

**WOODWARD CITY COUNCIL REGULAR SESSION  
MONDAY APRIL 10, 2023 AT 7:00 PM**

**Call to Order/Roll Call:** Mayor Folkerts calls the meeting to order at 7:06 pm. Council members present/Roll Call: Godwin, Patel, Gough, Kirts. Absent: Stone

**Approve Agenda:** Patel motions to approve the agenda. Second Godwin. MCU.

**Approve Minutes of Previous Meeting:** Kirts motions to approve minutes of previous meeting held on March 13, 2023. Patel states that he sees a discrepancy with the approval of Doug Morgan's vacation carry over as there is not motion documented in the minutes. Kirts motions to table the approval of March 13, 2023 minutes until corrections can be made, second Gough. MCU.

**Open Forum**

The council recognizes Mary Bustad, Calla Clemenson and Sophie Thomas from the Woodward-Granger Student Council. Sophie presents to the council that in honor of Arbor day and Earth day, the student council has moved to take advantage of a DNR program that donates up to 500 trees to be planted within their communities. Sophie asks for the council's support on this and if there are any allocated areas that trees may be needed at this time. Patel asks if the request is for city property or residential property. Calla responds that the DNR does not list any limitations other than the trees must be planted within city limits. Mary states that she recommended the park, the depot, and the veteran's memorial park downtown. Mayor Folkerts addresses Chris Newland, Public Works, asking about trees that may be needed along the trail or in the right-of-way where trees were lost due to the derecho. Newland reminds the council that the Lion's Club is going to be planting trees along the trail. He states that they could continue the trees along the west end of the trail. Folkerts states that the council is in support of the program. He requests that, if possible, Calla can find out what type of trees the DNR is offering before agreeing to plant trees in the right-of-way. Calla states that she will do further research on this. Mary Bustad states that there were open fires occurring over the weekend and requested information on who to contact when there was no police officer on duty. Folkerts states to contact him in the event that there is no officer on duty. Mary continues that she is going to start working on the planters in centennial park and asks for the council's support in purchasing these flowers for the park. Folkerts requests that Mary contact Steph Danti, who is taking master gardening courses and has been raising flowers by seed. Mary agrees and adds that she is going to be cleaning out the flower bed in the next couple of days if anyone would like to help.

The council recognizes John Kullmorgan who currently owns about 30 acres between Woodward and Bouton. Kullmorgan states that his intention with the property is to build a campground. He reports that the land has been rezoned and they are hoping to start building this summer. He has been working with an engineering firm for about 2 years, before coming in consulting Jim Carroll, who has done work locally. Kullmorgan states that he would like to see the utilizing Xenia water and the city of Woodward for sewer. This would include connecting lines from the campground to the city, as well as installing their own septic system at the campground location to separate out all the solids. Folkerts states that this topic is on the agenda and would like Kullmorgan to stay, if possible, to discuss this further. Kullerman states that he would be staying to continue discussion.

**Department Reports**

Public Works: Chris Newland addresses the projects going on in town. 210/Main Street project will being April 17<sup>th</sup>. They will address sidewalks first for ADA compliance then move to paving the road. They will

start at the bridge at 141 and go north to the 210/Madrid turn. The DOT will utilize a pilot vehicle as the address each side of the road to prevent shutting the road down. Moving north through town, intersections will be closed temporarily as they work in each area. Scheduling consists of 6 days a week, sun up to sun down, weather permitting. Trees will be planted Monday afternoon at the trail with the Lion's Club. The water tower recoating project is scheduled to begin the week of the 24<sup>th</sup>, however, an exact date has not been communicated yet. During this time, water pressure will change due higher usage from the water plant exclusively. The public fill station at the plant will be shut down during this time, and there will be no fire protection during this time. The biggest concern at this time is a water main break during the DOT project. This project will last approximately 2 ½ months. The street project will be a week on the concrete and 6 days on the asphalt, weather permitting. Folkerts reports that he has instructed the police department to keep an eye out for semi drivers utilizing side streets as well as for individuals moving cones to avoid detouring or waiting on the pilot car. The school, Minburn Communications and the Resource Center have been notified of the construction work.

Police: Officer Spratt reminds the public that citation fines increase in construction zones.

Compliance: Gough reports that compliance is going to be sending out more letters for infractions. Gough encourages individuals who receive notices to communicate with the committee on coming into compliance rather than ignoring the notice, which may lead to fines.

