

**WOODWARD CITY COUNCIL REGULAR SESSION
MONDAY AUGUST 14, 2023 AT 7:00 PM**

Mayor Todd Folkerts calls the meeting to order at 7:02 pm. Roll Call: Present; Stone, Godwin, Patel, Gough, Kirts.

Motion Godwin to approve agenda as presented. Second Kirts. MCU.

Motion Gough to approve minutes from July 10, 2023 Regular Session. Second Patel. MCU.

Open Forum: Council recognizes Mike Green with Lion's Club. Mike updates that they are currently looking for fundraiser ideas. The greenspace that was put together on the southside of the library is being maintained by the Lion's Club on a regular basis. A sign has been made to display the supporters of the greenspace and will be placed. Lion's Club is currently looking for places to display a supporters sign at the bike trailhead. Red Oak trees have been ordered to add to the previously planted trees. Lion's Club will be donating food for the Fire Department Appreciation Dinner, Halloween on beggar's night, as well as the Tree Lighting Celebration at Christmas. No dates have been set for these events. The council recognizes Christy Shultz. Christy introduces herself as the new president of the Friends & Neighbors Day committee as well as names a few of the other new members. She states that they are planning to continue the event on the first weekend of June. Committee currently meets on the 3rd Thursday of each month. Shultz additionally inquires about posting for the seats available for the upcoming election as well as addresses Mayor Folkerts on response from an email that she had sent to him.

Department Reports: Godwin reports that he met with Trees Forever with Mary Bustad. Godwin states that this program was not a good fit for the city at this time as they are utilized more as a community resource rather than a resource for planting new trees. Mary Bustad, recognized by Mayor Folkerts, reiterates that this program is not a good fit for the city at this time.

Mayor Folkerts reports that 2 interviews were held for the Deputy City Clerk position. Neither applicant accepted the position due to scheduling constraints and lack of benefits. Mayor Folkerts requests feedback from the Council on next steps. Mayor recommends allowing the Personnel Committee to meet and analyze different directions that the budget will allow them to go, including researching adding a City Administrator. Council agrees to revisiting this at next months meeting.

Motion Patel, Second Kirts to recognize Miche with Hytel Boeland, LLC. Miche explains that the final application for the 2023 Catalyst Grant was not submitted on time so they would not be utilizing the city this year for support of that grant. Miche states they would like to apply for the 2024 Catalyst Grant and would like to see the council mirror the same support contributions as approved for the current years agreed upon contribution. Motion Gough to approve Hytel Boeland LLC as the 2024 Catalyst Grant applicant with contributions not to exceed \$19,000. Second Godwin. Roll Call: Godwin, Patel, Gough, Kirts, Stone. Motion carries 5:0.

Motion Godwin to discuss Second Consideration of Ordinance 23-422 Amending Chapter 69 Parking Regulations. Second Gough. MCU. Godwin states that the correction from east side of Locust at the 200,300, 400, and 500 block to the west side of Locust has been made. Motion Godwin to approve Second Consideration of Ordinance 23-422. Second Kirts. Roll Call: Patel, Gough, Kirts, Stone, Godwin. Motion carries 5:0.

Motion Stone to discuss First Consideration of Ordinance 23-423 Mayor Compensation. Second Godwin. MCU. Resolution would increase the Mayor Compensation from \$300/month to \$800/month. Mayor Folkerts suggests changing the Ordinances from stating "reviewed by the City Council each Fiscal year prior to a new Mayoral term of office" to "prior to each budget approval". Attorney Dalen explains that by Iowa Code, Mayor and Council Compensation can only be changed prior to election and does not go into effect until the new term after an election making this a four-year obligation. Kirts suggests that they don't let this Ordinance die, rather to move forward with the first consideration and discuss further

next month once research has been presented to the council on filling the Deputy City Clerk position. Motion Kirts to approve First Consideration of Ordinance 23-423. Second Stone. Roll Call: Gough, Kirts, Stone, Godwin, Patel. Motion carries 5:0.

Motion Stone to discuss Resolution 2023-30 O&J Coatings, INC. Partial Pay App 1 and 2. Second Kirts. MCU. Mayor Folkerts explains that the previous approved resolution had the incorrect amount due noted. This resolution reflects the original agreed upon contract amount. Motion Kirts to approve Resolution 2023-30 Payment of Pay App 1 and 2 to O&J Coatings in the amount of \$221,000. Second Patel. Roll call: Kirts, Stone, Godwin, Patel, Gough. Motion carries 5:0.

Motion Kirts to discuss Resolution 2023-31 Approving Payment to Mid-Iowa Planning Alliance. Second Godwin. MCU. Motion Kirts to approve Resolution 2023-31 Payment to Mid-Iowa Planning Alliance in the amount of \$202.00. Second Patel. Roll call: Stone, Godwin, Patel, Gough, Kirts. Motion carries 5:0.

Motion Godwin to discuss Resolution 2023-32 Waiving the Review of Swanson Land Division. Second Stone. MCU. Motion Stone to approve Resolution 2023-32. Second Godwin. Roll call: Godwin, Patel, Gough, Kirts, Stone. Motion carries 5:0.

Motion Godwin to approve Resolution 2023-33 Transfer of Funds. Second Patel. Roll Call: Patel, Gough, Kirts, Stone, Godwin. Motion carries 5:0.

Motion Stone to discuss waiving city portion of Tiernan building permit. Second Godwin. MCU. Kirts asks on thoughts of covering the cost of all permits. Mayor Folkerts states that there are funds available in Debt Reduction that could be utilized for this. Motion Kirts to approve waiving Tiernan building permit fees not to exceed \$1361 paid out of Debt Reduction. Second Stone. Roll Call: Gough, Kirts, Stone, Godwin, Patel. Motion carries 5:0.

Motion Gough to discuss delinquent account write offs. Second Kirts. MCU. Clerk states that these accounts are unable to be reconciled as they have to be \$50 or more in order to be turned over to DAS. Motion Kirts to approve delinquent account write offs in the amount of \$197.02. Second Patel. Roll Call: Godwin, Patel, Gough, Kirts, Stone. Motion carries 5:0.

Motion Godwin to discuss renewal of Casey's Alcohol Permit. Second Stone. MCU. Reserve Officer Wernli states there have been no violations or concerns to his knowledge. Motion Patel to approve the renewal of Casey's Alcohol Permit. Second Gough. Roll Call: Gough, Kirts, Stone, Godwin, Patel. Motion carries 5:0.

Motion Stone to discuss Properties with Accessory Buildings. Second Godwin. MCU. Mayor Folkerts explains that there are several properties within city limits that an accessory building is the only structure sitting on a property. The current ordinance on accessory building states that in order to have an accessory building, there must be a residence on the property. 1 specific property owner is in the process of putting his property up for sale and has inquired on requirements that the city would want in the purchase contract, such as building a residence within a certain timeframe. Discussion included the qualifications for properties that were grandfathered in when this ordinance became effective. Patel recommends that we allow our attorney to check into the options that are available based on the current ordinance. Council agrees.

Motion Stone to discuss Land Purchase. Second Godwin. MCU. Mayor Folkerts explains that Capital Improvement monies allocated for a property has fell through. The city may have the opportunity to purchase property surrounding the new ball diamond on the north side of town that is owned by the state. Folkerts presents the council with 4 potential land acquisition drawings put together by Bob Veenstra. The purchase of this property would be for recreation purposes. Cost for the land has not been set by the seller. Stone motions to move forward with possible land purchase of 15-plus acres using picture number 4 modified to come off of the southwest corner down to North 3rd St. Second Gough. Roll Call: Gough, Kirts, Stone, Godwin, Patel. Motion carries 5:0.

Motion Patel to pay bills as presented. Second Gough. Roll call: Kirts, Stone, Godwin, Patel, Gough. Motion carries 5:0.

Mayor/Council Comments: Attorney Dalen states that the Bock Family Foundation Grant deadline is September 1st for any organization/entity wishing to apply.

Motion Stone to adjourn. Second Godwin. Meeting adjourns at 8:13 pm.


CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS	MAINT	140.27
AFLAC	AFLAC	695.6
AGSOURCE COOP SERVICES	TEST	505.65
ALLIANT ENERGY	UTIL	7,690.38
ARISTA PENROD	REFUND	26.89
BAKER & TAYLOR	BOOKS	137.06
BANLEACO	MAINT	128.22
BLACK HILLS ENERGY	UTIL	249.34
BOMGAARS	SUPL	90
BOOK SYSTEMS INC	SUBS	1,735.00
CENGAGE LEARNING INC/GALE	BOOKS	106.46
CARDMEMBER SERVICE	SUPL	715.11
DALLAS CO HOSPITAL	TEST	55
DAVE GLIEM	MAINT	350
DIAMOND OIL COMPANY	FUEL	3,914.65
EFTPS	FED/FICA TAX	7,053.67
ELECTRIC PUMP	MAINT	595
FINNESETH DALEN & POWELL PLC	LEGAL	1,343.00
GLOBE LIFE LIBERTY NAT	LIBERTY	60.32
GOVOFFICE	WEBHOST	1,590.00
GUTHRIE CO REC	UTIL	58.96
HARLAND ACE HARDWARE	SUPL	280.76
HEARTLAND COOP	SUPL	138.46
HOME SOLUTIONS	REFUND	1,555.20
HYTEL BOELAND PROPERTIES LLC	GRANT REIMB	40,000.00
IOWA DEPT OF NATURAL RESOURCES	FEE	358.1
IOWA LEAGUE OF CITIES	HNDBK	20
IOWA ONE CALL	ONECALL	33.3
IOWA OUTDOORS	SUBS	25
IPERS	IPERS	4,662.54
J&D COMPUTERS INC	MAINT	109.95
JANON DOUGLAS	TRAINING	400
MARY BUSTAD	MAIL	102.3
MENARDS CLIVE	SUPL	23.92
MENARDS GRIMES	SUPL	236.97

MICROMARKETING	AUDIO	57.5
MINBURN TELECOMMUNICATIONS INC	PHONE	953.17
MOMAR	SUPL	798.15
NSF CHECKS	NSF CHECKS	5
O'REILLY AUTO PARTS	SUPL	76.35
OAKLAND CORPORATION	SUPL	4,025.00
ORR, AMY	TRAINING	167.12
OVERDRIVE INC	EBOOK	582.66
PORTABLE PRO INC	SUPL	90
QUILL CORPORATION	SUPL	188.27
REGION XII	DUES	1,500.00
RUNDE CONSULTING LLC	TRAINING	900
SMITHSONIAN	SUBS	39
STATE HYGIENIC LABORATORY	TESTS	40.5
STATE LIBRARY OF IOWA	TRAINING	20
TITAN MACHINERY	MAINT	396.68
TREASURER EXCISE TAX	EXCISE TAX	819.5
TREASURER, STATE OF IOWA	STATE TAX	1,090.15
TREASURER STATE OF IOWA	SALES TAX	976.16
UNITYPOINT CLINIC-OCCUPATIONAL	TESTING	42
VAN WALL EQUIPMENT INC	MAINT	159.03
VEENSTRA & KIMM INC	PERMIT	1,202.50
VERIZON WIRELESS	PHONE	166.38
WALTERS SANITARY SERVICE	GARBAGE	7,064.90
WALTON TREE SERVICE LLC	MAINT	9,942.00
WELLMARK BLUE CROSS & BLUE SHI	INSURANCE	4,232.15
WOODWARD FIRE DEPT.	FEES	9,334.00
WOODWARD POST OFFICE	POSTAGE	268
WOODWARD RESOURCE CENTER	WATER	1,920.38
Accounts Payable Total		122,243.63
Invoices: Paid		72,698.61
Invoices: Scheduled		49,545.02
	Refund Checks Total	
Total Paid On: 7/21/23		11,059.45
Total Paid On: 8/04/23		10,679.35
Total Payroll Paid		21,738.80
***** REPORT TOTAL *****		143,982.43
GENERAL		106,231.01
ROAD USE TAX		5,500.78
EMPLOYEE BENEFITS		2,138.47
WATER		11,997.64
SEWER		15,994.91
WEST SEWER LIFT STATION		220.44

STORM SEWER
TOTAL FUNDS

1,899.18
143,982.43



Amy Orr, City Clerk



Attest: Todd Folkerts, Mayor