

July 14, 2025

The West Bend City Council met in regular session at City Hall on Monday, July 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, Grant Gearhart, Linda Thilges and Brooke Winkelhorst. Council Member Chris Newton was absent. Also present for the meeting were Gas/Public Works Foreman, Trevor Bruhn and ISG Engineer, Guadalupe Munoz Rocha.

APPROVAL OF AGENDA:

Moved by Joe Montag, seconded by Linda Thilges 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 June 2025 Treasurer’s Report with a beginning balance of \$2,305,043.34, receipts of \$468,378.27, disbursements of \$695,106.83 and an ending balance of \$2,078,314.78; the June 2025 Budget Report and to order the following bills paid:

IAMU	SGNC SAFETY DUES	1,592.19
ACCO	CHEMICALS, VACUUM, BRUSH, BRICK	1,530.83
BENNETT RECYCLING	GARBAGE & RECYCLING COLLECTION	16,451.00
RIESENBERG, L PETTY CASH	POSTAGE-LIBRARY	58.42
CENTER POINT LARGE PRINT	BOOKS-LIBRARY	46.74
CENTRAL IOWA DISTRIBUTING	FLYING INSECT KILLER, WIPES	252.00
CENTURY LINK	LONG DISTANCE SERVICE	63.59
CITY OF WEST BEND	KOPAEG FEES, CAFÉ PLAN	75,892.00
CLAYTON ENERGY CORP	RESERVATION, SERVICE, PURCHASED GAS	13,428.50
COMMUNITY LUMBER	TOOLS, BUILDING MATERIALS, SUPPLIES	4,430.94
VISUAL EDGE IT	COPIES-LIBRARY	151.91
DAKOTA SUPPLY GROUP	REPAIR SLEEVES, PAINT, FLAGS, VALVE	1,364.51
SPENCER OFFICE SUPPLIES	COPY PAPER	48.90
ECOLAB	PEST CONTROL	110.33
ELECTRONIC SPECIALTIES	HEAVY DUTY HEADSET, LICENSE RENEWAL	412.21
FIRST NATIONAL BANK	BOOKS, SUMMER READING SUPPLIES-LIBRARY	352.24
CENGAGE LEARNING/GALE	BOOKS-LIBRARY	21.44
GUM DROP BOOKS	BOOKS-LIBRARY	849.99
HACH COMPANY	WATER TESTING SUPPLIES	651.61

HEIMAN FIRE EQUIPMENT	RACKS, ADAPTERS, LEATHER FRONT	1,635.54
IA DNR	ANNUAL WATER SUPPLY FEE	86.00
IOWA LEAGUE OF CITIES	MEMBER DUES	869.00
IOWA ONE CALL	LOCATES	35.10
IPERS	IPERS REGULAR	11,985.45
IRBY ELECTRICAL DIST	STAND OFF PLUGS	654.84
KCEDC	ANNUAL COMMUNITY COMMITMENT	96.00
KOSSUTH CO LIBRARY ASSOC	DUES-LIBRARY	25.00
RIESENBERG, LISA	MILEAGE-LIBRARY	117.60
STOREY KENWORTHY	DISCONNECT NOTICES	228.27
NEW COOPERATIVE INC	CHEMICALS, FUEL	1,786.14
MID AMERICAN ENERGY CO	CASH REQUEST-JULY	8,000.00
MID-AMERICAN RESEARCH	PENETRATING OIL	245.21
MIDAMERICA BOOKS	BOOKS-LIBRARY	248.50
NIMECA	MRES SETTLEMENT PAYMENT-2025	2,952.82
NORTH IOWA LIBRARY COLLAB	BEACON ANNUAL SUPPORT	1,183.60
NORTHWEST COMMUNICATIONS	TELEPHONE, INTERNET	442.69
NW IOWA PLANNING	ANNUAL DUES	514.15
OVERDRIVE	ANNUAL CONTENT FEE, BOOKS-LIBRARY	536.20
PACEDC	ANNUAL COMMUNITY COMMITMENT	4,566.00
PALO ALTO EMERGENCY MNGT	ANNUAL CONTRIBUTION	2,606.00
SENSIT TECHNOLOGIES	CALIBRATE, PARTS	664.09
SIOUXLAND DISTRICT HEALTH	POOL INSPECTION	418.00
TREASURER-STATE OF IOWA	SALES & WATER EXCISE TAX, WITHHOLDING	5,342.66
TRISTAR BENEFIT ADMIN	SELF INSURANCE CLAIM	276.55
UPPER DES MOINES OPP	ANNUAL DONATION	575.00
US CELLULAR	CELL PHONE SERVICE	602.22
US POSTAL SERVICE	IMPRINTED ENVELOPES W/POSTAGE	6,662.70
WELLMARK BCBS	HEALTH INSURANCE	19,675.89
WEST BEND FORD	2024 FORD F450 PICKUP	77,295.00
WEST BEND JOURNAL	PUBLICATIONS-JUNE	275.67
WEST BEND UTILITIES	UTILITIES, REBATES	7,124.13
WEST IOWA BANK	TRANSFER-ELECTRIC SINKING FUND, WIRE FEE	7,021.40
ZIEGLER INC	UPS BATTERY MAINTENANCE	2,405.16
WALTER SCOTT DISBURSEMENT	CASH RECONCILIATION-JUNE	19,956.04
EFTPS	FED/FICA TAX	13,014.63
UNITED STATES TREASURY	720 FILING (PCORI FEES)	112.70
I & S GROUP INC	ENGINEERING-WELL #8 PROJECT	1,509.15
AMERICINN	ROOM RENTAL	179.18
BLUE OTTER SOLUTIONS LLC	APGA GOAL PROGRAM SURVEY	328.00
VERIZON	DATA CARD-POLICE	40.01
AXON ENTERPRISE INC	HOLSTER	26.75

