

CITY OF WEST OKOBOJI
REGULAR COUNCIL MEETING
501 TERRACE PARK BLVD
MONDAY, MARCH 11, 2024 6:30 P.M.

PRESIDING: Mayor Craig Miner

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

ADMIN/CLERK/STAFF: Carol Chicoine, Chad Wellendorf

OTHERS PRESENT: Scott Kass, Eva Shine (phone), Steve Hallgren, Katt Flockart, Skye Larson, Brad Willemssen, Erin Reed, Gillian Anderson, Dave Kuker, Russell Benkendorf, Kirb Walters

After the Pledge of Allegiance, Mayor Miner called the meeting to order at 6:31 P.M. Motion Powers, second Paxton to adopt the agenda. All ayes. Motion carried. Motion Paxton, second Hein to approve consent agenda, which included minutes 1/18/24 and 2/12/24, Financials for January and February 2024, claims and claims in vacation for March 2024, West O Beer, LLC Class C Retail Alcohol License with Outdoor Service, and Sharon Olson, Planning and Zoning Member. All ayes. Motion carried.

Visitors:

Gillian Anderson, with Milford Memorial Library gave a power point presentation of what funding from the City of West Okoboji helps to provide. The Milford Library is available to any West Okoboji Residents to utilize, they have many services they offer: public computers, printing, copying lamination, scanning, faxing, wifi, technology help, any of course many programs. Link for the library is on West Okoboji's website. Erin Reed, with Dickinson County Trail Board (DCTB), gave updates information. There are over 52 miles of trails in Dickinson County and over 332,817 users this last year. DCTB will be working with West Okoboji is to replace the existing street route along Okoboji Boulevard to a route behind West O Beer to reduce traffic along busy road.

Tyler Lynn was not able to be present from Beck Engineering with update and sent a handout. Russell Benkendorf with MHR Insurance gave update on the city's insurance renewal with Iowa Communities Assurance Pool (ICAP) and worker's comp with Iowa Municipalities Workers' Compensation Association (IMWCA). Mr. Benkendorf and Administrator Chicoine spent time going through and updating all valuations and equipment list with increasing values in some areas. The city will see a 23% increase with ICAP to \$20,405 and IMWCA will be increasing due to adding additional city staff. ICAP renews April 1 and IMWCA renewal is July 1. Katt Flockhart gave a presentation on the 501 c 3 Lakes Community Animal Welfare. Ms. Flockhart spoke about getting donations to help offset the cost of TNR, which is trap, neuter, and release with feral cats in the area. The cost is \$140 to fix a healthy cat, and more if there are underlying issues.

PUBLIC HEARING

Mayor Miner declared Public Hearing on **Ordinance 2024-01-#138** Amending the Code of Ordinances of the City of West Okoboji, Iowa, but Amending Provision Pertaining to Water Rates and Services open at 7:26 pm. There were no written or oral comments for or against the Ordinance, with that Mayor Miner Closed Public Hearing at 7:30pm.

Paxton moved to approve 1st reading of **Ordinance 2024-01 #138**, Olson second, roll call all ayes, Sieh absent, motion carried.

OLD BUSINESS

Council to Consider **Resolution 2024-08** Approving Imagine Iowa Foundation Grant, Motion Hein to approve, second Powers, Roll Call all ayes, Sieh Absent, motion carried.

NEW BUSINESS

Council to consider **Resolution 2024-14:** A Resolution to approve West Okoboji Credit Card Policy. Motion Paxton, second Powers, roll call, all ayes, Sieh absent. motion carried. Council to consider **Resolution 2024-13** a Resolution Approving Federal Procurement Policy, motion Olson, approving resolution, second Powers, roll call, all ayes, Sieh absent, motion carried.

Council to consider setting public hearing regarding the City of West Okoboji's Proposed Property Tax Levy for FY25 Budget for April 1, 2024 at 5PM at City Hall, motion Paxton, second Olson, all ayes, Sieh absent, motion carried.

Council to consider setting public hearing regarding the rezoning of Parcel D (proposed new lot) along Terrace Park Blvd from AG-Agriculture to C-Commercial. This rezoning is requested from Premier Communications for April 8, 2024 at 6:30 PM at City Hall, motion Paxton, second Hein, all ayes, Sieh absent, motion carried.

Council to consider setting public hearing regarding the rezoning of 3.69 acres of land located along Terrace Park Blvd from AG-Agriculture to R-Residential. This rezoning is requested from Shane Neavin for April 8, 2024 at 6:30 PM at City Hall, motion Powers, second Olson, all ayes, Sieh absent, motion carried.

Council to consider setting public hearing for the rezoning of ten parcels of land in the northern part of West Okoboji between 1st Street and 4th Street and West of U.S. Highway 71. Seven of the lots are proposed to be rezoned from AG to R, two of the lots are proposed to be rezoned from AG to C and one lot is proposed to be rezoned from C to R based on the current use of the land. This rezoning is initiated from the City of West Okoboji; Mayor Miner called to table the motion until more discussion can be made. Motion Powers to table setting the public hearing until more discussion can be had, second Paxton, all ayes, Sieh absent, motion carried.

