

NOTICE AND CALL OF COUNCIL MEETING

Governmental Body: The City Council of the
City of Orange City, Iowa

Date of Meeting: April 6, 2020

Time of Meeting: 4:30 o'clock P.M.

Place of Meeting: Council Chambers, City Hall,
(Closed to public) 125 Central Ave SE
Orange City, Iowa

Public Access to Meeting: Live Stream Video/Zoom
To join in, follow these instructions:
Go to the website: <https://bit.ly/340Yq7L>
Enter the meeting ID: 581 323 022
Required meeting password: 281119
Optional call-in phone number (312) 626-6799


To share citizen comments or comments for public hearings email earlw@orangecityiowa.com by 4:00 P.M. Monday, April 6, 2020. Your comments will be read at the meeting by the City Administrator.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

1. Meeting called to order
2. Opening ceremonies
3. Approval of agenda
4. Citizen comments
5. Approval of minutes
6. Public hearing on the matter of adoption of plans, specifications, form of contract and estimate of costs for the construction of the 5th Street NE & Downtown Alley Improvements
 - Resolution adopting plans, specifications, form of contract and estimate of cost
 - Consideration of bids and award of contract

7. Public hearing on the matter of adoption of plans, specifications, form of contract and estimate of costs for the construction of the Puddle Jumper Trail Tenth Addition and Industrie Centrum 7th Addition Subdivision Improvements
 - Adopt plans, specifications, form of contract and estimate of cost
 - Consideration of bids and award of contract
8. 1000-gallon fuel tank placement approval
9. Puddle Jumper Residential Urban Renewal Plan
 - Resolution setting dates of a consultation and a public hearing on a proposed Amendment No. 7 to the Puddle Jumper Residential Urban Renewal Plan in the City of Orange City, State of Iowa
10. Industrial Park Urban Renewal Plan
 - Resolution setting dates of a consultation and a public hearing on a proposed Amendment No. 2 to the Urban Renewal Plan for the Orange City Industrial Park Urban Renewal Area in the City of Orange City, State of Iowa
11. Town Square Coffeehouse Special Class C liquor license renewal application
12. COVID-19 updates
13. Administrative reports
14. Council comments
15. Adjournment

This notice is given at the direction of the Mayor pursuant to Chapter 28A, Iowa Code, as amended, and the local rules of said governmental body.



Janet Brown, City Clerk of the
City of Orange City, Iowa

COUNCIL MEETING
AGENDA NOTES
April 6, 2020

1. The meeting will be called to order by Mayor Deb De Haan at 4:30 o'clock P.M.
2. Opening ceremonies. Pledge of Allegiance to our flag and a moment of silent prayer.
3. The agenda was prepared, posted and distributed in accordance with requirements of the Iowa Open Meeting Act.
4. This time is provided for citizen comments. It is suggested that if someone wishes to speak, we also ask for their residence. This time is intended for residents in the City limits.
5. The minutes of the March 16, 2020 council meeting are enclosed for your review. Exhibit 1
6. 5th St NE & Downtown Alley Improvements Project – Two bids were received for the 5th St NE & Downtown Alley Improvement Project. Bainbridge Construction from Kingsley, IA was the low bidder with a bid of \$917,025.73, approximately 4% above the engineer's estimate of \$879,871. We recommend council hold the public hearing on the project, approve plans and specifications, and award the project to Bainbridge Construction.
7. Puddle Jumper 10th Addition and Industrie Centrum 7th Addition Project – A bid letting was held on Friday, April 3 for the Puddle Jumper 10th Addition and Industrie Centrum 7th Addition Project. We received one bid from Vander Pol Excavating in the amount of \$2,451,211.65. The engineer's estimate was \$2,408,306. Following a favorable review by DGR Engineering, we recommend council hold a public hearing, approve the plans and specification, and award the project to Vander Pol Excavating.
8. Terry Dykstra is asking City Council for approval for the placement of a 1000-gallon fuel tank located at 1103 8th St. SW. Tank will be located on the South East side of the lot next to an Existing fuel tank.
9. It is necessary to adopt a resolution of necessity and set a public hearing to add the Puddle Jumper Tenth Addition to the Orange City Urban Renewal Plan. This will be Amendment # 7 to the Puddle Jumper Urban Renewal Plan. The date of the Public Hearing will be on Monday May 4, 2020.
10. It is necessary to adopt a resolution of necessity and set a public hearing to add the Industrie Centrum 7th Addition to the Orange City Industrial Park Renewal Plan. This will be Amendment #2 to the Industrial Park Urban Renewal Plan. The date of the Public Hearing will be on Monday May 4, 2020.
11. We have received a renewal application for a Special Class C (beer/wine) Liquor License from Town Square Coffeeshouse. Everything is in order.
12. City response to COVID 19 will be reviewed.

