

Woodward City Council Minutes

October 11, 2021

Mayor Pro-Tem Gough called the meeting to order on October 11, 2021 at 7pm. Roll Call: Present; Stone, Bustad, Patel, Kirts, Gough.

Motion Bustad to approve the agenda, 2nd Patel, MCU.

Mayor Pro-Tem Gough updated everyone on the reason for him filling in is because Mayor Folkerts is home with Covid, but is on zoom and available for questions and/or input.

Motion Bustad to open the Public Hearing to Dispose of City Property at 7:03pm, 2nd Kirts. Roll Call: Ayes; Bustad, Patel, Kirts, Stone, Gough. There were no comments or questions from the public at this time. Motion Kirts to discuss, 2nd Patel. Kirts wants to clarify this public hearing is for any questions about the property at 202 Elm Ave and what the city is going to do with it.

Motion Kirts to close the Public Hearing to Dispose of City Property at 7:04pm, 2nd Patel. Roll Call: Ayes; Patel, Kirts, Bustad, Stone, Gough.

Motion Bustad to approve the minutes as written from Sept. 13, 2021, 2nd Stone. Roll Call: Ayes; Stone, Bustad, Kirts, Gough. Abstain; Patel.

Dept. Reports: Griffith said the library is up for re-accreditation. Someone from the State Library Assoc. will be making calls with survey questions about the library. Still working on getting the digital sign up, hopefully will be done this month. Buck updated the council with the number of call outs for the month of Sept. Buck attended a small-town Chief conference regarding grant writing and budgets. Bustad is starting to work on getting the park equipment painted. There are 2 young men helping her scrape to get it ready to paint. To the public; Bustad is working on the park and will get to it as she has time to do so. Patel; the alley between E. 2nd and E. 3rd St has been finished and the crack sealing on the streets has been completed.

Mayor Reports: A new backhoe will be arriving the end of October.

Motion Bustad to discuss Resolution 2021-29 Resolution Approving Sale of Real Estate 202 Elm Ave, Woodward, Iowa, 2nd Kirts. MCU. Mayor Folkerts explained this is the time to discuss what the council would like to do with the property, whether it is a green space or sold to a resident who has offered to purchase some of it. The lot has been staked out to a 24' x 142' piece for Steve Godwin to possibly purchase. It would make that lot a rectangular shape rather than the triangle it is now. Godwin would like to purchase 24 ft to the north of his property. Bustad would like to keep all of the property as green space for picnic tables or a gazebo or something right along the bike trail. Mayor Folkerts said the new development at Siglin Estates will have green space for a park. Godwin said if he is able to purchase 24 feet of the lot that will still leave about 90 feet that belongs to the city along the bike trail. Godwin offered \$5,000 for the property along with half of the abstract fee of \$475. Motion Kirts to approve Resolution 2021-29 Resolution Approving Sale of Real Estate 202 Elm Ave, Woodward, Iowa, to Steve Godwin in the amount of \$5,475. The portion in question is the southern portion of the lot 5 that measures 24 x 142 feet, 2nd Patel. Roll Call: Ayes; Stone, Patel, Kirts, Gough Nays; Bustad.

Motion Kirts to discuss renewal of a liquor license for AJ's Grocery, 2nd Stone, MCU. Kirts confirmed with Hoyt that all paperwork is done and everything looks good. Motion Kirts to approve the renewal of the liquor license for AJ's Grocery, 2nd Stone. Roll Call: Ayes; Kirts, Gough, Stone, Bustad Abstain; Patel.

Motion Kirts to discuss the request from P&Z to Council to consider sending Ordinance 15-368 seasonal parking to a rewrite, 2nd Bustad, MCU. Mayor Folkerts explained this is because of the seasonal parking at the school. Sprott asked the Mayor to consider sending it back to P&Z to have it rewritten to put some specific verbiage in there to work on for the future. The Mayor would like to see some

changes made because it was very loosely written. Kirts would like to know why the whole seasonal parking ordinance doesn't just get rescinded instead of a rewrite. If the ordinance doesn't exist then parking lots are part of new construction and would follow the building code. With new construction there may be variance requests. Mr. Dalen explained that the Board of Adjustments would then have final say if there was a variance request to a building code. Motion Bustad to send Ordinance 15-368 Seasonal Parking back to P&Z for a rewrite, 2nd Kirts. Roll Call: Ayes; Kirts, Stone, Bustad, Patel, Gough.

Motion Kirts to discuss the Underwriting Engagement Letter from DA Davidson, 2nd Bustad, MCU. This is a standard agreement that we have with Mr. Maloney and DA Davidson as we go into financing options because of Project Hawk. Motion Kirts to authorize the Mayor to engage in the Underwriting Engagement Letter with DA Davidson, 2nd Patel. Roll Call: Ayes; Kirts, Gough, Stone, Bustad, Patel.

Motion Bustad to discuss engineering contract with Veenstra & Kimm for Project Hawk, 2nd Stone, MCU. The Mayor confirms that V&K has been working with the city without a contract to get the project on the ground. This contract is formalizing the relationship between the city and V&K for Project Hawk. Mr. Bob Veenstra was in attendance to explain that the majority of the engineering services will be covered by Project Hawk. The city will be responsible for the engineering costs for the water tower and turning lanes at the Highway 141 & 210 interchange, but general engineering will be covered by the project. Patel inquired about the building inspection fees. Mr. Veenstra said a flat rate of fees has been established based on the size of the project and a project of a similar size that they already did. Motion Bustad to enter into an engineering contract with Veenstra & Kimm for Project Hawk, 2nd Kirts. Roll Call: Ayes; Bustad, Patel, Kirts, Gough, Stone.

Motion Kirts to discuss updates on Project Hawk, 2nd Stone, MCU. Mr. Veenstra had the site plan for Project Hawk and explained to the council what P&Z viewed and voted on Oct. 5, 2021. Project Hawk will be about 88.9 acres of the 190 total acres of the Eco Business Park.

Motion Kirts to accept the site plan for Project Hawk with the following recommendations from P&Z; the max height of a commercial building be changed to 46.5 feet, change the number of ADA parking spaces to 36, and approved updates on the project come from the City Engineer to the Mayor, City Council and the P&Z Commissioner, 2nd Bustad. Roll Call: Ayes; Stone, Bustad, Patel, Kirts, Gough.

Motion Bustad to discuss Resolution 2021-30 Resolution Approving the Application for RISE Grant Funding for Roadway Improvements for Project Hawk, 2nd Stone, MCU. Mr. Veenstra explains the reason for applying for a RISE (Revitalize Iowa's Sound Economy) grant is to get assistance from the Iowa DOT for road improvements. The application is to add turn lanes at the highway 141 & 210 interchange. The possibility of funding is between 60 and 80% of the project cost. Motion Bustad to approve Resolution 2021-30 Resolution Approving the Application for RISE Grant Funding for Roadway Improvements for Project Hawk, 2nd Patel. Roll Call: Ayes; Kirts, Gough, Stone, Bustad, Patel.

Motion Patel to discuss a LIHWAP (Low-Income Household Water Assistance Program) contract with New Opportunities, 2nd Bustad, MCU. Hoyt explained this contract is for the city to accept third-party payments for resident water bills. New Opportunities would help qualified residents pay their bill to prevent disconnection, or pay the disconnected account to reconnect the services. There is no cost to the city to sign this contract. Motion Bustad to enter into a contract with New Opportunities to help residents pay their water bills, 2nd Kirts. Roll Call: Ayes; Patel, Kirts, Stone, Bustad, Gough.

