

- 1) The Van Meter City Council met for a regular council meeting on Monday, May 13, 2013 at City Hall. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Richard Booge, Kim Sacker, Bob Lacy, Becca Wiederholt, and Adam Coyle.

Also present were, Nyla Peeler, Roger McGregor, Joe Herman, Beth Turner, Aimee Staudt, Jerry Oliver, Tom Wittman, Mark Bennett, Al Suckow, Police Chief William Daggett, City Engineer Bob Veenstra, City Attorney Erik Fisk, and City Administrator Jake Anderson.

- 2) Mayor Adams asked for a motion to approve the agenda. Motioned by Lacy supported by Coyle. Passed unanimously.
- 3) Introductions were made.
- 4) Mayor Adams opened the citizens hearing. Hearing no public comment Mayor Adams closed the public hearing.
- 5) Mayor Adams reviewed the consent agenda, and asked for discussion. Hearing none Mayor Adams asked for a motion to adopt, “A Resolution Adopting the Revised Consent Agenda.” which included the following:
 - a. Minutes of the April 8, May 8, and May 10, 2013 council meetings
 - b. April Claims list

A+ COMMUNICATIONS & SECURITY	\$	309.32
ACCO	\$	332.00
TYCO INTERGRATED SECURITY	\$	120.00
AG SOURCE LABORATORIES	\$	128.50
ALLENDER BUTZKE ENG	\$	8,450.00
ARNOLD MOTOR SUPPLY	\$	46.06
BALDON HARDWARE	\$	82.48
BOB LACY	\$	88.14
BOBS AUTO PARTS	\$	28.63
BRODART	\$	202.36
BUTCH'S	\$	350.00
CARE	\$	50.00
CASEY'S GENERAL STORE	\$	750.73
CENTURY LINK	\$	319.84
CITY OF DESOTO	\$	750.00
COMPASS BUSINESS SOLUTIONS	\$	1,173.74
CROSS DILLON TIRE	\$	247.96
CUISINE AT HOME	\$	24.00
CULLIGAN	\$	46.95
DALLAS CO PUBLIC HEALTH NURSE	\$	60.00
DALLAS CO RECORDER	\$	97.50
DALLAS COUNTY NEWS	\$	239.71
DANKO	\$	2,802.00

DELTA DENTAL	\$	313.82
DEPT OF ADMINSTRATIVE	\$	250.00
EFTPS	\$	4,863.45
EMERGENCY SERVICES MARKETING	\$	800.00
ENGINEERED SYSTEMS INC	\$	319.50
HEARTLAND COOP	\$	246.00
IA ASSOC OF MUNICIPAL UT	\$	40.00
ILEA	\$	15.00
IOWA DNR	\$	240.00
IPERS IPERS	\$	2,961.02
LOWE'S SHOP/CITY HALL/FIRE DEPT	\$	137.85
MAINSTAY LIBRARY COMPUTER	\$	1,406.00
MATHESON TRI GAS INC OXYGEN	\$	32.60
MIDAMERICAN ENERGY GAS/ELEC	\$	2,129.04
MUNICIPAL SUPPLY INC	\$	68.40
OFFICE DEPOT	\$	45.99
OLYMPIA BOOK CORP BOOKS	\$	200.00
OSTRANDER ENTERPRISES	\$	333.00
PROSOURCE SPECIALTIES LLC	\$	179.00
SQUARE, INC	\$	1.64
THE HARTFORD	\$	209.38
TREAS - ST OF IA SALES TX	\$	1,661.00
TREAS - STATE OF IOWA W/H	\$	957.00
US POSTMASTER	\$	322.46
VEENSTRA & KIMM INC	\$	8,696.54
VERIZON WIRELESS	\$	628.85
VM REC FOUNDATION	\$	7,644.76
WASTE CONNECTIONS	\$	5,712.95
WELLMARK	\$	3,098.49
WELLS FARGO	\$	913.85
WENDY COOPER	\$	345.70
WHITFIELD & EDDY PLC	\$	2,463.00
***** REPORT TOTAL *****	\$	63,936.21

c. April Financial Statement

FUND	RECIEPTS	DISBURSEMENTS
001 GENERAL	\$ 84,454.15	\$ 23,911.73
051 LIBRARY TECH FUND	\$ 0.01	\$ -
110 ROAD USE TAX	\$ 7,121.16	\$ 4,949.18
112 EMPLOYEE BENEFITS	\$ 23,518.26	\$ 3,310.43
119 EMERGENCY FUND	\$ 2,111.66	\$ -
121 LOCAL OPTION SALES TAX	\$ 15,289.52	\$ 15,289.52

125 TIF-CR ESTATE	\$ 46,276.61	\$ -
126 TIF-WH PINES SUBDIVISION	\$ 16,567.88	\$ -
127 TIF-POLK CO. BANK	\$ 12,580.78	\$ -
180 PARK/REC TRUST FUND	\$ 0.15	\$ -
182 LIBRARY TRUST FUND	\$ 0.18	\$ 543.87
183 VM COMMUNITY BETTERMENT	\$ -	\$ 50.00
200 DEBT SERVICE	\$ 28,058.91	\$ -
600 WATER	\$ 8,402.62	\$ 12,901.16
610 SEWER	\$ 9,703.03	\$ 8,338.74
*****REPORT TOTAL*****	\$ 254,084.92	\$ 69,294.63

