

**WOODWARD CITY COUNCIL REGULAR SESSION  
MONDAY MARCH 13, 2023 AT 7:00 PM**

**Call to Order/Roll Call:** Mayor Folkerts calls the meeting to order at 7:03 pm. Roll Call, Present: Stone, Patel, Gough, Kirts. Absent: Godwin

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

**Approve Minutes of Previous Meeting November 8, 2022:** Gough motions to approve minutes of previous meeting held on February 13, 2023 and March 6, 2023. Second Patel. MCU.

**Open Forum:** Mike Green, Lion's Club, updates the council on the tree planting. He states that they are waiting for the weather to warm up. He indicates that the trees will be available April 1<sup>st</sup> and they have 3 weeks to plant them once they have been received.

**Department Reports**

**Library** – Myrna reports that the clothes bin for their fundraiser will be here in approximately 2-3 weeks depending on the weather.

**Compliance:** Gough states that he was disappointed this past snowfall with compliance on snow removal from the sidewalks.

**Mayor Report:** Folkerts updates the council on the Water Tower repainting project. He advises that there was notice sent that it will begin in April. He states that regarding the ballfields, that Alliant recommends 800-amp electric service for the lights. Blazer has quoted approximately \$14,000 for 800-amp service. Blazer communicated with Folkerts and quoted 320-amp service for \$3,000 and they are in stock. Kirts responds to purchase the service when we are ready to purchase the lights. Council agrees. The buildings at 205 and 207 S Main St. are still needing 400-amp disconnects. Council agrees to purchase one of the 320-amp service for that building. Folkerts continues with discussing the generators for city hall and the police department. Initially, he had proposed connecting the 2 buildings but has reported that it is not economical at this time to connect them and proposes that they move forward with purchasing the generator for city hall and purchase for the police station at a later date. Kirts states that he is okay with it, as well as would like information on the service contract that would be included with the purchase and installation of the unit. Council agrees.

Mayor Folkerts appoints Jessica Hass to the Library Board. Gough makes a motion to discuss, Second Patel. Myrna explains that the previous appointment declined the position prior to the last meeting. Kirts motions that the council appoints Jessica Hass to the library board. Second Stone. MCU

Motion to discuss **Woodward Barbeque Food Truck Permit** by Stone. Second Patel. Mike Green presents that he would open up the first Wednesday/Friday in April and run through the September 29<sup>th</sup>. He would keep the same location as he has been in previously. Motion to approve Woodward Barbeque Food Truck Permit by Stone. Second Patel. MCU.

Motion to discuss First Reading of **Ordinance 23-419:** Ordinance Amending the code of ordinances for the city of Woodward, IA, 2006, by amending Chapter 49-Fireworks by Stone. Second Kirts. Folkerts covers the expectations in the amended ordinance, including but not limited to, July 4<sup>th</sup> from 8:30 pm until 10 pm, must be 18 or older to discharge fireworks, all arial fireworks must remain below 10 feet, fireworks discharge must be kept on private property, fireworks and/or debris must remain on private property and must be cleaned up/removed within 24 hours, and persons discharging fireworks may not

be under the influence of alcohol or drugs. Violators will be charged with a simple misdemeanor with a fine starting at \$250 for first offense and \$500 for second and subsequent offense. Kirts questions if the council will be rescinding the current ordinance in place and requests city clerk to clarify that with the city attorney. Stone motions to approve the first reading of Ordinance 23-419. Second Patel. Roll Call: Patel, Gough, Kirts, Stone. Motion carries 4:0.

Motion to discuss First Reading of **Ordinance 23-420**: Ordinance amending the code of ordinances of the city of Woodward, IA, 2006, by amending Chapter 269 by adding section 24(D) Conditional Use by Stone. Second Gough. Folkerts explains that this ordinance would continue to promote growth in the business district of Woodward by allowing an individual to open a business in an area that it is not currently zoned for, but will have conditional guidelines to follow in regard to that business that is put in place by the city. When conditional use is granted, it is only applicable to that business. The conditional use expires when that business moves or ceases to exist. Each subsequent business would need to apply for their own conditional use permit if necessary. The authority with this conditional use permit lays with the Board of Adjustment and Appeals. Kirts motions to approve the first reading of Ordinance 23-420. Second Stone. Roll Call: Gough, Kirts, Stone, Patel. Motion carries 4:0.

