

City of West Okoboji
Regular Council Meeting
501 Terrace Park Blvd
May 8, 2017 – 6:30 p.m.

Presiding Mayor, Traugher
Council Present Hein, Petersen, Paxton; Absent: Olson, Ladegaard
Manager-Clerk Ballis
Other Present Joan O'Brien, Jim Hietbrink, Jason Eckard

Motion-Paxton/Seconded-Petersen/Ayes-3/Nays-0/carried to approve the agenda

Motion-Paxton /Seconded-Hein/Ayes-3/Nays-0/carried to approve April 13, 2017 Minutes

Motion-Hein /Seconded-Petersen /Ayes-3/Nays-0/carried to approve the Cash Report for April, 2017

Motion Hein /Seconded-Paxton /Ayes-3/Nays-0/carried to approve claims for the month

Committee Reports:

Street - Eckard explained to the Council that the City of Arnolds Park has given us a bid for the West Okoboji Road Project. Arnolds Park has decided to go with the Street Overlay option and that the City of West Okoboji will be responsible for one-third of the cost. At this time fall is the scheduled start date.

Eckard also explained that he will be meeting with Blacktop Service this week to go over what roads in the City will need to be sealed and coated this year.

Water - Eckard has passed his Water Operators Licensing test.

The 2016 Water Quality Report is now available for viewing on the Cities website or at City Hall.

Parks & Recreation - Peterson asked Eckard about Alex Danbom Park and its plantings for this year. Eckard explained the park will be sprayed for weeds this week. Low maintenance plantings have been planned for purchase and mulch will be used around the beds, sign and pole. Peterson asked Eckard to let her know when everything is in place and she will help with that project.

Old Business

Council to discuss revision of Chapter 92 of the Code of Ordinances:

Ballis explained that the City is in the process of updating its Code of Ordinances and now is the time to make any revisions to this Chapter. Ballis proposed we revert back to a quarterly billing cycle starting July 2018. This will allow Eckard and Ballis to get through the upcoming billing period and do some maintenance on meters throughout town.

Ballis also proposed to add the following sections to the current code: Customer Deposits, Unoccupied Structures, Change of Ownership or Rental and Change of Customer. Ballis explained it is important to add these chapters to protect the City and its residents and that we have a set of rules for such things as they occur. The Council agreed this would be a good time to incorporate these changes. No action taken, information only.

RESOLUTION 2017-5-1 to approve setting a Public Hearing on an Ordinance to Amend Chapter 92, Section 92.03 Rates Outside the City; Section 92.04 (4) Late Payment Penalty Fee; Section 92.05 (4) Service Discontinued Fees; Section 92.09 Temporary Vacancy; Section 92.10 Customer Deposits; Section 92.11 Unoccupied Structures; Section 92.12 Change of Ownership or Rental; Section 92.13 Change of Customer.

Motion-Paxton/Seconded-Hein/Ayes-3/Nays-0/carried to approve a Public Hearing to Amend Chapter 92 for June 12, 2017 at 6:30 pm at West Okoboji City Hall.

Ayes: Hein, Paxton, Petersen

Nays: None

RESOLUTION 2017-5-2 to approve the City of West Okoboji to acquire an 11 foot City Drainage Easement for 1st Street Storm Sewer Project at 3011 and 3013 1st Street.

Motion-Hein/Seconded-Paxton/Roll call all Ayes-3/Nays-0/carried for the City of West Okoboji to acquire an 11 foot Drainage Easement for a Storm Sewer at 3011 and 3013 1st Street.

Ayes: Hein, Paxton, Petersen

Nays: None

RESOLUTION 2017-5-3 to accept the contract and bond from ABC Service of Estherville, Iowa in the amount of \$25,015.00 for the 2017 1st Street Storm Sewer Project.

Motion-Hein/Seconded-Petersen/Roll call all Ayes-3/Nays-0/carried to accept the contract and bond from ABC Service of Estherville, Iowa in the amount of \$25,015.00 for the 2017 1st Street Storm Sewer Project.

Ayes: Hein, Paxton, Petersen

Nays: None

Council to consider application for payment #1 (Final) for the 2017 Street Storm Sewer Project in the amount of \$22,971.00 payable to ABC Services.

Motion-Hein/Seconded-Paxton/Roll call all Ayes-3/Nays-0/carried to approve final payment to ABC Services in the amount of \$22,971.00.

Ayes: Hein, Paxton, Petersen

Nays: None

Council to consider appointing Public Works Director Jason Eckard as the Water and Street Superintendent.

Motion-Petersen/Seconded-Hein/Ayes-3/Nays-0/carried to appoint Jason Eckard as the Water and Street Superintendent for the City of West Okoboji.

Council to discuss Public Works Director Jason Eckard's reimbursement for City business use on his personal cell phone.

Councilman Paxton asked the Council if the City wanted to reimburse Eckard for his personal phone or to purchase one through the City for his use. Eckard stated since his personal phone number was already public knowledge it would make more sense for reimbursement. Ballis was asked what it would cost for him to have a phone through the City in which she replied about \$65.00 a month. **Motion to approve a cell phone reimbursement to Eckard for \$50.00 per month on a semiannual basis – Paxton/Seconded-Hein. Motion carried.**

Council to consider a Donation to Dickinson County Emergency Management for an infrared camera.

Motion to approve a donation of \$1000.00 for an infrared camera to Dickinson County Emergency Management – Petersen/Seconded-Hein. Motion carried.

Council to consider approval of Transient Merchant Permit for Midwest Garden Center, Inc.

Motion to approve Transient Merchant Permit for Midwest Garden Center, Inc. to be set up on the property of Oh Shucks – Petersen/Seconded Hein. Motion carried.

Jim Hietbrink – Maywood Association request permission to install a small culvert for the stream that runs through Lake Street.

Mr. Hietbrink was present to request to the Council their permission to install a small culvert for the stream that runs through Lake Street (Maywood Ravine). He stated there are planks used for crossing at the present time and that is it not very safe. He explained this culvert would eliminate the need for these planks and therefore make it easier for mowing, hoist installers and members with mobility issues to access this area. Hietbrink stated the Maywood Association would assume all costs for this project and work with the City upon placement and any other requirements. Mayor Traugher asked what size tile would be used and Councilman Paxton asked about a timeframe for completion. Hietbrink said he had not gotten that far with the project. Getting

permission from the Council was his first step but that he would leave the specifications of the project to the professionals. Once a plan is in place he will contact Eckard before work commences. **Motion to grant permission to install a small culvert for the stream that runs through Lake Street – Hein/Seconded-Petersen. Motion Carried.**

Council Reports: Hein asked about a Fireworks Ordinance now that the bill has been signed. Ballis stated that she had been in contact with Iowa Codification and that since this is so new an example Chapter is not available at this time. Once Iowa Codification has something in place they are to send it to her. Ballis has also been in contact with other cities in Iowa with the same results. The Council agreed that whatever is decided the area towns should be the same if not similar in Ordinance. Future discussion on this topic will continue in upcoming meetings.

Administrative Reports: Ballis explained she has been in contact with Iowa Codification and they will have an updated Code of Ordinances for the City available for review in July or August. Ballis stated Alliant Energy granted the City \$480.00 to help reconstruct the website.

Motion-Paxton/ Seconded-Petersen/ Ayes-3/ Nays-0/ carried to adjourn and 7:13 p.m.

ATTEST : _____ Mayor _____
Lissa Ballis- City Manager-Clerk Larry Traughber-Mayor