### **Mayor Report**

Folkerts addresses the current open burn dates of April 21<sup>st</sup>, 22<sup>nd</sup>, 29<sup>th</sup> and 30<sup>th</sup>. Mayor states that due to the lack of fire protection the last week of April, the new open burning dates are now April 15<sup>th</sup>, 16<sup>th</sup>, 22<sup>nd</sup> and 23<sup>rd</sup>. The council agrees with this change. There is a new Verizon tower on the southeast side of town. City Hall has made contact with Verizon and gotten a point of contact and will update the public on when that tower has become active. Construction on the concession stand at the ball diamonds, MAFCO reports could start as early as this week. Woodward Resource Center has reached out to the city requesting flexibility with permits to bring in food truck vendors for their staff. The City Attorney recommends the Resource Center taking out a blanket permit to avoid complications with each individual vendor that may come in. Council clarifies that the vendors would all be on the state property. Council agrees that the blanket permit would be valid. Update from the Resource Center and our lease on the wellfield is nearly complete for the city to look at. Resource center has struggled with repairs due to availability. Folkerts continues with a map of Woodward, provided by Councilmember Godwin, to present parking permits/no parking zones around the school and the stadium during school events due to parking issues. Concerns were voiced regarding the inability of emergency vehicles to travel down some streets due to parking if an emergency were to occur. Residential Parking permits are included in this proposal. Folkerts states that these concerns will be addressed at a school meeting this Wednesday night. He encourages the other councilmembers to provide feedback if they have any other ideas on how to remedy the parking situation.

Motion to open **Public Hearing on Proposed FY24 Budget** by Godwin, seconded by Patel. Public hearing begins at 7:46pm. Folkerts notes that due to the state miscalculations, this left the city with a \$7,700 deficit, which will be taken out of the police budget and reimbursed by LOST funds. Merle Shawd asks the council what it means to "assess the maximum property tax". Folkerts explains what the max levy rate is. Shawd asks if the city will then be taking in extra money from the tax payers. It is explained to Shawd that the maximum tax rate for the proposed budget year, is lower than the current budget year.

Motion to close Public Hearing on Proposed FY24 Budget by Kirts, seconded by Godwin. MCU.

Motion to approve **Resolution 2023-15** Adopting the City Budget for the Fiscal Year Ending June 30, 2024 by Godwin, second Gough. Roll Call: Godwin, Patel, Gough, Kirts. Motion carries 4:0.

The council recognizes Miche Crise, Hytel Boeland Properties, LLC. Miche explains that they have purchased 216 S. Main St. The purpose of this purchase was the help with overflow of supplies from their current projects on Main Street. Miche states that she has received a bid to take down the garage in the rear of the building, which would cost \$1,400. Miche states that as this is an extension of the current projects that the city is supporting and requests that since it will be used as storage rather than a habitable space, if the city would waive the \$83.24 monthly charge for 18 months. Concerns were raised about justification of waiving the fees person to person as they are fees that are required by all residents of Woodward. Newland is consulted regarding the lines. Newland states that the water line is connected across main street and the sewer goes to the rear of the building. Folkerts inquires about capping the water line prior to the road construction to cut costs, but Newland recommends against it due to ground disturbance and water main break concerns. Folkerts presents the council with the idea of capping the sewer line and waiving just the sewer fee rather than both fees. Miche states that she has not done her due diligence on other options but will do so moving forward. Shawd requests clarification on why an individual must pay user fees if their water is shut off or capped. Councilmembers explain that it's based on the law of our SRF loan as well as how it was voted on for the ordinance. Miche states that she will do more research and go from there.

Motion to approve second reading of **Ordinance 23-419**: Ordinance Amending the Code of Ordinances of the City of Woodward, IA, 2006, By Amending Chapter 49 – Fireworks by Godwin, second Kirts. Roll Call: Patel, Gough, Kirts, Godwin. Motion carries 4:0.

Motion to approve second 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 Kirts, second Gough. Roll Call: Gough, Kirts, Godwin, Patel. Motion carries 4:0.

Motion to discuss **Resolution 2023-14**: Resolution Approving Submission of City Clerk Iowa Municipal Professionals Institute Scholarship Application by Kirts, second Godwin. City Clerk explains this scholarship application is for tuition for the yearly conference in July to meet training requirements. Councilmember Kirts clarifies that this is a reimbursement to the city. Motion to approve Resolution 2023-14 by Kirts, second Godwin. Roll Call: Kirts, Godwin, Patel, Gough. Motion Carries 4:0.

