

## **MINUTES OF THE OKOBOJI CITY COUNCIL MEETING HELD ON JUNE 11, 2024**

Mayor VanderWoude called the meeting to order at 6:00pm on June 11, 2024. 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, Officer Hunter Clayton, Kendra Clayton, Phil Spevak, Allen Smith, Bruce Smith, Nick Christiansen, Kae Hoppe, and Steve Schwaller.

### **CONSENT AGENDA**

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve the consent agenda which included minutes from May 14, 2024 meeting minutes, Claims and Accounts Payable Report, Bank Cash Report, Renewal of a Class E Retail Alcohol License for Casey's #2681, Amendment to a Class E Retail Alcohol License for Kum & Go #608 for ownership updates, Renewal of Cigarette Permits for Casey's General Store #2681 and Kum & Go #608.

### **OATH OF OFFICE**

The Oath of Office was administered to Hunter Clayton to the City of Okoboji Police Department. Officer Clayton will be covering overnight shifts beginning in July.

### **CITIZEN APPEARANCES**

None

### **NEW BUSINESS**

Nick Christensen of Bank Midwest provided a comparison of current casualty, liability, and worker's compensation insurance to the proposed coverage for FY24/25. The annual premium will change from \$55,799 to \$65,865, which is an 18% increase. Christensen discussed the overall insurance landscape and the City's previous efforts to quote additional carriers.

Motion made by Councilmember Hentges and a second by Councilmember Sanders to approve the insurance package for Fiscal Year 24/25. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude opened a public hearing to consider the vacation and conveyance of an unneeded property generally located east of Carriage Lane (otherwise identified as parcel ID 0719427010 within the City of Okoboji, Dickinson County) by Quit Claim Deed to Smith's RV, subject to certain terms, considerations, and conditions to be established by the Council.

There were no comments in favor, in opposition, or neutral to the vacation and conveyance. Discussion took place regarding the vacation. Ottellia Avenue was intended to be vacated by the City over fifty years prior. When the City vacated the street, adjoining property owners received 50% of the right-of-way. For reasons deemed to be clerical, the City never transferred the property to the Smith's who were adjacent to the then vacated right-of-way.

Councilmember Sanders discussed his desire to retain portions of the property in an effort to protect the City's future snow removal efforts from Carriage Lane. Councilmember Andres felt that the City should make right what the Council promised to the property owners many decades ago. Alan and Bruce Smith discussed their desire to erect a gate and fencing to restrict access onto their property from Carriage Lane citing difficulty with ATVs, golf carts, snowmobiles, and other vehicles. Sanders discussed having an easement on the property for snow removal. Alan and Bruce Smith did not want to encumber the property with an easement, but agreed to allowing snow to be pushed onto the property and advised that they would sign an agreement stating this. The Smiths discussed that the City could have a key to the gate and open it prior to winter.

Mayor VanderWoude closed the public hearing.

Mayor VanderWoude presented Resolution 24-14, "A Resolution to Vacate and Convey Unneeded Property Generally Located East of Carriage Lane by Quit Claim Deed to Smith's RV, subject to certain terms, considerations, and conditions to be established by the Council."

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve Resolution 24-14. Councilmembers Mendenhall, Andres, Hentges, and Delperdang voted "YEA." Councilmember Sanders voted "NO." Motion approved 4-1.

Mayor VanderWoude presented Ordinance No. 275 (First Consideration) to "Vacate and Convey Unneeded Property Generally Located East of Carriage Lane (otherwise identified as parcel ID 0719427010 within the City of Okoboji, Dickinson County) by Quit Claim Deed to Smith's RV, subject to certain terms, considerations, and conditions to be established by the Council."

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve Ordinance No. 275. Councilmembers Mendenhall, Andres, Hentges, and Delperdang voted "YEA." Councilmember Sanders voted "NO." Motion approved 4-1.

Mayor VanderWoude presented waiving the second and third considerations of Ordinance No. 275.