Motion to discuss **Resolution 2023-13** Approving the plat of survey for parcels 23-8 and 23-9 Owner – Calonkey by Patel. Second Gough. Stone motions to approve Resolution 2023-13. Second Gough. Roll Call: Kirts, Stone, Patel, Gough. Motion carries 4:0.

Motion to discuss Morgan vacation carry-over by Kirts. Second Gough. Folkerts explains that with the water tower repainting project coming up in April, Morgan is going to be unable to utilize the vacation time that he has earned. If it is not used by June 30, 2023, he will lose 80.5 hours of earned vacation time. Folkerts asks the council to approve a one-time approval to carry over his earned time, which must be used by the end of the calendar year. Gough clarifies that Morgan has agreed to this. Council agrees that it would be unfair to ask him to lose it just so the water plant can continue to run efficiently. All council members agree. Roll Call: Kirts, Stone, Patel, Gough. Motion carries 4:0.

Motion to discuss approving new lighting for the trail by Stone. Second Kirts. Folkerts quickly covers the prices of poles for lighting the high traffic areas. These lights will come on at night. Kirts motions to approve the new lighting for the trail with wooden poles. Stone second. Roll Call: Patel, Gough, Kirts, Stone. Motion carries 4:0.

Motion to discuss MAFCO concession quote by Kirts. Second Gough. Council is presented with a proposal for the concession stand at the ball fields. MAFCO quotes the city \$20,000 for a 40' by 20' building including footings, concrete, doors, framing, and pro panel metal. The building will consist of a concession stand, 2 restrooms, and storage area. Interior framing is not included. Patel inquires about the depth of the concrete floor. Patel would like to know as it was not documented on the quote. Gough motions to approve the MAFCO concession quote for \$20,000. Patel second. Roll Call: Stone, Patel, Gough, Kirts. Motion carries 4:0.

Motion to discuss Dollar General Organizational Account by Patel. Second Stone. Folkerts allows City Clerk, Orr, to introduce this account. Orr explains that it was asked by the public works supervisor if Dollar General would be an option for supplies as AJ's Grocery will not be an option come September. Orr explains that this account is essentially a credit card that we will be billed for on a monthly basis and it is tax exempt. Kirts motions to authorize Orr to apply for the Dollar General Organizational Account for the city of Woodward. Stone second. Roll Call: Stone, Patel, Gough, Kirts. Motion carries 4:0. Library

Director, Myrna Griffith, asks council if this would be specific to the public works department or if it would be something that the city as a whole could use. Patel asks Myrna what they do now for supplies. She states that she is currently getting items donated due to budget shortages but supplies are normally ordered through Quill. Gough states he feels she is trying to say that it is more of a convenience thing to be able to purchase locally rather than ordering off Quill, as well as being cheaper. Council agrees they are okay with being a city account rather than department specific.

Motion to pay the bills as presented by Patel. Second Gough. Roll Call: Gough, Kirts, Stone, Patel. Motion carries 4:0.

Mayor Council Comments: Patel questions Folkerts about having a land auction at city hall. Orr states that there has been a land auction scheduled to be held at city hall in the chambers. A rental agreement was put together and signed by the individual holding the land auction. The agreement comes with the same deposit and rental fee as the park shelter.

Motion to adjourn meeting by Gough. Second Kirts. Meeting adjourns at 7:37 pm.

