

Woodward City Council Regular Session

Monday May 13, 2024 at 7:00 p.m.

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

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

Motion Stone to open Public Hearing for FY24 Budget Amendment. 2nd Godwin. Public Hearing opens at 7:00pm. No questions or discussion from the council or the public at this time. Mayor approves through Attorney Dalen that they may leave the public hearing open and move on to additional items and come back to close the public hearing later.

Motion Gough to approve minutes of previous meetings April 8, 2024, April 11, 2024 and April 29, 2024. 2nd Stone. MCU.

Open Forum: Mary Bustad is recognized by the council and states that she will begin planting flowers at centennial plaza. Mary asks the council how they would like the flowers purchased. The individual that provided flowers last year is not doing planted flowers this year. Mary asks if she can reach out to the new florist to see if she would like to do it and if she does not want to take it on, if Mary herself can do it. Council approves. The council recognizes Victor Kersey, 306 S Main. He states that he and his family is interested in re-acquiring the property that was donated to the city by Sandy Grubbs for Honor Park. Mayor Folkerts states that this will be added to the agenda for next month for discussion.

Department Reports: Library states they do not have anything to report but does vocalize concerns about lack of parking behind their building due to neighboring tenants using the parking space. Councilmember Gough states that he will talk to the landlord. Police: Chief Graham presents the council with the first 2 chapters of the policy manual that have been completed and reviewed by the attorney as well as the month's call-for-service record. He states in addressing the school issue, he is very proud of the response to the situation and performance of those officers that responded. This was a multi-jurisdictional response including officers from Woodward, Perry, Granger and Dallas County Sheriff's office, as well as an off-duty officer from Des Moines. Chief Graham continues by expressing the appropriateness of having reserve officers on the Woodward Police Department. He states that coverage would be much more difficult with the current part-time staff. Chief Graham announces that he has made the decision to promote Chris Sprott to Sargent of the Reserves to assist in managing the department. Chief

Graham states that this is effective immediately and does not come with a pay raise.

Councilmember Godwin inquires about the call-for-service report and the responding agency. Chief Graham states that the report is any call that came into Woodward. Chief Graham then states that Woodward PD takes care of the majority of their calls and does not necessarily require DCSO to respond with the exception of overnight or emergency calls.

Department Reports: Councilmember Gough reports that compliance has one property they are working with that is currently at a \$500 fine for failure to maintain their property. Council discusses that attempts have been made to contact him regarding the issue but there is a lag in response. Councilmember Patel asks Attorney Dalen about condemnation process. Attorney Dalen states this process is initiated with Veenstra & Kimm. Councilmember Bice states that the work at the ball diamonds has struggled due to all the rain. Grading has not been able to take place to install the irrigation system. Conversation of seeding rather than using sod has taken place to save approximately \$7,000. The trees that were donated from the Lion's Club have been getting planted. Councilmember Bice asks the council what they would like to do with the trees between the current trailhead parking lot and the new parking lot. A few trees were going to be coming out as they were dead and asks if the council wants to keep the rest of the trees as a barrier or to take them all out. Council agrees to take them all out and lay rock where the trees stood.

Mayors Report: Mayor Folkerts states that Eco-Park recertification is getting back on track after meeting with the state today for an August 1, 2024 deadline. Mayor Folkerts thanks Chief Cox from Granger for responding to the call at the school last week and taking charge of the situation until Chief Graham was able to get on scene.

Motion Patel to close Public Hearing for FY24 Budget Amendment. 2nd Bice. MCU. Public Hearing closes at 7:18pm.

Motion Stone to approve Resolution 2024-8 Approving FY24 Budget Amendment. 2nd Gough. Roll Call; Aye: Gough, Bice, Stone, Godwin, Patel. Motion carries 5:0.

Motion Patel to discuss Matt Sturgeon Subdivision Review. 2nd Stone. MCU. Matt Sturgeon states that he is potentially purchasing one of the tracks that the State of Iowa is selling north of Woodward. He plans to build homes on the property anywhere between 3-15 acres each. Matt is proposing the installation of septic systems as this is not an area that Woodward's sewer system services. Matt also expresses interest in purchasing an additional tract that the state is

selling which would require them to split parcels that houses currently sit on. Mayor Folkerts explains the process for parcel approval.

