

## January 13, 2025

The West Bend City Council met in regular session at City Hall on Monday, January 13, 2025, at 7:00 p.m. with Mayor Kimberly Johnson presiding.

### ROLL CALL OF COUNCIL MEMBERS:

Roll call of the City Council was answered by Grant Gearhart, Chris Newton and Brooke Winkelhorst. Council Members Joe Montag and Linda Thilges were absent.

### APPROVAL OF AGENDA:

Moved by Chris Newton, seconded by Brooke Winkelhorst to approve the agenda of the meeting. Roll call of vote, all present voting in the affirmative. Motion carried.

### CONSENT AGENDA:

Moved by Grant Gearhart, seconded by Brooke Winkelhorst to approve the minutes of the previous meeting; the December 2024 Treasurer's Report with a beginning balance of \$2,748,349.50, receipts of \$427,522.19, disbursements of \$359,357.06 and an ending balance of \$2,816,514.63; the December 2024 Budget Report and to order the following bills paid:

IAMU	SGNC SAFETY TRAINING	1,475.66
BENNETT RECYCLING	GARBAGE & RECYCLING COLLECTION	16,546.95
CENTER POINT LARGE PRINT	BOOKS-LIBRARY	46.74
CENTURY LINK	LONG DISTANCE SERVICE	64.11
CITY OF WEST BEND	TRANSFER, CAFÉ PLAN	68,707.00
CLAYTON ENERGY CORP	RESERVATION, SERVICE-GAS	13,595.96
COMMUNITY LUMBER	SUPPLIES, LABOR	1,620.25
VISUAL EDGE IT	COPIER CLICKS/MAINTENANCE	108.69
SPENCER OFFICE SUPPLIES	OFFICE SUPPLIES, PAPER TOWELS	281.37
ECOLAB	PEST CONTROL	110.33
FIRST NATIONAL BANK	DUES, SUPPLIES, BOOKS-LIBRARY	204.50
GROTTO OF THE REDEMPTION	DONATION	1,000.00
IPERS	IPERS REGULAR	11,939.92
KAMPEN FOODS	BATH TISSUE, CLEANER	22.77
SEWELL, LISA	W-2, 1099 FORMS, ENVELOPES	137.21
STOREY KENWORTHY	LASER UTILITY BILLS	713.20
NEW COOPERATIVE INC	FUEL, AIR FILTERS	659.84
MICRO MARKETING	DVD'S-LIBRARY	194.81
MID AMERICAN ENERGY CO	CASH REQUEST-JANUARY	9,000.00
MIDAMERICA BOOKS	BOOKS-LIBRARY	122.75

NIMECA	PURCHASED POWER, NAR TRANSFER FEES	82,942.97
NW COMMUNICATIONS	TELEPHONE, INTERNET	305.41
OVERDRIVE	EBOOKS/AUDIOBOOKS-LIBRARY	1,341.38
POSTMASTER	POSTAGE STAMPS	73.00
QUILL CORPORATION	PRINTER CARTRIDGE	58.49
SENSIT TECHNOLOGIES	TRAINING VIDEO	200.00
TREASURER-STATE OF IOWA	SALES TAX, EXCISE TAX, WITHHOLDING	10,206.46
US CELLULAR	CELL PHONE SERVICE	599.33
WELLMARK BCBS	HEALTH INSURANCE	15,047.28
WBEDC	DONATION	14,500.00
WEST BEND FORD	BATTERY	4.00
WB HISTORICAL SOCIETY	DONATION	1,000.00
WEST BEND JOURNAL	PUBLICATIONS-NOVEMBER & DECEMBER	382.83
WEST BEND UTILITIES	UTILITIES	7,384.71
WEST IOWA BANK	TRANSFER-ELECTRIC SINKING FUND	7,021.40
WS#4 DISBURSEMENT	CASH RECONCILIATION-DECEMBER	21,787.83
EFTPS	FED/FICA TAX	11,297.48
METER DEPOSIT CUSTOMER	METER DEPOSIT RETURN	300.00
ITRON	HARDWARE/SOFTWARE MAINTENANCE	4,813.49
MONTAG, JOE	MILEAGE	361.8
I & S GROUP INC	ENGINEERING-WELL #8	1,663.75
CIT SEWER SOLUTIONS	VACUUM CLEANING-LIFT STATION	9,886.13
VERIZON	DATA CARD-POLICE	40.01
KNOWBUDDY RESOURCES	BOOKS-LIBRARY	72.91
IOWA PUMP WORKS INC	PUMPS, RELAYS, CHECK VALVES, SERVICE	26,139.50
PEFA INC	PURCHASED GAS	25,978.86
US DEPT OF TRANSPORTATION	QUERY PLAN-DRUG & ALCHOHOL	25.00
PLUMB SUPPLY COMPANY	ELBOWS, ADAPTERS, PIPE	238.44
SCE, LLC	REPAIR-WATER MAIN LEAK	2,941.69
FOUNDATION ANALYTICAL	WASTEWATER TEST	154.00
BLACKSTONE PUBLISHING	AUDIOBOOKS-LIBRARY	145.57
PALO ALTO CO SHERIFF	28E AGREEMENTS	10,887.82
PINNACLE MARKETING GROUP	WEST BEND WEBSITE	79.00
MIDWEST TECHNOLOGY	CAMERA REPAIR	112.98
LIBERTY NATIONAL INS	EMPLOYEE INSURANCE PLANS	340.50
ADVANTAGE ADMINISTRATORS	CAFE PLAN BILLING, SERVICES	587.00
AUREON	ANTI-VIRUS, BACKUP, OFFICE 365	130.43
AMARIL UNIFORM COMPANY	T-SHIRTS, PANTS-KOPAEG	996.17
PAYROLL CHECKS	TOTAL PAYROLL CHECKS	41,674.84
	CLAIMS TOTAL	428,274.52
	GENERAL FUND	52,029.30
	METER DEPOSIT FUND	300.00

