

CITY OF WEST OKOBOJI  
REGULAR COUNCIL MEETING  
501 TERRACE PARK BLVD  
MONDAY, FEBRUARY 12, 2024 6:30 P.M.

**PRESIDING:** Mayor Craig Miner

**COUNCILMEMBERS:** Robert Hein, Darlene Powers (phone), Mike Olson, Mike Paxton, Paul Sieh.

**ADMIN/CLERK/STAFF:** Carol Chicoine, Chad Wellendorf

**OTHERS PRESENT:** Scott Kass, Eva Shine, Steve Hallgren, Tyler Lynn, Amy Pas, Sam Johnson, Arvin Druvenga

After the Pledge of Allegiance, Mayor Miner called the meeting to order at 6:30 P.M. Motion Powers, second Paxton to adopt the agenda. All ayes. Motion carried. Motion Hein, second Olson to approve consent agenda, which included minutes 1/8/24, the claims and claims in vacation for February 2024. January financials will be approved at the next meeting. All ayes. Motion carried.

**Visitors:**

Amy Pas with Lakes Area Dog Park gave a presentation happens with the dog park, funds for last year were used to install Fence Guard along the bottom of the entire fence. The request was made for \$500 for upkeep of the park for the next fiscal year. Motion Paxton to approve **Resolution 2024-09**, to donate \$500 second Powers, All Ayes, motion carried. Tyler Lynn, with Beck Engineering, gave an update with the Terrace Park Beach project. Contractors are on schedule, working on the west side of the bathhouses to be completed by Memorial Day. Contractors are planning to be back working in March or sooner, beach is planned to be open from Memorial Day to Labor Day. Arvin Druvenga and Sam Johnson with Winther Stave & Co: presented report on the Agreed Upon Procedures for FY23 financial statements. Johnson thanked Administrator Chicoine with the help of gathering documents. Druvenga went over the findings and recommendations for the council.

**OLD BUSINESS**

Council to Consider **Resolution 2024-08** Approving Imagine Iowa Foundation Grant, Motion Hein to table approval until after meeting with attorneys Barry Sackett and Dave Stein about clarification on language second Paxton. All Ayes, Motion tabled.

**NEW BUSINESS**

Council to consider **Resolution 2024-10:** A Resolution to approving Snow Removal and Ice Control Policy. Motion Paxton, second Olson, All Ayes. Motion carried. Council to consider **Resolution 2024-11** a Resolution Approving Policy and Procedures for allowing Individuals to Place Hoist at the end of Public Right Aways in the City of West Okoboji, Iowa, motion Sieh approving resolution with the change of \$100 administration fee starting with the 2025 applications, second Powers, all ayes, Motion Carried. Council to consider **Resolution 2024-12:** A Resolution Setting Public Hearing on Proposed changes/amendments to Water Rate Ordinance Chapter 92 for March 11<sup>th</sup> at 6:30 pm at West Okoboji City Hall. Motion Paxton, second Hein. All Ayes, Motion carried.

Motion Olson, second Powers to make application for SHIELD Program for Workplace Safety Program, all ayes, motion carried. Motion Paxton, second Powers to approve Bid from NW Glass for installation of Handicap assessable doors for City Hall, all ayes, motion carried.

Eva Shine wanted to thank the public works guys for their good job of cleaning streets during the last snow storm. Ms. Shine also brought up about feral cats and that there is still a good number of them around. Plans are to have a representative that is working on a program about trapping, neutering, and release

**Committee report:** No Council Reports

**Council Report:** No Council Reports

**Mayor Reports:** No Mayor Report

**City Administrator:** Administrator Chicoine working on budget and signing people up for online billing access

**Zoning Administrator:** Hallgren is working on rezoning requests, Working with Administrator Chicoine on: a joint training for Board of Adjustment, Planning and Zoning, and Council; and updating all zoning forms.

Public Works: Wellendorf informed council that they are busy installing the new radio head reads and lead inventory at each property, it is taking around 15 minutes to do. Worked on snow removal and sanding. Getting training on new GIS system and entry. Also training coming up for new locator.

Motion to adjourn, Sieh, second Paxton, all Ayes, motion carried.Meeting adjourned at 8:00 PM

---

Attest: Carol Chicoine, Administrator

---

Craig Miner, Mayor

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY	ELECTRIC	2,025.79
ARNOLD MOTOR SUPPLY	SUPPLIES	262.96
LAKES REGIONAL FAMILY MEDICINE	PHYSICAL	168.83
BLACK HILLS ENERGY	1/24 GAS	267.84
BOMGAARS SUPPLY INC	GRINDER, WELDING HELMET	636.63
ELAN FIANCIAL SERVICES	2/24 VISA STATEMENT	3,525.99
CC SCREEN PRINTING	SAFTEY SHIRTS	90.18
CITY OF MILFORD	1/24 LAW ENFORCEMENT	950
COYOTE MOTOR	TIRE ROTATION	25
DAKOTA SUPPLY GROUP	2 LOCKING CURB BOX	239.55
DELTA DENTAL OF IOWA	2/24 DENTAL/VISION	253.88
DICKINSON COUNTY ENGINEER	SANDING SALT	3,903.50
DICKINSON COUNTY NEWS	1/24 LEGALS	290.9
EFTPS - 941	FED/FICA TAX	3,350.96
FEAR COMPUTER SOLUTIONS	COMP ERROR	200
GWORKS	SOFTWARE	2,212.00
HOTSY EQUIPMENT INC	SPRAYER WAND	52
IOWA LAKES ELECTRIC COOP	ELECTRIC	935.84
IOWA ONE CALL	12/23 LOCATES	29
IPERS	IPERS	2,473.57
LAKES AREA HOCKEY ASSOC	FY24 CONTRIBUTION	500
LAKES REGIONAL HEALTH CARE	12/23 UA	35
MEDIACOM ILLC	2/15-3/14 INTERNET	195.4
METERING &TECH SOLUTIONS	ENDPOINTS	70,437.27
MILFORD MUNICIPAL UTILITIES	12/23 & 1/24 WATER	34,940.00
NEW COOPERATIVE INC	1/24 GAS	1,305.80
NEW YORK LIFE INSURANCE	1/24 LIFE INSURANCE	169.04
NORTHWEST GLASS LLC	FRONT DOOR REPAIR	113.76
OFFICE OF AUDITOR OF STATE	FY 23 EXAM FEE	175
ALDON CONSTR. CO.INC	DOOR SPRINGS	961.28
PLANNING SOLUTIONS,LLC	1/24 ZONING FEE	1,041.67
RICE REPAIR	GARBAGE TIRES	286
STATE HYGIENIC LABORATORY	WATER TESTING	14.5
STEIN LAW OFFICE	1/24 LEGAL FEES	1,072.50
TRUE VALUE-MILFORD	LADDER, SUPPLIES	507.94
VERIZON	2/24 CELL PHONE	161.44
VISUAL EDGE IT	COPIER	104.09
WASTE MANAGEMENT-LANDFILL	LANDFILL	1,068.17

WELLMARK	2/24 HEALTH INSURANCE	3,026.65
UB Refund	Refund Checks Total	147.78
Total Payroll Paid		16,773.72
***** REPORT TOTAL *****		154,931.43

Revenues January: General 5,098.24; Road Use 3,605.63; LOST 8,208.85; TIF 20.45; TIF AP 104.14;  
CAP Imp Beach 1,400; Water 4,550.85; Water Deposit 235.00; Garbage 1,122.73 Total 24,345.89