

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on August 4, 2025. A quorum was declared by Mayor Deb De Haan. The meeting was held in the Council Chambers, City Hall, 125 Central Ave SE, Orange City, Iowa.

Members Present: Council members Olivia Chapman, Rod De Boer, Daron De Jong, and Bret Walinga

Members Absent: Daryl Beltman

Staff: Janet Brown, Earl Woudstra, Kent Anderson, Jim Pottebaum, Ryan Mc Ewen, and Matt Van Schouwen

Guests: Sarah Weber, Ruth Roghair, Mike Hofman, Al Jeltema, Marilyn Mayberry, Mark Nyhoff, and Darrell Van Klompenburg

Agenda: A motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong approving the tentative agenda as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Olivia Chapman, Bret Walinga; NAYS: None.

Citizen Comments: This time was provided for citizen comments. Ruth Roghair, representing the Cemetery Heritage Committee, requested the removal of the large trees along the north side of the cemetery before more damage could occur.

Approval of Minutes: The minutes of the July 21, 2025 council meeting were presented. A motion was made by Council member Olivia Chapman and duly seconded by Council member Bret Walinga approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Bret Walinga, Rod De Boer, Daron De Jong; NAYS: None.

Approval of City Administrator Position Profile and Presentation of Survey Results: Brent Hinson with Hinson Consulting joined the meeting via zoom to present the City Administrator Position Profile and survey results for the search process of a new City Administrator. After some discussion, a motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong approving the City Administrator Position Profile with some minor changes. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Olivia Chapman, Rod De Boer; NAYS: None.

Financial Report: The monthly financial report for June 2025, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Olivia Chapman and duly seconded by Council member Rod De Boer approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Rod De Boer, Daron De Jong, Bret Walinga; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from June 17, 2025 through July 25, 2025 was presented. A motion was made by Council member Daron De Jong and duly seconded by Council member Bret Walinga approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Bret Walinga, Olivia Chapman, Rod De Boer; NAYS: None.

Oud West Development: A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman accepting the Petition for vacation of Lots 4 and 5, and the vacated alley lying between Lots 4 and 5, Block 27 and all of Block 28, and the vacated Pella Street lying between Block 27 and all of Block 28, and of easement of that portion of Pella Street lying between Blocks 27 and 28, Original Plat. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Rod De Boer, Bret Walinga; NAYS: None.

A motion was made by Council member Olivia Chapman and duly seconded by Council member Bret Walinga adopting a resolution setting 4:30 P.M. on September 2, 2025 as the time for a public hearing to consider the Petition for vacation. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Bret Walinga, Rod De Boer, Daron De Jong; NAYS: None. The resolution was assigned number 8-4-25-2145 and appears in the official resolution book.

Vision Builders Development Agreement: A motion was made by Council member Rod De Boer and duly seconded by Council member Olivia Chapman approving the Development Agreement with Vision Builders for the land northeast of 14th Street and Jay Avenue for their Porches Development concept. The agreement is hereto attached and therefore made a part of these minutes. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Olivia Chapman, Daron De Jong, Bret Walinga; NAYS: None.

Amended Early Childhood Development 28E Agreement: A motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong approving the Amended 28E Agreement between the City of Orange City, the City of Alton, the Orange City Area Health System, and the MOC-Floyd Valley Community School District for the oversight, assistance and coordination for an early childhood care facility. The amended agreement addresses the changes with the management agreement with Crittenton Center. The agreement is here to attached and therefore made a part of these minutes. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Olivia Chapman, Rod De Boer; NAYS: None.

Retail Encouragement Loan Program Application: A motion was made by Council member Olivia Chapman and duly seconded by Council member Bret Walinga approving the Retail Encouragement Loan Program Application as submitted by Family Animal Care located at 208 Albany Ave NE for \$6,566.40 for 1,152 square feet of retail space. Funds will be distributed after receipts have been submitted for qualifying improvements. On call of the roll motion carried. The vote was as follows: Olivia Chapman, Bret Walinga, Rod De Boer, Daron De Jong; NAYS: None.

Special Event Permit Application: A motion was made by Council member Rod De Boer and duly seconded by Council member Bret Walinga approving the Special Event Permit Application from Woudstra Meat Market and the Chamber for Smoke Off 2025 which will be held downtown on Saturday, September 6. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Bret Walinga, Olivia Chapman, Daron De Jong; NAYS: None.

Retail Alcohol License Renewal Application: A motion was made by Council member Olivia Chapman and duly seconded by Council member Bret Walinga approving the renewal application for a Class C Retail Alcohol License from The Roadhouse. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Bret Walinga, Rod De Boer, Daron De Jong; NAYS: None.

Police Officer: A motion was made by Council member Bret Walinga and duly seconded by Council member Rod De Boer approving the hiring of Makya Hiemstra as a Police Officer. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Rod De Boer, Olivia Chapman, Daron De Jong; NAYS: None.

Administrative Reports:

Scheduled Meetings/Important Dates:

August 18	Council Meeting, 4:30 P.M.
August 25	First day to file election papers
August 27	Employee Picnic, 6:00 P.M.
September 2	TUESDAY , Council Meeting, 4:30 P.M.
September 15	Council Meeting, 4:30 P.M.
September 18	Last day to file election papers
October 6	Council Meeting, 4:30 P.M.
October 20	Council Meeting, 4:30 P.M.

Oral reports: Matt provided an update on the storm cleanup. Earl shared Top Notch and Schwebach Tree Service will be helping with some higher hanging broken branches on city properties; the older beat up silver maples on the north side of the cemetery will be removed; Shawn Randolph started today; Josh Kramer is resigning and moving out of the area; will be advertising for water crewman, gas foreman, and electric employee; pickleball courts will open later this week.

Council Comments: The Mayor called for comments from members of the Council and the following were heard. Daron was proud to see neighbors helping neighbors with the storm damage.

Adjournment: No further business appearing it was therefore moved by Council member Olivia Chapman and duly seconded by Council member Daron De Jong to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Daron De Jong, Rod De Boer, Bret Walinga; NAYS: None. Adjournment time was 6:08 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk