

Woodward City Council Regular Session

Monday April 8, 2024 at 7:00 p.m.

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

Motion Patel to approve agenda as presented, 2nd Gough. MCU.

Motion Stone to approve minutes from previous meeting March 11, 2024. 2nd Bice. MCU.

Council recognizes Mike Green to discuss Lion's Club and Food Pantry updates. Mike states that the Lion's Club has fertilized all of last years trees and is currently working with Chris Newland to get the new trees planted by the end of this month. Mike introduces Kasey Morgan who updates the council on the Food Pantry. Kasey states that the pantry will be located at the Methodist church. They are officially 501© status and bank their account is up and running. They also have a Facebook page, Woodward Community Food Pantry. They are looking to have an open house once they get closer to being fully operational.

Department Reports: Jim Graham, Interim Police Chief reports that this month there were 131 contacts with the community, 81 of those being self-initiated. He states that he is currently working on updating the PD's policies and procedures. He states that they are working on bringing on 2 additional reserve officers. They participated in joint training with State Center this past weekend. The evidence room has been cleaned up and organized. Chief Graham would like to work on getting a ride-along program put together for the council to participate in, then moving to the community to help build rapport both with the council and the community. He also informs the council that as the PD's current body and in-car cams come to end-of-life, he would like to start working on writing and applying for a grant through a casino who donate money for such purposes. He is currently working on getting all of the city ordinances entered into their TraCs system so that citations can be written in accordance to the city ordinances. Chief Graham states that the department will no longer be doing any vehicle unlocks due to liability purposes. They will also no longer be giving verbal warnings on traffic stops. This is due to lack of documentation for any future infractions. Each traffic stop that may have previously been a verbal warning, will now be a written warning. He also states that they will no longer be participating in the GTSB (Governor's Traffic Safety Bureau) program due to lack of officer help during these times. Councilmember Stone states that Spring Clean-up is scheduled for May 4th from 7:30am until 11:30am. They are currently working on getting the event publicized. Council

member Bice reports that they have received bids for the sod and seeding work for the ball fields. Chris Newland is also working on the irrigation for the sod/seeding.

Mayor Report: Open Burn will be April 20th, 21st, 27th, and 28th this month from 9:00 am until 3:00 pm. Minburn Communication has sponsored the city to attend the Rural Development Summit in Des Moines. Amy Orr, Jim Gough, and Miche Crise will be in attendance.

Motion Gough to set Budget Adoption Date for April 23rd, 2024 at 6:30 pm. 2nd Stone. Roll call; Aye: Stone, Godwin, Patel, Gough, Bice. Motion carries 5:0.

Motion Stone to approve Resolution 2024-1 Approving Bank Authorized Signatures. 2nd Patel. Roll call; Aye: Patel, Bice, Stone. Abstain: Godwin, Gough. Motion carries 3:0.

Motion Stone to discuss Resolution 2024-6 Appointment of Chief of Police Supervisor. 2nd Patel. MCU. Resolution is recommended by Attorney Dalen to appoint the Mayor Pro Tem as the supervisor as the mayor is currently a reserve officer. Due to the temporary nature of this situation, Attorney Dalen does not recommend changing the ordinance unless it is a change that the council wants to make for the future council members. Patel inquires if the council can amend the ordinance so that any future mayor cannot also serve on the police department.

Motion Godwin to approve Resolution 2024-6. 2nd Stone. Roll call; Aye: Patel, Gough, Bice, Stone, Godwin. Motion carries 5:0.

Motion Stone to discuss Recommending Siglin Estates Preliminary Plats to Planning and Zoning Commission. 2nd Godwin. MCU. This recommendation is to send the survey for the housing development to move west beyond the creek. Motion Godwin to approve moving Siglin Estates Preliminary Plats to Planning and Zoning. MCU.

Motion Bice to discuss Recommending Adams' Easement Request to Planning and Zoning Commission. 2nd Patel. Council members review the renderings of the easement request. Motion Stone to move Adams' Easement Request to Planning and Zoning. 2nd Bice. MCU.

Motion Stone to discuss Public Works Hours of Operation. 2nd Patel. MCU. Council member Godwin states that he feels that money is being lost with the current work hours for the public works department. Council member Godwin questions what difference it would make if the wells were found not to be working properly at 6:00 am versus 7:00 am. Council member Bice states that he would like to talk to the city employees to gain a better perspective on what tasks are being carried out at what times in order to sufficiently set their hours. Council member Patel states that in order to run the city as a business, the employees need to be working specific times.

Council member Gough explains that from experience, the wells that the city now control at times had to be turned on manually rather than utilizing the remote access. Council discuss staggering the employees work hours on a rotation. Motion Bice to table this topic until next month so the council members can talk to the city employees to make an educated decision on the hours of operation. 2nd Gough. Roll Call; Aye: Stone, Gough, Bice. Nay: Godwin, Patel. Motion carries 3:2.

