin Mannikko who now own the property at 1800 Lake Shore Drive.

Meyers stated the new property owners turned in the necessary documents and are applying to have a hoist on the existing dock at the City owned public access point.

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

REPORTS

Chief Jason Petersen reported the Lakes Area Law Enforcement Employment Co-op recently concluded testing applicants for law enforcement positions. There are currently 3 open positions in the 11 participating agencies.

City Administrator Meyers reported the Speier Park drainage project has begun. As part of this project, City staff removed some dead and crowded trees in Speier Park. Meyers met with OkoboTree to look for a tree stump for an opportunity to have some public art in Speier Park with a tree carving. Patching on the road in Hayward’s Bay will be completed by the end of the week. Meyers attended the Dickinson County Taxpayers Association meeting to hear from representatives of the Department of Management and Department of Revenue on property tax law and will be attending a League of Cities property tax webinar on June 29. Ferguson Waterworks is working with RMR Services to change out over 300 water meters. Meyers attended FEMA training in the Dickinson County Courthouse. The Cities of Arnolds Park and Okoboji met with Central Water to discuss the 28E Agreement regarding the cities contributions towards capital projects. An amendment to the 28E will be discussed in the future to clarify the financial responsibilities of Central Water and the two cities. The Central Water board recently lost a member with the passing of Jake Hinshaw. The sailboat within East Lake Park was removed for repairs of the mast. June 5 was Citywide Clean-Up Day and City Staff picked up 24,000 pounds of debris. Meyers thanked City Staff for their annual efforts for Citywide Clean-Up Day. Meyers recently attended a League of Cities HR workshop. The City of Okoboji hosted a meeting with representatives from Okoboji, Arnolds Park, Milford, Spirit Lake, Lakes Regional Hospital, and AP/O Fire regarding new Hwy 71 traffic signals and the potential for new pre-emption systems to be installed. City staff met with the Iowa DNR for the bi-annual review pertaining to the City’s water distribution system. A countertop was installed at the Pickleball shelter paid by Pickleball Fund donations. Beck Engineering completed a survey regarding the Alan Smith question on land ownership and it will be brought back before the Council. The data on new speed radar sign on Stake Out Road showed the traffic speed reduced by 10%. The City has received positive feedback and several have expressed gratitude for the installation of the speed radar sign.

Councilmember Sanders asked if the council would consider replacing or improving outside warning sirens. The quote was \$46,000 and could be paid by ARPA funds. The upgraded and new sirens have battery backup, communicate with dispatch center, and can be tested remotely which would eliminate the weekly sound tests Wednesdays at noon.

ADJOURNMENT AT 7:19pm

Mayor Mary VanderWoude

City Administrator, Michael Meyers

TOTAL REVENUES FROM 5/10/23-6/13/23 WERE \$162,184.26. TOTAL EXPENDITURES WERE \$331,158.98. GENERAL FUND \$211,281.45; ROAD USE TAX FUND \$11,454.11; HOTEL/MOTEL TAX \$1,000.00; ASSET FORFEITURE FUND \$230.56; DEBT SERVICE FUND \$600.00; CAPITAL PROJECT FUND \$48,298.00; PICKLEBALL FUND \$6,377.77; WATER FUND \$51,917.09.

