

**April 14, 2025**

The West Bend City Council met in regular session at City Hall on Monday, April 14, 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 Joe Montag, Chris Newton, Grant Gearhart, Linda Thilges and Brooke Winkelhorst.

**APPROVAL OF AGENDA:**

Moved by Chris Newton, seconded by Joe Montag 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 two meetings; the March 2025 Treasurer's Report with a beginning balance of \$2,691,092.22, receipts of \$655,352.70, disbursements of \$448,648.77 and an ending balance of \$2,897,796.15; the March 2025 Budget Report and to order the following bills paid:

IAMU	SGNC DUES, APPRENTICESHIP TECH FEE	1,575.66
AUDITOR OF STATE	AUDIT FILING FEES	425.00
BENNETT RECYCLING	GARBAGE & RECYCLING COLLECTION	17,234.60
BORDER STATES INDUSTRIES	THERMAL IMAGER	533.93
RIESENBERG, L PETTY CASH	POSTAGE-LIBRARY	47.51
CENTER POINT LARGE PRINT	BOOKS-LIBRARY	46.74
CENTRAL IOWA DISTRIBUTING	PAINT, SUPPLIES	910.60
CITY OF WEST BEND	TRANSFERS, CAFÉ PLAN, APPLIANCE TAGS	99,558.07
CLAYTON ENERGY CORP	PURCHASED GAS, RESERVATION, SERVICE	40,948.86
COMMUNITY LUMBER	PAINT, SHELVING, SUMP PUMP, SUPPLIES	1,040.50
VISUAL EDGE IT	COPIER CLICKS/MAINTENANCE, SUPPLIES	282.23
DAKOTA SUPPLY GROUP	EXTENSION RINGS, PAINT, GUTTER BROOM	1,023.38
DEMCO	BOOK COVERS, SUPPLIES-LIBRARY	335.77
SPENCER OFFICE SUPPLIES	COPY PAPER	66.76
ECOLAB	PEST CONTROL	110.33
FIRST NATIONAL BANK	BOOKS, ECNCI GRANT-BOOKS	762.42
CENGAGE LEARNING/GALE	BOOKS-LIBRARY	621.79
GUM DROP BOOKS	DCAT GRANT BOOKS-LIBRARY	536.75
INGRAM	BOOKS-LIBRARY	957.49
IOWA CODIFICATION	ORDINANCE CODIFICATION-ZONING	93.00

IPERS	IPERS REGULAR	7,998.10
IRBY ELECTRICAL DIST	SPLICE, CONDUIT, SAFETY GLASSES	775.96
KAMPEN FOODS	SUPPLIES-POOL OPEN HOUSE	164.34
ELBERT, KIM	MILEAGE, MEALS	259.53
KOSSUTH CO RECORDER	RECORDING FEES-ZONING ORDINANCE	12.00
RIESENBERG, LISA	MILEAGE-LIBRARY	79.80
SEWELL, LISA	MILEAGE	47.57
SEWELL, LISA PETTY CASH	POSTAGE	62.39
NEW COOPERATIVE INC	FUEL	2,446.27
MID AMERICAN ENERGY CO	CASH REQUEST-APRIL	36,000.00
MIDAMERICA BOOKS	BOOKS-LIBRARY	98.85
NIMECA	PURCHASED POWER	90,053.99
NW COMMUNICATIONS	TELEPHONE, INTERNET	402.80
PENWORTHY COMPANY	BOOKS-LIBRARY	220.80
PMC ADVANTAGE INSURANCE	INSURANCE POLICY RENEWALS	165,775.42
SIMMERING-CORY INC	GRANT ADMINISTRATION SERVICES	2,000.00
SKARSHAUG TESTING LAB	GLOVE TESTING	94.43
TREASURER-STATE OF IOWA	SALES, USE & EXCISE TAX, WITHHOLDING	10,292.73
TRISTAR BENEFIT ADMIN	ANNUAL FEE, RENEWAL FEE	1,050.00
US CELLULAR	CELL PHONE SERVICE	1,211.26
WELLMARK BCBS	HEALTH INSURANCE	15,047.28
WEST BEND CHAMBER	M43 PACGDC GRANT-PARADE WAGON	2,040.00
WBEDC	#27 PACGDC-DISPLAY SIGN, DONATION	26,889.13
WEST BEND FORD	SERVICE, MARKER, LAMP	302.57
WEST BEND RED POWER	CLEANER, FLUID	37.28
WEST BEND JOURNAL	PUBLICATIONS-MARCH	803.21
WEST BEND UTILITIES	FINANCIAL SERVICES, REBATES, UTILITIES	13,842.39
WB SUMMER RECREATION	M47 PACGDC-EQUIPMENT	2,123.50
WEST IOWA BANK	ADD TO CD, WIRE FEE, TRANSFER	282,021.40
OLSON, CRAIG	CHAIN, TEST PLUG, SHACKLE	161.31
WALTER SCOTT #4	CASH RECONCILIATION-MARCH	8,583.61
EFTPS	FED/FICA TAX	10,614.19
METER DEPOSIT CUSTOMER	METER DEPOSIT RETURN	250.00
BROAD REACH	BOOKS-LIBRARY	148.42
I & S GROUP INC	ENGINEERING, COMPLIANCE STRATEGY	4,589.50
CIT SEWER SOLUTIONS	SEWER LINING, CIPP POINT REPAIRS	56,620.06
AMERICAN GLASS COMPANY	INSTALL WINDOW GLASS	150.00
VERIZON	DATA CARD-POLICE	40.01
KC NIELSEN	NOZZEL	12.94
IOWA PUMP WORKS INC	SERVICE AGREEMENT-LIFT STATION	1,800.00
ZAUGG, AUDREY	FUEL-SNOW BLOWER	9.00
SYBESMA GRAPHICS INC	REFLECTIVE TAGS-GOLF CARTS	30.00

PEFA INC	PURCHASED GAS	23,555.64
SCHUVER, JEREMY	TIRES, TOOLS	552.04
NORTHERN TESTING SERVICES	SUBSTATION BREAKER MAINTENANCE	12,400.00
FOUNDATION ANALYTICAL	WATER TEST	16.50
BLACKSTONE PUBLISHING	AUDIOBOOKS-LIBRARY	95.95
PINNACLE MARKETING GROUP	WEST BEND WEBSITE	79.00
MACQUEEN EQUIPMENT	SERVICE, LABOR, PARTS-SWEEPER	13,812.75
LIBERTY NATIONAL INS	EMPLOYEE INSURANCE POLICIES	227.00
ADVANTAGE ADMINISTRATION	CAFE PLAN, ADMINISTRATION, SERVICE	582.00
AUREON	FIREWALL, ANTIVIRUS, BACKUP, OFFICE	383.73
SARGENT DRILLING	PAY APP #1-WELL #8 PROJECT	168,357.10
PAYROLL CHECKS	TOTAL PAYROLL CHECKS	38,548.24
	CLAIMS TOTAL	1,170,883.38
	GENERAL FUND	443,385.08
	ROAD USE TAX FUND	1,533.26
	EMPLOYEE BENEFITS FUND	12,945.95
	METER DEPOSIT FUND	250.00
	LOCAL OPTION SALES TAX FUND	25,000.00
	WATER FUND	193,263.30
	SEWER FUND	64,128.94
	ELECTRIC FUND	269,644.42
	KOPAEG FUND	24,939.47
	GAS FUND	96,851.79
	LANDFILL/GARBAGE FUND	37,891.17
	RISK MANAGEMENT/SELF-INS FUND	1,050.00

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

**PUBLIC HEARING ON PROPOSED 2025-2026 FISCAL YEAR BUDGET:**

The Mayor announced this was the time and place set for the public hearing on the proposed 2025-2026 fiscal year budget. The Mayor asked if there were any comments from the public on the proposed budget. There being none, the Mayor declared the public hearing on the proposed 2025-2026 fiscal year budget closed.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST BEND, IOWA, ADOPTING THE BUDGET FOR THE 2025-2026 FISCAL YEAR:**

Moved by Joe Montag, seconded by Brooke Winkelhorst to adopt Resolution #2025-17, a Resolution Of The City Council Of The City Of West Bend, Iowa, Adopting The Budget For The 2025-2026 Fiscal Year. Roll call of vote, "Ayes" – Joe Montag, Chris Newton, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; "Nays" – None. Resolution duly adopted.

**RESOLUTION PROVIDING FOR A NOTICE OF HEARING TO PROVIDE THE PUBLIC INFORMATION ON THE CITY OF WEST BEND WELL #8 PROJECT:**

Moved by Brooke Winkelhorst, seconded by Linda Thilges to adopt Resolution #2025-18, a Resolution Providing For A Notice Of Hearing To Provide The Public Information On The City Of West Bend Well #8 Project. Roll call of vote, “Ayes” – Joe Montag, Chris Newton, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Resolution duly adopted.

