

- 1) The Van Meter City Council met for a regular council meeting on Monday, September 13<sup>th</sup>, 2021, at the Fire Station, 505 Grant 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, and City Engineer Bob Veenstra.

- 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. Meyer moved, Lyon by Meyer, to approve the agenda. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES
- 6) None present to be heard as part of 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. Minutes of the 8-9-2021 Council Meeting
  - b. Minutes of the 8-23-2021 Special Council Meeting
  - c. September Claims List

**CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
4IMPRINT INC	JUNIOR OFFICER BADGE STICKER	270.60
ACCO	WATER CHEMICALS	1,024.60
AFLAC	AFLAC PRETAX	102.06
AGSOURCE COOPERATIVE SERVICES	WA TESTING	55.00
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	328.25
ALL AMERICAN TURF BEAUTY	IRRIGATION PARTS/REPAIR WORK	367.89
AT&T MOBILITY	PD/FD PHONE SERVICE	240.70
BAKER & TAYLOR	LIBRARY MATERIALS	250.67
BEACON ATHLETICS	6' INFIELD EDGER	462.00
CULLIGAN	CITY/LIB WATER; AUTO RENTAL	75.05
CUSTOM LAWN CARE & LANDSCAPING	STEP 4 FERTILIZER; WEED CONTRO	1,712.00
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	577.40
DAVID HERMAN	TRAVEL & CONF REIMBURSEMENT	424.51
DAVID JOHNSON	BOOK FOR EMT CLASS	101.64
DELTA DENTAL	EMP DENTAL & VISION	380.72
DES MOINES LOCK SERVICE INC	PD KEYS NEW LOCKS	85.48
EARLHAM SAVINGS BANK		25.00
EFTPS	FED/FICA TAX	3,410.36
EFTPS	FED/FICA TAX	3,365.06
ELITE SPORTS	YOUTH FOOTBALL 2021 JERSEYS	1,663.06
FINDAWAY	LIBRARY MATERIALS	50.00
FIRE SERVICE TRAINING BUREAU	HMAO & FF1 A WICKS	100.00
FORTE	POS PROCESSING FEES	21.10
FORTE	WEB PROCESSING FEES	268.11
FULLER PETROLEUM SERVICE	DIESEL FOR PUB WORKS	412.99
GALLS LLC	UNIFORM ITEMS FOR FD	115.60
GOLDEN WEST IND SUPPLY	FD SAFETY ITEMS	466.32
	LEAGUE SCHED FEE 2021	
GREATER DSM UMPIRE ASSOC	BASEBALL	68.00
gWORKS	BALANCING PROJECT	132.00
HEARTLAND COOP	PD WEIGH & SUMMER FILL LP	796.21
IOWA DEPT OF PUBLIC SAFETY	IA ONLINE WARRANTS & ARTICLES	300.00
INTERSTATE ALL BATTERY CENTER	FD BATTERY	438.16
IOWA LEAGUE OF CITIES	IMFOA 2021 FALL CONFERENCE	175.00

IPERS	PROTECT IPERS	2,237.65
J & M DISPLAYS	2021 RRD FIREWORKS	2,500.00
JAY OLSON	REC PROGRAMMING SERVICES	1,850.00
JOHNSON CONTROL	CURRENT CHARGES 5/1-5/7	11.71
KARL CHEVROLET	TAHOE SERVICE	75.09
KURRENT ELECTRIC	ELEC FOR WASHER/DRYER FD	1,117.55
LAURA KUNKEL	CLEANING SERVICES	100.00
LILLIE PLUMBING	CITY HALL AC REPAIRS	416.83
LOWE'S	FD MATERIALS	75.80
MATHESON TRI GAS INC	OXYGEN	110.44
MEDIACOM	INTERNET SERVICES	312.17
MEDIACOM	INTERNET SERVICES	286.90
MENARDS	PRO MARKING PAINT WHITE	51.84
MIDAMERICAN ENERGY	GAS/ELEC	2,880.03
MIDAMERICAN ENERGY	GAS/ELEC	2,776.95
MIDWEST SAFETY COUNSELORS INC	FD SENSORS	697.47
MMIT BUSINESS SOLUTIONS GROUP	COPIER CONTRACT	292.30
MUNICIPAL SUPPLY INC	ANNUAL SOFTWARE SUPPORT	1,949.94
OFFICE DEPOT	PUBLIC WORKS SCALES	260.32
OVERDRIVE INC	FY2022 BRIDGES E BOOK FEE	762.88
PLAYSET PARTS	PLAYGROUND REPAIR PARTS	191.92
RANGEMASTERS TRAINING CTR	AMMO	613.49
RJ LAWN SERVICE INC	JOHNSON PARK IMPROVEMENTS	10,358.80
SAFE BUILDING LLC	BLDG INSPECT SERVICES	762.96
SAM'S CLUB MC/SYNCB	PUB WORKS FALL CONF LODGING	203.30
SHEELS - DES MOINES	PD SCOPE TALOS	121.91
SHOTTENKIRK	PD VEHICLE MAINTENANCE	39.95
STAPLES	CITY HALL OFFICE SUPPLIES	60.90
STAR EQUIPMENT LTD	TRACTOR MAINTENANCE	1,296.19
STIVERS FORD	2022 FORD F-250 XLT 4WD	6,401.53
THE HARTFORD	EMP LIFE & DISABILITY	188.86
TPI PLUMBING CONTRACTORS	FD PLUMBING SERVICE	864.60
TREAS - ST OF IA SALES TX	JULY 2021 WET	1,644.00
TREAS - STATE OF IOWA W/H	STATE TAX	594.00
ULTIMATE AUTOMOTIVE	PD 2020 TAHOE REPAIRS	71.90
US POSTMASTER	STAMPS X 12 ROLLS	660.00
US POSTMASTER	SEPT UT BILLS/NEWSLETTERS	231.61
VC3 INC	IT N BOX	26.38
VC3 INC	IT N BOX	1,552.44
VEENSTRA & KIMM INC	RICHLAND CIR ST IMPROVEMENTS	32,672.19
VEENSTRA & KIMM INC	RICHLAND CIR ST IMPROVEMENTS	22,871.92
VERIZON WIRELESS	CELL PHONE CHARGES	695.14
VERIZON WIRELESS	PHONE CHARGES	906.60
WASTE CONNECTIONS	GARBAGE CONTRACT	8,462.08
WASTE SOLUTIONS OF IA	KYBOS - PARKS	690.00
WATCHGUARD VIDEO	PD SOFTWARE & FEES	3,499.00
WAUKEE HARDWARE & RENT IT	PARKS & REC WEED KILLER	48.98
WELLMARK	EMP HEALTH BENEFITS	6,909.18
WELLS FARGO CC	SAMS CLUB & AMAZON - PARKS	2,050.18
WELLS FARGO CC	CREDIT CARD EXPENSES	1,084.18
WEX BANK	PD GAS	1,444.12
WHITFIELD & EDDY PLC	LEGAL SERVICES	6,413.00
XTREME TREE	TREE REMOVAL	3,582.50
<b>Accounts Payable Total</b>		<b>154,245.22</b>

d. August Financial Statements

FUND	RECEIVED	DISBURSED
GENERAL	14,842.99	67,929.62
FARMERS MARKET	120.00	-300.00
PARK OPERATIONS	3,042.55	17,179.73

ROAD USE TAX	9,439.14	4,182.91
EMPLOYEE BENEFITS	0.00	7,907.64
LOCAL OPTION SALES TAX	20,878.13	0.00
TIF-CR ESTATE	0.00	7,500.00
LIBRARY TRUST FUND	420.38	7,312.04
WATER	32,407.86	13,025.94
SEWER	20,758.32	8,037.94
CARES ACT PROJECT FUND	96,269.29	0.00
<b>*****REPORT TOTAL*****</b>	<b>198,178.66</b>	<b>132,775.82</b>

- e. Mayor's Beggars Night Notice
- f. Resolution 2021-56 Approving Fund Balance Transfers
- g. Resolution 2021-57 Approving a Training Reimbursement Agreement for Jarin Young
- h. Resolution 2021-58 with Regards to VMCS D Homecoming Activities
- i. Road Closure Approvals – Van Meter Visitor Festival 2021, Updated Closures

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

8) Tax Abatement Applications

- a. 5015 Bulldog Avenue – Residential New Construction

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

- 9) Mayor Adams opened a public hearing on proposed Ordinances amending the Van Meter Code of Ordinances by adopting legislative changes made to the Code of Iowa in the 2021 Legislative Cycle at 7:09 PM, inviting comment from the public. Hearing not comment from the public, Mayor Adams closed the public hearing at 7:10 PM.

- 10) Ordinance 2021-10 Amending Van Meter Code of Ordinances Chapter 41.06 Interference with Official Acts.

Meyer moved, supported by Lyon, to approve the first reading of Ordinance 2021-10. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

Coyle moved, supported by Herman, to waive subsequent readings and adopt Ordinance 2021-10. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

- 11) Ordinance 2021-11 Amending Van Meter Code of Ordinances Chapter 40.03 Disorderly Conduct

Herman moved, supported by Brott, to approve the first reading of Ordinance 2021-11. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

Coyle moved, supported by Brott, to waive subsequent readings and adopt Ordinance 2021-11. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

- 12) Ordinance 2021-12 Amending Van Meter Code of Ordinances Chapter 120.05 Alcoholic Beverage Control

Meyer moved, supported by Herman, to approve the first reading of Ordinance 2021-12. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

Coyle moved, supported by Lyon, to waive subsequent readings and adopt Ordinance 2021-12. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

- 13) Ordinance 2021-13 Amending Van Meter Code of Ordinances Chapter 80 Abandoned Vehicles

Herman moved, supported by Lyon, to approve the first reading of Ordinance 2021-13. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

Brott moved, supported by Coyle, to waive subsequent readings and adopt Ordinance 2021-13. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

- 14) Ordinance 2021-14 Amending Van Meter Code of Ordinances Chapter 62 General Traffic Regulations.

Lyon moved, supported by Meyer, to approve the first reading of Ordinance 2021-14. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

Brott moved, supported by Herman, to waive subsequent readings and adopt Ordinance 2021-14. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

- 15) Ordinance 2021-15 Amending Van Meter Code of Ordinances Chapter 122 Peddlers, Solicitors, and Transient Merchants

Meyer moved, supported by Lyon, to approve the first reading of Ordinance 2021-15. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES

Lyon moved, supported by Meyer, to waive subsequent readings and adopt Ordinance 2021-15. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

