

**WOODWARD CITY COUNCIL REGULAR SESSION
MONDAY JANUARY 9, 2023 AT 7:00 PM**

Call to Order/Roll Call: Mayor Folkerts calls the meeting to order at 7:00 pm. Roll Call, Present: Stone, Godwin, Gough, Kirts. Absent: Patel

Approve Agenda: Gough motions to approve the agenda as presented. Second Stone. MCU.

Approve Minutes of Previous Meeting November 8, 2022: Kirts motions to approve minutes of previous meeting held on November 8, 2022. Second Gough. MCU.

Open Forum: The council recognizes Mary Bustad who raises concerns of sidewalks in the business district that were not cleaned off accordingly after the last snowfall. Mary lists Hulgan, Car Wash, and the old Casey's as properties not maintained. Mayor asks PD Reserve Officer Wernli to address this with Chief Twigg. Mary recites the ordinance for residential as being required to have their sidewalks cleaned within 48 hours. Godwin looks up the ordinance and states that it is 24 hours for businesses to have their sidewalks cleaned.

Department Reports

Library – Myrna presents the council with a fundraising opportunity through “The Clothes Bin”. Myrna reports that they would receive 70 cents for each pound of textile articles recycled. There is no cost for the bin. She plans on placing this bin behind the main street sidewalk on the south side of the library. Myrna asks the council for other places that the bin could be placed. Mayor Folkerts asks Myrna to give the council a few days to look around the community for other locations that the bin could be placed.

Mayor Report: Mayor Folkerts states the only update that he has at this time is that 2 foundations in the Keystone Development have been poured.

Lane LeBahn, Oakland Corporation: Lane LeBahn presents Laserfiche to the council. He states that this program helps streamline and organize city documents. Lane states that the quote that was presented to the council is \$3,100 per year and has not seen any fluctuation in that price. This price gives you 10 terabytes of storage. Public documents are made public facing so they can easily access information through a link. He states setup begins with minutes, ordinances, and resolutions. Also provided is council agendas and accounts payables. Additional software options could even be water line maps for the public works employees, library, police, etc. Godwin asked about the files that are already electronic and Oakland Corporation transferring that data to Laserfiche. Lane responds that they will help in whatever way they can, however, some cities have had volunteers or high school students come in and help with the scanning process. Lane recommends a smaller desktop scanner that scans both sides of the document in a high resolution that runs around \$500 dollars, but the program will work with any scanner. Godwin reverts back to his question and asks about the recurring yearly fee and hiring Oakland to scan all the documents for us. Lane clarifies that they do not do the scanning, rather sets up the system so that the documents are automatically organized. Kirts responds to the council that utilizing electronic copies is something that he has pushed for in the past, but that at this time, he does not feel this is something that needs to be addressed. Mayor addressed the council to verify interest in implementation. He then addresses Lane who states that he does not believe the price will change, and that it can be done in July, however he feels that it is nice to implement in April to give time to acclimate to the program prior to the new fiscal year. The council agrees to discuss this further during the budget meeting.

Motion to set Maximum Levy **Public Hearing** for February 13, 2023 by Gough. Second by Kirts. MCU.

Motion to open **Public Hearing** for Vacation of a Portion of 7th Street to Dennis and Robbon Benbow and a Portion to Sturgeon Property Investments, LLC by Godwin. Second by Stone. Public Hearing opens at 7:35 pm. No citizens approached with comments or concerns. Kirts motions to close Public Hearing. Second Stone. Public Hearing closed at 7:36 pm.

Motion to discuss **Resolution 2023-1** to Approve Vacation of a Portion of 7th Street to Dennis and Robbon Benbow and a Portion to Sturgeon Property Investments, LLC by Kirts. Second by Stone. Clarification is given by Attorney Dalen regarding the redundancy of this property resolution. Kirts clarifies that the city will not be responsible for any additional costs regarding the land. Stone motions to approve Resolution 2023-1. Second Godwin. Roll Call: Godwin, Gough, Kirts, Stone. Motion carries 4:0.

