

Woodward Council Minutes

April 12, 2021

Mayor Folkerts called the April 12, 2021 meeting to order at 7:00pm. Roll Call: Present; Kirts, Gough, Patel, Bustad, Stone.

2) Motion Bustad to approve the agenda 2nd Kirts, MCU.

3) Motion Bustad to approve the minutes from Mar. 8th and Mar. 29, 2021 as written, 2nd Stone.

MCU

4) Motion Gough to open the Public Hearing on Proposed Designation of the 2021 Woodward Urban Revitalization Area, 2nd Patel at 7:02pm. MCU

5) Motion Kirts to close the Public Hearing on Proposed Designation of the 2021 Woodward Urban Revitalization Area, 2nd Gough at 7:04pm. MCU

6) Open Form: The Council stated there would be a five-minute limit to speaking during Open Forum because of the amount of people who want to speak and the number of items on the agenda. Chris Sprott spoke regarding the abatement resolutions, items 17 thru 23, and he commends the City Council for doing stuff to make the City better. Sprott wants to talk specifically about item 17, establishing civil penalties for established city ordinances. He would like to see the City Council and the City Mayor follow the ordinances and codes when it comes to the building and zoning ordinances, for example; the school parking lot and other situations that have been identified. Sprott thanks the City Council for what they're doing, but to please follow up with the ordinances already established and citizen questions and complaints regarding new construction that was not properly done with a proper site plan. Kim Weatherbee spoke regarding the special session that took place on Mar. 29, 2021, and the resolutions regarding nuisance abatements. She would like to see our community work together to achieve the results the City Council is looking for, rather than assess civil fines that residents may not be able to afford. Richard Hartwig spoke regarding the proposed parking lot for the school. There are some classes and extra-curricular events that take place in that grassy area and he doesn't want to see that area be made a parking lot. Hartwig also wanted to address possible no parking signs around the school so people aren't parking on both sides of the street, which Chief Buck will talk about later in the meeting. He is also verified that he would be able to get rid of old furniture that he has replaced at clean-up day. Stone confirmed furniture is acceptable. Craig DeHoet addressed the Council regarding the time limit that was mentioned at the beginning of Open Forum. Every person who speaks during Open Forum should be treated equally. If there is a time limit it should be enforced for everyone. He would like to see the Council consider the tax abatement area to include residential improvements and not just commercial. There may be a benefit there for residents that are still cleaning up and repairing after the Derecho.

7) Dept Reports: Chief Buck provided the Council with the call-out report and said with an exception of a few parking complaints everything was status quo. The Reserves have started training at the Academy. Stone reminded everyone that clean-up day is Sat. the 17th from 7am to 11am and flyers were delivered to every house over the weekend. Bustad asked about weed spraying and whether there will be a licensed employee or individual to take care of that. The Social Center outside wall has been fixed. Bustad would like to meet with someone from the Envision Woodward Committee. Bustad is also working on the new Employee Handbook. Kirts said a new water report will be done soon. There were no violations so the City will be able to post those findings on the website and not be required to do a mailing.

8) Mayor Reports: The development and the lift station are right on schedule. The lift station should be done the middle of June. Thank you to Stone's kids who distributed all the flyers for clean-up day. The new maintenance shed materials are in, but the construction of the shed hasn't started yet.

9) Motion Kirts to discuss Resolution 2021-13 Resolution Stating the Intentions of the City Council with Regards to the Designation of the 2021 Woodward Urban Revitalization Area and the Proposed Plan Therefor, 2nd Stone, MCU. Kirts wants to confirm the abatement process and what it means. It means the city portion of the tax is what gets abated. DeHoet said the bottom of your tax notification breaks down how much goes to county, school and city. Motion Bustad to approve Resolution 2021-13 Resolution Stating the Intentions of the City Council with Regards to the Designation of the 2021 Woodward Urban Revitalization Area and the Proposed Plan Therefor, 2nd Patel. Roll Call: Ayes; Gough, Patel, Bustad, Stone, Kirts.