Motion Godwin to discuss Review of Whistlin' Donkey Alcohol License Renewal. 2nd Patel. Chief Graham reports that there have been no violations at this location. Motion Patel to approve the renewal of Whistlin' Donkey's alcohol license. 2nd Gough. Roll Call; Aye: Patel, Godwin, Stone, Gough. Abstain: Bice. Motion carries 4:0.

Motion Godwin to discuss Water Bill for 307 Birch. 2nd Stone. MCU. Mayor Folkerts explains to the council that this address was billed a minimum bill (\$130.33) for a timeframe when the owners did not live there. It appeared this was the case due to a printing error on the bill for the month of April. Mayor Folkerts states that there is no provision in the ordinances that state that the council can pro-rate bills, they can only forgive. City Clerk explains the printing error to the council to show that the 540 gallons reflected on the 2nd bill is correct consumption for the residents during the time that they still resided at the property. Council agrees to move forward with adding language into the ordinance to allow for the proration of the utility bills in the future. Attorney Dalen states that if the council has the ability to forgive the bill to its entirety, they should also have the ability to pro-rate for a portion of the bill. Motion Godwin to reduce the water bill for 307 Birch to \$50.63 plus tax. 2nd Patel. Roll Call; Aye: Godwin, Stone, Bice, Gough, Patel. Motion carries 5:0.

Motion Gough to discuss Social Center Rent. 2nd Patel. MCU. Councilmember Stone explains that based on billing information dating back 46 months, to break even on the bills for the building, the city would need to bring in approximately \$340 per month. Council discusses different expenditures and possible happenings in the future. Councilmember Bice inquires about how much money the Social Center currently brings in. MaDonna Rickels, Social Center Board member states that she believes that they bring in approximately \$400 a month between meals, cards, and rent. Councilmember Stone motions to raise the Social Center rent to \$400 a month. 2nd Gough. Roll Call; Aye: Stone, Bice, Gough. Nay; Patel, Godwin. Motion carries 3:2.

Motion Godwin to discuss Rental Inspections. 2nd Patel. MCU. Mayor Folkerts states that this item is just to decide if the council would like to move forward with a program for the inspection of rental properties in town. Councilmember Gough explains that this would be both for rental and vacant properties. He further explains that there is no current ordinance in place to ensure that the needs of tenants are being met by the landlord if a complaint is placed at the city

level. Council agrees to move forward with working on implementing a landlord/tenant ordinance.

Motion Bice to discuss Library Window Bid. 2nd Stone. MCU. Mayor Folkerts states that the bid that was provided to the council during budget session was only for 3 windows rather than the 6 windows that need to be repaired. Motion Stone to table discussion to next meeting to get further information on the specifics of the repair to ensure it will be done correctly. 2nd Bice. MCU.

Motion Godwin to discuss Nuisance Lawncare Bids. 2nd Patel. MCU. Danti Lawn Care is the only provider that submitted a bid. The only differing contract item is that the provider will help assist in notifying the City of Woodward when nuisance lawns are observed. Council agrees they are in agreement with this contract item as long as any action to the nuisance lawn is cleared through a council member first. Door Tag procedure is explained that once a property receives one door tag, they will not be issued another door tag that season and will be taken care of by nuisance lawncare. Motion Bice to accept Danti Lawn Care Bid and nominate Councilmember Bice to inspect lawn compliance. 2nd Patel. Roll Call; Aye: Patel, Godwin, Stone, Bice, Gough. Motion carries 5:0.

Motion Bice to discuss Police Chief Position. 2nd Stone. MCU. Interim Chief Graham is currently working between 20-30 hours per week. Councilmember Godwin states that he has received complaints about coverage in town. Chief Graham verifies that 9 out of the last 13 days have been covered and last month coverage was 20 out of 30 days. Motion Godwin to appoint Jim Graham as the Chief of Police at 20 hours a week. 2nd Gough. Roll call; Aye: Godwin, Stone, Bice, Gough, Patel. Motion carries 5:0.

Motion Stone to discuss Business Eco Park. 2nd Patel. Council is presented with recommendations from Veenstra & Kimm. Councilmember Patel inquires about Xenia providing the water for the site. Mayor Folkerts reminds Councilmember Patel that per contracted agreement from last year, Woodward has the right to supply water to any part of the Eco-Park site at this time. This is an issue that will be considered down the road. Motion Patel to move forward with Eco-Business Park with recommendations from V&K. 2nd Gough. MCU.

