

- 1) The Van Meter City Council met for a regular council meeting on Monday, December 12th, 2022, 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: Joel Akers, Travis Brott, Blake Grolmus, and Joe Herman. Absent was Lyn Lyon.

Staff present: City Attorney John Fatino, City Engineer Bob Veenstra, City Administrator Liz Faust, Deputy City Clerk Grace Grob, Police Chief Mike Brown, Officer Patrick Trizila, Public Works Director Drew McCombs.

- 2) Mayor Adams led 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. Herman moved, supported by Brott, to approve the agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES
- 6) None addressed the council during the Citizen Hearing.
- 7) Mayor Adams reviewed the consent agenda. Mayor Adams asked for a motion to adopt the consent agenda which included the following:
 - a. Resolution 2022-51Re: 2023 City Council Meeting Schedule
 - b. Minutes of the 11-14-22 Regular Council Meeting
 - c. Minutes of the 11-21-22 Special Council Meeting
 - d. Minutes of the 11-28-22 Special Council Meeting
 - e. Minutes of the 12-5-22 Planning and Zoning Meeting
 - f. FY 2022 Street Finance Report
 - g. Resolution 2022-52 to Authorize Fund Balance Transfer for the purchase of Fire Department Pumper Truck
 - h. Resolution 2022-53 Agreement for 2023 Bridge Inspection Program
 - i. Appoint Quin Pelz to the Planning and Zoning Commission.
 - j. December Claims List

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCUJET LLC	EXISTING MUNICIPAL MAINLINE	3,152.16
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	222.00
AMERICAN UNDERGROUND SUPPLY	BLUE MARKING FLAG	176.18
ARNOLD MOTOR SUPPLY	ENGINE OIL	39.62
AT&T MOBILITY	PD/FD PHONE SERVICE	480.92
BAKER & TAYLOR	MATERIALS	186.13
BALDON & SON HARDWARE	NEW PROPANE	178.18
BLACK JACK FIRE PROTECTION	USED FIRE TRUCK	190,000.00
BSN SPORTS	BASKETBALLS	820.00
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	44.08
DORSEY & WHITNEY LLP	2022 GENERAL FUND GRANT	7,363.00
gWORKS	ENHANCED CONSULTING BUDGET	139.00
HACH	PHOSPHATE	849.06
HEIMAN FIRE EQUIPMENT	FD PANTS	10,355.75
IOWA ONE CALL	EMAIL LOCATES	79.40
IOWA RUSH	DEMOSPHERE FEE	65.00
JUNGMANN CORPORATION	ICE CONTROL SAND	365.99
KONICA MINOLTA	MAINTENANCE AGREEMENT	35.20
LAURA KUNKEL	CLEANING SERVICES	50.00
LILLIE PLUMBING	ELECTRICITY AT PP	532.60
LIZ FAUST	MILEAGE	725.80
LOWE'S	BOLTS FOR STREET SIGNS	257.93
MATHESON TRI GAS INC	OXYGEN	34.30
MEDIACOM	INTERNET SERVICES	296.90
MELISSA BERNHARDT	DANE+REGAN REF RECERTIFICATION	113.10
MENARDS	MULTI-PURPOSE GRAVEL FOR PP	4,181.53

METERING & TECHNOLOGY SOLUTION	M25 GALLON 6-DIAL HRE	832.51
MIDAMERICAN ENERGY	GAS/ELEC	2,254.70
MUNICIPAL SUPPLY INC	REPAIR CLAMP	2,732.99
OFFICE DEPOT	FOLDERS FOR OFFICE	53.70
OMNIGO SOFTWARE	ITI- RECORDS MANAGEMENT (RMS)	3,497.00
OVERDRIVE INC	EBOOK	232.47
RANGEMASTERS TRAINING CTR	FD HATS	438.42
SAFE BUILDING LLC	BLDG INSPECT SERVICES	3,359.76
SAM'S CLUB MC/SYNCR	BOLTS FOR PICNIC TABLE	102.60
SECRETARY OF STATE	LIZ FAUST NOTARY	30.00
TOYNE INC	PUMP	1,140.00
UNITYPOINT CLINIC	MRO SERVICE DOT	55.00
VC3 INC	IT N BOX	1,888.72
VEENSTRA & KIMM INC	WATER BOOSTER STATION	7,097.22
VERIZON WIRELESS	CELL PHONE CHARGES	1,826.67
WASTE CONNECTIONS	GARBAGE CONTRACT	23,545.10
WHITFIELD & EDDY PLC	LEGAL SERVICES	44,725.78
XTREME TREE	TREE REMOVAL	480.00
Accounts Payable Total		315,036.47