- d. Authorize the Mayor to sign a letter of interest in Associate Membership to the Des Moines Metropolitan Area Planning Organization.
- e. Resolution #2013-17, "A resolution ordering construction of certain public improvements (Main Street Extension), approving preliminary plans, and fixing a date for a hearing thereon and taking of bids therefor"
- f. Accept applications for voluntary annexation from JSC Properties and Diligent Development and set a date and time for a public hearing on the annexation for June 10, 2013 at 7:00PM
- g. Casey's Cigarette and Tobacco Permit

Lacy moved supported by Sacker to adopt and approve Resolution #2013-18, "A Resolution Adopting the Consent Agenda." On roll call the votes were as follows: Lacy – YES; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed and adopted.

- 6) Mayor Adams asked Beth Turner with the American Lung Association to present the proposed resolution establishing tobacco free parks and trails in the City of Van Meter. City Administrator Anderson noted that the Park Board had reviewed the proposal and is recommending approval. Turner explained that the policy will allow the ALA to provide no tobacco signage and promote tobacco free policies. Anderson noted that there was inquiries about expanding the language to include making the Farmers Market tobacco free. Coyle moved supported by Booge to adopt the Resolution #2013-19 "A Resolution establishing tobacco free parks and trails in the City of Van Meter as it was presented." Passed unanimously.
- 7) Jerry Oliver, Aimee Staudt, and Tom Wittman representing Knapp Properties asked the City Council for discussion and guidance on the development of the Hilltop Property near the City Cemetery. Oliver presented a concept of platting 6 large lots all in excess of an acre and then focused the discussion on the lack of sanitary sewer in that area of town and the concept of utilizing septic tanks and lateral fields to handle sewage. Oliver further discussed with the City Council the need to relax the development standards related to improving the road back to the cemetery. Oliver explained that the small number of lots would be unable to financially support improved access and the apparent lack of interest from neighboring property owners or otherwise interested parties in a paving project makes a concrete street with curb and gutter not feasible. The City Council singled general openness to a more formal proposal prescribing the aforementioned alleviations.
- 8) Mayor Adams asked City Administrator Jake Anderson for an explanation of the proposed resolution amending the budget for Fiscal Year Ending June 30, 2012. Anderson reviewed the amendment document with the City Council and noted that the adjustments were all made to cover previously discussed expenditures. Mayor Adams opened the public hearing on the proposed budget amendment. Hearing no public commend and having received none in writing Mayor Adams closed the public hearing and entertained a motion to adopt the proposed resolution. Lacy moved supported by Sacker to approve and adopt Resolution #2013-20, "A resolution amending the FYE 2013 city budget." Passed unanimously.

- 9) Mayor Adams asked City Engineer Bob Veenstra to present the proposed resolution approving the plans, specifications, form of contract, and estimate of cost for the Safe Routes to School PCC Sidewalk Project. Veenstra noted that the Iowa DOT will be holding a bid letting on the project and in order to keep the project on schedule the public hearing and resolution was necessary even though City of Van Meter is not conducting the bid letting. Mayor Adams opened the public hearing by recognizing Al Suckow who inquired about the plans for addressing what he anticipates will be a heavier traffic flow of trespassers on his property. Police Chief Daggett suggested a public awareness effort in conjunction with the School District. Hearing no further public comment and having received none in writing Mayor Adams closed the public hearing and entertained a motion to approve the proposed resolution. Lacy moved supported by Coyle to approve and adopt Resolution #2013-21, "A resolution approving the plans, specifications, form of contract, and estimate of cost for the Safe Routes to School PCC Sidewalk Project. Passed unanimously.
- 10) Mayor Adams asked the RAGBRAI Committee Co-Chairs to explain the proposed ordinance adding a chapter to the Code of Ordinances titled "RAGBRAI Ordinance – Miscellaneous Permtis." Wiederholt and Coyle explained that the proposed ordinance was largely a model provided by the RAGBRAI organization to help Cities manage the event as it passes through their communities. Mayor Adams opened the public hearing on the first reading of the ordinance by recognizing Roger McGregor who expounded on why the Committee was underestimating the volume of people that will move through town that day. Al Suckow voiced objection to what he perceives as the City competing with property owners for the lease of space to RAGBRAI vendors. Hearing no further public comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion to approve the first reading of the proposed ordinance. Wiederholt moved supported by Sacker to approve the first reading of the proposed ordinance amending the proposal to break the vendor fee into \$300 for the vendor permit and \$100 for a 10'X20' vendor space in a public space. On roll call the votes were as follows: Lacy – NO; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed. Mayor Adams asked for a motion to waive the second reading of the proposed ordinance as amended. Moved by Wiederholt supported by Coyle. On roll call the votes were as follows: Lacy – NO; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed. Mayor Adams asked for a motion to waive the third reading of the proposed ordinance as amended. Moved by Sacker supported by Coyle. On roll call the votes were as follows: Lacy – NO; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed. Mayor Adams asked for a motion to approve and adopt the proposed ordinance as amended. Moved by Coyle supported by Sacker. On roll call the votes were as follows: Lacy – NO; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed, Ordinance #234 was adopted adding a chapter to the Code of Ordinances titled, "RAGBRAI Ordinance – Miscellaneous Permtis."
- 11) Mayor Adams asked for City Administrator Jake Anderson to present the proposed ordinance amending the code of ordinances by amending the Chapter concerning "Water Rates" by increasing the minimum monthly charge by \$5.00 for in town customers and \$10.00 for out of town customers. Anderson explained that the Water Quality study conducted with the City of DeSoto found, among other findings, that the Van Meter water utility was operating at a break-even point and the proposal was to ensure that as responsible stewards of the City's water business the Council needed to raise revenues to support ongoing operational costs. Mayor Adams opened the public hearing. Hearing no public comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion to approve the first reading of the proposed ordinance. Lacy moved supported by Sacker. Passed unanimously. Mayor Adams asked for a motion to waive the second reading of the proposed ordinance. Moved by Lacy supported by Coyle. Passed unanimously. Mayor Adams asked for a motion to waive the third reading of the proposed ordinance. Moved by Lacy supported by Coyle. Passed unanimously. Mayor Adams asked for a motion to approve and adopt the proposed ordinance. Moved by Lacy supported by Coyle. Passed unanimously, Ordinance #235 was adopted amending the Code of Ordinances by amending the Chapter concerning "Water Rates" by increasing the minimum monthly charge by \$5.00 for in town customers and \$10.00 for out of town customers.
- 12) Mayor Adams asked City Administrator Jake Anderson to review the proposed ordinance amending the Code of Ordinances by amending the chapter concerning the "Council" by setting the Council's annual compensation at \$1,500 per year per member. Anderson explained that the proposal was drafted exactly as