10) Motion Gough to discuss Shawd's request for a driveway at 104 S Main St in Woodward, 2nd Patel, MCU. Merle Shawd would like a driveway at his business on Main Street in Woodward. The Iowa DOT has regulations for adding a driveway on a business front on a state highway. Shawd said he would pay for this driveway to be put in by DOT standards. There was a question raised about safety and how to keep people on the sidewalk safe if motor vehicles are entering and exiting this driveway. Shawd suggested setting up cones while using the driveway. Gough suggested having a spotter at the time any movement could be going on. Motion Bustad to table the discussion of installing a driveway until a later date when Shawd has had a chance to look at the regulations and an educated decision can be made, 2nd Patel. MCU.

11) Motion Patel to discuss Resolution 2021-12 Resolution Approving Combining of Parcels within the City Limits of Woodward, 2nd Bustad. MCU. Motion Kirts to approve Resolution 2021-12 Resolution Approving Combining of Parcels within the City Limits of Woodward, 2nd Gough. Roll Call: Ayes; Patel, Bustad, Stone, Kirts, Gough

12) Motion Gough to discuss a revised Development Agreement with Hytel Boeland Properties, 2nd Kirts, MCU. Miche Crise was present to confirm the changes made since the original agreement was presented. Miche hired a company to camera the sewer lines and look for damage and clogging. There was discussion between the Council and Miche about the lines and what was found and what the expectation is for bringing a new line into the building. Mayor Folkerts said City Attorney Mr. Dalen said this agreement needs to be looked at by Dorsey Whitney before the Council can approve it. Motion Gough to approve the Development Agreement subject to review by Dorsey Whitney, 2nd Kirts. Roll Call: Ayes; Bustad, Stone, Kirts, Gough, Patel

13) Motion Stone to discuss request from Woodward Golf/Pool for 2020 donation of \$2500 that wasn't received, 2nd Gough. Bustad confirmed last year's budget amount was put back into the general fund. Kirts looked at minutes from 2020 and didn't see any request from the Woodward Golf Course asking for this donation. There is a request for a donation amount of \$2500 for 2021 and that is in the bills to be paid for April. Motion Bustad to deny the request for the \$2500 donation for 2020 season, 2nd Gough. Roll Call: Ayes; Stone, Kirts, Gough, Patel, Bustad

14) Motion Bustad to discuss the contract for 3 Phase Power with Interstate Power and Light Company for the new development, 2nd Stone, MCU. This is the plan that Josh Long presented last month at the council meeting. The cost of the project will be \$67,180.67 with rebates back to the City for each house in the amount of \$4500 each. Motion Bustad to approve the agreement with Interstate Power and Light Company in the amount of \$67,180.67, 2nd Kirts. Roll Call: Ayes; Kirts, Gough, Patel, Bustad, Stone

15) Motion Bustad to discuss No Parking signs by the school 2nd Stone, MCU. Chief Buck and Patel drove around identifying the streets that need the signs on one side of the street. These signs are needed on W. 4th St on the north side of the street, on Elm Ave on the west side and on Ash Ave on the east side of the street. Right now, if cars are parked on both sides of the street emergency vehicles aren't able to fit down the street. Motion Bustad to approve the map presented by Chief Buck to add No Parking signs on streets by the school, 2nd Patel. Roll Call: Ayes; Gough, Patel, Bustad, Stone, Kirts

16) Motion Bustad to approve the contract between the City of Woodward and International Union of Operating Engineers Local 234 for the period of July 1, 2021 to June 30, 2026, 2nd Gough. Roll Call: Ayes; Patel, Bustad, Stone, Kirts, Gough

17) Motion Kirts to discuss Resolution 2021-5 Resolution Establishing Civil Penalties for Non-Compliance with Established City Ordinances and Resolutions, 2nd Gough, MCU. Mayor Folkerts explained the only changes on this resolution were the dollar amounts that were discussed at the special session meeting on Mar. 29, 2021. Motion Kirts to approve Resolution 2021-5 Resolution Establishing Civil Penalties for Non-Compliance with Established City Ordinances and Resolutions, 2nd Stone. Roll Call: Ayes; Stone, Kirts, Gough, Patel Nays; Bustad