13. Administrative reports:

Scheduled Meetings:

April 20	Council Meeting, 4:30 P.M.
May 4	Council Meeting, 4:30 P.M.
May 14-16	Tulip Festival
May 18	Council Meeting, 4:30 P.M.

If you would like additional information about an agenda item or another issue, that would help you or the council as a whole, please feel free to let me know so I can either get it to you by email or by report at the meeting.

Earl Woudstra
City Office **712-707-4885**
Cell phone **712-737-7115**
Email **earlw@orangecityiowa.com**

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on March 16, 2020. 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 Rod De Boer, Aaron Beadner, Daron De Jong, Steve Roesner, and Tony Vande Brake

Members Absent: None

Staff: Earl Woudstra, Janet Brown, Jim Pottebaum, Kent Anderson, Kurt Frederes, Mark Gaul, and Matt Van Schouwen

Guests: Doug Calsbeek, John Slegers, Mike Hofman, and Bruce Muilenburg

Agenda: A motion was made by Council member Tony Vande Brake and duly seconded by Council member Rod De Boer approving the tentative agenda, as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Rod De Boer, Aaron Beadner, Daron De Jong, Steve Roesner; NAYS: None.

Citizen Comments: This time was provided for citizen comments. No comments were received.

Approval of Minutes: The minutes of March 2, 2020 council meeting were presented. A motion was made by Council member Daron De Jong and duly seconded by Council member Tony Vande Brake approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Tony Vande Brake, Aaron Beadner, Rod De Boer, Steve Roesner; NAYS: None.

Financial Report: The monthly financial report for February 2020, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Aaron Beadner and duly seconded by Council member Tony Vande Brake approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Tony Vande Brake, Rod De Boer, Daron De Jong, Steve Roesner; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from February 18, 2020 through March 16, 2020 was presented. A motion was made by Council member Rod De Boer and duly seconded by Council member Tony Vande Brake approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Tony Vande Brake, Aaron Beadner, Daron De Jong, Steve Roesner; NAYS: None.

Puddle Jumper Trail Tenth Addition: This is the time and place as advertised to hold a public hearing to consider the proposed Puddle Jumper Trail Tenth Addition plat and rezoning. The Mayor called for comments from members of the audience. No one was heard speaking for or against the proposed plat and rezoning. No written objections were received. The Mayor then closed the time for the public hearing.

A motion was made by Council member Rod De Boer and duly seconded by Council member Steve Roesner adopting a resolution accepting the final plat of the Puddle Jumper Trail Tenth Addition. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Steve Roesner, Aaron Beadner, Daron De Jong, Tony Vande Brake; NAYS: None. The resolution was assigned number 3-16-20-1901 and appears in the official resolution book.

A motion was made by Council member Daron De Jong and duly seconded by Council member Aaron Beadner approving the rezoning of the Puddle Jumper Trail Tenth Addition from A-1, Agriculture District to R-2, Medium to High Density Residential District for Lots 14-17, and R-1, Low Density Residential District for Lots 1-13 and 18-31. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Aaron Beadner, Rod De Boer, Steve Roesner, Tony Vande Brake; NAYS: None.

Industrie Centrum 7th Addition: This is the time and place as advertised to hold a public hearing to consider the proposed Industrie Centrum 7th Addition plat and rezoning. The Mayor called for comments from members of the audience. No one was heard speaking for or against the proposed final plat and rezoning. No written objections were received. The Mayor then closed the time for the public hearing.

A motion was made by Council member Tony Vande Brake and duly seconded by Council member Rod De Boer adopting a resolution accepting the final plat of the Industrie Centrum 7th Addition. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Rod De Boer, Aaron Beadner, Daron De Jong, Steve Roesner; NAYS: None. The resolution was assigned number 3-16-20-1902 and appears in the official resolution book.

A motion was made by Council member Aaron Beadner and duly seconded by Council member Rod De Boer approving the rezoning of the Industrie Centrum 7th Addition from I-2, Heavy Industrial District to I-1, Light Industrial District for Lots 1-10. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Rod De Boer, Daron De Jong, Steve Roesner, Tony Vande Brake; NAYS: None.

2020 Orange City Comprehensive Land Use Plan: This being the time and place as advertised a public hearing was held to consider the 2020 Orange City Comprehensive Land Use Plan. The Mayor called for comments from members of the audience and no one was heard speaking for or against the proposed plan. No written objections were received. The Mayor then closed the time for the public hearing.