Motion Gough to discuss purchase of employee time clocks. 2nd Patel. MCU. Mayor Folkerts explains that the clerk put together a list of time clocks that are digital, paperless, and easily accessible for the clerk to pull report for payroll. Council members discussed the use of time clocks with and without WIFI as well as locations of the systems. The desire to access time cards at any point in time by the council was addressed. Initially, it was thought to put time clocks at city hall, public works shop, and the water treatment plant. It was decided that 2 time clocks would be purchased and placed at city hall and the water treatment plant. Motion Bice to purchase 2 time clocks not to exceed \$250 each. 2nd Godwin. Roll call; Aye: Bice, Stone, Godwin, Patel, Gough. Motion carries 5:0.

Motion Godwin to discuss purchase of council tablets. 2nd Bice. MCU. City clerk informed the council that with the continued use of Laserfiche, access can now be given to the council for packets through the public portal or through individual accounts. Council member Godwin suggested that due to storage space for each council packet, a laptop may be a better option. Mary Bustad reminded the council that there are laptops that were purchased a few years ago that could be used by the council. Motion Stone to table this discussion to next month with the purpose of moving forward with the purchase of tablets for the council. 2nd Bice. MCU.

Motion Stone to discuss solar power for city buildings. 2nd Godwin. MCU. Based on last months conversation regarding solar power, packets provided to the council include different solar providers including Eagle Point Solar, CB Solar, 1 Source Solar, and ECG Solar. Kent Kraus, representative from Eagle Point Solar speaks to the council about the solar product that they provide. He covers information including the equipment and funding (Power Purchase Agreements). Current funding Power Purchase Agreements involve an investor fronting the cost of the system and maintaining the system, the city paying the investor for the energy produced, and the city having the option of purchasing the system from the investor after a 10 year period. Council member Bice asks Mr. Kraus if the council could get a list of towns that Eagle Point

Solar has worked with to gain further insight on the product. Mr. Kraus agrees. Motion Godwin to table discussion pending information from the vendor for other communities our size for research purposes. 2nd Patel. MCU.

Motion Stone to discuss Sale of Public Works Vehicle. 2nd Bice. The city currently has a 2011 Ford F250 that is ready to be sold due to the purchase of a new pickup. A resident in the audience suggests govdeals.com rather than a live auction or sealed bids approach. Council discusses where to price the vehicle. Motion Godwin to list the 2011 Ford public works vehicle on govdeals.com with a starting bid of \$7,500, a reserve of \$10,000, or a buy-it-now for \$12,000. 2nd Gough. Roll call; Aye: Stone, Godwin, Patel, Gough, Bice. Motion carries 5:0.

Motion Stone to discuss Main Street Angle Parking. 2nd Gough. MCU. Mayor Folkerts asks council to approve/disapprove allowing V&K to move forward with the specs of the parking for the Iowa DOT. Miche Crise with Hytel Boeland asks the council to consider this due to downtown business area growing with the current limited parking space with parallel parking. Motion Patel to approve V&K to evaluate the specs and survey of angle parking at the expense of up to \$1,500. 2nd Gough. Roll call; Aye: Patel, Gough, Stone. Nay: Bice, Godwin. Motion carries 3:2.

Motion Patel to discuss Opening up City Hall to the Public. 2nd Gough. MCU. Council member Patel states that he requested this be added to the agenda as he would like to see City Hall be open to the public. Council member Gough states that he is open to this as long as safety measures are in place for the city hall employees. Motion Bice to open up city hall. 2nd Godwin. Roll call; Aye: Bice, Godwin, Patel. Nay: Gough, Stone. Motion carries 3:0.

Motion Godwin to discuss Social Center Status. 2nd Patel. MCU. Mayor Folkerts introduces the topic that the current decision on the table is not whether or not to sell the building, but to move forward with finding an alternate location for the current uses of the social center activities, with the intention of getting out from under that building. He explains that he has met with the Social Center board and went through options with them, including moving their activities into the council chambers of city hall. Council member Stone states that attempts have been made to try to break even with expenses for the building, such as raising rent, but the expenses are still outweighed by the revenue of the building. Council member Patel expresses concern of taking away from the senior citizens in the community. Mayor Folkerts reminds the council that the services that the Social Center provides, can be provided in the council chambers, in turn not

taking anything from the senior citizens. Motion Gough to continue finding a space for the social center to use before the building is disposed of. 2nd Stone. Roll Call; Aye: Gough, Stone. Nay: Patel, Bice, Godwin. Motion dies 2:3.

Motion Patel to pay the bills as presented. 2nd Gough. Roll Call; Aye: Bice, Stone, Godwin, Patel, Gough. Motion carries 5:0.

