

- 1) The Van Meter City Council met for a regular council meeting on Monday, October 11th, 2021, at the Veterans Reception Center, 910 Main Street. Mayor Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Travis Brott, Joe Herman, Lyn Lyon, Adam Coyle, and Steve Meyer.

Staff present: City Attorney Gary Goudelock, City Administrator Kyle Michel, Police Chief Bill Daggett, Public Works Director Dave Herman, City Clerk Liz Thompson, and Library Director Nancy Studebaker.

- 2) Mayor Adams lead the Pledge of Allegiance.
- 3) Introductions were made.
- 4) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 5) Mayor Adams asked for a motion to approve the agenda. Lyon moved, supported by Herman, to approve the agenda. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES
- 6) Mathew Russell, 509 Park Street, presented questions regarding the proposed preliminary plat for Hudson Heights Plat 2. Questions related to street connection and grade, retaining wall existing on his north property line, and the property fence north of his property.
- 7) Mayor Adams reviewed the consent agenda. Mayor Adams asked for a motion to adopt the consent agenda which included the following:
 - a. Minutes of the 9-13-2021 Council Meeting
 - b. Minutes of the 9-27-2021 Special Council Meeting
 - c. August Claims List

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABBY HUDSON	SOCCER REF	20.00
ACCO	WATER CHEMICALS	560.80
ADAM COYLE	SOCCER REF	221.21
ADLAI LOUNSBURY	SOCCER REFEREE	15.00
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	180.03
AGSOURCE COOPERATIVE SERVICES	WA TESTING	55.00
AINSLEY WATSON	SOCCER REF	10.00
ALL FLAGS LLC	CITY HALL AMERICAN FLAGS	101.27
ANDON WATSON	SOCCER REFEREE	90.00
AT&T MOBILITY	PD/FD PHONE SERVICE	240.82
BAKER & TAYLOR	LIB MATERIALS	270.04
BOUND TREE MEDICAL LLC	RESCUE SUPPLIES	1,020.90
BRAYDEN FENNESSEY	SOCCER REFEREE	90.00
BREEDEN ENTERPRISES	CONCRETE WORK AT JOHNSON PARK	5,000.00
BREEDING'S TRUE VALUE	WEED WHACKER PARTS	62.88
CALLIE FIALA	SOCCER REF	10.00
CARLY KHUSE	SOCCER REF	60.00
CENTURY LAUNDRY DISTRIBUTING	DELIVER/INSTAL WASHER; REMOVAL	719.41
CITY OF WEST DES MOINES	DALLAS CO LOC HOUSING FY21-22	1,549.00
CULLIGAN	WA, COOLER RENTAL, AUTO RENTAL	47.70
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	434.74
DANE BERNHARDT	SOCCER REF	90.00
DERRICK LEE	SOCCER REF	70.00
EARLHAM SAVINGS BANK		25.00
EFTPS	FED/FICA TAX	3,342.35
ELITE SPORTS	ADDTL SHIRT YOUTH FB 2021	89.00
ELLA MUELLER	SOCCER REF	20.00
EMILY PIEPMEIER	SOCCER REFEREE	70.00
ERIN HUDSON	SOCCER REF	70.00
EVAN OLIVER	SOCCER REFEREE	525.00
FIRE SERVICE TRAINING BUREAU	FF1 A WICKS	50.00
FORTE	POS PROCESSING FEE	17.31
FORTE	WEB PROCESSING FEES	236.44

FRANCO MANZANO	SOCCER REF	50.00
GOLDEN WEST IND SUPPLY	SAFETY VESTS, WORK LIGHT	439.90
HACH	FLUORIDE	585.33
HALLIE LEVI	SOCCER REF	55.00
HAWKEYE TRUCK EQUIPMENT	2021 F250 PLOW SETUP	7,533.00
IOWA LAW ENFORCEMENT ACADEMY	RIFLE INST SCHOOL M BROWN	657.00
IOWA DEPARTMENT OF NATURAL RES	ANNUAL WATER USE FEE YEAR 2022	95.00
IOWA FIREFIGHTER ASSOC	MEMBERSHIP DUES	255.00
IOWA PUMP WORKS INC	SERVICE AGREEMENT; SPACE ENTRY	1,133.00
IOWA SOCCER ASSOCIATION	VM SOCCER CLUB FEES	5,322.50
JAY OLSON	REC PROGRAMMING SERVICES	1,850.00
JENNA STRECK	SOCCER REF	140.00
KADENCE WIGANT	SOCCER REFEREE	85.00
KAEGAN WIGANT	SOCCER REFEREE	235.00
KATE OLIVER	SOCCER REFEREE	20.00
KATIE NICHOLS	SOCCER REF	170.00
KONICA MINOLTA	QRTL Y MAINTENANCE AGREEMENT	345.15
LAURA KUNKEL	CLEANING SERVICES	125.00
LAURA STRECK	SOCCER REF	125.00
LEVI LUKAN	SOCCER REF	20.00
LIZZY MCCANN	SOCCER REF	15.00
LOGAN SCHAFFER	SOCCER REFEREE	100.00
LONDON WARMUTH	SOCCER REFEREE	35.00
LOWE'S	FIRE STATION PARTS/REPAIRS	18.25
LUKAS HETLAND	SOCCER REFEREE	190.00
MATHESON TRI GAS INC	OXYGEN	107.20
MEDIACOM	INTERNET SERVICES	286.90
METERING & TECHNOLOGY SOLUTION	METER PARTS	1,746.04
MICHAEL BROWN	MILEAGE	73.25
MIDAMERICAN ENERGY	GAS/ELEC	2,784.92
MIDWEST SAFETY COUNSELORS INC	FD SENSORS & GAS TRACER	537.47
NIC WIGANT	SOCCER REF	155.00
OMNIGO SOFTWARE	VMPD ONBOARDING, SW LIC	7,678.74
PATRICK ALEXANDER	REIMBURSEMENT FOR PURCHASES	41.96
PAUL'S AAA PEST CONTROL INC	TREATED FIELDS FOR MOLES	220.00
PETTY CASH	REPLENISH PETTY CASH	75.44
REGAN BERNHARDT	SOCCER REF	60.00
SAFE BUILDING LLC	BLDG INSPECT SERVICES	3,460.60
SCHIMMELS REPAIR LLC	PW SANDER TRUCK REPAIRS	553.00
SELECTIVE INSURANCE CO THE SE	REC COMPLEX FLOOD INS	1,827.00
SHAE BERNHARDT	SOCCER REF	190.00
STAPLES	OFFICE SUPPLIES	221.82
STEVEN HEPWORTH	SOCCER REFEREE	55.00
STRYKER SALES CORP	4 YR MAINTENANCE AGREEMENT	1,635.40
SYDNEY KHUSE	SOCCER REF	35.00
SYNCB/AMAZON	LIB MATERIALS & SUPPLIES	1,619.36
TESSA SCHAFFER	SOCCER REF	80.00
THE HARTFORD	EMPLOYEE LIFE & DISAB	188.86
TIMBERPINE	REC TREES	1,573.95
TREAS - ST OF IA SALES TX	9/2021 WET	1,587.00
TREVOR COYLE	SOCCER REF	100.00
TWISTED YOGA 108-MARGO SUCKOW	YOGA IN THE PARK SUMMER 2021	150.00
TYLER BESCHEN	SOCCER REF	70.00
TYSON SCHOENLEBER	SOCCER REF	30.00
US POSTMASTER	OCTOBER UT BILLS/NEWSLETTERS	227.90
VC3 INC	IT N BOX	1,552.44
VEENSTRA & KIMM INC	WATER SUPPLY IMPROVEMENTS	6,810.25
VERIZON WIRELESS	CELL PH CHARGES & OFFICE LINES	691.62
VISION SOCCER ACADEMY	FALL CLASSIC REGISTRATION	750.00
WASTE CONNECTIONS	GARBAGE CONTRACT	8,448.08

WASTE SOLUTIONS OF IA	KYBOS - PARKS	690.00
WAUKEE HARDWARE & RENT IT	WHITE STRIPING PAINT	63.92
WELLMARK	EMPLOYEE HEALTH	6,909.18
WELLS FARGO CC	CREDIT CARD EXPENSES	1,015.55
WEX BANK	PD GAS	1,336.63
WHITFIELD & EDDY PLC	LEGAL SERVICES GENERAL & PD	4,402.00
Accounts Payable Total		95,004.51

