

- 1) The Van Meter City Council met for a regular council meeting on Monday, May 11th, 2020 online via Zoom. This meeting occurred remotely due to the COVI-19 pandemic and the need to encourage social distancing. Additionally, the City Council was unable to meet at the Veterans Reception Center due to mandatory closures enacted by proclamation of the Governor of the State of Iowa. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Travis Brott, Lyn Lyon, Adam Coyle, Joe Herman, and Steve Meyer.

Staff present: City Attorney Gary Goudelock, City Engineer Bob Veenstra, City Administrator Kyle Michel, City Clerk Liz Thompson, Library Director Kathleen Nubel, Recreation Coordinator Jay Olson, and Public Safety Director William Daggett

- 2) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 3) 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; Lyon – YES; Coyle – YES; Meyer – YES; Herman - YES
- 4) Introductions were made
- 5) Mayor Adams opened the Citizens Hearing by asking visitors if they wished to address the council. No comments from the public received.
- 6) Closed Session Pursuant to Iowa Code Chapter 21, Section 5, Letter C
 Lyon moved, supporter by Herman to adjourn to closed session. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – YES; Herman - YES
 Mayor Adams adjourned the meeting to Closed Session at 7:07 PM and dismissed the public.
 Mayor Adams returned the meeting to Open Session at 8:26 PM
- 7) Discussion and Possible Action Regarding Crestview Estates Water Service Lines
 General discussion regarding private water service line leaks in Crestview Estates ensued.
 Herman moved, supported by Coyle, to direct the City Engineer and City Administrator to engage Impact7G to conduct soil and water sampling within Crestview Estates so that the cause of service line leaks can be determined. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – YES; Herman - YES
- 8) 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 April 13th, 2020 Council Meeting
 - b. May Claims list

CLAIMS REPORT

| VENDOR | REFERENCE | AMOUNT |
|-------------------------------|----------------------------|---------------|
| AARON APPLGATE | LL REFUND | 150.00 |
| ABBY FIEDLER | LL REFUND | 75.00 |
| ACCO | WATER CHEMICALS | 568.00 |
| AFLAC | | 329.84 |
| AGSOURCE COOPERATIVE SERVICES | WA/SW TESTING | 86.25 |
| ALEX BURNS | LL REFUND | 60.00 |
| ALL AMERICAN TURF BEAUTY | IRRIGATION SPRING START UP | 223.20 |
| ALY FUNK | LL REFUND | 140.00 |
| AMANDA HETLAND | LL REFUND | 150.00 |
| AMANDA WHITE | LL REFUND | 215.00 |
| ANN COFFIE | LL REFUND | 60.00 |
| ARNOLD MOTOR SUPPLY | PW OIL AND FILTER | 13.94 |
| ASHLERY MOORE | LL REFUND | 60.00 |
| ASHLEY PETERSEN | LL REFUND | 115.00 |
| AZRA SIMONS | LL REFUND | 60.00 |
| BARB PHILLIPS | LL REFUND | 125.00 |
| BLUE STAR MERCHANT | REGISTRATION FEES | 2,987.00 |
| BLUE STAR MERCHANT | REGISTRATION FEES | 559.00 |
| BOUND TREE MEDICAL LLC | MEDICAL SUPPLIES | 723.94 |
| BURGUNDIE WINTER | LL REFUND | 75.00 |
| CAITLIN ROBERTSON | LL REFUND | 115.00 |
| CENTURY LINK | LIB PHONE LINE/FD FAX LINE | 255.87 |