Motion to approve the Final Reading of **Ordinance 22-418** An Ordinance of the City Council of the City of Woodward, IA Repealing Chapter 75, All-Terrain Vehicles and Snowmobiles and Replacing with Chapter 75, All-Terrain Vehicles, Off-Road Utility Vehicles and Snowmobiles by Godwin. Second Stone. Ayes: Gough, Stone, Godwin. Nay: Kirts. Motion carries 3:1.

Motion to discuss **Resolution 2023-2** A Resolution Approving Transfer of Funds from REAP HTT Account to HTT Connector Project Account by Kirts. Second Gough. Mayor states that the next few resolutions are an attempt to clean up accounts. Kirts motions to approve Resolution 2023-2. Second Godwin. Roll call; Kirts, Stone, Godwin, Gough. Motion carries 4:0

Motion to approve **Resolution 2023-3** A Resolution Approving Transfer of Funds from Derecho Fund to General Fund by Godwin. Second Kirts. Roll Call; Kirts, Stone, Godwin, Gough. Motion carries 4:0.

Motion to discuss **Resolution 2023-4** A Resolution Approving Payment to the Dallas County Local Housing Trust Fund, INC. by Godwin. Second Kirts. Mayor Folkerts addresses Mary Bustad who was a representative for the city with DCLHTF. Mary states that this program is a positive one that citizens can utilize for maintenance that is needed on their homes. Stone motions to approve Resolution 2023-4. Second Kirts. Roll Call; Kirts, Stone, Godwin, Gough. Motion carries 4:0.

Motion to discuss **Resolution 2023-5** A Resolution Approving Contribution Toward Catalyst Grant for 220 S. Main Project by Kirts. Second Stone. Attorney Dalen states that this contribution is contingent upon the receipt of the Catalyst Grant to Hytel Boeland Properties, LLC. Kirts motions to approve Resolution 2023-5. Second Stone. Roll call: Kirts, Stone, Godwin, Gough. Motion carries 4:0.

Motion to discuss **Resolution 2023-6** A Resolution Approving Payment to Woodward Fire Department by Godwin. Second Stone. Mayor Folkerts explains that this is about a \$2,000 increase from last year payment. Godwin motions to approve Resolution 2023-6. Second Stone. Roll Call: Godwin, Gough, Kirts, Stone. Motion carries 4:0.

Motion to discuss **Walters Sanitary Service Contract for 2023** by Stone. Second Godwin. Mayor Folkerts explains that due to inflation, the price garbage service at each household is increasing from \$13.80 to \$16.30.

Kirts questions if a resolution is needed to charge the citizens of Woodward the increased the amount. Attorney Dalen states there will need to be. Gough also addresses whether or not citizens will be charged more than what the cost of the contract would be. The council agrees that they will move forward with renewing the contract with Walter’s Sanitary and that the city will be charging the actual fee. It is decided that a resolution will be presented at the budget meeting on January 19, 2023 at 6:30 pm. Kirts moves to accept the 2023 Walters Sanitary Service Contract. Second Gough. Roll Call: Kirts, Stone, Godwin, Gough. Motion carries 4:0.

Motion to discuss **Payment of Bills** by Kirts. Second Godwin. Kirts asks about the payment to the fire department in the amount of \$8,219.50. City Clerk clarifies that this is the 2nd of the 2 payments to the fire department of FY 2023. Gough motions to approve Payment of Bills. Second Stone. Roll Call: Gough, Stone, Godwin. Abstain: Kirts. Motion carries 3:0.

Mayor Council Comments: Kirts states that he is considering doing a study on the water usage in Woodward. He proposes the possibility of raising the water usage from 2,000 gallons to 2,500 gallons for the minimum \$129.03 payment to help lower usage cost. Gough states he would also be interested in seeing the usage of 500 gallons and under. Council agrees that this is something that they would consider depending on what the research shows. Kirts states that he will move forward, working with the Utility Billing Clerk, to gather and study these numbers.

Motion to adjourn meeting by Godwin, seconded by Stone. MCU. Council meeting adjourns at 8:00 pm.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
A J'S GROCERY	SUPL	129.53
AFLAC	INSURANCE	1,117.08
AGSOURCE COOP SERVICES	TEST	513.5
ALLIANT ENERGY	UTIL	7,182.75
ASCAP	DUES	420
BAKER & TAYLOR	BOOKS	63.95
BANLEACO	MAINT	201.95
BARNES&NOBLE	SUPL	95.92
BLACK HILLS ENERGY	UTIL	1,121.64
BOMGAARS	SUPL	233.11
CENGAGE LEARNING INC/GALE	SUPL	91.4
CITY OF WEST DES MOINES	DUES	1,008.00
CARDMEMBER SERVICE	SUPL	387.97
CONDON'S SERVICE, LTD & TOWING	MAINT	32.1
DEMCO	SUPL	100.61
DIAM PEST CONTROL	PEST	313
DIAMOND OIL COMPANY	FUEL	9,559.76
DICK'S FIRE EXTINGUISHER, INC	MAINT	316.55
EFTPS	FED/FICA TAX	8,264.31
FINNESETH, DALEN & POWELL, PLC	MANNING PROP	49,725.87
GLOBE LIFE LIBERTY NAT	INS	76.92

GUTHRIE CO REC	UTIL	31.53
HANSEN MECHANICAL	MAINT	1,850.00
HARLAND ACE HARDWARE	SUPL	286.4
HAWKEYE TRUCK EQUIPMENT	MAINT	1,925.00
IOWA CONCRETE CUTTING INC	MAINT	400
IOWA HISTORY JOURNAL	SUBS	35.95
IOWA LAW ENFORCEMENT ACADEMY		-100
IOWA LIBRARY ASSOC	DUES	80
IOWA ONE CALL	MAINT	23.4
IOWA PRISON INDUSTRIES	SUPL	77.98
IPERS	IPERS	4,801.02
LOGAN CONTRACTORS SUPPLY INC	MAINT	222
MAFCO BUILDERS	WATER	5,071.60
MENARDS GRIMES	SUPL	194.15
MICROMARKETING	SUPL	130.76
MID-AMERICA PUBLISHING	SUBS	36
MOTOR PARTS WAREHOUSE	MAINT	299.41
MUNICIPAL SUPPLY INC	MAINT	398.13
CAPITAL ONE TRADE CREDIT	SUPL	61.94
O'REILLY AUTO PARTS	SUPL	25.98
OMNISITE	MEMBERSHIP	580
ORR, AMY	MILEAGE	18.75
PEOPLE	SUBSC	44
POMP'S TIRE SERVICE, INC	SUPL	434.09
RANGEMASTERS	SUPL	299.99
STIVERS FORD	MAINT	1,478.33
TARA TURNER	SUPL	159.1
THE PIONEER WOMAN	SUBS	19.97
TIERNANS SERVICE CENTER	MAINT	981.73
TREASURER EXCISE TAX	EXCISE TAX	718.05
TREASURER, STATE OF IOWA	STATE TAX	1,256.00
TREASURER STATE OF IOWA	SALES TAX	929.9
VAN WALL EQUIPMENT INC	MAINT	283.53
VANDER HAAG'S INC.	SUPL	38.09
VEENSTRA & KIMM INC	PERMIT	420
VERIZON WIRELESS	PHONE	166.36
WALTERS SANITARY SERVICE	GARBAGE	5,833.40
WELLMARK BLUE CROSS & BLUE SHI	INSURANCE	4,232.15
WOODWARD FIRE DEPT.	DUES	8,219.50
WOODWARD POST OFFICE	RENEWAL	461
CITY OF WOODWARD	POSTAGE	10.59
Accounts Payable Total		123,391.70
Invoices: Paid		78,246.21

Invoices: Scheduled		45,145.49
	Refund Checks Total	
Total Paid On: 12/23/22		11,600.49
Total Paid On: 1/06/23		12,080.55
Total Payroll Paid		23,681.04
***** REPORT TOTAL *****		147,072.74
GENERAL		54,037.86
ROAD USE TAX		11,052.13
EMPLOYEE BENEFITS		2,138.47
LOCAL OPTION SALES TAX		49,725.87
WATER		10,496.65
SEWER		17,035.36
WEST SEWER LIFT STATION		301.49
STORM SEWER		2,284.91
TOTAL FUNDS		147,072.74

Amy Orr, City Clerk

Attest: Todd Folkerts, Mayor