Motion Stone to discuss Adam's Easement Request. 2nd Bice. P&Z recommended the council grant the easement for a driveway and access from the trail for an ice cream shop they would like to open up along the trail. P&Z Chair, Twila Spratt, verifies that the request in front of the council is only for the granting of an easement and the legal points of the easement will be

addressed later once a site plan has been submitted. Motion Bice to approve Adam's Easement Request. 2nd Stone. MCU.

Motion Godwin to discuss Siglin Estates Preliminary Plats. 2nd Bice. MCU. P&Z has reviewed and recommended the approval of the preliminary plats. Discussion on lot size takes place. Motion Godwin to approve Siglin Estates Preliminary Plats. 2nd Patel. Roll Call; Aye: Gough, Patel, Godwin, Stone, Bice. Motion carries 5:0.

Motion Stone to discuss Siglin Estates Construction Plans. 2nd Gough. MCU. Council reviews construction plans presented for Siglin Estates. Motion Godwin to approve Siglin Estates Construction Plans following the recommendations in the summary that they need to document the area, the lot area of the bi-attached units in the R-2 district area, document minimum front yard width on the bi-attached units in the R-2 district zoning, and side yard setback requirements will be enforced at the time of building construction and any depiction on the preliminary plat of a setback that graphically is less than the minimum ordinance requirement would not be approvable for a building permit as it would not be in zoning compliance. 2nd Gough. Roll call; Aye: Stone, Bice, Gough, Patel, Godwin. Motion carries 5:0.

Motion Bice to discuss Solar Power for City Buildings. 2nd Stone. MCU. Councilmember Bice reached out to cities who Eagle Point has provided services to. Bice reports that each city that he talked to stated that it has made a positive impact on their utility bills. Motion Stone to move forward with allowing Eagle Point to do an assessment on the proposed properties. 2nd Godwin. MCU.

Motion Patel to discuss Time Clocks. 2nd Stone. Mayor Folkerts explains that the city clerk and the mayor have been working with a time clock system that is operated through phones. He also asks the council to table this discussion while additional recordkeeping issues are worked in within the system to ensure that all the time records needs are met. Motion Stone to table Time Clock discussion until next months meeting. 2nd Gough. MCU.

Motion Bice to discuss Public Works Hours of Operation. 2nd Gough. Councilmember Bice and Gough met with Chris Newland, Public Works director to discuss the current hours of operations. Gough states that he believes that there should be one employee that comes in an hour before the rest of the employees to ensure that the facilities are up and running appropriately. Councilmember Godwin states that this needs to be carried through the 7 day work week, not just the 5 day work week. Motin Bice to keep the hours of operation as they are. Motion dies due to lack of 2nd. Motion Gough that the primary treatment operator comes in at

6:00 am, and the other 2 employees come in at 7:00 am. 2nd Patel. Roll call: Aye: Bice, Gough, Patel, Stone. Nay: Godwin. Motion carries 4:1.

Motion Bice to discuss Purchase of Council Tablets. 2nd Patel. MCU. Bice and Gough express that they prefer to have a paper copy of the packets. Godwin asks about the processing speed of Laserfiche as he struggled with the packet loading slowly. City clerk will follow up with this concern. Motion Stone to move forward with purchasing tablets for the council. 2nd Godwin. Roll call; Aye: Gough, Godwin, Stone. Nay: Bice, Patel. Motion carries 3:2.

Motion Gough to discuss Main Street Angle Parking. 2nd Bice. MCU. Angle parking would increase the parking on Main Street by 38 stalls. Council discusses the concerns of collisions and parking width. Motion Bice to move forward with angle parking. Bice rescinds his motion upon questions of specifications of the parking. Council discusses back-in parking as an alternative. Patel mentions that the bid for the removal and replacement of parking lines has sales tax on it. Motion Gough to approve the plans as presented and the contracted price to complete it. 2nd Bice. Roll call; Aye: Patel, Stone, Bice, Gough. Nay: Godwin. Motion carries 4:1.

Motion Gough to discuss Resolution 2024-9 Support of Dallas County Board of Supervisors Increased Membership. 2nd Patel. This resolution, in conjunction with other cities in Dallas County, would move to increase the Dallas County Board of Supervisors members from 3 to 5 due to the increase in population over the years. Motion Gough to approve Resolution 2024-9. 2nd Patel. Roll call; Aye: Stone, Bice, Gough, Patel, Godwin. Motion carries 5:0.

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

Mayor Council Comments: Stone thanks everyone involved with the Spring Clean up for a successful day. Patel inquires about the bids on the public works pick up. City Clerk states that it has been bid on but not yet met the reserve.