LOCAL HOTEL & MOTEL TAX FUND	2,000.00
WATER FUND	9,116.94
SEWER FUND	39,142.27
ELECTRIC FUND	199,581.59
KOPAEG FUND	15,822.79
GAS FUND	93,133.00
LANDFILL/GARBAGE FUND	17,148.63

Roll call of vote, all present voting in the affirmative. Motion carried.

**RESOLUTION NAMING DEPOSITORIES FOR THE CITY OF WEST BEND AND THE WEST BEND MUNICIPAL UTILITIES:**

Moved by Brooke Winkelhorst, seconded by Grant Gearhart to adopt Resolution #2025-1, a Resolution Naming Depositories For The City Of West Bend And The West Bend Municipal Utilities. Roll call of vote, “Ayes” – Grant Gearhart, Chris Newton, Brooke Winkelhorst; “Nays” – None. Resolution duly adopted.

**APPOINTMENT OF WEST BEND FIRE CHIEF:**

Moved by Chris Newton, seconded by Grant Gearhart to appoint Gary Forsythe to serve as the Fire Chief for the West Bend Fire Department. Roll call of vote, all present voting in the affirmative. Motion carried.

**APPOINTMENT OF WEST BEND ASSISTANT FIRE CHIEF:**

Moved by Chris Newton, seconded by Brooke Winkelhorst to appoint Clinton Schneider to serve as the Assistant Fire Chief for the West Bend Fire Department. Roll call of vote, all present voting in the affirmative. Motion carried.

**APPOINTMENT OF COUNCIL COMMITTEES:**

The Mayor appointed Council Members to serve on the following committees for 2025:

<u>COMMITTEE</u>	<u>COMMITTEE MEMBERS</u>
Parks & Recreation / City Hall	Thilges / Winkelhorst
Water / Wastewater	Gearhart / Montag
Streets	Newton / Gearhart
Gas	Gearhart / Montag
Electric	Montag / Thilges
Police	Newton / Winkelhorst
Wage & Salary	Newton / Thilges

**TAX ABATEMENT APPLICATION – MARK & JANET FEHR:**

Moved by Brooke Winkelhorst, seconded by Chris Newton to approve the tax abatement application submitted by Mark and Janet Fehr for the newly constructed residential dwelling located at 101 3<sup>rd</sup> Avenue NW. Roll call of vote, all present voting in the affirmative. Motion carried.

**TAX ABATEMENT APPLICATION – TORY & CALLA SCHMIDT:**

Moved by Grant Gearhart, seconded by Chris Newton to approve the tax abatement application submitted by Tory and Calla Schmidt for the newly constructed commercial building located at 200 4<sup>th</sup> Avenue NE. Roll call of vote, all present voting in the affirmative. Motion carried.

**MINIMUM ASSESSMENT AGREEMENT – TORY & CALLA SCHMIDT:**

Moved by Brooke Winkelhorst, seconded by Chris Newton to approve the minimum assessment agreement with Tory and Calla Schmidt for the newly constructed commercial building located at 200 4<sup>th</sup> Avenue NE. Roll call of vote, all present voting in the affirmative. Motion carried.

**POLICE REPORT:**

Police Chief, Anthony Laubenthal submitted his monthly report to the City Council. Last month MART was held in Estherville. The group discussed training for the upcoming year. This month was held in Emmetsburg. A meeting was held and then training exercises were performed the rest of the day. The Police Office remodel is complete. The calls for the last month were discussed. Anthony continues to do school and regular patrols, attend events, take calls and do security checks throughout town. There was one building permit filed with the City last month.

**ELECTRIC OPERATIONS REPORT:**

Electric Operations Manager, Craig Olson prepared the Electric Operations Report for the month of December. Projects worked on in West Bend, Graettinger and Pocahontas were highlighted. The equipment/labor spreadsheet has been changed to include the most recent numbers. West Bend is currently owed a total of \$50,377. DGR Engineering has been contacted to provide the City with a proposal to complete a study of West Bend's generation capabilities, current capacity and future power needs. The proposal should be available for the first Council Meeting in February.

**COMMITTEE REPRESENTATIVE UPDATES:**

Council Member Winkelhorst will attend the Palo Alto County 911/EMA Meeting scheduled for January 29<sup>th</sup>. The Mayor will not be attending the February 10<sup>th</sup> Council Meeting.

**COUNCIL REPORT:**

The NIMECA financial statements were included in the Council packets along with the WS#4 cash request for January. The West Bend Library Board Meeting minutes were reviewed. The Mayor will discuss the Ice-Skating Program in her next article for the newspaper.

**OTHER BUSINESS:**

No other business was discussed.

**ADJOURNMENT:**

Moved by Brooke Winkelhorst, seconded by Grant Gearhart to adjourn the meeting to Monday, January 27, 2025, at 7:00 p.m. at City Hall. Roll call of vote, all present voting in the affirmative. Motion carried.

**ATTEST:**

/s/ Lisa Sewell  
City Clerk

/s/ Kimberly Johnson  
Mayor