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|-----------------------------------|-------------------------------|------------|
| CHRIS WARWICK | LL REFUND | 70.00 |
| CHRISTINE SMEENK | LL REFUND | 135.00 |
| CLARISSA JONES | LL REFUND | 70.00 |
| CODY CHRISTIANSON | LL REFUND | 115.00 |
| CODY GARRISON | LL REFUND | 70.00 |
| | CUSTOM WINDOW UT BILL | |
| COMPASS BUSINESS SOLUTIONS | ENVELOPE | 2,127.90 |
| CRESTVIEW ESTATES NO1 LLC | TIF REBATE % DEV AGREE | 100,000.00 |
| CULLIGAN | WATER & RENTAL | 40.95 |
| CUSTOM LAWN CARE & LANDSCAPING | REC COMPLEX & JOHNSON PARK | 974.00 |
| DANIELLE TEACHOUT | LL REFUND | 75.00 |
| | WA STORAGE MAINTENANCE | |
| DIXON ENGINEERING INC | INSPECT | 5,775.00 |
| DONN MARVIN | COSTS/REPAIRS PD ACCIDENT | 3,455.01 |
| EARLHAM SAVINGS BANK | | 25.00 |
| EARLHAM SAVINGS BANK | | 6.00 |
| EFTPS | FED/FICA TAX | 3,917.09 |
| ERIN WEITL | LL REFUND | 60.00 |
| FULLER PETROLEUM SERVICE | PW DIESEL | 801.47 |
| GALLS LLC | PD UNIFORM ITEMS | 229.01 |
| GIS BENEFITS | EMPLOYEE DENTAL/VISION | 379.84 |
| GIS BENEFITS | EMPLOYEE DENTAL/VISION | 379.84 |
| GRETCHEN GILLILAND | SOCCER REFUND | 220.00 |
| IOWA DOT | ROAD SALT | 237.15 |
| IOWA ONE CALL | EMAIL LOCATES | 37.00 |
| JACKIE LINK | LL REFUND | 70.00 |
| JAMIE COCKBURN | LL REFUND | 60.00 |
| JANELL JIMMERSON | LL REFUND | 75.00 |
| JANELLE SODERHOLM | LL REFUND | 75.00 |
| JAY OLSON | REC PROGRAMMING SERVICES | 1,800.00 |
| JENNA ROBINSON | LL REFUND | 75.00 |
| JENNA SWAIN | LL REFUND | 130.00 |
| JENNY CURRAN | LL REFUND | 130.00 |
| JESS JASPERS | LL REFUND | 245.00 |
| JESSICA WEBB | LL REFUND | 145.00 |
| JESTER INSURANCE SERVICE | ANNUAL INSURANCE RENEWAL | 52,009.00 |
| JOAN KOCH | LL REFUND | 115.00 |
| JOCELYN MEYER | LL REFUND | 125.00 |
| JOE DAY | LL REFUND | 140.00 |
| JOHNSON CONTROL | QRTLY BILLING 5/20-7/20 ALARM | 138.00 |
| JULIA FLICK | LL REFUND | 70.00 |
| JUNGMANN CORPORATION | PW MODIFIED SUB BASE | 924.44 |
| KATE JONES | LL REFUND | 145.00 |
| KATIE HOVDA | LL REFUND | 150.00 |
| KELLI PETERSEN | LL REFUND | 70.00 |
| KELLY JOSEPH | LL REFUND | 60.00 |
| KELLY PHELPS | LL REFUND | 70.00 |
| KELLY RADKE | LL REFUND | 75.00 |
| KONICA MINOLTA | COPIER/PRINTER CHARGES | 24.86 |
| KRISTI BAHR | LL REFUND | 60.00 |
| KRISTINA WILLIAMS | LL REFUND | 70.00 |
| KYLIE NELSON | LL REFUND | 130.00 |
| LAURA BLOME | LL REFUND | 70.00 |
| LAURA ELLIOT | LL REFUND | 125.00 |
| LAURA KUNKEL | CLEANING SERVICES | 100.00 |
| LAURA KUNKEL | LL REFUND | 75.00 |
| LINDSAY DEGROOTE | LL REFUND | 60.00 |

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|---------------------------|--------------------------------|-------------------|
| LORI BRAUNSCHWEIG | LL REFUND | 60.00 |
| LORI MARTIN | LL REFUND | 60.00 |
| LYNETTE STRECK | LL REFUND | 60.00 |
| MARK WIEBELHAUS | LL REFUND | 145.00 |
| MATHESON TRI GAS INC | OXYGEN | 107.20 |
| MEDIACOM | INTERNET SERVICES | 276.90 |
| MELISSA HALL | LL REFUND | 145.00 |
| | PW WEED CONTROL, MISC | |
| MENARDS | SUPPLIES | 125.94 |
| MICHAEL BROWN | REIMBURSE PD PURCHASES | 66.96 |
| MICHELLE BROCK | LL REFUND | 140.00 |
| MIDAMERICAN ENERGY | GAS/ELEC | 2,154.97 |
| MIRANDA FOSTER | LL REFUND | 60.00 |
| MIRANDA STEINFELDT | LL REFUND | 145.00 |
| MITEL | PHONE SERVICES | 255.52 |
| MOLLY WEBER | LL REFUND | 130.00 |
| MUNICIPAL SUPPLY INC | METER SUPPLIES | 437.75 |
| NATASHA WATSON | LL REFUND | 75.00 |
| NICOLE BRANSTAD | LL REFUND | 70.00 |
| OFFICE DEPOT | PAPER | 20.88 |
| ROBYN SULLIVAN | LL REFUND | 70.00 |
| RYAN BIRCHER | LL REFUND | 37.00 |
| SAM'S CLUB MC/SYNCB | LAWN MOWER OIL | 29.47 |
| SARA HEELEY | LL REFUND | 125.00 |
| SARA WYCOFF | LL REFUND | 75.00 |
| SHELLY JAMES | APRIL/MAY 2020 CITY HALL CLEAN | 180.00 |
| SOPHICITY | ITnB | 1,466.17 |
| SPOKEO INC | ANNUAL LE SUBSCRIPTION | 599.40 |
| STACEY RHODES | LL REFUND | 75.00 |
| STEPHANIE JOHNSON | LL REFUND | 75.00 |
| STEPHANIE SCHULTZEN | LL REFUND | 75.00 |
| THE HARTFORD | LIFE & DISABILITY | 220.49 |
| TIFFANY SCHNELL | LL REFUND | 37.00 |
| TOBY COOMBS | LL REFUND | 130.00 |
| TREAS - ST OF IA SALES TX | 1ST QRT 2020 SALES TAX | 253.00 |
| TREAS - ST OF IA SALES TX | MARCH 2020 WET | 747.00 |
| TYLER ROTH | LL REFUND | 75.00 |
| UMB BANK NA | BOND PAYMENTS | 57,018.75 |
| US POSTMASTER | MAY UT BILLS/NEWSLETTER | 223.50 |
| VEENSTRA & KIMM INC | BUILDING INSPECTIONS | 220.40 |
| VERIZON WIRELESS | CELL PHONE CHARGES | 342.81 |
| WASTE CONNECTIONS | GARBAGE CONTRACT | 8,122.16 |
| WASTE SOLUTIONS OF IA | PARKS KYBOS | 340.00 |
| WELLMARK | EMPLOYEE HEALTH INS | 7,646.07 |
| WELLS FARGO CC | CREDIT CARD EXPENSES | 4,009.54 |
| WENDY KELLY | LL REFUND | 145.00 |
| WEX BANK | FUEL/MERCH | 960.22 |
| WHITFIELD & EDDY PLC | LEGAL SERVICES | 1,160.50 |
| ZACH FANNON | LL REFUND | 60.00 |
| TOTAL FUNDS | | 273,013.20 |