Motion to discuss **Resolution 2023-16**: Alliant Energy Street Lighting Resolution by Godwin, second Kirts. Folkerts presents this resolution to clarify the needs and installation of lighting at the darker intersections of the bike trail in town. Godwin inquires why the city is being charged tax on the estimate. Folkerts is unsure at this time, will check into it. Kirts motions to approve Resolution 2023-16, second Godwin. Roll Call: Godwin, Patel, Gough, Kirts. Motion Carries 4:0.

Motion to discuss Open Bids for Compliance Lawn Care by Patel, second Godwin. The city received 2 bids, Danti Lawn Care for \$85.00 per hour, minimum of 1 hour and trash/garbage pickup for \$60.00 per hour, billed in ¼ hour increments. Tim Norbom submitted a bid for mowing, weed eating and removal of yard trimmings for \$50.00 per property. Council agreed that Danti has provided this service satisfactorily and understands the expectation of nuisance clean-up. Gough motions to grant the bid to Danti Lawn Care, second Patel. Roll Call: Patel, Gough, Kirts, Godwin. Motion carries 4:0.

Motion to discuss Dollar General Alcohol Permit by Godwin, second Patel. Officer Sprott in attendance raised concern over the lack of supervision at the front of the store with the self check-outs. Godwin

motions to approve Dollar General's Alcohol Permit after law enforcement is able to speak with employees to ensure that appropriate safety measures are in place, second Kirts. Roll Call: Gough, Kirts, Godwin, Patel.

Motion to discuss the completion of payment for Howrey Pay App No. 3 by Kirts, second Gough. MCU. Chris Newland reports that he has spoken with Brian, the project manager, and states that in the next few weeks the concerns of the landscaping and fencing will be fixed. Godwin explains the issues with the fence being incomplete with missing nails and nails not being flush with the fence. Kirts motions to table the remaining payment until work is complete to the city's satisfaction, second Gough. Roll Call: Kirts, Godwin, Patel, Gough. Motion carries 4:0

Motion to discuss Approval of Generator Purchase for City Hall by Godwin, second Kirts. Godwin asks if anyone had inquired about 24,000kW versus the 20,000kW. Folkerts states that he did not check. Fuel source was discussed for each wattage. Kirts expresses that the 20,000kW will be sufficient to run City Hall. Kirts motions to approve the purchase of the generator \$9995 for city hall, funding out of LOST, second Godwin. Roll Call: Gough, Kirts, Godwin, Patel. Motion carries 4:0.

Motion to discuss Consideration of Acceptance of Outside Waste Product by Godwin, second Gough. Kirts introduces the proposed options that were discussed and agreed upon by the Water & Sewer Committee. In discussing proposed fees, Godwin inquires about the number of lots in the campground. Kullmorgan states there will be approximately 168 lots. Kirts explains that other concerns that were raised by the committee included liability. Kirts states that it was agreed that through negotiations and contracts, there will be no liability to the city on the equipment and supplies needed and used for this utility. Mayor welcomes John Kullmorgan to expand on his plans of the proposed campground, Latitude's RV Resort, LLC. Kullmorgan states they are looking to have approximately 168 sites at the camp ground that would be open 6 months out of the year. They will be getting their water supply from Xenia and solid waste would be separated out. Newland reports that there can be a meter installed to track outflow and that he does not have any concerns. Folkerts request that Kullmorgan's engineer work with V&K to ensure that both parties are in agreement. Kirts motions to approve to connect Latitude's RV Resort, LLC to the city's sewer lagoon at 150% and sewer user fees per month and \$3,000 connection fee, second Patel. Roll Call: Godwin, Patel, Gough, Kirts. Motion carries 4:0.

Motion to discuss Main Street Resurfacing Parking Area by Gough, second Godwin. DOT provided a map to the council showing the area that the city would be responsible for. This includes the main street parking from East 3<sup>rd</sup> Street to Railroad St on the west side of 210 and East 3<sup>rd</sup> Street to the north entrance to the Whistlin' Donkey. The DOT has proposed completing the city's area under a payment agreement. Newland states that based on conversations that he has had with DOT representatives, this would be a 3-year payment plan. The first payment would not be until July 1, 2024 and there would be no interest accrued. Kirts motions to enter an agreement with the DOT, not to exceed \$60,000 and to utilize the 3-year payment plan, second Godwin. Roll Call: Gough, Kirts, Godwin, Patel. Motion carries 4:0.

