

NOTICE AND CALL OF COUNCIL MEETING

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

Date of Meeting: March 6, 2023

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

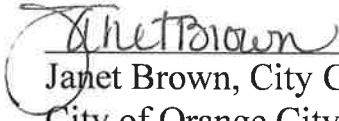
Place of Meeting: Council Chambers, City Hall,
125 Central Ave SE
Orange City, Iowa

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 14th Street SE Extension
 - Adopt plans, specifications, form of contract and estimate of cost
 - Consideration of bids and award contract
7. Public hearing on the matter of adoption of plans, specifications, form of contract and estimate of costs for the construction of 18th Street SW
 - Adopt plans, specifications, form of contract and estimate of cost
 - Consideration of bids and award contract
8. Ordinance No. 841, amending solid waste collection fees and recycling collection

9. \$3,190,000 (Dollar Amount Subject to Change) General Obligation Capital Loan Notes, Series 2023A
 - Resolution directing the acceptance of a proposal to purchase \$3,190,000 (Dollar Amount Subject to Change) General Obligation Capital Loan Notes, Series 2023A
10. Alcohol license renewal application
11. Administrative reports
12. Council comments
13. 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
March 6, 2023

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 February 20, 2023 council meeting are enclosed for your review. Exhibit 1
6. We received four bids for the 14th St SE Project. The apparent low bidder is Vander Pol Excavating. We will provide a recommendation at the council meeting following the engineers' review. Exhibit 2
7. We received five bids for the 18th St SW Project. The apparent low bidder is Vander Windt & Sons from Le Mars. Engineers from Beck are reviewing the bids and following up with Vander Windt. While Vander Windt has not done a project in Orange City, Beck has worked well with them on several projects. We will provide a recommendation at the council meeting following the engineers' review.
8. This will be the second reading of proposed Ordinance No. 841, which amends the solid waste collection fees for April 1, 2023 and January 1, 2024, and adjusts recycling pick up to twice per month. The rates will also be adjusted in July 2023 through the contract due to landfill fees increasing.
9. We are recommending a General Obligation bond of \$3,190,000 for the school infrastructure project and the Puddle jumper Trail Park project. D.A. Davidson will present the interest rates for the bonds at the meeting with a locked in price and then we will consider the letter of intent with D.A. Davidson. It seems that the rate will be around 3.85% which is where we thought we would be when we started the financing of these projects. I anticipate very little difference in the rate come Monday afternoon.
10. We have received a renewal application for a Special Class C Retail Alcohol License from Holland Plaza Theatre. Everything is in order.
11. Administrative reports:

Scheduled Meetings:

March 20	Council Meeting, 4:30 P.M
April 3	Council Meeting, 4:30 P.M.
April 17	Council Meeting, 4:30 P.M.
May 1	Council Meeting, 4:30 P.M.
May 15	Council Meeting, 4:30 P.M.
May 18-20	Tulip Festival

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**

Council Meeting
February 20, 2023

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on February 20, 2023. 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 Aaron Beadner, Olivia Chapman, Rod De Boer, Daron De Jong, Tony Vande Brake

Members Absent: None

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

Guests: Doug Calsbeek, Mike Hofman, Justin Jacobsma, Darin Schriever, Doug Phillips, and John Slegers

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

Citizen Comments: This time was provided for citizen comments and none were heard.

Approval of Minutes: The minutes of the February 6, 2023 council meeting were presented. A motion was made by Council member Tony Vande Brake and duly seconded by Council member Rod De Boer approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Rod De Boer, Aaron Beadner, Olivia Chapman, Daron De Jong; NAYS: None.

Financial Report: The monthly financial report for January 2023, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Tony Vande Brake and duly seconded by Council member Daron De Jong approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Tony Vande Brake, Aaron Beadner, Olivia Chapman, Rod De Boer; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from January 17, 2023 through February 20, 2023 was presented. A motion was made by Council member Tony Vande Brake and duly seconded by Council member Daron De Jong approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Daron De Jong, Aaron Beadner, Olivia Chapman, Rod De Boer; NAYS: None.

Maximum Property Tax Levy for Fiscal Year 2023-2024: This being the time and place as advertised a public hearing was held to consider the adoption of the proposed property tax levy for the 2023-2024 fiscal year. The Mayor opened the public hearing, Kent Anderson reported on the process of the approval of the proposed property tax levy for the 2023-2024 fiscal year. There were no other questions or comments. No written objections were filed. The Mayor then closed the time for the public hearing.

A motion was made by Council member Daron De Jong and duly seconded by Council member Rod De Boer adopting a resolution approving the fiscal year 2023-2024 maximum property tax levy dollars. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Rod De Boer, Aaron Beadner, Olivia Chapman, Tony Vande Brake; NAYS: None. The resolution was assigned number 2-20-23-2063 and appears in the official resolution book.

Public Hearing on the Matter of the Adoption of Plans, Specifications, Form of Contract and Estimate of Costs for the Construction of SW Well #4: This being the time a place as advertised a public hearing was held to consider the construction of the SW Well #4. Matt Van Schouwen, along with Darin Schriever from DGR, explained the project and reviewed the overall project costs. The Mayor called for comments from the audience and no one was heard speaking for or against the proposed construction of SW Well #4. The Mayor then closed the time for the public hearing.

A motion was made by Council member Daron De Jong and duly seconded by Council member Tony Vande Brake adopting the plans, specifications, form of contract and estimate of

cost. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Tony Vande Brake, Aaron Beadner, Olivia Chapman, Rod De Boer; NAYS: None.

The Council then considered the bids that were opened February 14, 2023.

A motion was made by Council member Rod De Boer and duly seconded by Council member Aaron Beadner awarding the bid to Sargent Drilling for \$1,079,061. The alternate bids will be rejected at this point. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Aaron Beadner, Olivia Chapman, Daron De Jong, Tony Vande Brake; NAYS: None.

Fiscal Year 2021-2022 Comprehensive Annual Report: Justin Jacobsma with Williams and Company was present to review the fiscal year 2021-2022 Comprehensive Annual Report. A motion was made by Council member Tony Vande Brake and duly seconded by Council member Aaron Beadner approving the fiscal year 2021-2022 Comprehensive Annual Report. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Aaron Beadner, Olivia Chapman, Rod De Boer, Daron De Jong; NAYS: None.

\$3,280,000 General Obligation Capital Loan Notes, Series 2023A: A motion was made by Council member Tony Vande Brake and duly seconded by Council member Daron De Jong adopting a resolution authorizing the issuance and levying a tax for the payment thereof of the \$3,280,000 General Obligation Capital Loan Notes, Series 2023A. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Daron De Jong, Aaron Beadner, Olivia Chapman, Rod De Boer; NAYS: None. The resolution was assigned number 2-20-23-2064 and appears in the official resolution book. Records are kept in Appendix 21.

Easement Agreement: MidAmerican Energy is making several improvements to their distribution system around the east and north boundaries of the community. One of the segments along St. Paul Avenue NE will be converted to underground. They have requested a 15 foot easement between the ROW line and the walking/golf trail on the east side of Landsmeer. A motion was made by Council member Daron De Jong and duly seconded by Council member Rod De Boer adopting a resolution approving the MidAmerican Energy Company Underground Electric Easement. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Rod De Boer, Aaron Beadner, Olivia Chapman, Tony Vande Brake; NAYS: None. The resolution was assigned number 2-20-23-2065 and appears in the official resolution book.

Solid Waste and Refuse Collection Contract: The contract has been updated with the changes discussed at the February 6, 2023 Council Meeting, which include: adjustments will be made to the monthly rates at \$.15 increase for every \$1.00 increase in the tonnage fee at the NW Iowa Landfill Agency, residential recycle pick-up shall occur two times per month, the City will charge a \$1.00/month administration fee, the spring cleanup flag cost will increase to \$15, and Christmas tree pickup will no longer be provided. A motion was made by Council member Olivia Chapman and duly seconded by Council member Aaron Beadner approving the Solid Waste and Refuse Collection Contract with Orange City Sanitation. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Aaron Beadner, Rod De Boer, Daron De Jong, Tony Vande Brake; NAYS: None.