k. November 2022 Financial Statement

FUND	RECEIVED	DISBURSED
GENERAL	31,132.83	49,625.44
PARK OPERATIONS	75,172.75	14,650.14
GAS/ELEC FRANCHISE FEE	18,525.73	0.00
ROAD USE TAX	16,140.70	10,792.10
EMPLOYEE BENEFITS	1,743.54	9,731.68
EMERGENCY FUND	316.32	0.00
TIF-CR ESTATE	3,909.24	0.00
REC TRUST	11,000.00	0.00
LIBRARY TRUST FUND	0.00	8,253.08
DEBT SERVICE	4,416.33	26,900.00
TRINDLE CITY PROJECTS	0.00	413.88
WATER	30,832.68	22,562.44
SEWER	21,107.10	56,671.69
*****REPORT TOTAL*****	214,297.22	199,600.45

Akers indicated that Monday, March 13, 2023, is the week of spring break. Council agreed to schedule the regular March meeting for the following week on Monday, March 20, 2023. Grolmus moved, supported by Herman, to approve the Consent Agenda with the change. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman - YES

- 8) Police Chief Brown introduced Patrick Trizila as the newly hired second Police Officer to those in attendance. Mayor Adams administered the sworn oath of office.
- 9) a. Mayor Adams opened a public hearing on the proposed plans, specifications, form of contract and estimate of cost for the proposed 2022 water booster station project at 7:12PM. No comments were made, and the hearing was closed at 7:12PM. b. Herman moved, supported by Grolmus a Resolution 2022-54 to approve, and confirm plans, specifications, form of contract and estimate of the cost for the 2022 water booster station project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES. c. Herman moved, supported by Grolmus to receive, file, and defer approval of the bid until January 2023. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES. d. Herman moved, supported by Grolmus to defer action to award a contract for the 2022 water booster station project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES
- 10) Grolmus moved, supported by Brott to set a Public Hearing for Monday, January 9, 2023, to consider rezoning Parcel ID1527200023, Parcel 19-86 of Parcel DD of Lot 2 Trails End Plat 1 from R-3 to I-1. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES
- 11) Brott moved, supported by Akers to approve Resolution 2022-55 hiring Veenstra & Kimm to conduct an Engineering and Traffic Investigation of 360th St, County Road F-90, within the Van Meter City Limits. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES

- 12) A motion to adopt Resolution 2022-56 Dallas County Hazard Mitigation Plan was made by Herman, supported by Brott, to approve the ordinance. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus – YES; Herman – YES
- 13) Mayor Adams opened a public hearing regarding the FEMA FIRM Ordinance Revision. No one from the public commented. City staff also reported comments had not been received in city hall. Herman moved to waive the first reading, supported by Grolmus. On roll call the votes were as follows: Brott – YES; Herman – YES; Grolmus – YES; Akers – YES. Brott moved to waive the second reading, supported by Herman. On roll call the votes were as follows: Brott – YES; Herman – YES; Grolmus – YES; Akers – YES. Grolmus moved to waive the third and final reading, supported by Herman. On roll call the votes were as follows: Brott – YES; Herman – YES; Grolmus – YES; Akers – YES. Grolmus moved to adopt the amendment, supported by Herman. On roll call the votes were as follows: Brott – YES; Herman – YES; Grolmus – YES; Akers – YES.
- 14) Engineer Veenstra shared comments and recommendations regarding the Final Plat and Site Plan for Hudson Heights Plat 1. Council discussed the future use of the construction road that ends on Hazel St. Some concerns were about its permanency and maintenance. Council agreed to table the item until more information can be obtained. Brott moved, supported by Herman, to table the Final Plat and Site Plan for Hudson Heights Plat 1 as presented. On roll call the votes were as follows: Brott – YES; Grolmus – YES; Akers – YES; Herman - YES
- 15) Brott moved, supported by Akers, to approve the Fire Department’s Request to purchase a UTV. On roll call the votes were as follows: Brott – YES; Grolmus – YES; Akers – YES; Herman - YES
- 16) Herman moved, supported by Brott to approve the revised Personnel Manual. On roll call the votes were as follows: Brott – YES; Herman – YES; Grolmus – YES; Akers – YES
- 17) Public Works Director McCombs reported to the council that the service line leak in Crestview was repaired. He would like to implement a policy that better defines a timeline and procedures for repairs.
- 18) Moved by Akers, supported by Brott, to enter Closed Session at 9:01pm pursuant to Iowa Code Chapter 21.5 (c).
- 19) No action was taken as a result of the closed session. Akers moved, supported by Herman, to adjourn the meeting. Motion carried unanimously. Mayor Adams adjourned the meeting at 9:35 PM

 Allan B. Adams, Mayor

ATTEST

 Liz Faust, City Administrator