

## Woodward Council Minutes

August 9, 2021

Mayor Folkerts called the August 9, 2021 Council meeting to order at 7:00pm. Roll Call: Present; Kirts, Patel, Gough, Bustad, Stone.

Motion Bustad approve the agenda, 2nd Stone MCU.

Motion Kirts to move the approval of the minutes from the July 12, 2021 meeting to the end of the meeting because of verbiage in the minutes that need to be clarified by discussion later on the agenda, 2<sup>nd</sup> Stone.

Open Forum: Rocky Delp updated the Council on Friends-N-Neighbors (FNN) Day and how well everything went. The FNN Day Committee would like to have a Fall Festival on Sept. 18, 2021 at the plaza from approximately 2 to 8pm. They would like to make it tailgate-like activities with bag games, the Woodward BBQ food truck and a band. They are looking at getting a band from 4 to 8pm. The Council is okay with that day and those activities.

Dept Reports: Library; Griffith said the story walk is complete on the trail. Police; Chief Buck said there were 65 calls last month. All the reserves are through training and have started FTO. Buck will be at training at the end of Aug. Parks; Bustad said someone tried breaking into the donation box at the trailhead and a new padlock has been purchased. She also spent time picking up empty beer bottles from the weekend. Streets; Patel is working with Public Works to get pricing to repaint the lines and curbs on main street. Compliance; Gough asked the council if they had a chance to look at the list he provided last month regarding the properties and their view on whether they are improving or to start fining. Council is ready to move forward with the fines. Kirts provided a list of addresses to the council of Derecho properties that still need repair. The city will draft a letter to send to these properties asking for their plan on how they will move forward.

Mayor Report: Stump grinding is going well, there has only been one fire pit damaged and that will be taken care of by Schwinger. The new development has a couple of foundations poured. We received notification that the first payment for the American Rescue Plan money has been released, and the amount is \$107,893.13. The remaining \$107,893.13 will be disbursed at a later time to be determined. Newland is having conversations with Bob Veenstra about the telemetry from the Woodward Resource Center and the possibility of moving it to the City's water treatment plant.

Rick Hunsaker, from Region XII out of Carroll, Iowa, was present to talk about what Region XII has to offer our city. Rick introduced Chris Whitaker, who is a Local Assistance Director, from the same office. Rick explained the many services that Region XII offers to their members. Some of those services are; grant writing and administering, codes of ordinances, nuisance abatement and enforcement, surveys and many more things. Mayor Folkerts main focus is on grants and grant writing. He would like help finding money for our city. Craig DeHoet was in attendance and he is part of the economic development group in our city. DeHoet feels that there are some redundancies in what Region XII has to offer and the vendors we already use. He would like to see a continued relationship with Greater Dallas County Development Alliance. Hunsaker explained that economic development is a different group and that Region XII works with Greater Dallas County Development Alliance, but they are two different organizations. The membership fee is based on population. The annual membership fee is \$1367.00

and that fee would be shared with the clerk in January for budget purposes. Twila Sprott asked what the fee schedule is for any services that are not included in the membership fee. Hunsaker and Whitaker explained that fees depend on the project, so there isn't a set fee schedule. Kirts asked where the membership fee will come from in the budget. Mayor Folkerts said the fee will come out of the general fund. Motion Bustad to enter into a contract with Region XII with an annual membership fee of \$1367.00 to be paid out of the general fund, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Stone, Bustad, Gough, Kirts, Nays; Patel.

Alex Lynch from Greater Dallas County Development Alliance introduced himself to the council. Greater Dallas County Development Alliance is an organization that helps create and retain jobs and share sites for new businesses along with many more opportunities. Lynch is reaching out to be a resource for the city to help it grow. The council is uncomfortable with the previous representative and lack of attention given to the city. There is concern, from the council, regarding a lack of interest from this group and whether the city is too small and insignificant. Gough comments on the Eco Business Park and how we need to keep looking into the future and how our community can continue to get better. DeHoet comments on how the past didn't work out with the previous representative but to keep moving forward with new opportunities. Council thanked Lynch for attending the meeting and introducing himself.

Motion Stone to discuss Resolution 2021-26 Resolution Waiving the Right of Review of the Land Division at 2352 Nectar Ave, Woodward, Boone County, Iowa, 2<sup>nd</sup> Patel, MCU. Motion Gough to approve Resolution 2021-26 Resolution Waiving the Right of Review of the Land Division at 2352 Nectar Ave, Woodward, Boone County, Iowa, 2<sup>nd</sup> Stone. Roll Call: Ayes; Bustad, Stone, Kirts, Patel, Gough.

Motion Bustad to discuss Resolution 2021-27 Resolution Approving Combining of Lots 8-11 in Block 18 into One Parcel 21-75 Within the City Limits of Woodward, 2<sup>nd</sup> Patel, MCU. Mr. Dalen and Mr. Veenstra were both consulted regarding this resolution and there are no problems combining these lots. Motion Kirts to approve Resolution 2021-27 Resolution Approving Combining of Lots 8-11 in Block 18 into One Parcel 21-75 Within the City Limits of Woodward, 2<sup>nd</sup> Gough. Roll Call: Ayes; Patel, Gough, Bustad, Stone, Kirts.