the City Council had directed in April. Mayor Adams then opened the public hearing on the first reading of the proposed ordinance. Hearing no public comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion to approve the first reading of the proposed ordinance. Lacy moved supported by Booge. On roll call the votes were as follows: Lacy – YES; Booge – YES; Sacker – NO; Wiederholt – NO; Coyle – NO; Motion failed. Mayor Adams asked for further discussion wherein, after much debate, the majority felt that \$1,500/year was too much. Mayor Adams asked for a motion amending the proposal and approving the first reading. Sacker moved supported by Wiederholt to amend the proposal to compensate the City Council members each \$1,000 per year. On roll call the votes were as follows: Lacy – NO; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed. City Attorney Fisk advised the Council to hold a public hearing on the second reading of the proposed ordinance at their June 10, 2013 regular meeting.

13) Mayor Adams asked City Administrator Jake Anderson to review the proposed ordinance amending the Code of Ordinances by amending the chapter concerning the “Mayor” by setting the Mayor’s annual compensation at \$5,000 per year. Anderson explained that the proposal was drafted exactly as the City Council had directed in April. Mayor Adams then opened the public hearing on the first reading of the proposed ordinance. Hearing no public comment and having received none in writing Mayor Adams closed the public hearing, explained that he thought \$5,000 was also too much and asked for a motion to amend the proposed ordinance to compensate the Mayor \$4,000 per year and approve the first reading of the proposed ordinance as amended. Moved by Booge supported by Coyle. On roll call the votes were as follows: Lacy – No; Booge – YES; Sacker – YES; Wiederholt – YES; Coyle – YES; Motion passed. City Attorney Fisk advised the Council to hold a public hearing on the second reading of the proposed ordinance at their June 10, 2013 regular meeting.

14) Mayor Adams asked City Administrator Jake Anderson to discuss with the City Council the Reorganization Plan. Anderson noted that the integration of administrative and library staff was proving to be the most challenging aspect of the effort at there are simply more decision makers and the legal framework and current organizational structure encourages individual decision makes to reinforce their parochial interests almost to the point of discouraging working relationships and that this aspect of the reorg plan would require more examination and discussion. Anderson went on to explain that the consolidation of police, fire, and emergency medical services into a single department of public safety is coalescing more nicely. Police Chief Daggett presented a letter signed by himself and Fire Chief Herrick demonstrating support for the creation of a department of public safety. Anderson asked the Council to set a date and time for a public hearing on ordinances amending the code to create a department of public safety for the June 10, 2013 regular council meeting. Moved by Wiederholt supported by Coyle. Passed unanimously.

15) Mayor Adams asked if the Council or staff and further discussion related to RAGBRAI. There was none.

16) Reports –

Departmental reports were presented for information.

Councilman Lacy left the meeting..

17) Having no other business Mayor Adams asked for a motion to adjourn. Moved by Sacker supported by Coyle. Passed unanimously by those present.

_____ Allan B. Adams, Mayor

ATTEST

_____ Liz Thompson, City Clerk