

MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON MARCH 12, 2024

Mayor VanderWoude called the meeting to order at 6:00pm on March 12, 2024. Councilmember Hentges was present, Sanders joined by phone, and Mendenhall and Delperdang attended via Zoom. Councilmember Andres joined the meeting at 6:42PM. Other attendees were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Police Chief Jason Petersen, Jerry Robinson, Chris Yungbluth, and Steve Schwaller.

CONSENT AGENDA

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve the consent agenda which included minutes from February 6, 2024 and February 13, 2024 City Council meetings, Claims and Accounts Payable Report, and the Bank Cash Report.

Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

CITIZEN APPEARANCES

None

NEW BUSINESS

Mayor VanderWoude presented a video of Bob Kirschbaum, Executive Director of the Pearson Lakes Art Center, where Kirschbaum provided a program update and future highlights, requested continued funding, and thanked the council for the City's support. No action taken.

Chris Yungbluth, Fire Chief of Arnolds Park-Okoboji Fire Department, provided an overview of the department's activity, presented their proposed budget, and requested an additional \$17,500 in annual funding due to an increase in their operating expenses. The department requested a matching increase from both the City of Okoboji and the City of Arnolds Park. No action taken.

City Administrator Michael Meyers presented the 5-year dock permit re-applications for all public access points and recommended approval for all applications.

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve the applications. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

City Administrator Michael Meyers provided an update on the FY25 budget. The proposed property tax levy for FY25 was submitted to the State and County at \$3.99 per \$1,000. The rate is a 16% decrease from the previous rate of \$4.75 per \$1,000. Projects included in the FY25 budget are the mill and overlay and widening of Stakeout Road, Speier Park playground, contributing to 165th Street road construction, and the purchase of a compact tractor for snow removal. The public hearing for the proposed property tax levy will be April 9 prior to the regular council meeting. The deadline for the budget is April 30. No action taken.

City Administrator Michael Meyers informed the council that the Speier Park playground equipment auction winner of the climbing dome, monkey bars, and merry-go-round is no longer interested in the purchase. Meyers recommended authorizing a refund to the buyer and negotiating a purchase with the next highest bidders.

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve the refund and gave the City Administrator the ability to further negotiate the sale of the three pieces

of playground equipment. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

City Administrator Michael Meyers presented the contract between Teamsters Local #554 and the City of Okoboji, Iowa for a term of July 1, 2024 through June 30, 2026. Meyers discussed the negotiated items and advised that he had worked on an approved step program to be implemented within the contract. Meyers discussed that the City, Union, and City Attorney were in alignment with the final version of the contract and recommended approval.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the contract between Teamsters Local #554 and the City of Okoboji. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

Mayor VanderWoude presented the City Administrator Agreement between Michael P. Meyers and the City of Okoboji, Iowa for a term of April 13, 2024 through April 13, 2027. VanderWoude stated the contract renewal included minor changes and clarifications agreed upon by the Personnel Committee, Attorney David Stein, and Michael Meyers.

Motion made by Councilmember Mendenhall and a second by Councilmember Hentges to approve the City Administrator Agreement between Michael P. Meyers and the City of Okoboji. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

Mayor VanderWoude presented Resolution 24-03, "A Resolution Setting a Public Hearing for Amendments to the Okoboji City Code pertaining to Chapter 91 and Water Meter Fees."

City Administrator Michael Meyers stated at the public hearing, a decision will be made on amending the code to remove meter fees from the quarterly water bills as recommended by the Finance Committee. The meter fees funded the citywide water meter replacement project, which is substantially completed.

Motion made by Councilmember Hentges and a second by Councilmember Delperdang to approve the Resolution Setting a Public Hearing for Amendments to the Okoboji City Code pertaining to Chapter 91 and Water Meter Fees public hearing on April 9. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

Chief Jason Petersen and Meyers attended a Lexipol presentation describing their services for updating department policy and tools for providing information on changes in State and Federal policies. Meyers and Petersen recommend an annual subscription to Lexipol.

Motion made by Councilmember Hentges and a second by Councilmember Mendenhall to approve a subscription to Lexipol as was quoted totaling \$4,950.40 annually. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0.

Councilmember Andres joined the meeting at 6:42pm.

City Administrator Michael Meyers explained to the council that the current accounting and utility management software, SimpleCity by gWorks, is moving to Front Desk, a cloud-based, integrated system. It is Meyers' recommendation to move forward with the software package upgrade. Meyers advised that the City is already paying around \$5,000 annually for the current software. Meyers expressed excitement for more efficient processes and better customer service. Meyers explained that utility customers will be able to review their bills online, receive bills via email, and pay bills online as well.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the software upgrade as was quoted for \$2,000 implementation and \$7,500 annually for the subscription. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented Park Board appointments for Shar Eckard and Gordon Mairose for a term beginning March 12, 2024 through March 12, 2027.

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

Mayor VanderWoude presented Design Review committee appointments for Denise Norland, Katy Gibson, Shar Eckard and Mary VanderWoude for a term beginning March 12, 2024 through March 12, 2027.