- 16) Ordinance 2021-16 Amending Van Meter Code of Ordinances Chapter 41 Public Health and Safety.  
Lyon moved, supported by Coyle, to approve the first reading of Ordinance 2021-16. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES  
Brott moved, supported by Coyle, to waive subsequent readings and adopt Ordinance 2021-16. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES
- 17) Resolution 2021-59 setting the date for a public hearing on proposal to enter into General Obligation Corporate Purpose Loan Agreement and borrow money thereunder in a principal amount not to exceed \$1,000,000.  
City Administrator Michel provided an overview of the path to finance for associated Trindle Ridge public improvement projects as well as the \$250,000 in other capital improvement projects.  
Brott moved, supported by Lyon, to approve the Resolution, setting date for a public hearing as September 27<sup>th</sup>, 2021. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle – YES
- 18) Mayor Adams opened a public hearing on the Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Construction of Trindle Ridge Sanitary Sewer Project at 7:18PM.  
City Engineer Veenstra provided an overview of bids received and anticipated cost of construction based on the bids received for the sewer project.  
Hearing no comment from the public, Mayor Adams closed the public hearing at 7:20PM.
- 19) Resolution 2021-60 Awarding Contract and Approval of Contract and Bond for Trindle Ridge Sanitary Sewer Project.  
Meyer moved, supported by Herman, to approve the Resolution, awarding contract to J&K Contracting, LLC.  
On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES
- 20) Resolution 2021-61 Approving Professional Services Agreement for Trindle Ridge Sanitary Sewer Project with Bob Veenstra, Veenstra & Kimm.  
Lyon moved, supported by Meyer, to approve the agreement. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES
- 21) Resolution 2021-62 Approving Preliminary Plat and Site Plan for Grand Ridge Estates Townhomes.  
Paul Clausen, CEC was present to represent the project and provided an overview of the project to Council. City Engineer Veenstra provided an overview of engineering comments related to the project. City Administrator Michel provided an overview of discussion occurring at the 9-13-2021 Planning & Zoning Commission Meeting and relayed the Commission’s recommendation to approve as submitted.  
Discussion ensued regarding trail alignments as they relate to the proposed site plan. It was recommended that final trail alignment be incorporated and approved as part of the construction drawing process as trails and sidewalks would be one of the last items installed as part of the project.  
Herman moved, supported by Meyer, to approve the preliminary plat and site plan for Grand Ridge Estates Townhomes as submitted with construction plans to be approved subject to final trail alignment as determined by Council.  
On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES
- 22) Resolution 2021-63 Plat of Survey for 36093 Tabor Road  
City Administrator Michel provided an overview of discussion occurring at the 9-13-2021 meeting of the Planning & Zoning Commission and provided Council with the Commission’s recommendation.  
Discussion ensued regarding the location of the properties included in the plat of survey.  
Brott moved, supported by Lyon, to approve the plat of survey subject to the following conditions:  
Future development of the parcel is subject to the City’s site plan ordinance and/or subdivision ordinance whether the property is developed as a single parcel or further divided, the City reserves the right to require compliance with the subdivision ordinance as a part of future site plan or subdivision submittal, and that future development shall occur in conformance with the future land use map or zoning map of the City as applicable at the time of development  
On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES
- 23) Hudson Heights Discussion and Action  
City Administrator Michel provided an overview of outstanding items needing addressed for the Hudson Heights development. Those items being water main extension costs along R Avenue and the street outlet being created as part of the request made by Council to allow for a future bridge to be extended from

Hudson Heights to R Avenue. Discussion ensued regarding how the City would financially participate in these projects.

Meyer moved, supported by Lyon, to authorize the City Administrator to provide a not to exceed amount of \$30,000 to the developer in support of the extension of water main along R Avenue as part of the City's capital improvement plan. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES; Coyle - YES

24) Hickory Lodge Law Enforcement Services Agreement Discussion

City Administrator Michel indicated that a request had been made by the Hickory Lodge HOA for the City to provide traffic enforcement in the Hickory Lodge subdivisions. As the roads are private and outside of the City limits, a draft agreement had been prepared to address the request. City Administrator Michel made Council aware of the request and work done so far and suggested that the item be scheduled for an upcoming workshop for further discussion. Brief discussion ensued; Mayor Adams indicated that the item would be placed on the workshop agenda for September 27<sup>th</sup>, 2021.

25) Annexation Strategy Discussion and Action

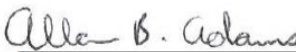
City Administrator Michel provided an overview and update regarding the proposed voluntary annexation of 1,000 acres more or less north of the Racoon River into the City of Van Meter. Michel requested that Council provide direction to staff regarding what nonconsenting properties should be pursued as part of the overall annexation plan. Discussion ensued regarding whether the State would consent to voluntary annexation of their properties. Discussion continued regarding whether to include properties owned by the Des Moines Rifle and Revolver Club and the River Woods subdivision as nonconsenting properties. City Administrator Michel provided an overview of the proposed update and renewal of the annexation moratorium agreement with the City of Waukee. Council discussed placement of the moratorium line. City Administrator Michel indicated that a public hearing is required for both annexation items. Coyle moved, supported by Lyon, to submit comments to the City of Waukee regarding movement of the moratorium line, to direct staff to include the maximum number of nonconsenting properties allowable as part of the North of Racoon River annexation plan, and to set a public hearing date for the North of Racoon River annexation and the City of Waukee Annexation Moratorium Agreement for November 8<sup>th</sup>, 2021.

26) Reports

Herman reported that the new public works truck was ready for delivery to the City.

27) Adjournment

Lyon moved, supported by Coyle, to adjourn the meeting. Motion carried unanimously. Mayor Adams adjourned the meeting at 8:26PM

 Allan B. Adams, Mayor

ATTEST

 Liz Thompson, City Clerk