Motion made by Councilmember Hentges and a second by Councilmember Delperdang to approve Resolution 24-14. Councilmembers Mendenhall, Andres, Hentges, and Delperdang voted "YEA." Councilmember Sanders voted "NO." Motion approved 4-1.

Mayor VanderWoude presented the adoption of Ordinance No. 275. Motion made by Councilmember Hentges and a second by Councilmember Councilmembers Delperdang to approve Ordinance No. 275 with the understanding that the City and the Smith's would sign an agreement allowing for snow removal. Councilmembers Mendenhall, Andres, Hentges, and Delperdang voted "YEA." Councilmember Sanders voted "NO." Motion approved 4-1 and the ordinance was adopted.

Mayor VanderWoude opened a public hearing to consider the vacation and conveyance of an unneeded utility easement generally located along the common line of Lot 1 and Lot 2 of the Whitecap Addition within the City of Okoboji. There were no comments in favor, in opposition, or neutral to the vacation and conveyance.

City Administrator Meyers advised that the utility easement was in the side yards of Lot 1 and Lot 2 of the Whitecap Addition where the old Inn property used to sit. Meyers stated that Lot 1 and Lot 2 were in common ownership and that the property owner wished to build over the easement area. There are no existing utilities in the easement and all utility companies have signed off on the matter and that the common ownership deems the easements unnecessary.

Mayor VanderWoude closed the public hearing.

Mayor VanderWoude presented Resolution 24-15, "A Resolution to Vacate and Convey an Unneeded Utility Easement Generally Located Along the Common Line of Lot 1 and Lot 2 of the Whitecap Addition within the City of Okoboji, Dickinson County, Iowa."

Motion made by Councilmember Andres and a second by Councilmember Mendenhall to approve Resolution 24-15. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented Ordinance No. 276 (First Consideration) to "Vacate and Convey an Unneeded Utility Easement Generally Located Along the Common Line of Lot 1 and Lot 2 of the Whitecap Addition within the City of Okoboji, Dickinson County, Iowa."

Motion made by Councilmember Mendenhall and a second by Councilmember Delperdang to approve Ordinance No. 276. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented waiving the second and third considerations of Ordinance No. 276.

Motion made by Councilmember Hentges and a second by Councilmember Andres to approve waiving the second and third considerations of Ordinance No. 276. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented the adoption of Ordinance No. 276.

Motion made by Councilmember Andres and a second by Councilmember Mendenhall to adopt Ordinance No. 276. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented a recommendation by the Central Water Board pertaining to 'Contract Amendment and Emergency Water Service Agreement' between Iowa Lakes Regional Water and Central Water System.

Motion made by Councilmember Sanders and a second by Councilmember Mendenhall to table the topic until the contract amendment was approved by the attorney for the Central Water Board. No action taken.

Mayor VanderWoude presented "An Agreement between the Northwest Iowa Planning and Development Commission and the City of Okoboji, Iowa" for the FY25 SHEILD Program.

City Administrator Meyers provided an overview of the program and the benefits to the City's membership.

Motion made by Councilmember Delperdang and a second by Councilmember Hentges to approve the Agreement between the Northwest Iowa Planning and Development Commission and the City of Okoboji, Iowa for the FY25 SHEILD Program. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

Mayor VanderWoude presented the sale/disposal/bid of certain pieces of the Speier Park playground. City Administrator Meyers stated the original sale of the merry-go-round, climbing dome, and monkey bars to a single buyer was cancelled due to the timing of the availability of the pieces. Meyers presented some options for the process to sell the pieces and recommended the pieces go up for auction on the same website they were previously listed.

Motion made by Councilmember Sanders and a second by Councilmember Hentges to post items on the auction website with a closing date of July 30. Councilmembers Mendenhall, Sanders, Andres, Hentges, and Delperdang voted "YEA." Motion approved 5-0.

## **REPORTS**

Chief Jason Petersen reported Officer Hunter Clayton started his position with the Okoboji Police Department on Monday, June 10. Officer Josh Zigrang will remain on patrol until he transitions to his new role of Arnolds Park/Okoboji Investigator in July.

