

February 8, 2016

16.02.1.1. The city council of the City of Sioux Center met on the above date in regular session at 4:00 p.m. in the city offices. Members present were Mayor Dennis Walstra and the following councilmen: W. Dale Den Herder, Eric Moerman, Verlyn Rozeboom, Jamie Van Ravenswaay. Absent: Randy Vreugdenhil. Others present were: Paul Clousing, Murray Hulstein, Darryl Ten Pas, Dennis Dokter, Matt Van Schouwen, Brian Van Engen, Jana VanDer Vliet.

16.02.1.2. Opportunity was given for public input/communication. Having no one present, the Finance Director, Darryl Ten Pas, submitted the consent agenda consisting of the minutes of January 19, 2016, bills, finance reports, a Class "C" Liquor License renewal for the Ridge Golf Club and a Liquor License Transfer for the Fruited Plain. It was moved by Councilman Van Ravenswaay and supported by Councilman Rozeboom to approve the consent agenda as submitted. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.3. City Manager, Paul Clousing submitted correspondence: thank you letters for financial support in 2015 from: 1) HOME (House of Missions Equipping); 2) Jan Henryson with Center for Financial Education; and 3) Sioux Center Health. The correspondence was received and ordered filed.

16.02.1.4. The city manager introduced Lyle Vermeer, Park Board Chairman and Lee Van Meeteren, Park Director, to give a report on Park Board activities. The report included: a new park in Sunrise Trails Addition; replaced equipment in Central Park; extended bike trails; improved park restrooms; and updates at Regency Park. They continue to work with the Trails Committee on developing new trails for the city and are discussing the possibility of adding a dog park. Future plans include: strategic planning, consider new signage for all the city parks. The mayor thanked them for their work on the Park Board.

16.02.1.5. The Police Chief, Paul Adkins, submitted a request to replace their 2010 Ford Crown Victoria with a 2016 Chevy Tahoe Police Package vehicle. It was moved by Councilman Den Herder and supported by Councilman Moerman to approve the purchase of a Police Package Chevy Tahoe from Ver Hoef Automotive in the amount of \$39,000. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.6. The Assistant City Manager, Dennis Dokter, submitted three Resolutions of Appreciation for council consideration. It was moved by Councilman Rozeboom and supported by Councilman Van Ravenswaay to approve: 1) **RESOLUTION NO. SC-R-02-16, A RESOLUTION OF APPRECIATION AND COMMENDATION TO DENNIS TACKE FOR THE DISTINGUISHED PUBLIC SERVICE HE HAS GIVEN TO THE COMMUNITY OF SIOUX CENTER, IOWA**, for six years on the Library Board; 2) **RESOLUTION NO. SC-R-03-16, A RESOLUTION OF APPRECIATION AND COMMENDATION TO DARYL HIBMA FOR THE DISTINGUISHED PUBLIC SERVICE HE HAS GIVEN TO THE COMMUNITY OF SIOUX CENTER, IOWA**, for six years on the Library Board; 3) and, **RESOLUTION NO. SC-R-04-16, A RESOLUTION OF APPRECIATION AND COMMENDATION TO AVONDA FESSLER FOR THE DISTINGUISHED SERVICE SHE HAS GIVEN TO THE CITY OF SIOUX CENTER, IOWA**, for six years on the Heritage Board. Upon roll call vote, the vote was as follows: Ayes: Den Herder, Moerman, Rozeboom, Van Ravenswaay. Nays: None. Whereupon Mayor Walstra declared the resolutions approved. (A copy of the resolution(s) is attached and does hereby become a part of these minutes.)

16.02.1.7. The assistant city manager submitted a Rental Property Inspection Program for council consideration. He reported that the Planning & Zoning and Board of Adjustments have discussed implementing a program to help ensure decent, safe, and sanitary housing for the rental residents of Sioux Center. The program will establish minimum standards and ongoing inspections for all rental housing units in Sioux Center. After review, the council instructed staff to proceed with a Rental Housing Inspection Ordinance.

16.02.1.8. The Utilities Engineer, Matt Van Schouwen, submitted bids received for equipment at the West Substation. It was moved by Councilman Moerman and supported by Councilman Rozeboom to accept the bid from H.K. Scholz in the amount of \$102,000 for 2 control panels at the West Substation. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.9. The utilities engineer submitted a proposal to upgrade the control system at the water treatment plant. It was moved by Councilman Den Herder and supported by Councilman Van Ravenswaay to authorize staff to execute a proposal from Services Unlimited in the amount of \$87,494.42. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.10. The finance director reported that because of the pay date change from the last day of the month to the beginning of the next month, city employees received 11 paychecks in 2015, causing a decrease in IPERs contributions. He submitted a potential solution for council consideration. It was moved by Councilman Moerman and supported by Councilman Rozeboom to approve the salary adjustments for the affected employees. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.11. The city manager and Utilities Manager, Murray Hulstein, submitted the final draft of changes made to the employee handbook. It was moved by Councilman Van Ravenswaay and supported by Councilman Rozeboom to approve the revisions to the employee handbook. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.12. The finance director submitted the Enterprise Fund Budget for council review. After review and discussion, it was moved by Councilman Van Ravenswaay and supported by Councilman Moerman to set a public hearing date for March 2, 2016 to adopt the FY2016-17 budget. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.13. The city manager suggested executive session to discuss potential properties purchases. It was moved by Councilman Rozeboom and supported by Councilman Van Ravenswaay to enter into executive session. Upon roll call

vote, the vote was as follows: Ayes: Den Herder, Moerman, Rozeboom, Van Ravenswaay. Nays: none. Whereupon Mayor Walstra declared executive session at 6:09 p.m. After discussion, it was moved by Councilman Van Ravenswaay and supported by Councilman Rozeboom to end the executive session. Upon roll call vote, the vote was as follows: Ayes: Den Herder, Moerman, Rozeboom, Van Ravenswaay. Whereupon Mayor Walstra declared executive session ended at 6:30 p.m.

The city manager suggested executive session to discuss potential litigation. It was moved by Councilman Moerman and supported by Councilman Den Herder to enter into executive session. Upon roll call vote, the vote was as follows: Ayes: Den Herder, Moerman, Rozeboom, Van Ravenswaay. Nays: none. Whereupon Mayor Walstra declared executive session at 6:30 p.m. After discussion, it was moved by Councilman Van Ravenswaay and supported by Councilman Rozeboom to end the executive session. Upon roll call vote, the vote was as follows: Ayes: Den Herder, Moerman, Rozeboom, Van Ravenswaay. Whereupon Mayor Walstra declared executive session ended at 6:43 p.m.

It was then moved by Councilman Van Ravenswaay and supported by Councilman Moreman to accept the settlement offer. Upon voice vote, all the councilmen voted Aye. Nays: none. Whereupon Mayor Walstra declared the motion approved.

16.02.1.14. Other Business:

- The city manager submitted a letter indicating his plans to retire at the end of 2016.
- The assistant city manager discussed the need for council to consider a communications/marketing position for the city.

16.02.1.15. There being no further business, the meeting adjourned at 6:45 p.m.

Dennis Walstra, Mayor

ATTEST: _____
Paul Clousing, City Clerk