PEFA INC	PURCHASED GAS	9,369.60
FOUNDATION ANALYTICAL	WATER TEST	54.50
BLACKSTONE PUBLISHING	AUDIOBOOKS-LIBRARY	82.07
PALO ALTO CO SHERIFF	28E AGREEMENT-LAW ENFORCEMENT	4,088.50
PINNACLE MARKETING GROUP	WEST BEND WEBSITE	79.00
LIBERTY NATIONAL INS	EMPLOYEE INSURANCE PREMIUMS	340.50
ADVANTAGE ADMINISTRATORS	CAFE PLAN BILLING	582.00
AUREON	ANTIVIRUS	138.73
AVESIS	VISION INSURANCE	77.89
DELTA DENTAL	DENTAL INSURANCE	218.24
LAND, KAREN	SUMMER PROGRAM DCAT-LIBRARY	600.00
PAYROLL CHECKS	TOTAL PAYROLL CHECKS	51,383.65
	CLAIMS TOTAL	387,043.07
	GENERAL FUND	62,613.68
	ROAD USE TAX FUND	264.31
	WATER FUND	7,667.41
	SEWER FUND	4,885.53
	ELECTRIC FUND	232,190.92
	KOPAEG FUND	15,431.48
	GAS FUND	45,929.65
	LANDFILL/GARBAGE FUND	17,783.54
	RISK MANAGEMENT/SELF-INS FUND	276.55

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

RESOLUTION AUTHORIZING TRANSFER OF FUNDS FOR FISCAL YEAR 2025-2026:

Moved by Brooke Winkelhorst, seconded by Joe Montag to adopt Resolution #2025-29, a Resolution Authorizing Transfer Of Funds For Fiscal Year 2025-2026. Roll call of vote, “Ayes” – Joe Montag, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Resolution duly adopted.

THIRD READING OF PROPOSED ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO THE MUNICIPAL ELECTRIC RATES:

Moved by Joe Montag, seconded by Brooke Winkelhorst to approve the third reading of the proposed ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO THE MUNICIPAL ELECTRIC RATES. Roll call of vote, “Ayes” – Joe Montag, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Motion carried.

ADOPTION OF PROPOSED ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO THE MUNICIPAL ELECTRIC

RATES:

Moved by Grant Gearhart, seconded by Joe Montag to adopt the proposed ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO THE MUNICIPAL ELECTRIC RATES. Roll call of vote, “Ayes” – Joe Montag, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Motion carried. Mayor assigned Ordinance #302. Said Ordinance shall be in effect from and after its final passage, approval, and publication as provided by law. Ordinance shall be published on July 31st with rates effective on August 1st.

SECOND READING OF PROPOSED ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING SECTION 99.01, SUBSECTION 1, PERTAINING TO SEWER SERVICE CHARGES:

Moved by Brooke Winkelhorst, seconded by Joe Montag to approve the second reading of the proposed ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING SECTION 99.01, SUBSECTION 1, PERTAINING TO SEWER SERVICE CHARGES. Roll call of vote, “Ayes” – Joe Montag, Grant Gearhart, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Motion carried.

ISG UPDATES – WASTEWATER TREATMENT PLANT IMPROVEMENTS / WELL #8:

ISG Engineer, Guadalupe Munoz Rocha was present at the City Council Meeting to provide updates on the Wastewater Treatment Plant Improvements and the Well #8 Project. The application for the Planning & Design Loan through the State Revolving Loan Fund has been submitted for fees associated with the WWTP Project. Employees visited the community of Ruthven to see the SAGR system and have decided that it is the best option for West Bend. The Facility Plan will be submitted to the DNR with the system information included. ISG will be working on the Intended Use Plan Application and Environmental Review in order to assist the City in qualifying for additional funding through grant programs for the WWTP Project. The Well #8 Project has not been progressing as planned. Sargent Drilling is waiting for BABA compliance from its subcontractors. The substantial completion deadline was July 4, 2025. The City Council would like to see an updated schedule from them as soon as possible.

CONSIDERATION OF ISG CONTRACT FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS, DESIGN & CONSTRUCTION SERVICES:

Moved by Joe Montag, seconded by Grant Gearhart to approve the Professional Services Agreement with I & S Group for the design and construction phases affiliated with the West Bend Treatment Plant Improvements & Lift Station Replacement Project. Roll call of vote, all present voting in the affirmative. Motion carried.

APPROVAL OF PAYMENT TO HEIMAN FIRE EQUIPMENT – FIRE TRUCK SLIDE IN UNIT:

Moved by Brooke Winkelhorst, seconded by Linda Thilges to approve the payment to Heiman

Fire Equipment, in the amount of \$21,142.75, for the purchase of a slide in unit for the mini pumper fire truck. Roll call of vote, all present voting in the affirmative. Motion carried.

PERFECT TOUCH PROPOSAL – CITY HALL SCREEN SHADES:

Moved by Linda Thilges, seconded by Joe Montag to approve the proposal submitted by The Perfect Touch, in the amount of \$4,068.60, for screen shades for City Hall. Roll call of vote, all present voting in the affirmative. Motion carried.

APPROVAL TO BLOCK OFF BROADWAY AVENUE ON AUGUST 5TH (KAMPEN FOODS PEACH PARTY):

Moved by Joe Montag, seconded by Grant Gearhart to approve the blocking of South Broadway Avenue from 1st Street to 2nd Street on August 5, 2025 from 3:00 – 8:00 p.m. for Kampen Foods “Peach Party”. Roll call of vote, all present voting in the affirmative. Motion carried.

MAYOR’S TERM AS RELATED TO RESIDENCY:

The Mayor informed the City Council that her home in West Bend is being sold. She did not have a firm closing date at this point in time but thought it may be sometime in August. The City Clerk had contacted the City Attorney in preparation of the residency discussion, and it was suggested that the Mayor resign her position with the City as of September 1st. The Mayor Pro Tem would then take over the Mayor’s duties in her absence. The new Mayor would be selected with the outcome of the upcoming City election in November.

POLICE REPORT:

Police Chief, Anthony Laubenthal submitted his monthly report to the City Council. Last month MART was held in Estherville. Qualifications for all platforms were performed. Lethal weapon training and multiple drills were carried out. This month’s training was held in Algona at Sportman’s. Anthony directed traffic for the tractor ride held on July 4th. He assisted with the parade route and traffic control during the 4th of July Celebration on July 5th. The calls for the month were discussed. Questions were raised about the legal age for moped operators. The Police Chief will be asked to verify this and report his findings to the Mayor for publication in her monthly news article.

ELECTRIC OPERATIONS REPORT:

Electric Operations Manager, Craig Olson prepared the Electric Operations Report for the month of June. The work that has been performed in West Bend, Graettinger and Pocahontas was listed in the report.

COMMITTEE REPRESENTATIVE UPDATES:

Council Member Linda Thilges plans to attend the next Kossuth County EMA Meeting in Algona on July 23rd in the Mayor's absence. She will also be attending a Northwest Iowa Regional Housing Authority Meeting on Wednesday, July 16th. The meeting with community members regarding the construction of a pickle ball court by the West Bend Chamber of Commerce that was held on Thursday, July 10th was reported on. Community Visioning was discussed. KCEDC Director, Tod Faris will be contacted to see if this is something that he would be willing to assist the community with.

COUNCIL REPORT:

The NIMECA financial statements and the WS#4 cash request for the month of July were included in the Council Report along with minutes from the last Kossuth/Palo Alto City Clerk's Meeting and the West Bend Public Library Meeting.

OTHER BUSINESS:

The City Council talked about issues that employees have encountered with the Grandview Addition. All of the markers showing the lot lines and the water, sewer and storm sewer utilities have been removed. There has also been issues with a property owner trying to plant trees in the City easements. The City Council would like to see better communication by West Bend Economic Development in the future. The consensus of the City Council is that no trees are to be planted in the City street or utility easements.

ADJOURNMENT:

Moved by Brooke Winkelhorst, seconded by Joe Montag to adjourn the meeting to Monday, July 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