Motion Gough to adjourn. 2nd Bice. Motion adjourns at 9:20 pm.

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS	MAINT	235.22
ACCO	SUPL	413
AFLAC	AFLAC	832.66
AGSOURCE COOP SERVICES	TEST	858.65
ALLIANT ENERGY	UTIL	7,002.04
BAKER & TAYLOR	BOOKS	88.77

BANLEACO	RENT	152.37
BLACK HILLS ENERGY	UTIL	804.62
BOONE COUNTY LANDFILL	LANDFIL	40.28
BRANDON THILGES	REIMB	39.5
CAPITAL CITY EQUIPMENT CO	MAINT	460.11
CARGILL INC-SALT DIVISION	SUPL	6,475.18
CARDMEMBER SERVICE	MISC	1,229.70
DALLAS CO TREASURER	TAXES	319
DAVE GLIEM	MAINT	350
DIAMOND OIL COMPANY	FUEL	4,774.72
EFTPS	FED/FICA TAX	10,171.38
ELECTRIC PUMP	MAINT	470.5
FINNESETH DALEN & POWELL PLC	LEGAL	540
FLASHING THUNDER FIREWORKS	FNN	5,000.00
GATEHOUSE-MEDIA IA HOLDINGS	LEGALS	144
GAYLORD BROS., INC	BOOKS	330.32
GLOBE LIFE LIBERTY NAT	LIBERTY	168.2
GUTHRIE CO REC	UTIL	1,333.81
HARLAND ACE HARDWARE	SUPL	176.77
HEARTLAND COOP	SUPL	170.1
IA ASSOC. OF MUNICIPAL UT	DUES	606
IPERS	IPERS	4,679.36
J&D COMPUTERS INC	MAINT	219.95
JARED STONE	REIMB	453.14
LOGAN CONTRACTORS SUPPLY INC	MAINT	570
MAFCO BUILDERS	MAINT	2,360.00
MARY BUSTAD	REIMB	31.4
MENARDS GRIMES	SUPL	384.82
METERING & TECHNOLOGY SOLUTION	SUPL	2,204.09
MINBURN TELECOMMUNICATIONS INC	PHONE	951.15
MUNICIPAL PIPE SERVICES INC	SUPL	271.15
MUNICIPAL SUPPLY INC	MAINT	1,525.12
O'REILLY AUTO PARTS	SUPL	143.98
OAKLAND CORPORATION	SFTWR	3,100.00
ORR, AMY	MILEAGE	239.86
PLUMB SUPPLY CO.	SUPL	44.3
PORTABLE PRO INC	SUPL	120
QUILL CORPORATION	SUPL	82.78
RELIABLE IMAGING	SUPL	119.66
SPRAYER SPECIALTIES INC	SUPL	175.08
STOREY KENWORTHY/MATT PARROTT	SUPL	1,151.07
TREASURER EXCISE TAX	EXCISE TAX	712.61
TREASURER, STATE OF IOWA	STATE TAX	1,197.09
TREASURER STATE OF IOWA	SALES TAX	971.37

VAN WALL EQUIPMENT INC	SUPL	158.32
VEENSTRA & KIMM INC	ENGINR	1,508.50
VERIZON WIRELESS	PHONE	166.48
WALTERS SANITARY SERVICE	GARBAGE	7,187.67
WELLMARK BLUE CROSS & BLUE SHI	INSURANCE	4,564.03
WOODWARD POST OFFICE	POSTAGE	657
Accounts Payable Total		79,136.88
Invoices: Paid		27,117.27
Invoices: Scheduled		52,019.61
	Refund Checks	
	Total	
Total Paid On: 4/26/24		11,570.84
Total Paid On: 5/10/24		10,468.16
Total Payroll Paid		22,039.00
***** REPORT TOTAL *****		101,175.88
GENERAL		48,212.81
ROAD USE TAX		6,051.00
EMPLOYEE BENEFITS		2,305.67
LOCAL OPTION SALES TAX		453.14
WATER		22,495.61
WELLFIELD		1,303.32
SEWER		17,219.50
STORM SEWER		3,134.83
TOTAL FUNDS		101,175.88
REVENUES		
GENERAL TOTAL		6,838.55
DEBT SERVICE TOTAL		5,208.00
WATER TOTAL		7,720.71
SEWER TOTAL		8323.48
STORM SEWER TOTAL		1,002.72
TOTAL REVENUE		29,093.46