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

REPORTS

City Administrator Michael Meyers thanked the council for the employment contract renewal. Meyers informed the council the City is getting quotes for lawn care and weed control as the previous provider is no longer operating. The pickleball and tennis nets are up and windscreens will be placed closer to summer. The bathrooms will be opened post freezing overnight temperatures. Yard waste pick up will resume March 27. Beck Engineering reviewed the potential impact of a storm water bill SF455, which was determined not to affect the City's LID policies, and the bill did not pass legislature. The Planning & Zoning Committee will meet to review a Conditional Use Permit. City Staff has been replacing fire hydrants. The City received the IMWCA workers' comp premium containing the MOD rate, the discount based on safety performance. The City's new rate of .86 is among the lowest mods providing one of the highest discounts to our policy, Meyers credited the SHIELD safety program which the City participates in. The Highway 71 construction resumed in Okoboji at the Stakeout Road intersection. During this phase of construction, the west driveway of the City Hall parking lot will be curbed. The structure that the Board of Adjustment ruled must either be moved or torn down is presently being moved in compliance. City Staff plans to power wash the pickleball courts, tennis courts, and the surface of the East Lake Park. As part of the shoreline restoration project at East Lake Park, the DNR will be burning the shoreline in the coming weeks. Meyers advised that good native growth has happened in this area.

Chief Jason Petersen thanked the council for approving the Lexipol subscription. The HEAT team has responded to seven calls so far in 2024 compared to the total of three calls in 2023. The application period for the shared Investigator position ended with interviewing to start soon. Coop testing is March 22-23 with 19 applicants.

No Mayor report.

Councilmember Hentges commended the AP/O Fire Department volunteers and staff and expressed gratitude for their dedication.

MEETING ADJOURNED AT 6:55 PM

Michael Meyers, City Administrator

Mary VanderWoude, Mayor

TOTAL REVENUES FROM 2/14/24 THROUGH 3/12/24 WERE \$114,157.13. TOTAL EXPENDITURES WERE \$152,402.12. \$84,011.84 GENERAL FUND, \$40.15 ROAD USE TAX, \$1,000.00 HOTEL/MOTEL TAX, \$99.09 AMERICAN RESCUE PLAN ACT, \$32,302.36 WATER FUND.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK DATE
AFLAC	PREMIUMS	529.39	3/4/2024
ALLIANT ENERGY	FEBRUARY ELECTRIC	4,752.17	3/8/2024
BECK ENGINEERING INC	ENGINEERING RETAINER	500.00	3/12/2024
BOMGAARS SUPPLY INC	SEED MIX	83.36	3/12/2024
CANON FINANCIAL SERVICES	COPIER LEASE	72.04	3/12/2024
CARDMEMBER SERVICE	WATER BILL ENVELOPES	1,851.33	3/8/2024
CENTRAL STATES FUND	PREMIUMS	15,400.80	3/8/2024
CENTRAL WATER SYSTEM	FEBRUARY WATER	14,046.00	3/12/2024
DAKOTA SUPPLY GROUP	SAFETY SLEEVE	99.09	3/12/2024
DICKINSON COUNTY NEWS	FEBRUARY LEGAL PUBLICATIONS	360.98	3/12/2024
EFTPS	FED/FICA TAX	6,357.04	2/26/2024
EFTPS	FED/FICA TAX	6,324.07	3/11/2024
FEAR COMPUTER SOLUTIONS	FILE RECOVERY	50.00	3/12/2024
FERGUSON WATERWORKS #2516	MISC METER SUPPLIES	5.73	3/12/2024
GORDON FLESCH COMPANY	BASE CHARGE	113.00	3/12/2024
HEARTLAND SECURITY SERVICE	ALARM MONITORING	32.95	3/8/2024
IGL SANITARY DISTRICT	CITY HALL/SPEIER PARK/PWBLDG	318.00	3/12/2024
IOWA DEPT OF PUBLIC SAFETY	JAN 2024-MARCH 2024	300.00	3/12/2024
IPERS	IPERS	8,408.72	2/26/2024
JENNINGS AUTO PARTS	BELT	19.51	3/12/2024
KELTEK INC	FRONT LOADER LIGHTS	632.48	3/12/2024
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	344.04	2/23/2024
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	309.71	2/23/2024
MIDWEST TURF & IRRIGATION	MOWER MAINT	341.85	3/12/2024
NEW YORK LIFE	ADDTL LIFE INS	118.39	3/8/2024
NEW YORK LIFE INSURANCE	PREMIUMS	628.37	3/8/2024
NORTHWEST IOWA PLANNING	SHIELD FY24 4TH DRAW	3,500.00	3/12/2024
PACKEBUSH SPRINKLER SERV	SPRINKLER SYSTEMS CONTRACT	600.00	3/12/2024
PLUMB SUPPLY COMPANY	WATER HEATER REPAIR	253.44	3/12/2024
REGIONAL TRANSIT AUTHORITY	Q3 FY24 SUPPORT	1,000.00	3/12/2024
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	180.13	3/12/2024
SPENCER OFFICE SUPPLIES	NEWSLETTER PAPER	101.18	3/12/2024
STATE HYGIENIC LABORATORY	WATER TESTS	289.50	3/12/2024
STEIN LAW OFFICE	FEB LEGAL FEES	1,087.50	3/12/2024
TREASURER STATE OF IOWA	FEBRUARY WATER EXCISE TAX	6,208.97	3/7/2024
TREASURER, STATE OF IOWA	STATE TAXES	1,830.11	2/26/2024
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	160.20	2/23/2024
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	402.83	2/23/2024
VOYA	457 RIC	200.00	2/26/2024
VOYA	457 RIC	300.00	3/11/2024
WEX BANK	FUEL CHARGES	992.30	3/8/2024
Accounts Payable Total		79,105.18	
Payroll Checks		38,348.26	

REPORT TOTAL

117,453.44