c. April Financial Statements

| FUND | RECEIVED | DISBURSED |
|------------------------|------------|-----------|
| GENERAL | 155,289.04 | 47,438.32 |
| PARK OPERATIONS | 2,190.00 | 10,165.47 |
| GAS/ELEC FRANCHISE FEE | 12,960.22 | 0.00 |
| ROAD USE TAX | 11,832.46 | 7,293.04 |
| EMPLOYEE BENEFITS | 44,452.84 | 5,603.42 |

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|-------------------------------|-------------------|-------------------|
| EMERGENCY FUND | 3,870.88 | 0.00 |
| LOCAL OPTION SALES TAX | 13,908.37 | 0.00 |
| TIF – CR ESTATES | 69,543.85 | 0.00 |
| TIF – WH PINES SUBDIVISION | 8,285.61 | 0.00 |
| TIF – POLK CO BANK | 5,649.06 | 0.00 |
| TIF – STANBROUGH | 15,218.39 | 0.00 |
| TIF ORIGINAL (420+844) | 53,239.22 | 0.00 |
| LIBRARY TRUST FUND | 0.00 | 5,252.49 |
| VM COMMUNITY BETTERMENT | 0.00 | 48.15 |
| DEBT SERVICE | 34,379.50 | 57,018.75 |
| WATER | 23,694.05 | 14,312.76 |
| SEWER | 16,450.75 | 9,052.24 |
| *****REPORT TOTAL***** | 470,964.24 | 156,184.64 |

- d. Tobacco Permit Approval – Casey’s General Store
- e. Resolution 2020-29 Approving Plat of Survey – 517 West Street

Coyle moved, supported by Herman, to remove the Crestview Rebate Payment for separate consideration and adopt the remainder of the Consent Agenda. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – YES; Herman - YES

Crestview Rebate Payment

General discussion ensued regarding financial impacts resulting from the COVID-19 pandemic. Meyer moved, supported by Lyon, to approve a \$100,000 rebate payment to Crestview Estates No. 1, LLC. On roll call the votes were as follows: Brott – NO; Lyon – YES; Coyle – YES; Meyer – YES; Herman - YES

9) Tax Abatement Applications

- a. 29315 Hickory Lodge Drive – Single Family New Construction

Lyon moved, supported by Herman, to approve the applications. On roll call the votes were as follows: Brott – YES; Lyon – YES; Coyle – YES; Meyer – NO; Herman – YES

10) Resolution 2020-30 Approving the 100% Voluntary Annexation of Property Owned by Earl & Ardis Anderson Trust, Mary Ferring, Virginia Traxler, and David Traxler, David & Marilyn Anderson, and Alan 7 Jennifer Wille

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

11) Resolution 2020-31 Setting Date of Meeting at Which it is Proposed to Approve a Development Agreement with Van Meter Land Co., Including Annual Appropriation Tax Increment Payments.

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

12) Resolution 2020-32 Setting Date for Public Hearing Regarding Rezoning Request for 710 Pleasant Street from R-2 to C-1

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

13) Resolution 2020-33 Setting Date for Public Hearing Regarding First Reading of an Ordinance Amending Van Meter Code of Ordinances Chapter 92.03 A – Water Improvement Fees.

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

14) Resolution 2020-34 Approving Van Meter Schools Livestock Request Pursuant to Van Meter Code of Ordinances 55.05

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

15) Reports:

City Administrator Michel gave a brief update on the COVID-19 pandemic, the Mayor’s Emergency Proclamation, and updates with regards to Greater Dallas County Development Alliance. Recreation Coordinator Jay Olson provided an update regarding youth rec activities for the summer.

16) Mayor Adams asked for a motion to adjourn. Coyle moved supported by Lyon. Passed unanimously. The meeting was adjourned at 9:14 pm.

Allan B. Adams Allan B. Adams, Mayor

ATTEST
Liz Thompson Liz Thompson, City Clerk