**RESOLUTION APPROVING AGREEMENT AND CONTRACT FOR FIRE PROTECTION AND EMERGENCY RESPONSE SERVICES WITH WHITTEMORE TOWNSHIP:**

Moved by Chris Newton, seconded by Brooke Winkelhorst to adopt Resolution #2025-19, a Resolution Approving Agreement And Contract For Fire Protection And Emergency Response Services With Whittemore Township. Roll call of vote, “Ayes” – Joe Montag, Chris Newton, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Resolution duly adopted.

**RESOLUTION APPROVING AGREEMENT AND CONTRACT FOR FIRE PROTECTION AND EMERGENCY RESPONSE SERVICES WITH GARFIELD TOWNSHIP:**

Moved by Joe Montag, seconded by Chris Newton to adopt Resolution #2025-20, a Resolution Approving Agreement And Contract For Fire Protection And Emergency Response Services With Garfield Township. Roll call of vote, “Ayes” – Joe Montag, Chris Newton, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Resolution duly adopted.

**APPLICATION FOR OUTDOOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS – J & M DISPLAYS:**

Moved by Joe Montag, seconded by Brooke Winkelhorst to approve the application submitted by J & M Displays, Inc. and sponsored by the West Bend Chamber of Commerce for outdoor display of fireworks/pyrotechnic special effects to be held on July 5, 2025. Roll call of vote, all present voting in the affirmative. Motion carried.

**APPLICATION FOR TRANSIENT MERCHANT LICENSE – BRICK & EMBER PIZZA COMPANY:**

Moved by Brooke Winkelhorst, seconded by Linda Thilges to approve the application submitted by Brick & Ember Pizza Company for a (one day) transient merchant license, effective Friday, April 18, 2025. Roll call of vote, all present voting in the affirmative. Motion carried.

**FIRE DEPARTMENT – MINI PUMPER UPGRADE:**

The West Bend Fire Department received a grant from PACGDC, in the amount of \$16,470.00 to make updates to the mini pumper truck. The firemen had obtained a quotation from Heiman Fire Equipment for a slide-in unit last December when applying for the grant but have since been

told that the price has increased by 15%. The West Bend Fire Department met and decided that they would like to move forward with the purchase of the equipment pending City Council approval. The cost of the slide-in unit will be \$21,142.75. Additional costs associated with the project include the installation of the slide-in unit and fuel injection kit by Raw Customs. The West Bend Fire Department will be responsible for the grant cash match as well as the added cost associated with the equipment price increase. Moved by Chris Newton, seconded by Brooke Winkelhorst to approve the purchase of a slide-in unit for the West Bend Fire Department mini pumper truck from Heiman Fire Equipment, in the amount of \$21,142.75. 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. Tactical exercises were performed, and the recertification of firearms was completed. Next month MART will be held in Algona. Anthony is participating in an online Police Legal Sciences Program. The Police Chief is attending a SOTA conference in St. Cloud, Minnesota from April 12<sup>th</sup> through April 15<sup>th</sup>. The new taser has been ordered. The calls for the month were reviewed. There have been several miscellaneous measurements taken and two building permits were processed. The City Council asked that Anthony research the City Code of Ordinances regarding motorized scooters and their use on city sidewalks and streets. There were also complaints about ATV'S traveling on Broadway Avenue. The City Council would like to see some citations issued for these violations.

#### **ELECTRIC OPERATIONS REPORT:**

Electric Operations Manager, Craig Olson prepared the Electric Operations Report for the month of March. Work that has been performed in West Bend, Graettinger and Pocahontas was listed on the report. Updates have been made to the labor and equipment hours on the spreadsheet. West Bend is currently owed \$59,573.00 by the other KOPAEG members. The Electric Operations Manager has some projects planned for the upcoming months that should use some of the credit currently owed to West Bend.

#### **COMMITTEE REPRESENTATIVE UPDATES:**

The Mayor and Council Member Linda Thilges will be attending meetings in the upcoming weeks.

#### **COUNCIL REPORT:**

The NIMECA financial statements were included in the Council packets along with the WS#4 cash request for April. The minutes from the West Bend Public Library Board Meeting and the Kossuth/Palo Alto County City Clerk's Meeting were reviewed. The City Council talked about items that could be highlighted in the Mayor's monthly article.

**OTHER BUSINESS:**

The Mayor inquired about the City Clerk's attendance at the West Bend Economic Development Meetings.

**ADJOURNMENT:**

Moved by Grant Gearhart, seconded by Linda Thilges to adjourn the meeting to Monday, April 28, 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