

## **MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON APRIL 9, 2024**

Mayor VanderWoude called the meeting to order at 6:00pm on April 9, 2024. Councilmembers Hentges Sanders, Andres, and Delperdang were present and Councilmember Mendenhall attended via Zoom. Other attendees were City Administrator Michael Meyers, Deputy City Clerk Jill Verdoorn, Police Chief Jason Petersen, Allen Smith, and Steve Schwaller.

### **CONSENT AGENDA**

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve the consent agenda which included minutes from March 12, 2024, City Council meetings, Claims and Accounts Payable Report, Bank Cash Report, Renewal of a Class B Retail Alcohol License with Outdoor Service for Mau Marine, Inc., and Renewal of a Class C Retail Alcohol License for The Outrigger Restaurant and Lounge. Councilmembers Mendenhall, Sanders, Hentges, and Delperdang voted "YEA." Motion approved 4-0. Councilmember Andres abstained from voting.

### **CITIZEN APPEARANCES**

Allen Smith addressed the council regarding the vacation of Otellia Avenue. City Administrator Meyers advised the process is ongoing and will be on the agenda at a future Planning & Zoning Commission meeting.

### **NEW BUSINESS**

Mayor VanderWoude presented Resolution #24-04, "A Resolution Setting a Public Hearing for April 29, 2024 for Consideration and Adoption of the City of Okoboji FY2025 Municipal Budget".

The Public Hearing will take place Monday, April 29, 2024, at 9:00am.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve Resolution #24-04. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented Resolution #24-05, "A Resolution Setting a Public Hearing for May 14, 2024 at 6:00pm for Review and Consideration of the First Amendment to the City of Okoboji's FY2024 Municipal Budget."

Motion made by Councilmember Andres and a second by Councilmember Mendenhall to approve Resolution #24-05. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

City Administrator Michael Meyers provided updates on the status of the citywide water meter replacement project. The project began in 2018 and has been funded by meter fees on the quarterly water bills. Meyers talked about the options of stopping the meter fee after the last new meters are purchased, continuing the meter fee as is, or continuing the meter fee until January 2025 when revenue generated will cover the cost of an AMI system upgrade. Meyers provided information on the benefits and cost of the AMI upgrade. Councilmember Sanders expressed hesitation towards ending the meter fee prior to the project being 100% completed. Meyers advised that there are approximately 130 meters that the City has not yet replaced due to numerous reasons including difficult accessibility, non-responsive property owners, or otherwise non-compliance. Sanders desired to see a plan put together detailing how these would be installed to ensure no future unforeseen costs are incurred prior to ending the meter fee. Meyers agreed to put such plan together. No further action taken.

City Administrator Michael Meyers presented the recommendation from the City of Okoboji Design Review Committee pertaining to the design of the proposed structure to be located on a vacant unaddressed parcel (#07-17-30-1037) located on Brooks North Lane just west of 1807 Hwy 71 N.

City Administrator Michael Meyers informed the council the proposed building will be a Premier Communications office. The Design Review Committee unanimously approved the new structure with a vote of 4-0.

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

Mayor VanderWoude presented Resolution #24-06, "A Resolution Setting a Public Hearing to Consider the Proposed Plans, Specifications, Form of Contract, Estimated Total Cost of Project as well as Setting a Time to Publicly Open and Read Bids and to Take Possible Action on the 2024 Stake Out Road Project"

City Administrator Meyers stated the project would be a five to six week hard closure of Stake Out Road to mill and overlay, clear brush on the north side, and widen the road. The project is anticipated to begin after Labor Day. The sealed bids will be opened May 9 with the recommendation for the winning bid at the May 14 council meeting.

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve Resolution #24-06. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

City Administrator Michael Meyers presented quotes from Bargen Inc. and Beck Excavating for the annual crack sealing on city roads. Beck Excavating was awarded the contract as they provided the lower cost quote of \$26,975. The project will be paid through Road Use Tax funds.

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

City Administrator Meyers stated the current Waste Management contract expires July 31, 2024. Renewal negotiations include topics such as adding the customer's ability to pause service, requiring Waste Management to stop service on unpaid accounts, and incremental rate increases. Councilmembers Delperdang and Sanders offered to assist in the contract negotiations.

No action taken.

City Administrator Meyers presented the 'Purchase of Service Contract for Transportation Services' between the City of Okoboji and Regional Transit Authority, Inc. (RIDES). Meyers stated there are no changes from the previous contract.

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

Mayor VanderWoude tabled a new 8-month Class C Retail Alcohol License with outdoor service for Vintage Block Inn and Suites.

## **REPORTS**

Chief Jason Petersen advised that Officer Josh Zigrang accepted the offer to be the shared investigator between the City of Okoboji and the City of Arnolds Park. As this will create a vacant position for the City of Okoboji Police Department, ads will be posted in April followed by interviews in May. The goal starting date for the new officer is on or before July 1, 2024.

City Administrator Michael Meyers reported the FY25 budget will be approved at the April 29 meeting and submitted April 30. Meyers added it is the time of year where he sees an increase in building permit applications and landscaping questions.

No Mayor report.

No Council report.

MEETING ADJOURNED AT 7:04 PM

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Michael Meyers, City Administrator

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Mary VanderWoude, Mayor

TOTAL REVENUES FROM 3/13/24 THROUGH 4/9/24 WERE \$124,965.81. TOTAL EXPENDITURES WERE \$192,222.06. \$119,021.38 GENERAL FUND, \$170.89 ROAD USE TAX, \$73,029.79 WATER FUND.

ADVANTAGE ADMINISTRATORS	FSA FEES	14.00	4/9/2024
ALLIANT ENERGY	MARCH ELECTRIC	4,356.15	4/5/2024
BECK ENGINEERING INC	ENGINEERING FEES & RETAINER	800.50	4/9/2024
BLACK HILLS ENERGY	NATURAL GAS SERVICE	700.94	3/28/2024
BOMGAARS SUPPLY INC	FLOWERS/FASTENERS/PARACORD	74.64	4/9/2024
BRIDE LAKE PRODUCTIONS	PLAYGROUND EQUIPMENT REFUND	8,400.00	3/18/2024
CANON FINANCIAL SERVICES	COPIER LEASE	72.04	4/9/2024
CENTRAL STATES FUND	MARCH PREMIUMS	19,251.00	3/29/2024
CENTRAL WATER SYSTEM	MARCH WATER	14,514.00	4/9/2024
CITY OF ARNOLDS PARK	SWEEPER MAINTENANCE	322.86	4/9/2024
COOPERATIVE ENERGY COMPANY	DIESEL FUEL	1,027.18	4/9/2024
CREATIVE PRODUCT SOURCE INC	INFO CARDS	322.08	4/9/2024
DEPT OF ADMINISTRATIVE SERVICE	RIC ANNUAL FEE	50.00	4/9/2024
DICKINSON COUNTY NEWS	PROPOSED PROP TAX LEVY	450.95	4/9/2024
DICKINSON COUNTY REGIONAL	GREEN WASTE/RECYCLING	92.00	4/9/2024
EFTPS	FED/FICA TAX	6,628.52	3/25/2024
EFTPS	FED/FICA TAX	6,099.15	4/8/2024
FEAR COMPUTER SOLUTIONS	NAS HARD DRIVE	315.00	4/9/2024
FERGUSON WATERWORKS #2516	METERS	47,915.83	4/9/2024
FICK'S ACE HARDWARE	PARK/SHOP	76.04	4/9/2024
GENERAL TRAFFIC CONTROLS	ANNUAL GRIDSMART SUPPORT	375.00	4/9/2024
GORDON FLESCH COMPANY	BASE CHARGE/IMAGES	280.08	4/9/2024
HEARTLAND SECURITY SERVICE	ALARM MONITORING	32.95	3/28/2024
IOWA ASSOCIATION OF	2024-25 MEMBER DUES	750.00	4/9/2024
IPERS	IPERS-PROTECTN	8,395.99	3/25/2024
JCL SOLUTIONS	PARK SUPPLIES	471.59	4/9/2024
KUOO/KUQQ/KUYU	UNDERGROUND PROMO	52.50	4/9/2024
L & C TIRE SERVICE INC	TIRE REPAIR	22.50	4/9/2024
MATHESON TRI-GAS INC	ACETYLENE/OXYGEN	172.42	4/9/2024
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	344.04	3/28/2024
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	309.71	3/28/2024
MICHAELS FENCE & SUPPLY	PUBLIC WORKS BLDG GATE	14,687.40	4/9/2024
NEW YORK LIFE	ADDTL LIFE INS	118.39	4/5/2024
NEW YORK LIFE INSURANCE	PREMIUMS	628.37	4/5/2024
O'REILLY AUTO PARTS	HEAT SHRINK	16.99	4/9/2024
SAM WEDEKING EXCAVATING	SEWER JETTING	1,660.00	4/9/2024
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	540.39	4/9/2024

SPIRIT LAKE NOON KIWANIS	OCT 2023-JUNE 2024	315.00	4/9/2024
STATE HYGIENIC LABORATORY	WATER TEST	14.50	4/9/2024
STEIN LAW OFFICE	MARCH LEGAL FEES	450.00	4/9/2024
TIGER PRIDE LAWN CARE	SPRING/FALL/GRUB CONTROL	7,484.79	4/9/2024
TREASURER STATE OF IOWA	MARCH WATER EXCISE TAX	364.51	4/4/2024
TREASURER, STATE OF IOWA	STATE TAX	1,826.05	3/25/2024
TRI-STATE LITHO LTD	FOLD INVOICES/NEWSLETTERS	70.00	4/9/2024
US POSTAL SERVICE OKOBOJI	BOX 254 ANNUAL FEE	64.00	4/9/2024
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	160.22	3/28/2024
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	404.85	3/28/2024
VOYA	457 RIC	300.00	3/25/2024
VOYA	457 RIC	300.00	4/8/2024
WEX BANK	FUEL CHARGES	1,135.10	3/28/2024
ZIEGLER INC	CALIBRATE JOYSTICK	630.40	4/9/2024
Accounts Payable Total		153,860.62	
Payroll Checks		38,361.44	
TOTAL		192,222.06	