City Administrator Michael Meyers reported issuing several zoning permits and other issues of zoning. Premier Communications will be doing fiber installation and right-of-way work throughout the City. Meyers advised that this may be surprising to some residents and would work on communication via newsletter and website. Deputy City Clerk Jill Verdoorn celebrated her 6<sup>th</sup> anniversary with the City. Meyers met with John Hight from Beck Engineering regarding plans for a trail on Sanborn Avenue. Engineering costs for the trail were paid in FY24. Meyers reported seeing an increase in the usage of the City's recycling containers, which are intended for only Okoboji residents and expressed some concern over continued use once the City of Orleans goes away with their containers. City Hall received an AED machine through a grant from the SHEILD program. A Board of Adjustment meeting is scheduled regarding the Okoboji Flats changing from a hotel to individually owned condos. Meyers and Imagine Iowa Great Lakes met at East Lake Park to discuss concerns and maintenance of the grounds, lake shore, and the Minnie Queen. The new lawnmower approved previously will be delivered in August or September. Sod and irrigation have been installed in some right-of-ways. The City talked to the Iowa DOT about purchasing some extra pavers from them for

future potential repairs. The current Speier Park playground equipment will be removed in August in preparation for the groundwork and installation of the new park equipment. Public Works staff picked up over 5 tons during Citywide Clean Up Day on June 3. A FY25 budget overview will be available on the City's website soon.

No Mayor report

Councilmember Hentges added some clarifying details to the Central Water System agreement previously discussed.

Councilmember Sanders voiced concerns over the increased use of the recycle containers.

Councilmember Mendenhall expressed concerns about the size of the construction trucks adding stress on the City's roads.

MEETING ADJOURNED AT 7:17 PM

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Michael Meyers, City Administrator

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Mary VanderWoude, Mayor

TOTAL REVENUES FROM 5/15/24 THROUGH 6/11/24 WERE \$79,423.73. TOTAL EXPENDITURES WERE \$256,362.64. \$122,378.08 GENERAL FUND, \$2,262.50 ROAD USE TAX, \$82,040.00 HOTEL/MOTEL TAX, \$21.86 PICKLEBALL FUND, \$49,660.20 WATER FUND.

VENDOR	REFERENCE	AMOUNT	CHECK DATE
ADVANTAGE ADMINISTRATORS	FSA MEDICAL & FEES	97.34	6/10/2024
AFLAC	PREMIUMS	529.39	6/11/2024
ALLIANT ENERGY	MAY ELECTRIC	4,458.73	6/11/2024
ARNOLDS PARK	ANNUAL DONATION	15,938.45	6/10/2024
BECK ENGINEERING INC	ENGINEERING FEES & RETAINER	6,141.00	6/10/2024
BLACK HILLS ENERGY	NATURAL GAS SERVICE	351.49	5/29/2024
BLACK HILLS ENERGY	NATURAL GAS SERVICE	89.41	6/10/2024
BLUE LAKE WEBSITES	HOSTING COSTS 2024/MAINT PLAN	238.99	6/10/2024
BOJI TOWING & RECOVERY	SEIZURE FOR FORFEITURE	199.02	6/10/2024
BOMGAARS SUPPLY INC	JUNE STATEMENT	264.80	6/10/2024
C&B OPERATIONS LLC	PARTS SALE	95.84	6/10/2024
CAASA-CLAY COUNTY CENTER	ANNUAL DONATION 2024	1,000.00	6/10/2024
CANON FINANCIAL SERVICES	COPIER LEASE	72.04	6/10/2024
CARDMEMBER SERVICE	JUNE STATEMENT	399.53	6/10/2024
CENTRAL STATES FUND	MAY PREMIUMS	15,400.80	5/30/2024
CENTRAL WATER SYSTEM	MAY WATER	31,326.00	6/10/2024
DEPT OF INSPECTIONS, APPEALS	BOILER INSPECTION	80.00	6/10/2024
DICKINSON COUNTY NEWS	APRIL-MAY PUBLICATIONS	983.74	6/10/2024
DICKINSON COUNTY REGIONAL	GREEN WASTE/RECYCLING	120.00	6/10/2024
DISCOVERY HOUSE	FY24 DONATION	1,800.00	6/10/2024
EFTPS	FED/FICA TAX	6,514.49	5/20/2024
EFTPS	FED/FICA TAX	6,615.88	6/3/2024
FEAR COMPUTER SOLUTIONS	NAS/SPACE ISSUES	100.00	6/10/2024
FERGUSON WATERWORKS	METERS & KIT	2,372.04	6/10/2024
FICK'S ACE HARDWARE	JUNE STATEMENT	215.16	6/10/2024
GORDON FLESCH COMPANY	BASE CHARGES	113.00	6/10/2024
HAPI	2024 CONTRIBUTION	2,000.00	6/10/2024
HEARTLAND SECURITY SERVICE	ALARM MONITORING	32.95	5/30/2024
HUMANE SOCIETY OF NW IOWA	FY24 IMPOUND USE	2,400.00	6/10/2024
IGLA CHAMBER OF COMMERCE	FIREWORKS DONATION	140.00	6/10/2024
IOWA ONE CALL	NOTIFICATIONS	46.80	6/10/2024
IPERS	IPERS-PROTECTN	8,266.11	5/20/2024
KUOO/KUQQ/KUYV	UNDERGROUND PROMO	105.00	6/10/2024
LAKES AREA HOCKEY ASSOC	ANNUAL DONATION	1,000.00	6/10/2024
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	343.59	5/29/2024
MEDIACOM COMMUNICATIONS	INTERNET & PHONE	309.40	5/29/2024
MUNICIPAL SUPPLY INC	VALVE BOX RISERS	457.60	6/10/2024
NEW YORK LIFE	ADDTL LIFE INS	118.39	5/29/2024
NEW YORK LIFE INSURANCE	PREMIUMS	628.37	5/29/2024
NORTHWEST IOWA PLANNING	FINAL DRAW	1,900.00	6/10/2024

OKOBOJI AFTER PROM	ANNUAL DONATION	100.00	6/10/2024
HAPI	DEDICATED TO OBWF	1,000.00	6/10/2024
OKOBOJI LITTLE LEAGUE	ANNUAL DONATION	600.00	6/10/2024
OKOBOJI TOURISM	OKOBOJI TOURISM CONTRIBUTION	75,000.00	6/10/2024
PACKEBUSH SPRINKLER SERV	MOVE SPRINKLER HEADS	80.00	6/10/2024
PIPER SANDLER & CO	AGENT SVCS FY23 GO BONDS	1,000.00	6/10/2024
REGIONAL TRANSIT AUTHORITY	Q4 FY24 SUPPORT	1,000.00	6/10/2024
SHAMROCK RECYCLING INC	RECYCLE CONTAINER FEE	720.52	6/10/2024
SNOOKS OF OKOBOJI LLC	OFFICE CARPET	530.84	6/10/2024
SPIRIT LAKE PUBLIC LIBRARY	ANNUAL DONATION	13,040.55	6/10/2024
STATE HYGIENIC LABORATORY	WATER TESTS	14.50	6/10/2024
STEIN LAW OFFICE	MAY LEGAL FEES	112.50	6/10/2024
TREASURER STATE OF IOWA	MAY WATER EXCISE TAX	5,874.50	6/4/2024
TREASURER, STATE OF IOWA	STATE TAX	1,781.46	5/20/2024
US POSTAL SERVICE OKOBOJI	BOX 377 ANNUAL FEE	120.00	6/10/2024
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	160.16	5/29/2024
VERIZON WIRELESS	CELL PHONES & POLICE PC'S	402.66	5/29/2024
VOYA	457 RIC	300.00	5/20/2024
VOYA	457 RIC	300.00	6/3/2024
WASTE MANAGEMENT	LANDFILL CHARGE	230.34	6/10/2024
WEX BANK	FUEL CHARGES	1,245.55	5/29/2024
Accounts Payable Total		216,878.93	
Payroll Checks		39,483.71	
Total		256,362.64	