

- 1) The Van Meter City Council met for a special meeting at the Veterans Reception Center, 910 Main Street. Mayor Allan Adams called the meeting to order at 6:05PM. The following council members were present: Travis Brott, Joe Herman, Lyn Lyon, and Steve Meyer. Adam Coyle absent. Staff present: City Administrator Kyle Michel, City Attorney Gary Goudelock
- 2) Mayor Adams asked for a motion to approve the agenda. Lyon moved, supported by Brott, to approve the agenda. On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES
- 3) Mayor Adams opened a public hearing on proposal to enter into a General Obligation Loan Agreement and Combining Loan Agreements at 6:06 PM.
No comment received from the public in person or in writing.
Mayor Adams closed the public hearing at 6:07PM.
- 4) Resolution 2021-64 Taking Additional Action on Proposals to Enter into A General Obligation Loan Agreement and Combining Loan Agreements.
City Administrator Michel provided an overview of projects to be funded through the loan agreements, timeline for issuances of debt, and status of projects.
Herman moved, supported by Lyon, to approve the resolution.
On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES
- 5) Resolution 2021-63 Regarding 36093 Tabor Road Plat of Survey
City Administrator Michel provided an overview of discussions and review comments occurring with Joel Templeman on behalf of the LacoX family. Michel requested that Council accept the revisions to the previously approved Plat of Survey and repeal and replace the original approving resolution.
Lyon moved, supported by Brott, to approve the resolution.
On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES
- 6) Resolution 2021-65 Appointing Pat Alexander to full-time status as a Public Works Laborer – Grade 2
City Administrator Michel provided an overview of current staffing loads in the public works department as well as work that Pat Alexander has performed for the City on a part-time basis since leaving full-time employment earlier in 2021. Michel requested that Council approve moving Pat Alexander back to full-time status and take other necessary actions to provide for Pat’s wages and stipend for serving as the water operator in charge for the Van Meter Municipal Water System.
Lyon moved, supported by Meyer, to approve the resolution.
On roll call the votes were as follows: Brott – YES; Herman – Yes; Lyon – YES; Meyer – YES
- 7) Discussion regarding Grand Ridge Estates Trail Alignment
Paul Clausen, CEC, on behalf of the Developer, was present to relay engineering concerns to the Council with regards to the Council’s preferred trail alignment for Grand Ridge Estates. Discussion ensued. Clausen indicated he would summarize comments, concerns, and preferences to the Developer and return to Council with options and costs.
- 8) General Policy Discussions
 - a. Public Safety Services Outside City Limits
 - i. Discussion ensued regarding providing Public Safety services to unincorporated subdivisions such as Hickory Lodge, River Woods, and others. City Administrator Michel indicated that Council should determine if it is a practice the City should engage in and if so, what rate structure would be established. City Attorney Goudelock indicated concern with engaging in a contract with an unincorporated subdivision which may create unachievable expectations for the Public Safety Department and potentially expose the City to unnecessary legal risk. Michel indicated a policy recommendation of not offering these services to subdivisions outside of City limits citing an inability to effectively service such contracts and a preference for pursuing annexation and dedication on private streets to the City to facilitate Public Safety services.
 - b. Rental Inspections
 - i. City Administrator Michel indicated that rental inspections were a part of the City Code and have been enforced from time to time historically in Van Meter. Michel indicated that the policy committee had discussed rental inspections regularly over the last three years and brought the issue to Council as part of requesting proposals for new building inspectors earlier in 2021. Michel requested that Council determine if the City should engage in rental inspections or remove the section from City Code. Michel advised that if an inspection program were to be established the City would need to request proposals from qualified firms and work with a firm to establish and implement a successful program.
 - c. Nuisance Abatement
 - i. City Administrator Michel indicated that the City generally operated on a complaint-driven nuisance abatement procedure using the new online reporting tool on the City’s website. Michel indicated that in conjunction with rental inspections and other property maintenance type activities of the City, more thought and effort should be put into nuisance abatement by making the program more proactive. Michel suggested incorporating nuisance abatement reporting into daily activities of both the Public Safety department and the Public Works department, citing that in both departments, reports could be filed while driving the town most days. With that, Michel suggested that the Council review the enumerated list of nuisances and determine nuisance abatement priorities and suggested that junk vehicles may be an item worth addressing first.
 - d. Property Maintenance

- i. City Administrator Michel indicated a general desire from the community to find a solution for property maintenance type issues occurring in Van Meter's downtown commercial district. Michel suggested that Council review sample Codes for cities like Adel where a vacant building registry exists, and clear standards are set for commercial properties in their downtown square. Implementation of such a Code ensures that buildings are maintained and occupied. Michel reminded Council that the City is also working with grant money from the Iowa Economic Development Authority to implement small TIF funded grants for these same downtown commercial properties to assist with interior remodels and façade improvement projects.
- e. Sidewalks
 - i. City Administrator Michel indicated a desire to establish a Council policy regarding sidewalk maintenance and repair. Under current City Code, adjacent property owners must maintain sidewalks and the City may order construction if necessary to maintain sidewalks. In such instances, the cost associated with repairing sidewalks would then be assessed against the adjacent property. Michel expressed a desire to build a repair and replacement program into the Capital Improvement Plan of the City that would first focus on voids in the sidewalk system and then would focus on repair and replacement of preferred trail connectivity routes.

Council discussed the pros and cons of the above policy items and cited general agreement with the City Administrator's proposals. Michel indicated he would follow up with at future regular meetings of the City Council with next steps. Michel advised that a request for proposals should be created to implement a rental inspection program with the inclusion of an alternate bid for Code enforcement and nuisance abatement type activities.

9) Adjournment

Brott moved, supported by Lyon, to adjourn the meeting. Motion carried unanimously.
Mayor Adams adjourned the meeting at 8:15M

Allan B. Adams Allan B. Adams, Mayor

ATTEST

Liz Thompson Liz Thompson, City Clerk