d. September Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	61,886.71	65,952.62
PARK OPERATIONS	646.68	13,785.89
ROAD USE TAX	24,691.48	4,998.38
EMPLOYEE BENEFITS	3,823.14	7,817.30
EMERGENCY FUND	1,162.55	0.00
LOCAL OPTION SALES TAX	26,156.26	0.00
TIF-CR ESTATE	159.88	0.00
PART TRUST FUND	0.00	5,244.32
LIBRARY TRUST FUND	0.00	5,197.02
DEBT SERVICE	16,459.93	
CEMETERY – PERPETUAL CARE	150.00	0.00
WATER	29,693.27	21,663.67
SEWER	20,960.00	12,513.19
*****REPORT TOTAL*****	185,789.90	137,172.39

e. Quarterly Investment Report

f. Resolution 2021-66 2480 Webster Circle Address Assignment

g. Resolution 2021-67 Utility Account Balance Refund

Meyer moved, supported by Lyon, to approve the Consent Agenda. On roll call the votes were as follows:

Brott – YES; Lyon – YES; Herman – YES; Meyer – Yes; Coyle – YES

8) WHKS Presentation regarding pedestrian tunnel at R16 and Van Meter Schools

Casey Faber, WHKS, provided an overview of findings regarding the road settling occurring at the pedestrian tunnel at Van Meter Schools. Faber recommended that the City conduct soil borings at the pedestrian tunnel to determine the level of compaction and whether settling was finished. Soil borings would help the Council determine the appropriate level of repair to the roadway and pedestrian tunnel. City Administrator Michel indicated that he would schedule soil borings over the coming months.

9) Resolution 2021-68 Approving an Agreement for GIS Mapping Services with Bolton & Menk

Bolton & Menk Engineering provided a presentation on GIS mapping services. Discussion ensued regarding implementation and benefit of cloud hosted mapping services.

Coyle moved, supported by Brott, to approve the Resolution. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

10) Resolution 2021-69 Setting Date for Sale of General Obligation Corporate Purpose Bonds, Series 2021 and Authorizing the Use of a Preliminary Official Statement in Connection Therewith.

Matt Stoffel, PFM, provided an overview of the bond schedule and cycle including a presentation on the Preliminary Official Statement of the City.

Coyle moved, supported by Herman, to approve the Resolution.

On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

11) Resolution 2021-70 Approving an Agreement for Filing Assistance Services with PFM

Matt Stoffel, PFM, provided an overview of the continuing disclosure requirements associated with the Series 2021 bonds. City Administrator Michel recommended that Council entertain an agreement with PFM to conduct the filing requirements until the City was in a position to perform filing requirements internally.

Brott moved, supported by Lyon, to approve the Resolution. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

12) Resolution 2021-71 Approving an Update for the South Central Iowa Sanitary Landfill Agency Comprehensive Solid Waste Management Plan

City Administrator Michel provided an overview of the requirements for SCISLA to periodically update their comprehensive solid waste management plan and the requirements of the City to participate in a solid waste management plan.

Lyon moved, supported by Herman, to approve the Resolution.

On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

13) Resolution 2021-72 Regarding Hudson Heights Plat 2 Plat of Survey and Preliminary Plat

Jeff Gattis, CEC, provided an overview of the submittal for a plat of survey and a preliminary plat for Plat 2 of Hudson Heights.

City Administrator Michel provided an overview of comments, concerns, and recommendations made by the Planning & Zoning Commission.

Discussion ensued regarding questions and concerns raised by Mathew Russell during public comment.

Meyer moved, supported by Lyon, to approve the plat of survey as submitted and approve the Preliminary Plat for Hudson Heights Plat 2 subject to resolution of all outstanding comments from the City Engineer, completion of the voluntary annexation process and rezoning, with a waiver of storm sewer sump pump connection requirements for proposed lots 1 through 7.

On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

14) Staffing Discussion and Action

City Administrator Michel provided an overview of recommendations regarding hiring additional full-time staff in the Public Works Department and in City Hall.

Lyon moved, supported by Meyer, to direct the City Administrator to publish a job posting for hiring a full-time public works laborer and a full-time deputy city clerk-billing specialist.

On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

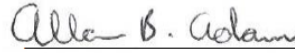
15) Reports

City Administrator Michel reminded the Council of the special meeting and workshop scheduled for 6pm on October 25th and the Veterans Reception Center.

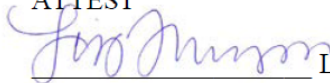
16) Adjournment

Lyon moved, supported by Meyer, to adjourn the meeting. Motion carried unanimously.

Mayor Adams adjourned the meeting at 9:50PM

 Allan B. Adams, Mayor

ATTEST



Liz Thompson, City Clerk