Motion Kirts to discuss upgrading the Itron Mobile Radio Receiver for water meter reads, 2nd Stone, MCU. Kirts explained the current meter reader won't be maintained after Dec. 31, 2021. The meter will still work, but will no longer be maintained. We would have to pay for any issues we may have. Two estimates were received; the first option includes a new piece of equipment called a Dolphin CN80 Mobile Computer. This estimate includes set up fee, equipment, training and a 5-year maintenance contract for \$6,640.00. Estimate number two is for service that would include new equipment but would require a smart phone, tablet or laptop to do the meter reads. This option

includes a set up fee and training also. The total for estimate number two is \$2,595.00. Bustad inquired about how it gets paid. It will come out of the water/sewer budget. Motion Kirts to update the Itron AMR system with the IMR2 collection equipment and the Honeywell CN80 Dolphin at a purchase price of \$6,640.00 along with the annual subscription fees, 2nd Bustad. Roll Call: Ayes; Kirts, Gough, Stone, Bustad, Patel.

Motion Bustad to table the 2022 Irrigation Water Contract between the City of Woodward and Woodward Golf and Recreation, 2nd Patel. MCU.

Motion Bustad to approve Resolution 2021-28 A Resolution Waiving the Right of Review of the Land Division at 2191 M Ave, Woodward, Boone County, Iowa, 2nd Kirts. Roll Call: Ayes; Patel, Kirts, Bustad, Stone, Gough

Motion Kirts to discuss pay estimate #7 to Keller Excavating, 2nd Stone, MCU. This is not the final pay estimate. Motion Kirts to approve pay estimate #7 as presented by Veenstra & Kimm to Keller Excavating, 2nd Stone. Roll Call: Ayes; Bustad, Patel, Kirts, Stone, Gough

Motion Bustad to discuss Iowa Natural Heritage Foundation donation, 2nd Kirts, MCU. There's no money in the budget this year for this donation. Patel said last year the Foundation said they were not going to collect money this year, so we didn't add the amount to the budget. Last year \$500 was paid to the Iowa Natural Heritage Foundation Donation. Motion Patel to table this discussion so he can contact them for clarity, 2nd Bustad, MCU.

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

ACCESS SYSTEMS	MAINT	152.52
ACCO	SUPL	556.3
AFLAC	AFLAC	558.54
AGSOURCE LAB	TEST	778.25
ALLIANT ENERGY	UTIL	7,462.06
AMAZON	BOOKS	84.29
ALA	DUES	153
AWE ACQUISITION	EQUIP	3,019.00
BAKER & TAYLOR	BOOKS	16.88
BANLEACO	MAINT	135.61
BARBARA A HELD	BOOKS	10.59
BARNES&NOBLE	BOOKS	155.62
BLACK HILLS ENERGY	UTIL	250.44
BLUE FLAME FUELS	FUEL	1,110.44
BOONE COUNTY LANDFILL	REFUSE	205.36
CARDMEMBER SERVICE	SUPL	270.73
CORE & MAIN LP	MAINT	288.18
CORNHUSKER STATE INDUSTRIES	SIGNS	1,001.20
CORNING PUBLIC LIBRARY	BOOKS	14
DEMCO	SUPL	42.83
DES MOINES STEEL CO	SUPL	402.88
DIAM PEST CONTROL	MAINT	214
EAST WEST LIBRARY BOOKS	BOOKS	176.86
MAGAZINE RENEWAL CENTER	SUBSCRIP	20
EFTPS	FED/FICA TAX	6,109.06

EUGENE GRELL	SUPL	27.79
GALLS	EQUIP	-52.35
GATEHOUSE	LEGALS	238.39
GLOBE LIFE LIBERTY NAT	LIBERTY	321
GUTHRIE CO REC	UTIL	29.44
HACH COMPANY	SUPL	437.69
HARLAND ACE HARDWARE	SUPL	133.28
HFS INVESTMENTS CONSTRUCT	MAINT	14,540.00
IOWA ASSN MUNICIPAL UTILITIES	DUES	766.27
IOWA DNR	PERMIT	913
IOWA LEAGUE OF CITIES	TRAINING	253
IPERS	IPERS	4,152.55
KATHLEEN S EVENHOUSE	BOOKS	35.44
LAKEVIEW BOOKS	BOOKS	225.89
LOGAN CONTRACTORS SUPPLY	MAINT	1,236.00
MAFCO BUILDERS	MAINT	65,244.00
MARTIN MARIETTA MATERIALS	MAINT	88.07
MARY BUSTAD	SUPL	35.25
MENARDS GRIMES	SUPL	162.13
MICROMARKETING	BOOKS	170.03
MIDAMERICA BOOKS	BOOKS	187.5
MIDWEST OVERHEAD GARAGE DOORS	MAINT	202
MINBURN TELECOM	PHONE	933.23
MOMAR	SUPL	1,253.45
MOTOR PARTS WAREHOUSE	SUPL	61.75
MUNICIPAL SUPPLY	MAINT	611.05
MYRNA GRIFFITH	PROGRAM	41.99
O'REILLY AUTO PARTS	SUPL	26.97
PENWORTHY COMPANY	BOOKS	112.72
PEOPLE ROYALS	SUSCRIP	20
PET WASTE ELIMINATOR	EQUIP	447.99
PRO-VISION	SUPL	158
READERS DIGEST	SUBSCRIP	10.7
SCHOOL OUTFITTERS	EQUIP	533.7
SMART APPLE MEDIA	BOOKS	59.75
SPECK USA	MAINT	1,750.00
SPRAYER SPECIALTIES	SUPL	16.03
STAR EQUIPMENT	EQUIP	500
STIVERS FORD	MAINT	310.46
T-MOBILE USA	EQUIP	2,142.00
THE LIBRARY STORE	SUPL	116.29
TREASURER EXCISE TAX	EXCISE TAX	911
TREASURER, STATE OF IOWA	STATE TAX	1,056.00

TREASURER STATE OF IOWA	SALES TAX	932
VEENSTRA & KIMM INC	PERMITS	3,599.50
VERIZON WIRELESS	PHONE	160.15
WALTERS SANITARY	GARBAGE	5,860.37
BLUE CROSS & BLUE SHI	INSURANCE	5,084.64
WOODWARD PO	POSTAGE	167.5
WOODWARD RESOURCE CENTER	WATER	4,191.11
Accounts Payable Total		143,603.36
	Refund Checks	
	Total	59.43
Total Payroll Paid		19,268.32
GENERAL		68,389.95
ROAD USE TAX		8,371.73
EMPLOYEE BENEFITS		3,455.87
LOCAL OPTION SALES TAX		42,225.69
FEMA DERECHO CLEANUP		500
WATER		24,012.98
SEWER		14,387.01
WEST SEWER LIFT STATION		37.45
STORM SEWER		1,550.43
TOTAL FUNDS		162,931.11
GENERAL		117,424.26
ROAD USE TAX		22,395.37
EMPLOYEE BENEFITS		7,335.24
EMERGENCY TOTAL		797.52
LOCAL OPTION TAX		15,224.56
TIF COMMERCIAL		8,775.99
TIF IRONWOOD		1,537.56
DEBT SERVICE		13,957.81
WATER		46,688.75
SEWER		38,002.01
STORM SEWER		3,476.64
TOTAL REVENUE		275,615.71

Motion Stone to go into closed session City of Woodward closed session pursuant to Iowa Code Section 21.05(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation at 8:35pm, 2nd Kirts, MCU.

Motion Bustad to come out of closed session City of Woodward closed session pursuant to Iowa Code Section 21.05(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation at 9:03pm, 2nd Stone. Roll Call: Ayes; Stone, Bustad, Patel, Kirts, Gough.

Mayor/Council Comments: Gough started revisions on the parking ordinance. He asked the council to look at his draft and give him some recommendations. Kirts asked if the new no parking signs that are being added on side streets needs to be added to the ordinance. Those discussions will be considered in the revised ordinance.

Motion Kirts to adjourn at 9:10pm, 2nd Stone, MCU.

Angie Hoyt, City Clerk

Attest: Todd Folkerts, Mayor