Motion Bustad to discuss the revisions of the employee handbook, 2<sup>nd</sup> Kirts, MCU. When an employee (or family member of the employee) turns 65 years old they are required to apply for Medicare. A maximum accrual of 80 hours is allowed in a fiscal year for comp time. Those hours must be used in the same fiscal year or be paid out for all remaining hours. Motion Bustad to accept the changes, 2<sup>nd</sup> Patel. MCU

Motion Stone to discuss the book Where Courage Began, 2<sup>nd</sup> Bustad, MCU. Bustad had a call with Robin from Creative Center of America about this book and how to publicize it more for Woodward. The city is not able to put this book on their website because of advertising, but are able to put it on other social media and talk to the library about putting it on their website. Patel has sold some of the books from his store. During Friends-N-Neighbors Day Creative Center of America interviewed Mayor Folkerts, Bustad and Patel. Bustad is willing to show those interviews during the Fall Festival on Sept. 18, 2021. The council is in agreement to let Creative Center of America showcase this book to help get the city name out there on google searches.

Motion Stone to discuss AllPaid credit card payment, 2<sup>nd</sup> Kirts, MCU. Hoyt explained the software to the council. This service is free to the city. The administrative fees are assessed to the

resident who chooses to pay their bill with a credit or debit card. AllPaid will train the office staff how to use the program, provide marketing materials to get the word out, and they offer a 24/7 customer service phone number. There will be a link added to the city's website that enables the resident to click on the link and go right to their payment window. AllPaid will also provide a card swipe machine that will be plugged into the computer to accept payments at the office. Hoyt called a couple of local, smaller cities for references and they both like the software. There is a contract the city will sign, but with a 30-day notice they are able to get out of that contract at any time, with no fee. Motion Bustad to enter into a contract with AllPaid to be able to accept credit or debit card payments, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Patel, Gough, Bustad, Stone, Kirts.

Motion Bustad to discuss the CARES Act funding for the purchase of technology, 2<sup>nd</sup> Stone, MCU. Every city in the state of Iowa was given \$9500 to spend on a limited supply of technology for their city. Kirts gave a suggestion based on the processor and newest model offered. Motion Kirts to purchase a quantity of four Dell Latitude 3520-Developer Bundle for \$2,180.34 each and quantity two webcams for \$107.43, for a grand total of \$8,936.22, 2<sup>nd</sup> Gough. Roll Call: Ayes; Gough, Bustad, Stone, Kirts, Patel.

Motion Stone to discuss the disposition of 202 Elm Ave after the closing of the property, 2<sup>nd</sup> Gough, MCU. Mayor Folkerts reminded the council that at a previous council meeting the council agreed to purchase this property from Fannie Mae. Now the council needs to start thinking about what the city is going to do with the property after the house is demolished. There are a couple of options to think about, one option is to sell the property to a prospective buyer and recoup some of the demolition costs and another option is to make it a green space for the bike trail. Region XII may be able to assist with demolition and looking into grants for playground equipment. Motion Kirts to proceed with demo at 202 Elm Ave when the city takes possession, 2<sup>nd</sup> Bustad. Roll Call: Ayes; Stone, Bustad, Gough, Patel, Kirts.

Motion Stone to discuss pay estimate #5 to Keller Excavating for the west lift station, 2<sup>nd</sup> Kirts, MCU. Motion Stone to approve pay estimate #5 to Keller Excavating in the amount of \$64,026.72, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Bustad, Gough, Patel, Kirts, Stone.

Motion Bustad to discuss the possibility of compensating Chief Buck for mileage if he's called out on his day off, 2<sup>nd</sup> Patel, MCU. Mayor Folkerts would like the council to consider paying Chief Buck mileage if he gets called out on his day off. Patel asked Chief Buck what the distance is from his house to Woodward and it's about 30 miles. Kirts asked if this would come from the police budget and Mayor Folkerts confirmed that. Motion Kirts to approve mileage pay to Chief Buck if he gets called out on his day off at the current federal mileage rate, 2<sup>nd</sup> Gough. Roll Call: Ayes; Patel, Gough, Bustad, Stone, Kirts.

Motion Kirts to discuss the invoice for membership renewal with Greater Dallas County Development Alliance, 2<sup>nd</sup> Patel, MCU. Kirts asked if the dues were the budget for FY22, and they are. Kirts is ready to let go of the past and look forward with the organization. Motion Gough to approve the invoice for membership with Greater Dallas County Development Alliance in the amount of \$2560, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Gough, Kirts, Nays; Stone, Bustad, Patel. Motion did not carry.

Motion Patel to discuss the alley project being paid with LOST-Capital Improvement funds, 2<sup>nd</sup> Stone, MCU. Mayor Folkerts explained there has been some confusion on whether the alley project was in the budget for FY22 after the July 12, 2021 council meeting. There were no proper notes taken during the budget workshops earlier in the year to capture accurate information. Newland did obtain bids for the project but nothing was documented to show it was in the budget or indicate how it was going to be

funded. Motion Kirts to pay the \$41,244 bid out of the LOST-Capital Improvement fund, 2<sup>nd</sup> Patel. Roll Call: Ayes; Kirts, Patel, Gough, Bustad, Stone. An addendum will be added to the July 12, 2021 minutes because it was determined that this project was not in the budget for FY22 and will be paid from the LOST-Capital Improvement fund.

Motion Bustad to pay bills as presented, 2<sup>nd</sup> Stone. Roll Call: Ayes; Gough, Bustad, Stone, Kirts, Patel.

ACCESS SYSTEMS	MAINT	125.4
AFLAC	AFLAC	558.54
AGSOURCE LABS	TEST	588.75
ALLIANT ENERGY	UTIL	6,940.81
AMAZON CAPITAL SERVICES	EQUIP	1,039.95
ASCAP	LICENSE	367
BAKER & TAYLOR	BOOKS	224.48
BARNES&NOBLE	BOOKS	709.65
BLACK HILLS ENERGY	UTIL	212.78
BLUE FLAME FUELS	FUEL	1,444.95
BOMGAARS	SUPL	38.97
BOONE COUNTY LANDFILL	REFUSE	10
CENGAGE LEARN	BOOKS	84.72
DANTI'S LAWN CARE	MAINT	575
DAVID ELLIOTT	PROGRAM	51.4
IOWA DNR	LICENSE	210
EFTPS	FED/FICA TAX	6,143.37
FINNESETH DALEN & POWELL	LEGAL	798
GATEHOUSE	LEGALS	325.37
GLOBE LIFE LIBERTY NAT	LIBERTY	321
GUTHRIE CO REC	UTIL	29.01
HARLAND ACE HARDWARE	MAINT	17.16
ANGIE HOYT	TRAINING	116.07
HULGAN INC	MAINT	85.6
IOWA ONE CALL	ONECALL	20.7
IPERS	IPERS	4,640.45
ISU EXTENSION	PROGRAMS	141.79
J&D COMPUTERS	MAINT	219.9
JONTZ PAINTING	MAINT	496.84
KELLER EXCAVATING	CONST	64,026.72
MAFCO BUILDERS	SUPL	3,125.00
MENARDS GRIMES	SUPL	111.72
MINBURN TELECOM	PHONE	723.03
O'REILLY AUTO PARTS	SUPL	68.97
POPULAR WOODWORKING	SUBSCRIP	18
QUILL CORP	SUPL	333.78
RANGEMASTERS	UNIFORM	459.42

SPRAYER SPECIALTIES	SUPL	99.67
TREASURER EXCISE TAX	EXCISE TAX	1,001.00
TREASURER, STATE OF IOWA	STATE TAXES	1,197.00
TREASURER STATE OF IOWA	SALES TAX	945
VAN WALL EQUIP	MAINT	201.77
VEENSTRA & KIMM	ENGINEERING	578
VERIZON	PHONE	126.55
WALTERS SANITARY	GARBAGE	5,874.17
BLUE CROSS & BLUE SHI	INSURANCE	5,084.64
WOODWARD PO	POSTAGE	158.99
CITY OF WOODWARD	POSTAGE	31.24
WOODWARD RESOURCE CENTER	WATER	2,494.03
Accounts Payable Total		113,196.36
GENERAL		31,200.87
ROAD USE TAX		5,951.33
EMPLOYEE BENEFITS		3,455.87
WATER		12,320.56
SEWER		14,021.08
WEST SEWER LIFT STATION		64,026.72
STORM SEWER		1,654.55
TOTAL FUNDS		132,630.98
GENERAL		99,260.66
ROAD USE TAX		22,932.37
EMPLOYEE BENEFITS		216.26
EMERGENCY		21.38
LOCAL OPTION TAX		26,339.02
DEBT SERVICE		333.69
WATER		30,878.48
SEWER		38,798.60
STORM SEWER		3,541.35
<b>TOTAL REVENUE</b>		<b>222,321.81</b>

Motion Kirts to approve the minutes from July 12, 2021 with the correction adding an addendum to clarify that the alley project will be paid from the LOST-Capital Improvement funds, 2<sup>nd</sup> Stone, MCU.

Mayor/Council Comments: Bustad would like to ask that questions about the city and community be directed to the Mayor, council member, or city hall. A comment appeared on social media regarding the shelter house at the park. A contractor has been hired to paint the shelter house, but he hasn't been able to do it yet.

Motion Bustad to adjourn at 9:13pm, 2<sup>nd</sup> Stone, MCU.

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Angie Hoyt, City Clerk

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Attest: Todd Folkerts, Mayor