CLAIMS REPORT

| VENDOR                         | REFERENCE    | AMOUNT    |
|--------------------------------|--------------|-----------|
| ACCESS SYSTEMS                 | SUPL         | 166.27    |
| AFLAC                          | AFLAC        | 558.54    |
| AGSOURCE COOP SERVICES         | TEST         | 1,153.25  |
| ALLIANT ENERGY                 | UTIL         | 6,528.60  |
| AMAZON                         | SUPL         | 24.99     |
| BAKER & TAYLOR                 | BOOKS        | 143.09    |
| BLACK HILLS ENERGY             | UTIL         | 1,918.20  |
| BOMGAARS                       | SUPL         | 81.5      |
| CENGAGE LEARNING INC/GALE      | BOOKS        | 91.4      |
| CENTER POINT PUBLISHING        | BOOKS        | 539.28    |
| CARDMEMBER SERVICE             | SUPL         | 938.44    |
| DIAM PEST CONTROL              | PEST         | 99        |
| DIAMOND OIL COMPANY            | FUEL         | 4,117.10  |
| EFTPS                          | FED/FICA TAX | 7,154.95  |
| FINNESETH DALEN & POWELL PLC   | LEGAL        | 2,431.00  |
| GLOBE LIFE LIBERTY NAT         | LIBERTY      | 60.32     |
| GUTHRIE CO REC                 | UTIL         | 30.63     |
| HARLAND ACE HARDWARE           | SUPL         | 20.74     |
| HOWREY CONSTRUCTION            | HTT          | 20,000.00 |
| IOWA COMMUNITY ASSURANCE POOL  | RENEW        | 39,350.00 |
| IOWA LAW ENFORCEMENT ACADEMY   |              | -100      |
| IPERS                          | IPERS        | 4,717.99  |
| J&D COMPUTERS INC              | MAINT        | 219.9     |
| MENARDS ANKENY                 | SUPL         | 75.92     |
| MINBURN TELECOMMUNICATIONS INC | UTIL         | 892.24    |

|                                |                     |            |
|--------------------------------|---------------------|------------|
| MOMAR                          | SUPL                | 4,165.24   |
| DOUG MORGAN                    | PARKING             | 20         |
| MYRNA GRIFFITH                 | INS                 | 462.72     |
| NSF CHECKS                     | NSF CHECKS          | 15         |
| READERS DIGEST                 | SUBS                | 39.96      |
| TREASURER EXCISE TAX           | EXCISE TAX          | 768.8      |
| TREASURER, STATE OF IOWA       | STATE TAXES         | 1,101.79   |
| TREASURER STATE OF IOWA        | SALES TAX           | 964.22     |
| DOUG TWIGG                     | MILEAGE             | 161.41     |
| VAN WERT COMPANY               | SUPL                | 1,100.00   |
| VEENSTRA & KIMM INC            | PERMIT              | 150        |
| VERIZON WIRELESS               | PHONE               | 166.38     |
| VESSCO INC                     | MAINT               | 625        |
| WALTERS SANITARY SERVICE       | GARBAGE             | 6,984.37   |
| WELLMARK BLUE CROSS & BLUE SHI | INSURANCE           | 4,232.15   |
| WOODWARD POST OFFICE           | POSTAGE             | 197        |
| CITY OF WOODWARD               | POSTAGE             | 66.47      |
| WOODWARD RESOURCE CENTER       | WATER               | 1,486.10   |
| Accounts Payable Total         |                     | 113,919.96 |
| Invoices: Paid                 |                     | 114,019.96 |
|                                | Refund Checks Total |            |
| Total Paid On: 2/17/23         |                     | 10,612.42  |
| Total Paid On: 2/28/23         |                     | 1,517.62   |
| Total Paid On: 3/03/23         |                     | 9,426.17   |
| Total Payroll Paid             |                     | 21,556.21  |
| ***** REPORT TOTAL *****       |                     | 135,476.17 |
| GENERAL                        |                     | 52,710.90  |
| ROAD USE TAX                   |                     | 10,637.60  |
| EMPLOYEE BENEFITS              |                     | 2,583.70   |
| HTT CONNECTOR PROJECT          |                     | 20,000.00  |
| WATER                          |                     | 25,579.00  |
| SEWER                          |                     | 21,766.74  |
| WEST SEWER LIFT STATION        |                     | 280.86     |
| STORM SEWER                    |                     | 1,917.37   |
| TOTAL FUNDS                    |                     | 135,476.17 |

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Amy Orr, City Clerk

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Attest: Todd Folkerts, Mayor