Ordinance No. 841, Amending Solid Waste Collection Fees and Recycling Collection: A motion was made by Council member Daron De Jong and duly seconded by Council member Rod De Boer approving the first reading of proposed Ordinance No. 841, an ordinance amending the solid waste collection fees and changing the recycling collection to two times per month. Rates will increase to \$16.55 for one 65 gallon toter, \$26.75 for two 65 gallon toters, \$21.55 for one 95 gallon toter, and \$36.00 for two 95 gallon toters beginning April 1, 2023 and beginning January 1, 2024 to \$17.80/\$28.00/\$19.80/\$22.85/\$37.25 respectively. Rates will increase per the contract July 1, 2023 due to a planned landfill increase. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Rod De Boer, Aaron Beadner, Olivia Chapman, Tony Vande Brake; NAYS: None.

Employee Bonus and Wage Proposal: A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman approving the proposed recommendation for a cost-of-living adjustment for full-time employees, staff bonuses for special projects/added duties, standby pay for utility foreman, some salary adjustments beginning July 1, 2023, and payment to the Chamber of Commerce for Mike Hofman's additional work with Community Development extra duties. Details are hereto attached and therefore made a part of these minutes. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Aaron Beadner, Rod De Boer; NAYS: Tony Vande Brake.

Alcohol License Applications: A motion was made by Council member Aaron Beadner and duly seconded by Council member Daron De Jong approving the application for a Class C Retail Alcohol License as submitted by Brad's Breads and Bakery and the renewal application for a Class C Retail Alcohol License as submitted by Landsmeer Gold Club. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Daron De Jong, Olivia Chapman, Rod De Boer, Tony Vande Brake; NAYS: None.

Administrative Reports:

Scheduled Meetings:

March 6	Council Meeting, 4:30 P.M.
March 20	Council Meeting, 4:30 P.M.
April 3	Council Meeting, 4:30 P.M.
April 17	Council Meeting, 4:30 P.M.
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May 15	Council Meeting, 4:30 P.M.

Oral reports: Earl shared the roundabout rebidding is tomorrow; 14th Street and 18th Street bids are next week; provided an update from the airport board meeting; Dan Altena is a new member on the board; looking at additional property purchase of 24 acres for the businesses being operated out of the airport.

Council Comments: The Mayor called for comments from members of the Council and none were heard.

Closed Session Pursuant to Iowa Code Section 21.5 (1)(c): A motion was made by Council member Aaron Beadner and duly seconded by Council member Rod De Boer to enter into a closed session at 5:12 o'clock P.M. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Rod De Boer, Olivia Chapman, Daron De Jong, Tony Vande Brake; NAYS: None.

A motion was made by Council member Rod De Boer and duly seconded by Council member Aaron Beadner to exit the closed session at 5:34 o'clock P.M. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Aaron Beadner, Olivia Chapman, Daron De Jong, Tony Vande Brake; NAYS: None.

Consider Approval of Conciliation Agreement: A motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong approving the Conciliation Agreement as presently written and authorizing the Mayor and City Administrator to execute the agreement. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Aaron Beadner, Olivia Chapman, Tony Vande Brake; NAYS: None.

Adjournment: No further business appearing it was therefore moved by Council member Tony Vande Brake and duly seconded by Council member Olivia Chapman to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Olivia Chapman, Aaron Beadner, Rod De Boer, Daron De Jong; NAYS: None. Adjournment time was 5:38 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk

14th St SE Extension Project

<u>Contractor</u>	<u>Bid Price</u>
Vander Pol Excavating Orange City, IA	\$ 1,839,553.74
De Loss Construction Spencer, IA	\$ 1,955,659.70
Hulstein Excavating Edgerton, MN	\$ 1,968,589.80
Bainbridge Construction Kingsley, IA	\$ 2,211,925.30
**Engineer's Estimate	\$ 1,999,195.50

18th St SW Street Project

<u>Contractor</u>	<u>Bid Price</u>
Vander Windt & Sons Le Mars, IA	\$ 1,294,952.50
Vander Pol Excavating Orange City, IA	\$ 1,373,558.74
Hulstein Excavating Edgerton, MN	\$ 1,455,580.80
Bainbridge Construction Kingsley, IA	\$ 1,478,008.90
Cleveringa Excavating Alton, IA	\$ 1,504,894.97
**Engineer's Estimate	\$ 1,490,345.50