A motion was made by Council member Tony Vande Brake and duly seconded by Council member Daron De Jong adopting a resolution accepting the 2020 Orange City Comprehensive Land Use Plan. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Daron De Jong, Aaron Beadner, Rod De Boer, Steve Roesner; NAYS: None. The resolution was assigned number 3-16-20-1903 and appears in the official resolution book.

Order Construction of Puddle Jumper Trail Tenth Addition and Industrie Centrum 7th Addition Subdivision Improvements and Set Public Hearing Date: A motion was made by Council member Rod De Boer and duly seconded by Council member Tony Vande Brake ordering the construction of the Puddle Jumper Trail Tenth Addition and Industrie Centrum 7th Addition Subdivision Improvements and setting April 6, 2020 at 4:30 o'clock P.M. as the time for a public hearing to consider the improvements. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Tony Vande Brake, Aaron Beadner, Daron De Jong, Steve Roesner; NAYS: None.

RC Family Farms TIF Application: RC Family Farms is expanding and proposing the construction of a new headquarters building of approximately 5000 square feet with a possible warehouse of up to 10,000 square feet. Construction will occur on the 1.9-acre parcel of land located at 719 St. Paul Avenue SE. RC Family Farms holds an option to purchase this land from Pipestone Veterinary Services. Capital investment is expected to be in excess of \$1,000,000. The project will retain the existing 31 jobs with the potential of creating an additional 9 new jobs over the next 24 months. A motion was made by Council member Steve Roesner and duly seconded by Council member Rod De Boer approving the ten-year TIF rebate application for the construction of RC Family Farms new headquarters at 719 St. Paul Avenue SE. On call of the roll motion carried. The vote was as follows: AYES: Steve Roesner, Rod De Boer, Aaron Beadner, Daron De Jong, Tony Vande Brake; NAYS: None.

COVID-19 Precautions: Earl shared the precautionary measures being taken by the City; the library is closed to the public, no recreation programs being held, no longer going in residences to install water meters, all public restrooms are closed, no rentals in any City facilities besides Tulip Festival night show practice and Dutch Dozen, the Adult Activity Center is closed; daycare board will meet tomorrow to discuss options; Earl will meet with Landsmeer Golf employees tomorrow. Rod shared that some area libraries are offering a pickup service. Daron mentioned comments received that it would have been nice to have notice of closing of the library so citizens could have picked up items before. Earl will share the comments with Lisa. In order to work with employees who are facing kids home with school being cancelled, Earl would like to extend the allotted sick leave time an employee can use for family or possibly offer some different hours to work. Rod questioned if Council action was needed to change the policy. After some discussion, it was the consensus of the Council to allow Earl some flexibility to work with staff as needed. Aaron mentioned at some point the City would need to assess the economic fallout of COVID-19. Mayor De Haan shared the hospital is preparing for the worst but hoping for the best. No official action was taken.

Severe Weather Awareness: Earl shared that Sioux County Emergency Management has identified March 23 to March 27 as Severe Weather Awareness Week and shared what each day will feature. No official action was taken.

Administrative Reports:

Scheduled Meetings:

April 6	Council Meeting, 4:30 P.M.
April 20	Council Meeting, 4:30 P.M.
May 4	Council Meeting, 4:30 P.M.
May 14-16	Tulip Festival
May 18	Council Meeting, 4:30 P.M.

Oral reports: Earl reported that he has received the final letter from the FAA on the airport closure. Angel Aircraft moved their plane out on Saturday. Mark has met with Vander Pol Excavating about moving over to the old airport. Working with DGR on laying out smaller lots for commercial use at the old airport. Painting of City Hall is almost complete. Had a meeting with Dan Van De Griend, Justin Mulder, Dale Oltmans, Daron De Jong, and Tony Vande Brake to discuss ideas the two communities can do together. Kent provided copies of the completed 2020-2021 budget.

Council Comments: The Mayor called for comments from members of the Council and the following were heard. Aaron mentioned that we should all use caution when traveling and meeting others face to face due to the COVID-19. Steve expressed how important it is to support local businesses during this time, even by purchasing a gift certificate. Mayor De Haan asked everyone to be neighborly and shared that Don's Food Center is offering deliveries on Tuesdays and Fridays.

Adjournment: No further business appearing it was therefore moved by Council member Rod De Boer and duly seconded by Council member Daron De Jong to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Aaron Beadner, Steve Roesner, Tony Vande Brake; NAYS: None. Adjournment time was 5:24 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk