

CITY OF WEST OKOBOJI
REGULAR COUNCIL MEETING
501 TERRACE PARK BLVD
MONDAY, May 16, 2022 6:30 P.M.

PRESIDING: Mayor Craig Miner

COUNCILMEMBERS: Robert Hein, Darlene Powers, Paul Sieh, Mike Olson. Absent: Mike Paxton.

OTHERS PRESENT: Derrick Miner, Terry Gilligan, Dave Stein, Scott Kass, Chuck Krumme, Alan Mores, Eva Shine, Steve Hallgren.

After the Pledge of Allegiance, Mayor Miner called the meeting to order at 6:30 P.M. Olson/Powers moved to adopt the agenda. All ayes. Motion carried. Absent: Paxton. Powers/Hein moved to approve the Treasurer's Report, which included minutes of the previous meetings 4/11/22 and the amended 4/13/22 minutes, claims for April 2022 and Bank Cash Report for March 2022. All ayes. Motion carried. Absent: Paxton

REPORT OF OFFICERS

Councilman Olson instructed City Administrator Miner to see if we can program the gate at city hall to automatically open/ close during open hours.

City Administrator Miner informed the council that Beck Engineering and the IMAGINE Iowa group will be meeting May 17th. If the plans drawn up get approved by the IMAGINE Iowa group, then City Administrator Miner will get a meeting together as possible to discuss plans and get public opinion.

Mayor Miner informed the council that the city will be replacing the beach bathroom doors due to the frames getting bent and the doors not closing.

PUBLIC COMMENTS

There was a comment from the public about the gate at city hall. Eva Shine was concerned about the hours the city has the gate open for residents who don't want to buy a key fob. City Administrator Miner informed Shine that the gate is only open 6 hours/week and that it would be impossible for him to manage every person coming through the gate during the work week, that is why the city invested in new cameras during the time the gate was installed. Shine also asked about programming the gate to open/close automatically. City Administrator Miner informed her that he will be looking into this.

Chuck Krumme commented on the Wheeler Woods Blvd./ 4th Street corner, saying that it looks good and he can see much better when making a turn off Wheeler Woods Blvd. Krumme suggested that the city place boulders on the East end of the corner so people don't drive through the grass anymore.

NEW BUSINESS

Council to consider a proposal for contracted zoning administration services between Planning Solutions, LLC and the City of West Okoboji. Steve Hallgren, owner of Planning Solutions, LLC, began the conversation by explaining the agreement for contracted zoning administration services and his history with the city. Hallgren mentioned that he wrote the City of West Okoboji's zoning ordinances and has worked with most of the towns in this area. Hallgren answered several questions from the council to their satisfaction. City Administrator Miner mentioned that he would be in favor of hiring Hallgren on an hourly basis, Miner explained that he would only need assistance with certain building permits and ordinance changes. Mayor Miner agreed to hire Planning Solutions, LLC at an hourly rate to begin, keep track of the hours the city uses Mr. Hallgren and then make a decision if it makes sense to switch to the contracted rate. Councilman Sieh wanted to make sure that Hallgren would be able to be 'on-site' for building permit applications. Hein/Powers motioned to approve the proposal for contracted zoning administration Services at \$1,000/month for a total of \$12,000/year. Roll Call Vote. Motion Carried. Absent: Paxton.

Council to review and vote on annual audit report from Winther Stave Accounting Co. City Administrator Miner explained the findings on the audit report to the council and answered a question from Councilwoman Powers issuing late fee penalties. Olson/Hein motioned to approve the annual audit report. Roll call vote. All ayes. Motion carried. Absent: Paxton.

Council to consider **Resolution 2022-12**, a resolution setting public hearing on Encroachment Agreement. Powers/Olson motioned to approve resolution 2022-12. Roll call vote. All ayes. Motion carried. Absent: Paxton

Olson/Sieh moved to adjourn. All ayes. Motion carried. Meeting adjourned at 7:52 P.M.

Craig Miner, Mayor

ATTEST:

Derrick Miner, Administrator/City Clerk

JUNE 2022 CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY	STREET LIGHTS	1,772.52
ALLIANT ENERGY	SIREN	12.47
ALLIANT ENERGY	SIGN	6
ALLIANT ENERGY	BROWNS BAY-LIGHTS	2.36
ALLIANT ENERGY	CITY HALL	230.71
ALLIANT ENERGY	1600 OKOBOJI BLVD BEACH	3.81
ARNOLD MOTOR SUPPLY	FILTER/OIL/ETC	602.8
BLACK HILLS ENERGY	MONTHLY GAS DUES	493.64
BOMGAARS SUPPLY INC	PUBLIC WORK SUPPLIES	618.96
CARDMEMBER SERVICES	WATER TEST FEES/OFFICE SUPPLY	296.41
COHRS CONSTRUCTION, INC	SHOULDERING/DRAINAGE	273.02
COUNSEL	MONTHLY DUES	99.17
DANBOM LAKESIDE EGN. INC	DOCK INSTALLATION @ BEACH	1,563.66
DELTA DENTAL OF IOWA	EMPLOYEE DENTAL PREM	192.14
EFTPS - 941	FED/FICA TAX	2,209.74
GREATAMERICA FINANCIAL SVCS	COPIER RENTAL	55
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT DUES	13,503.59
IPERS	IPERS	1,409.16
LAKES REGIONAL HEALTH CARE	DRUG TESTING	35
MILFORD MUNICIPAL UTILITIES	WATER PURCHASED	11,693.77
NEW COOPERATIVE INC	FUEL PURCHASED	670.73
SAM WEDEKING EXCAVATING, INC	UNCLOG DRAIN ON OKOBOJI BLVD	6,266.00
STEIN LAW OFFICE	LAWYER FEES	7,932.24
TRI STATE LITHO	NEWSLETTERS	416.1
UNITYPOINT CLINIC-OCCUPATIONAL	DRUG TESTING	42
VERIZON	CELL PHONE	119.14
WASTE MANAGEMENT-LANDFILL	LANDFILL FEES	1,382.68
WELLMARK	HEALTH INSURANCE	1,978.60

Accounts Payable Total	53,881.42
Refund Checks Total	
Total Paid On: 4/14/22	3,746.53
Total Paid On: 4/27/22	3,855.73
Total Payroll Paid	7,602.26
***** REPORT TOTAL *****	61,483.68
GENERAL	34,337.64
ROAD USE TAX	1,059.81
CAPITAL PROJECT FUND	6,266.00
WATER	14,314.25
GARBAGE	5,505.98
TOTAL FUNDS	61,483.68