Motion to discuss payment of bills by Patel, seconded by Godwin. Patel questions the inconsistency of the Diam Pest Control bill. Clerk explains that the current agreement is that Diam sprays 4 city properties one quarterly. Motion to approve payment of bills as presented by Patel, seconded by Godwin. Roll Call: Kirts, Godwin, Patel, Gough. Motion carries 4:0.

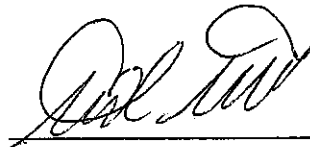
Motion to adjourn meeting by Patel, seconded by Godwin. Council meeting adjourns at 9:08 pm.

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS	MAINT	174.98
ACCO	SUPL	686.3
AFLAC	AFLAC	558.54
AGSOURCE COOP SERVICES	TEST	753.5
ALLIANT ENERGY	UTIL	7,451.53
AMAZON	HTT SUPL	358.89
BAKER & TAYLOR	BOOKS	161.9
BANLEACO	LEASE	114.65
BLACK HILLS ENERGY	UTIL	1,650.66
CENGAGE LEARNING INC/GALE	BOOKS	91.4
CITY OF WOODWARD	POSTAGE	52.11
CARDMEMBER SERVICE	MISC	1,651.81
DALLAS CO TREASURER	LIEN FEE	5
DIAM PEST CONTROL	PEST	313
DIAMOND OIL COMPANY	FUEL	4,514.14
EFTPS	FED/FICA TAX	7,163.98
GATEHOUSE-MEDIA IA HOLDINGS	LEGALS	472.12
GLOBE LIFE LIBERTY NAT	LIBERTY	60.32
GCMOA	DUES	50
GOOD HOUSEKEEPING	SUBS	15.97
HACH COMPANY	SUPL	519.95
HARLAND ACE HARDWARE	SUPL	313.23
HOUSE BEAUTIFUL	SUBS	32.07
HUTCHINSON SALT CO INC	SUPL	1,744.59
IOWA ASSN MUNICIPAL UTILITIES	DUES	767
IOWA COMMUNITY ASSURANCE POOL	INS	63
IOWA LAW ENFORCEMENT ACADEMY	MMPI	100
IPERS	IPERS	7,179.01
KARL CHEVROLET	MAINT	337.23
LASERFAX	SUPL	890
MADRID AUTOMOTIVE	MAINT	41.78
MENARDS CLIVE	SUPL	63.24
MENARDS GRIMES	SUPL	377.43
MIDWEST LIVING	SUBSCRIPTION	14
MINBURN TELECOMMUNICATIONS INC	PHONE	927.59
MNG INC	DECALS	75
MOMAR	SUPL	1,003.68
MOTOR PARTS WAREHOUSE	MAINT	36.48
MUNICIPAL SUPPLY INC	SUPPLY	37.2
TREASURER EXCISE TAX	EXCISE TAX	677.71

TREASURER, STATE OF IOWA	STATE TAXES	1,739.54	
TREASURER STATE OF IOWA	SALES TAX	957.11	
VAN WALL EQUIPMENT INC	MAINT	198.3	
VEENSTRA & KIMM INC	PERMITS	125	
VERIZON WIRELESS	PHONE	166.42	
WALTERS SANITARY SERVICE	GARBAGE	7,001.67	
WELLMARK BLUE CROSS & BLUE SHI	INSURANCE	4,232.15	
WOODWARD POST OFFICE	POSTAGE	323	
Accounts Payable Total		56,244.18	
Invoices: Paid		24,673.57	
Invoices: Scheduled		31,570.61	
GLENWOOD EQUITIES LLC	UB Refund	100	21289 4/3/2023
	Refund Checks Total	100	
Total Paid On: 3/17/23		10,965.42	
Total Paid On: 3/31/23		10,938.93	
Total Payroll Paid		21,904.35	
***** REPORT TOTAL *****		78,248.53	
GENERAL		40,269.74	
ROAD USE TAX		8,388.12	
EMPLOYEE BENEFITS		2,138.47	
WATER		9,859.48	
SEWER		15,286.59	
WEST SEWER LIFT STATION		302.55	
STORM SEWER		2,003.58	
TOTAL FUNDS		78,248.53	



Amy Orr, City Clerk



Attest: Todd Folkerts, Mayor