

**September 22, 2025**

The West Bend City Council met in regular session at City Hall on Monday, September 22, 2025, at 7:00 p.m. with Mayor Pro Tem Linda Thilges presiding.

**ROLL CALL OF COUNCIL MEMBERS:**

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

**APPROVAL OF MINUTES:**

Moved by Brooke Winkelhorst, seconded by Joe Montag to approve the minutes of the previous meeting. Roll call of vote, all present voting in the affirmative. Motion carried.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST BEND, IOWA, APPROVING THE STREET FINANCE REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025:**

Moved by Joe Montag, seconded by Chris Newton to adopt Resolution #2025-36, a Resolution Of The City Council Of The City Of West Bend, Iowa, Approving The Street Finance Report For Fiscal Year Ending June 30, 2025. Roll call of vote, "Ayes" – Joe Montag, Chris Newton, Linda Thilges, Brooke Winkelhorst; "Nays" – None. Resolution duly adopted.

**RESOLUTION PROVIDING FOR A NOTICE OF HEARING ON THE PROPOSED 2025-2026 FISCAL YEAR BUDGET AMENDMENT:**

Moved by Brooke Winkelhorst, seconded by Joe Montag to adopt Resolution #2025-37, a Resolution Providing For A Notice Of Hearing On The Proposed 2025-2026 Fiscal Year Budget Amendment. Roll call of vote, "Ayes" – Joe Montag, Chris Newton, Linda Thilges, Brooke Winkelhorst; "Nays" – None. Resolution duly adopted.

**FIRST READING OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS - ZONING:**

The West Bend Planning and Zoning Commission held a public hearing on Monday, September 22, 2025, at 12:00 p.m. to consider an Ordinance that would change the public hearing requirements in the Zoning Chapter of the City Code. They reported that there were no written or oral comments from the public regarding this modification. The Planning and Zoning Commission is recommending that the City Council take action to adopt the proposed Ordinance.

Moved by Chris Newton, seconded by Joe Montag to approve the first reading of an ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS – ZONING. Roll call of vote, “Ayes” – Joe Montag, Chris Newton, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Motion carried.

**WAIVE SECOND AND THIRD READINGS OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS - ZONING:**

Moved by Joe Montag, seconded by Chris Newton to waive the second and third readings of an ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS - ZONING. Roll call of vote, “Ayes” – Joe Montag, Chris Newton, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Motion carried.

**ADOPTION OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIRMENTS - ZONING:**

Moved by Joe Montag, seconded by Brooke Winkelhorst to adopt an ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BEND, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS – ZONING. Roll call of vote, “Ayes” – Joe Montag, Chris Newton, Linda Thilges, Brooke Winkelhorst; “Nays” – None. Motion carried. Mayor Pro Tem assigned Ordinance #306. Said Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

**APPROVAL OF ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025:**

Moved by Chris Newton, seconded by Joe Montag to approve the Annual Financial Report for the fiscal year ending June 30, 2025. Roll call of vote, all present voting in the affirmative. Motion carried.

**APPROVAL OF ANNUAL URBAN RENEWAL REPORT FOR FISCAL YEAR 2024-2025:**

Moved by Brooke Winkelhorst, seconded by Joe Montag to approve the Annual Urban Renewal Report for fiscal year 2024-2025. Roll call of vote, all present voting in the affirmative. Motion carried.

**AUTHORIZE AND APPROVE CONFIDENTIALITY AGREEMENT REGARDING ELECTRIC TRANSMISSION PLANNING & CONSTRUCTION AND CRITICAL ENERGY INFRASTRUCTURE:**

Moved by Joe Montag, seconded by Chris Newton to authorize and approve the Confidentiality Agreement by and between IPPA, MRES, NIMECA, SIMECA and such cities, municipal electric utilities, joint action agencies, and/or electric power agencies which are, or in the future become, a signatory to the Agreement, regarding electric transmission planning and construction and critical energy infrastructure, and to authorize and direct the Mayor and City Clerk to execute

and deliver the Confidentiality Agreement. Roll call of vote, all present voting in the affirmative. Motion carried.

**GEO TECH PROPOSAL – WASTEWATER TREATMENT IMPROVEMENTS:**

Moved by Joe Montag, seconded by Chris Newton to approve the proposal submitted by Geo Tech, in the amount of \$10,000.00, for testing services affiliated with wastewater treatment improvements. Roll call of vote, all present voting in the affirmative. Motion carried.

**RENEWAL OF SPECIAL CLASS B RETAIL NATIVE WINE LICENSE – SKOGLUND MEATS & LOCKER:**

Moved by Chris Newton, seconded by Brooke Winkelhorst to approve the application submitted by Skoglund Meats & Locker for the renewal of a Special Class B Retail Native Wine License, effective November 14, 2025. Roll call of vote, all present voting in the affirmative. Motion carried.

**GAS/PUBLIC WORKS OPERATIONS REPORT:**

Gas/Public Works Foreman, Trevor Bruhn prepared the Gas/Public Works Operations Report for the City Council to review. Employees have repaired and installed water curb stops, hauled rock and graded alleys, read meters, mowed, cleaned storm intakes and raised manholes. Monthly water and wastewater reports have been completed. Contractors have been working to complete the lining of sanitary sewer mains and the Well #8 Project. Discussion was held about surface water runoff and the need for better inspections during the construction phase of cement driveways and parking lots. The Zoning Administrator and Gas/Public Works Foreman will be contacted regarding this request.

**COMMITTEE REPRESENTATIVE UPDATES:**

Council Member Linda Thilges attended a Northwest Iowa Regional Housing Authority Meeting. KCEDC will hold a Board Meeting on Tuesday, September 23<sup>rd</sup> in Algona. The City Council Sewer Committee met with ISG on Monday, September 15<sup>th</sup> to discuss the wastewater treatment construction design. The Sewer Committee also discussed two properties in city limits that do not currently have sanitary sewer service provided to them.

**COUNCIL REPORT:**

The City Council received a copy of a report prepared by ISG showing the progress that is being made on the different projects that they are working on for the City. The minutes from the West Bend Public Library's August 7<sup>th</sup> meeting were included in the Council packets. NIMECA provided the City with information pertaining to the Environmental Law and Policy Center. The City Council has been registered for an informational meeting sponsored by Iowa Association of Municipal Utilities that will be held on Tuesday, September 30<sup>th</sup> at Weasy's in Spencer.

**OTHER BUSINESS:**

The upcoming election and the candidates running for the offices of Mayor and City Council were talked about.

**ADJOURNMENT:**

Moved by Brooke Winkelhorst, seconded by Joe Montag to adjourn the meeting to Monday, October 13, 2025, at 7:00 p.m. at City Hall. Roll call of vote, "Ayes" – Joe Montag, Chris Newton, Linda Thilges and Brooke Winkelhost; "Nays" – None. Motion carried.

ATTEST:

/s/ Lisa Sewell  
City Clerk

/s/ Linda Thilges  
Mayor Pro Tem