Motion Paxton to approve ICAP renewal with increasing the excess liability by an additional \$1 million to a total of \$3 million coverage, for a total cost of \$21,863 policy and payment, second Olson, all ayes, Sieh absent, 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 will meet this next week to finalize budget

Council Report: No Council Reports

Mayor Reports: Mayor Miner Thanked City Staff for the great work they have been doing

City Administrator: Administrator Chicoine working with public works scheduling appointments with residents to switch out radio head on water meters, working on budget, cleaning up delinquent utility billings and starting to process liens, and signing residents on online bill paying/viewing.

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 in April; and updating all zoning forms, new zoning permits are starting to come in with the early nice weather, reached out to property owner with removing basketball hoop on city property by May 1.

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 and inputting all information on the new GIS software. Attended Work Zone Safety Training.

Motion to adjourn, Power, second Olson, all ayes, Sieh absent, motion carried. Meeting adjourned at 8:14 PM

Attest: Carol Chicoine, Administrator

Craig Miner, Mayor

| VENDOR | REFERENCE | AMOUNT |
|--------------------------|--------------------------------|----------|
| ALLIANT ENERGY | CITY ELECTRIC | 1964.08 |
| ARNOLD MOTOR SUPPLY | SUPPLIES | 753.16 |
| BADGER METER INC | FY24 ANNUAL FEE | 4,605.60 |
| BALLAH ELECTRIC | HANDI CAP DOOR WIRING | 498.62 |
| BLACK HILLS ENERGY | 2/24 GAS | 556.17 |
| BOLTON & MENK | POPE ENGINEERING KWIK STAR | 393 |
| BOMGAARS SUPPLY INC | HIGH VIS CLOTH ALL, SUPPLIES | 741.66 |
| ELAN FIANCIAL SERVICES | PAPER, TRAINING FIFE, SUPPLIES | 162.85 |
| CITY OF MILFORD | 2/24 LAW ENFORCEMENT | 1,400.00 |
| CRYSTEEL TRUCK EQUIPMENT | PLOW TRUCK AUGER REPAIR | 110 |
| DAKOTA SUPPLY GROUP | SHUT OFF SHIPPING | 46.95 |

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| DELTA DENTAL OF IOWA | 3/24 DENTAL INS | 253.88 |
| DICKINSON COUNTY REG COLLECT | 2/24 STATEMENT | 10 |
| DICKINSON COUNTY NEWS | 2/24 MINUTES PUBLIC NOTICE | 131 |
| DICKINSON CTY TRAILS BOARD | FY24 DUES | 2,474.00 |
| EFTPS - 941 | FED/FICA TAX | 3,247.50 |
| FEAR COMPUTER SOLUTIONS | BACK UP SERVER AND CLOUD | 1,585.00 |
| IOWA DEP OF REVENUE | 1/24 WET TAX | 4,238.40 |
| IOWA GREAT LAKES SANITARY | 2ND HALF FY23 SEWER | 159.5 |
| IOWA ONE CALL | 1/24 ONE CALLS | 17.2 |
| IPERS | IPERS | 2,402.08 |
| MEDIACOM ILLC | INTERNET PHONE | 195.4 |
| MILFORD LIBRARY | FY24 CONTRIBUTION | 3,815.67 |
| MILFORD MUNICIPAL UTILITIES | 2/24 WATER PURCHASE | 17,625.42 |
| NEW COOPERATIVE INC | 2/24 FUEL | 438.36 |
| NEW YORK LIFE INSURANCE | 2/24 LIFE INSURANCE | 169.04 |
| PLANNING SOLUTIONS | 2/24 ZONING ADMIN | 1,065.79 |
| STEFFES COMPANIES | DRAW 4 PAVERS | 172,456.53 |
| STATE HYGIENIC LABORATORY | WATER TESTING | 14.5 |
| STEIN LAW OFFICE | 2/24 LEGAL SERVICES | 1,170.00 |
| TRUE VALUE-MILFORD | SUPPLIES FEB | 68.17 |
| VERIZON | 3/24 CELL PHONES | 134.29 |
| VISUAL EDGE IT | 2 MONTHS COPIER LEASE | 367.08 |
| WASTE MANAGEMENT-LANDFILL | LANDFILL COSTS | 827.52 |
| WELLMARK | 3/24 HEALTH INS | 3,026.65 |
| WINTHER, STAVE & CO., LLP | FY23 AUDIT AND W2S | 9,087.61 |
| Accounts Payable Total | | 236,212.68 |
| Total Payroll Paid | | 10,942.06 |
| ***** REPORT TOTAL ***** | | 247,154.74 |

Revenues February: General 12,065.24; Road Use 3,171.89; LOST 8,534.86; TIF 331.01; TIF AP 184.65;
Water 86,135.40; Garbage 23,400.21 Total 133,823.26