18) Motion Gough to discuss Resolution 2021-6 Resolution Establishing the Notification and Administrative Abatement Process for Non-Compliance with Establishing City Ordinances and Resolutions, 2nd Patel, MCU. Gough wants public to know this is not over-reached and this is not because of a personal vendetta. There are a lot of checks and balances in place for this process. Residents should not be afraid to speak to the Council and may speak to the Council at any time to dispute the nuisance charge. Reach out to the Council to plead your case. Patel reiterated that residents in the past have ignored the complaints and it's time to take action and follow the ordinances. Kirts said the only change in this resolution was the addition of snow removal and lawn maintenance. Motion Gough to approve Resolution 2021-6 Resolution Establishing the Notification and Administrative Abatement Process for Non-Compliance with Establishing City Ordinances and Resolutions, 2nd Stone. Roll Call: Ayes; Bustad, Stone, Kirts, Gough, Patel

19) Motion Stone to discuss Resolution 2021-7 Resolution Establishing an Administrative Abatement Process Non-Compliance of Yard Maintenance and Snow Removal, 2nd Patel, MCU. Kirts explained this resolution is new based on conversations at the special session meeting on Mar. 29, 2021 because 7 days was too long for snow removal so it was changed to a 48-hour response time. Motion Stone to approve Resolution 2021-7 Resolution Establishing an Administrative Abatement Process Non-Compliance of Yard Maintenance and Snow Removal, 2nd Bustad. Roll Call: Ayes; Gough, Patel, Bustad, Stone, Kirts

20) Motion Kirts to discuss Resolution 2021-8 Resolution Establishing an Administrative Abatement Process for the Abatement of Junk and Refuse that is Determined to be a Nuisance in Accordance with the City of Woodward Code of Ordinances, 2nd Gough, MCU. Kirts confirmed there were no changes from the special session meeting. Motion Kirts to approve Resolution 2021-8 Resolution Establishing an Administrative Abatement Process for the Abatement of Junk and Refuse that is Determined to be a Nuisance in Accordance with the City of Woodward Code of Ordinances, 2nd Stone. Roll Call: Ayes; Stone, Bustad, Patel, Gough, Kirts

21) Motion Stone to discuss Resolution 2021-9 Resolution Establishing an Administrative Abatement Process for the Abatement of Junk Vehicles Determined to Be a Nuisance in Accordance with the City of Woodward Code of Ordinances, 2nd Kirts again confirms there were no changes made after the special session meeting. Gough wants to confirm this doesn't include licensed vehicles that are in your driveway and are still running even though they haven't moved in 30 days, unless the ordinance is changed, according to the City Attorney Mr. Dalen. Motion Stone to approve Resolution 2021-9 Resolution Establishing an Administrative Abatement Process for the Abatement of Junk Vehicles Determined to Be a Nuisance in Accordance with the City of Woodward Code of Ordinances, 2nd Bustad. Roll Call: Ayes; Patel, Gough, Kirts, Stone, Bustad

22) Motion Gough to discuss Resolution 2021-10 Resolution Establishing Authorization for the City to Secure Contracted Grounds Maintenance Services to Execute Abatement Actions for Non-Compliance of Chapter 155 and Ordinance 19-392, 2nd Kirts, MCU. Shawd would like some verification on what this resolution means. Council members confirm this resolution means the City is able to obtain a contract with a contractor to take care of cleaning up the nuisance that is in violation. Motion

Kirts to approve Resolution 2021-10 Resolution Establishing Authorization for the City to Secure Contracted Grounds Maintenance Services to Execute Abatement Actions for Non-Compliance of Chapter 155 and Ordinance 19-392, 2nd Bustad. Roll Call: Ayes; Stone, Kirts, Gough, Patel, Bustad

23) Motion Kirts to discuss Resolution 2021-11 Resolution Establishing Authorization for the City to Establish Relations with Contracted Tree Maintenance Service Companies to Execute Abatement Actions for Non-Compliance of Chapter 151 and Chapter 155, 2nd Gough, MCU. Kirts explained that we have a list of contractors we can contact at the time of violation. Every job is different and a set fee can't be established. Gough also said they will be licensed contractors with proof of insurance. Resident, Zane McGlade, asked if it was a possibility to reach out to ISU Horticulture program and have students look at trees to determine if they are damaged or not, and not just go off a contractor quote. Mayor confirmed the City is following the Ordinance in regards to trees and any hangers that could be a hazard to people or property. McGlade understands expenses like this could be costly to residents and will offer his assistance if they need it. Motion Gough to approve Resolution 2021-11 Resolution Establishing Authorization for the City to Establish Relations with Contracted Tree Maintenance Service Companies to Execute Abatement Actions for Non-Compliance of Chapter 151 and Chapter 155, 2nd Patel. Roll Call: Ayes; Stone, Bustad, Patel, Gough, Kirts

24) Motion Bustad to discuss purchasing a storage shed for the youth tee ball field, 2nd Stone, MCU. Bustad looked at renting a POD to store equipment during the baseball season, but it was just too much money. Purchasing this portable storage shed was the most economical option. Mr. Sprott asked about this shed and what was in the concession stand/storage building that blew away during the storm. The Council confirmed it was used for storing baseball equipment and will be able to be moved to the new location of the baseball fields after they're built. Motion Bustad to approve the purchase of a 10x16 shed from Sunrise Sheds in the amount of \$5,256.40, 2nd Kirts. Roll Call: Ayes; Patel, Gough, Kirts, Stone, Bustad

25) Motion Bustad to discuss purchasing security camera equipment for the park, 2nd Kirts, MCU. Bustad explained that due to the continued vandalism at the park the Council has decided to put up security cameras. Chief Buck confirmed what Bustad said about an ongoing issue at the park and he feels that these cameras will help solve the problem. Motion Bustad to purchase the security cameras in the amount of \$649.99 plus shipping. Patel inquired about installation and Mayor Folkerts said he would be able to do that. Sprott asked about putting up signs and Bustad said there will be signs posted. The motion is still on the table after some resident discussion, Gough 2nd the motion. Roll Call: Ayes; Patel, Bustad, Stone, Kirts, Gough

26) Motion Kirts to discuss stump grinding, 2nd Stone, MCU. Mayor Folkerts talks about what to do with the remaining stumps from the trees that have been cut down after the Derecho. FEMA does not cover stump grinding. Angie, the City Clerk, looked at all the photos Austin, from Public Works, took after the storm with dimensions of the trees that need to be removed. The current tree contractor has given the City a quote of \$3.50 an inch to grind. That contractor is going around and measuring each tree stump to give the City an estimate on grinding right now. Mayor Folkerts has spoken with Newland, Public Works, about possibly purchasing a stump grinder. The equipment is expensive and isn't easy to resell after you're done with it. Hartwig asked if renting a grinder is a possibility. McGlade suggested contacting ISU Forestry/Horticulture department because they may have students who need some internships or experience. Patel will reach out to Iowa State. The City Council has agreed something will have to be done with these stumps. Motion Kirts to table discussion until more accurate numbers can be provided and looked at, 2nd Gough, MCU.

27) Motion Bustad to approve the bills as presented, 2nd Patel. Roll Call: Ayes; Stone, Kirts, Gough, Patel, Bustad

ACCESS SYSTEMS	MAINT	133.89
ACCO	SUPL	297
AFLAC	AFLAC	558.54
AGSOURCE LABS	TEST	959.5
ALLIANT ENERGY	UTIL	6,087.72
AMAZON	SUPL	385.13
BAKER & TAYLOR	BOOKS	172.6
BARNES&NOBLE	BOOKS	1,553.33
BIRDS & BLOOMS	SUBSC	10
BIRDS & BLOOMS EXTRA	SUBSCRIP	20
BLACK AND WHITE MASONRY	MAINT	8,300.00
BLACK HILLS ENERGY	UTIL	741.01
BLUE FLAME FUELS	FUEL	1,245.63
BOMGAARS	SUPL	38.98
CAPITAL CITY EQUIPMENT	MAINT	474.32
CENGAGE LEARNING	BOOKS	107.81
CARDMEMBER SERVICE	SUPL	100.33
CORE & MAIN	MAINT	90
NUTRITION ACTION HEALTH	SUBSCR	19
DAY UPHOLSTERY	MAINT	220
DIAM PEST CONTROL	MAINT	214
EFTPS	FED/FICA TAX	5,622.42
FAMILY HANDYMAN	SUBSCR	29
FINNESETH DALEN & POWELL	LEGALS	560
GATEHOUSE-DB IOWA HOLDINGS	LEGALS	319.97
GUTHRIE CO REC	UTIL	30.05
HARLAND ACE HARDWARE	SUPL	112.87
IOWA ASSN MUNICIPAL UTILITIES	DUES	468.35
IOWA DEPT AGRICULTURE & LAND	LICENSE	75
IPERS	IPERS	4,335.51
LIBERTY NATIONAL LIFE INS	LIFE INS	1,327.81
LOOKOUT BOOKS	BOOKS	78.85
MARTHA STEWART LIVING	SUBSC	32
MENARDS GRIMES	SUPL	93.8
MICROMARKETING	VIDEOS	267.05
MIDAMERICA BOOKS	BOOKS	250.14
MINBURN TELECOM	PHONE	679.33
MNG INC	PERMITS	50
MOMAR	SUPL	3,626.35
MOTOR PARTS WAREHOUSE	SUPL	94.78
MUNICIPAL MANAGEMENT	MAINT	600
O'REILLY AUTO PARTS	PARTS	16.99
PEOPLE	SUBSC	89.1

PEOPLE ROYALS	SUBSCR	20
QUILL	SUPL	302.92
RANGEMASTERS	SUPL	257.99
READERS DIGEST	SUBSCR	10
REMINISCE	SUBSCR	29.98
SCHWINGER LAWN SERVICE	CLEANUP	6,450.00
SPARTAN BLASTING	MAINT	100
STOREY KENWORTHY	SUPL	686.55
SUNRISE SHEDS	EQUIP	5,256.40
TITAN MACHINERY	MAINT	6,531.20
TREASURER EXCISE TAX	EXCISE TAX	750
TREASURER, STATE OF IOWA	STATE TAXES	1,120.00
TREASURER STATE OF IOWA	SALES TAX	926
VEENSTRA & KIMM	ENGINEERING	7,997.46
VERIZON WIRELESS	PHONE	126.53
VESSCO INC	MAINT	433.24
WALTERS SANITARY SERVICE	GARBAGE	5,860.37
BLUE CROSS & BLUE SHI	INSURANCE	5,084.64
WOMAN'S DAY	SUBSCR	8
WOODWARD POOL	DONATION	2,500.00
WOODWARD PO	POSTAGE	352.5
CITY OF WOODWARD	POSTAGE	25.34
WOODWARD RESOURCE CENTER	WATER	1,855.70
Refund Checks	WATER	70.97
Total Payroll Paid		18,137.38
Total Expenses		105,381.33
GENERAL		50,074.92
ROAD USE TAX		4,833.27
EMPLOYEE BENEFITS		3,455.87
FEMA DERECHO CLEANUP		6,450.00
WATER		19,622.32
SEWER		16,237.43
WEST SEWER LIFT STATION		2,029.08
STORM SEWER		2,678.44
TOTAL FUNDS		105,381.33
GENERAL		14,882.76
ROAD USE TAX		6,345.76
EMPLOYEE BENEFITS		2042.7
EMERGENCY		201.93
LOCAL OPTION TAX		44,892.98
TIF IRONWOOD		1,544.57
DEBT SERVICE		3384.28
WATER		27,449.22

SEWER	37,314.93
STORM SEWER	3,559.40
TOTAL REVENUE	287,567.13

28) Mayor Council Comments: Kirts presented everyone with a possible log for the nuisance abatements. Kirts would like everyone to look at this and give some feedback at the next meeting. Gough asked if this will be public record. The City Attorney will be consulted before this is in place. Stone asked who was going to be available on Sat. for clean-up day. He also confirmed the trailers will be west of the city shed like they have been in years past. Mayor Folkerts thanked everyone for their patience during this lengthy meeting.

Motion Stone to adjourn at 9:24pm, 2nd Patel.

Angie Hoyt, City Clerk

Attest: Todd Folkerts, Mayor