Mayor/Council Comments: Council member Godwin reminds council and mayor that discussion about the police chief position was supposed to be on the agenda. Council member Godwin also suggests that a policy should be put in place as it has been brought to his attention that person vehicles have been parked inside city buildings. Council member Patel inquires about Moffit's Produce permit not being on the agenda. Clerk states that they were informed that it did not need to go before the council and that permit was already approved. Council member Stone is picking up the parking sign for the new High Trestle Trail Parking area tomorrow.

Motion Bice to adjourn. 2nd Gough. Meeting adjourns at 10:04 pm.

CLAIMS REPORT

ACCO – SUPL – 413

AFLAC – AFLAC – 832.66

AGSOURCE COOP SERVICES – TEST – 622

ALLIANT ENERGY – UTIL – 6,597.29

ASAP CONSTRUCTION LLC – MAINT – 1,500.00

BAKER & TAYLOR – BOOKS – 89.37

BANLEACO – RENT – 152.37

BLACK HILLS ENERGY – UTIL – 889.98

BOOK FARM – BOOKS – 16.95

BOONE COUNTY LANDFILL – REFUSE – 37.62

CENGAGE LEARNING INC/GALE – BOOKS – 79.47

CARDMEMBER SERVICE – MISC – 3,083.80

CIVIL DESIGN ADVANTAGE LLC – LEGAL – 3,200.00

DALLAS CO HOSPITAL – SCREEN – 95

DALLAS CO RECORDER – LEGAL – 17

DAVE GLIEM – MAINT – 700

DIAM PEST CONTROL – PEST – 313

DIAMOND OIL COMPANY – FUEL – 2,672.83
EFTPS – FED/FICA TAX – 7,040.77
ELECTRIC PUMP – SUPL – 4,645.00
FINNESETH DALEN & POWELL PLC – LEGAL – 800
GAYLORD BROS., INC – BOOKS – 160.21
GLOBE LIFE LIBERTY NAT – LIBERTY – 168.20
GOOD HOUSEKEEPING – SUBS – 12.97
CATALIS LLC – WEBSITE – 1,685.00
GUTHRIE CO REC – UTIL – 30.53
HACH COMPANY – SUPL – 306
HARLAND ACE HARDWARE – SUPL – 148.08
HAWKEYE TRUCK EQUIPMENT – MAINT – 4,505.00
IOWA ASSN MUNICIPAL UTILITIES – DUES – 1,577.00
IOWA COMMUNITY ASSURANCE POOL – INS – 54,636.00
IPERS – IPERS – 7,009.85
J&D COMPUTERS INC – MAINT – 109.95
KARL CHEVORLET – DEDUCT – 350
MADRID AUTOMOTIVE – SUPL – 3.70
MAFCO BUILDERS – SUPL – 1,641.00
MENARDS GRIMES – SUPL – 534.15
METERING & TECHNOLOGY SOLUTION – SUPL – 476.88
MICROMARKETING – AUDIO – 43.99
MINBURN TELECOMMUNICATIONS INC – PHONE – 960.60
MNG INC – DECALS – 75
MUNICIPAL SUPPLY INC – SUPL – 1,669.45
TREASURER, STATE OF IOWA – STATE TAX – 1,862.28
UNITYPOINT CLINIC-OCCUPATIONAL – TESTING – 42
VAN WALL EQUIPMENT INC – SUPL – 59.63
VEENSTRA & KIMM INC – PERMITS – 823.50
VERIZON WIRELESS – PHONE – 166.52
WALTERS SANITARY SERVICE – GARBAGE – 7,283.44

WELLMARK BLUE CROSS & BLUE SHI – INSURANCE – 4,564.03
WOODWARD CEMETARY – FEE – 1,500
WOODWARD POST OFFICE – POSTAGE – 385
CITY OF WOODWARD – POSTAGE – 19.41
ACCOUNTS PAYABLE TOTAL – 126,607.48
INVOICES: PAID – 24,140.79
INVOICES: SCHEDULED – 102,466.69
TOTAL PAID ON 3/15/24 – 10,925.42
TOTAL PAID ON 3/29/24 – 12,240.26
TOTAL PAYROLL PAID – 23,165.68
GENERAL – 64,899.84
ROAD USE TAX – 15,274.09
EMPLOYEE BENEFITS – 2,305.67
WATER – 38,214.17
SEWER – 21,721.48
STORM SEWER – 4,357.91
REPORT TOTAL: 149,773.16
REVENUE
GENERAL – 3,230.61
DEBT SERVICE – 5,208.00
WATER TOTAL – 8,969.68
SEWER TOTAL – 11,371.42
STORM SEWER TOTAL – 1,077.16
TOTAL REVENUE – 29,856.87