

CITY OF WEST OKOBOJI
REGULAR COUNCIL MEETING
501 TERRACE PARK BLVD
MONDAY, May 13, 2024 6:30 P.M.

PRESIDING: Mayor Craig Miner

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

ADMIN/CLERK/STAFF: Carol Chicoine

OTHERS PRESENT: Scott Kass, Eva Shine, Steve Hallgren, Alan Mores, Tyler Lynn, Shilo Brevik, Dennis Clark, Cindy Davis, Erin Reed, Dan Protexter, Suzie Wilmont

After the Pledge of Allegiance, Mayor Miner called the meeting to order at 6:31 P.M. Roll call was completed with quorum present. Motion Powers, second Hein adopt the agenda. All ayes. Motion carried. Motion Hein, second Olson to approve consent agenda, which included minutes 4/8/24 and 4/23/24, Financials for April 2024, claims and claims in vacation for May 2024, and 6-month Transient Merchant Permit for Shaw's Ice Cream Truck. All ayes. Motion carried.

Visitors:

Ken Hanson was not present. Shilo Brevik, Chief of Police with Milford Police Department, spoke with council about increased patrols in the city and enforcement of parking and speeding. Chief Brevik will be working with Administrator to update city ordinances that the police department enforces and traffic signage. Cynthia Davis, Spirit Lake Library, gave presentation how funding from West Okoboji is utilized. Residents of West Okoboji are allowed to use library services in Spirit Lake. Links will be on the city website. Erin Reed, with Dickinson County Trails, presented to the board recommendation of joint project to complete the trail from Jeppesen Road following the tree line to Terrace Park Blvd coming by north side of West O Beer. Reed stated that they estimate the project to be \$250,000, the trails board has around \$200,000 for the project to date and the remainder would come from West Okoboji and donations. Dennis Clark made a recommendation that the trail keep moving east following Highway 86 to north of Oak Hill and then north to Terrace Park Blvd. Motion Paxton, second Hein to share costs with Dickinson County Trails for the engineering plans with the original trail from Jeppesen Road to Terrace Park Blvd, all ayes, motion carried. Tyler Lynn, with Beck Engineering, gave an update on Terrace Park Beach Project. The construction is finishing up on the beach before Memorial Day and then construction will move to Danbom Park. Change order #2 was discussed with cracking of the cement that was removed and replaced by Steffes, Motion Sieh, second Olson to pay authorization #6 without the change order for \$124,410.45, all ayes, motion carried.

PUBLIC HEARING

Mayor Miner declared Public Hearing considering FY24 Budget Amendment #1 at 7:26pm. Administrator Chicoine explained due to transfers not being budgeted and also hiring of staff and increase cost in water rates due to Milford's water treatment plant and increase in investment income from new cd's and money market. There were no written or oral comments for or against the budget amendment, Mayor Miner Closed Public Hearing at 7:28pm. Motion Powers, second Paxton to approved **Resolution 2024-21** FY24 Budget amendment #1, roll call vote, all ayes, motion carried.

Mayor Miner declared Public Hearing considering of use of city land for easement for Alliant – the easement is 10 feet by 5 feet, for placement of facilities in the Southwest corner of the road, Lot labeled Road on the Plat to Pocahontas Plat, said Road lot lying between Lots 22 and 23 of said Pocahontas Plat and lying East of Okoboji Boulevard. There were no other written or oral comments for or against the easement. Mayor Miner Closed Public Hearing at 7:30pm

Olson moved to approve **Resolution 2024-22** Public use of City Property, Powers second, roll call all ayes, motion carried

OLD BUSINESS

Paxton moved to table discussion on basketball hoop due to further information, second Powers, roll call, all ayes, motioned carried.

NEW BUSINESS

Council to consider **Resolution 2024-16** approving accepting Community Attraction and Tourism Grant (CAT) for \$500,000 for the Terrace Beach Project, Grant was awarded in 2023, motion Paxton, second Olson, roll call, all ayes, motion carried. Council to consider **Resolution 2024-17** approving accepting Okoboji Foundation Grant of \$100,000, this grant was awarded in 2023, motion Hein, second Paxton, roll call, all ayes, motion carried.

Administrator Chicoine informed the council that the software for billing/accounting for the city, is moving to the cloud, it is not mandatory at this time, but will eventually move there. At this time, the city has maxed out their online users and it will be an additional fee over \$300 to add 50 more users. The fee will be waived if move to the cloud this year, which will give unlimited users. The cost of cloud-based software will be \$9,500 annually and pro-rated for the remainder of the year, training and transition set up fee will be waived. The migration will not happen until meter change out have been completed. Motion Paxton, second Olson to start the process of moving the cloud version. All ayes, motion carried.

Discussion was had about consistency of signage, installation of public access/public dock signs, adding two new no outlet signs to 2nd and 3rd street, and no parking on Jeppesen Road from Classic Cars North to Wade Street on both sides of street, motion Paxton, second Sieh on installing the two signs and putting no parking on Jeppesen Road (allowing parking for events at Classic Cars if prior notice is made) all ayes, motion carried. Motion Powers, second, Sieh on approving pre-payment bid from Young Brother's Lawn Service for this summer weed control for all City Properties for \$2,319.41, all ayes, motion carried. Motion Powers, second Hein on Administrator Chicoine's request to write and submit the Dickinson County Endowment grant for the upgrade of playground equipment at Titterington Park, all ayes, motion carried.

Committee report: Parks and Rec met and have recommendations for parks improvements and updates for this summer.

Council Report: No Council Reports

Mayor Reports: No Mayor Reports

City Administrator: Administrator Chicoine ongoing scheduling radio head meters upgrade. Working on quite a few different projects: procedures for council meetings, commercial garbage rates, nuisance abatements, and delinquent utility billing. Administrator Chicoine will be out May 22-24; office will be closed for that time and Memorial Day 27th.

Zoning Administrator: None

Public Works: No Public Works

Motion to adjourn, Powers, second Sieh, all ayes, motion carried. Meeting adjourned at 8:15 PM

Attest: Carol Chicoine, Administrator

Craig Miner, Mayor

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY	CITY ELECTRIC	1923.45
AMY'S SIGN DESIGN	PUBLIC ACCESS SIGNS	1,191.00
ARNOLD MOTOR SUPPLY	AIR HOSE SET UP SHOP, SIGN EXP	1,523.57
BECK ENGINEERING	ENGINEERING FEE BEACH	1,622.00
BECK ENGINEERING	ENGINEERING FEE BEACH	3,506.20
BLACK HILLS ENERGY	4/24 GAS	363.99
BLUE LAKE WEBSITE	4/24 WEBSITE CALENDAR	130
BOMGAARS SUPPLY INC	4/24 STATEMENT	50.38
ELAN FIANCIAL SERVICES	DOMAIN, MICROWAVE, FLAGS ADOBE	318.25
CAROL CHICOINE	FY24 MILEAGE	153.85
CC SCREEN PRINTING	CLOTH ALLOW AND CITY SHIRTS	429.8
CERTIFIED TESTING SERVICES	SOIL TESTING	2,939.00
CHARLES KRUMME	FY23 BOA MEETINGS RESISSUE	100
CITY OF MILFORD	2ND HALF FY24 FIRE AGREEMENT	34,187.55
CITY OF SPENCER	INTAKE GRATE	75
CITY OF WEST OKOBOJI	1ST QTR 24 UTILITIES	492.82
DAKOTA SUPPLY GROUP	3 RISERS	574.55
DELTA DENTAL OF IOWA	5/24 DENTAL/VISION	253.88
DICKINSON COUNTY NEWS	LEGALS/MINUTES/BUDGET	624.81
DICKINSON CO REGIONAL COLL CEN	APPLIANCES	175
EFTPS - 941	FED/FICA TAX	3,232.20
GALEN'S PRO-MOW	MOWER MAINT	566.41
IOWA DEP OF REVENUE	1ST QTR 24 WET TAX	3,551.56
IOWA GREAT LAKES SANITARY	SADDLE	350
IOWA LAKES ELECTRIC COOP	12/23 RIDGEVIEW STREET LIGHTS	132
IOWA ONE CALL	3/24 LOCATES	28

IPERS	IPERS	2,369.71
JENNINGS AND TOW & REPAIR	5/2 TOW GARBAGE TRUCK	515
MEDIACOM ILLC	5/15-6/14 INTERNET	215.22
MENARDS, INC	5/9 EXPOXY BATHHOUSE FLOORS	145.48
MILFORD MUNICIPAL UTILITIES	4/24 WATER PURCHASE	18,717.00
NEW COOPERATIVE INC	4/24 CITY FUEL	603.8
NEW YORK LIFE INSURANCE	4/24 LIFE INSURANCE	214.4
NWIPDC	FY24 DUES	200.2
PLANNING SOLUTIONS, LLC	4/24 ZONING ADMINISTRATION	1,113.36
SPENCER OFFICE SUPPLIES	TOLIET PAPER BEACH	697.3
STATE HYGIENIC LABORATORY	4/9/24 WATER TESTING	14.5
STEFFES COMPANIES	PAYMENT #6 BEACH	124410.45
STEIN LAW OFFICE	4/24 LEGAL FEES	731.25
SUBSURFACE SOLUTIONS	MAPPING SUBSCRIPTION	360
TREASURER STATE OF IOWA	1ST QTR 24 GARB TAX	376.52
TRI STATE LITHO	UTILITY BILLS	225
TRUE VALUE-MILFORD	PAINT/SAFETY/WATER METER SUPPL	423.95
VERIZON	5/24 CELL PHONES	139.23
VISUAL EDGE IT	5/24 COPIER LEASE	199.17
WASTE MANAGEMENT-LANDFILL	4/ HAULS 19.51 TONS	2,198.50
WELLMARK	5/24 HEALTH INS	3,026.65
YOUNG BROS LAWN	LAWN SERVICES	2,319.41
Total Payroll Paid		11,175.03
***** REPORT TOTAL *****		228,886.40

Revenues April: General 145,509.21; Road Use 3,523.38; LOST 7,379.00; TIF 10,783.48; TIF AP 3,835.85; Water 1,386.99; Garbage 434.52 Total 172,852.43.