VENDOR	REFERENCE	AMOUNT	CHECK DATE
4 EVERGREEN LANDSCAPE & DESIGN	PICKLEBALL SHELTER COUNTER	6,143.28	6/13/2023
AFLAC	PREMIUMS	529.39	5/26/2023
ALLIANT ENERGY	MAY ELECTRIC	4,172.91	6/9/2023
ARNOLDS PARK	ANNUAL DONATION	15,938.45	6/13/2023
BECK ENGINEERING INC	ENGINEERING FEES & RETAINER	6,646.50	6/13/2023
BECK EXCAVATING INC	BROOKS NORTH STORM SEWER	47,120.00	6/9/2023
BLACK HILLS ENERGY	NATURAL GAS SERVICE	309.95	5/26/2023
BLACKTOP SERVICE COMPANY	PATCHING	9,990.00	6/13/2023
BOMGAARS SUPPLY INC	MAY STATEMENT	311.09	5/26/2023
CANON FINANCIAL SERVICES	COPIER LEASE	72.04	6/13/2023
CARDMEMBER SERVICE	MAY STATEMENT	2,287.92	5/26/2023
CARDMEMBER SERVICE	JUNE STATEMENT	1,884.21	6/9/2023
CENTRAL STATES FUND	PREMIUMS	14,529.60	5/26/2023
CENTRAL WATER SYSTEM	MAY WATER	30,945.00	6/13/2023
CERTIFIED TESTING SERVICES INC	COMPRESSION CYLINDER TEST	54.00	6/13/2023
CLARY LAKE SERVICE INC	CITY DOCK REPAIR/INSTALL	2,266.00	6/13/2023
CORE & MAIN LP	SHELL CUTTER	117.20	5/26/2023
CORE & MAIN LP	ADAPTERS	128.75	6/13/2023
DICKINSON COUNTY GIS	OKOBOJI AREA AERIAL TILES	50.00	6/13/2023
DICKINSON COUNTY NEWS	MAY LEGAL PUBLICATIONS	373.10	6/13/2023
DICKINSON COUNTY REGIONAL	GREEN WASTE/RECYCLING	670.00	6/13/2023
DICKINSON COUNTRY TRAILS BOARD	ADMIN FEE FY2023	5,979.00	5/26/2023
DISPLAY SALES COMPANY	SANBORN AVE FLAGS	649.00	5/26/2023
DON'S PEST CONTROL INC	CITY HALL	310.00	5/26/2023
EFTPS	FED/FICA TAX	6,034.39	5/22/2023
EFTPS	FED/FICA TAX	5,896.75	6/5/2023
GORDON FLESCH COMPANY	BASE/MISC CHARGES	101.93	6/13/2023
HEARTLAND SECURITY SERVICE	ALARM MONITORING	32.95	5/26/2023
HILLCREST FORGE INC	SPEED RADAR SIGN	70.10	6/13/2023
IOWA DEPT OF PUBLIC SAFETY	APRIL-JUNE	300.00	6/13/2023
IOWA ONE CALL	NOTIFICATIONS	23.30	5/26/2023
IOWA PRISON INDUSTRIES	STREET SIGN	50.40	6/13/2023
IPERS	IPERS-PROTECTN	7,777.95	5/22/2023
JACK'S OK TIRE SERVICE	LOADER TIRE REPAIR	665.99	6/13/2023
JCL SOLUTIONS -	PARK SUPPLIES	386.22	5/26/2023
JENNINGS AUTO PARTS	MAINTENANCE	35.96	6/13/2023
JOSH ZIGRANG	INS DEDUCTIBLE REIMBURSEMENT	507.88	5/23/2023
JOSH ZIGRANG	INS DEDUCTIBLE REIMBURSEMENT	507.88	5/26/2023
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	341.73	5/26/2023
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	308.10	5/26/2023
MIDWEST TURF & IRRIGATION	TORO	44.58	5/26/2023
MOTOR INN OF SPIRIT LAKE	FORD EXPLORER MAINTENANCE	682.66	6/13/2023
NEW YORK LIFE	ADDTL LIFE INS	118.39	6/13/2023
NEW YORK LIFE INSURANCE	PREMIUMS	619.11	6/13/2023
NORTHWEST IOWA PLANNING	FY24 DUES	499.20	5/26/2023

O'REILLY AUTO PARTS	MAINTENANCE	95.10	6/13/2023
PACKEBUSH SPRINKLER SERV	IRRIGATION MAINTENANCE	83.50	6/13/2023
REGIONAL TRANSIT AUTHORITY	Q4 FY23 SUPPORT	1,000.00	5/26/2023
RUGGED DEPOT	INTERNAL PRINTER ARMREST	189.85	5/26/2023
SAM WEDEKING EXCAVATING	STORM SEWER	1,245.00	6/13/2023
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	5/26/2023
SECURE BENEFITS SYSTEMS	FSA MEDICAL	97.34	6/13/2023
SENSUS USA INC	ANNUAL SUPPORT FEE	1,949.94	6/13/2023
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	525.80	5/26/2023
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	525.80	6/13/2023
SIOUX SALES COMPANY	HOLSTER/QUICK KIT	187.90	6/13/2023
SPIRIT LAKE PUBLIC LIBRARY	ANNUAL DONATION	13,040.55	6/13/2023
SPIRIT LAKE READY MIX	SPEED RADAR SIGN	67.00	6/13/2023
STATE HYGIENIC LABORATORY	WATER TEST	13.50	5/26/2023
STATE HYGIENIC LABORATORY	WATER TEST	273.50	6/13/2023
TREASURER STATE OF IOWA	MAY WATER EXCISE TAX	6,026.91	6/1/2023
TREASURER, STATE OF IOWA	STATE TAX	1,753.94	5/22/2023
TRUCK EQUIPMENT INC	SWEeper	1,125.74	6/13/2023
UMB BANK NA	2021B FEES	600.00	5/26/2023
UNITED COMMUNITY BANK	FIRE TRUCK CD	84,000.00	5/22/2023
UNITED COMMUNITY BANK	WATER TRUCK CD	3,000.00	5/22/2023
U.S.POSTAL SERVICE OKOBOJI	BOX 377 ANNUAL FEE	114.00	6/13/2023
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	160.24	5/26/2023
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	401.68	5/26/2023
VOYA	457 RIC	150.00	5/22/2023
VOYA	457 RIC	150.00	6/5/2023
WEX BANK	FUEL CHARGES	1,369.84	5/26/2023
Accounts Payable Total		294,727.33	
Payroll Checks		36,431.65	
***** REPORT TOTAL *****		331,158.98	