

AGENDA

1. Meeting called to order.
2. Superintendent of Public Works (Jamie Van Beek)
 - a. Visu Sewer - add repairs to FY26 budget
 - b. Street repair and maintenance - add to FY26 budget
3. City Clerk Report (Carol Vander Kolk)
 - a. Overdue water bills greater than 30 days
 - b. Budget report
 - c. Update on paperless billing and payments for water/sewer/trash
 - d. Clerk Contingency list progress
 - e. NW Iowa Solid Waste Agency annual meeting report
 - f. Budget workshop report
 - g. Website change/update progress
 - h. Orientation packet progress
 - i. New resident welcome packet
 - j. Community Center policy
 - k. Grantfinder report
4. Approval of Consent Agenda
Minutes of Dec 19 meeting, Treasurer's report, list of bills,
5. Public Comments - 5:00 -5:15 pm

6:30 pm Public Hearing - Proposing the Disposal of Real Estate to the Overland Group

OLD BUSINESS

1. Update on Community Center Rebuilding Project
 - a. Funding update: we currently roughly have as of last month \$2,412,514.41 (including pledges, donations, grants, and insurance claim receipts)
 - b. Insurance update: new agent Vanessa Fults. New proof of loss for \$3.5 million
Adjuster has started exploring cost for an appraiser
 - c. Committee planning Kubota side by side raffle. 1 ticket for \$50. 500 tickets available
Tickets available at City Hall. Soup supper and raffle drawing set for March 13
2. North End Subdivision progress
 - a. North side addition - street paving to begin this spring with completion date of June 2025
 - b. Lot 1 - discuss information received and if the City would like to proceed with sale for apartments.
3. Faber Park - Shannon & Rick
4. 4-way stop at Highway 18 & 182 - Iowa DOT suggests enforcement issue
new signage, rumble strips, and monitoring number of violations

5. Chamber of Commerce updates - Todd Reinke, Al Hassebroek, Carol Vander Kolk (Chad)
 - a. Lot 8, Block 3 size has increased. Price to be determined.
6. Nuisance abatement - rescheduled for spring/summer 2025
7. Board of Adjustment training - no date set yet
8. Sump pump drainage educational public meeting - Spring 2025 - DGR will support
9. City Code review - discuss recommendations from Council Member Huyser's review
10. City engineer appointment - determine after North End project completed
11. Resolution Appointing City Attorney for 2025
12. Enclosed/covered shelter house Foote Park - waiting for information from Comm Club
13. City of Inwood apparel
14. Fire Station and City Shop agreement

NEW BUSINESS

1. Office assistant backfill or consider full time in preparation for future clerk position
2. Report from Lyon County Assessors Conference Board meeting
3. Report from Emergency Management meeting
4. Inwood organizations updates:
 - a. Manna Market
5. Approval of property tax abatements for 2024
6. Next meeting February 19, 2025 at 6:30 pm
 - a. Mark will be Mayor Pro Tem February 13-17

**Inwood City Council
December 19, 2024**

Inwood City Council met in regular session on Thursday, December 19, 2024 at 6:30 pm in the Council Chambers. Mayor Becca Bixler presided. Council Members present: Mark Timmerman, Shannon Faber, Jordan Huyser, Chad Evans, and Rick Rozeboom. Also present: Natalie Bohlke, Jamie Van Beek,

The December Council meeting was rescheduled from Monday, December 9, 2024 to Thursday, December 19, 2024 due to a lack of a quorum available on December 9th.

Natalie Bohlke presented her monthly report. Natalie submitted her resignation effective December 31, 2024. Council Members thanked her for her years with the City and wished her the best with her new responsibilities at Kingdom Kids Daycare.

Jamie Van Beek presented his monthly maintenance report. Projects completed this month include sweeping streets, the snow equipment is ready to roll and has been used a couple times already, Christmas lights are up, pool has been winterized, and the broom on the skid loader has been repaired.

Evans mentioned that Lyon County Supervisors have agreed to allow City of Inwood to install a flashing light on the stop sign on the east side of the intersection of 240th Street and Highway 18 & Highway 182.

Items to consider for FY26 budget include: funding ideas for the community center, east side drainage study, street improvements, and storm sewer replacement.

Motion by Evans, second by Rozeboom to approve the Consent Agenda which includes minutes of the November 11 meeting, Treasurer's report, list of bills for payment, and building permit applications for Marlin Faber - garage addition, and T-Mobile for antennas and cabinets. Carried 5-0.

Alliance Comm	Telephone	\$173.08
Austin, Kippley	Recording Fee	17.00
Badger Meter	Service fee	413.08
Caswell Plumbing	Repairs	207.78
Coop Farmers Elevator	Qwiklift	280.00
Core & Main	Equipment	1095.00
DGR	Engineering	5226.73
Foundation Lab	Lab tests	80.50
Gworks	Annual support	5400.00
Herm's Sanitation	Garbage	6938.50
IPERS	Payroll	1747.53
Lil Chubs	Fuel	137.97
Lyon Rural Water	Water	4620.60
Mid American Energy	Utilities	2094.30
Oak Street Station	Fuel	136.52
One Office	Paper	107.78
Postmaster	Postage	329.68
Prochem	Supplies	279.02

Push Pedal Pull	Module	890.32
True Value	Supplies	283.89
Treas - Iowa	Sales tax	920.56
US Treas	Payroll	2920.32
Webclimber	Checks	173.37
West Lyon Herald	Publications	314.84
Woods Fuller	Legal fees	885.00
Alliance Comm	Library phone	83.50
Baker & Taylor	Books	821.76
Barnes & Noble	Books	153.56
Business Card	Books	154.78
Collaborative Summer	Manual	54.95
Demco	Supplies	215.11
Iowa Library	Dues	50.00
Real Simple	Renewal	24.00

Motion by Rozeboom, second by Evans to introduce and move for adoption Resolution #16-24, Resolution Proposing the Disposal of Real Estate to the Overland Group, LLC. This real estate is legally described as Lots 2 & 3, North End Subdivision, City of Inwood, in Lyon County and State of Iowa. A Public Hearing will be held Monday, January 20, 2025 at 6:30 pm in the Council Chambers. AYES: Rozeboom, Evans, Huyser, Faber, and Timmerman. NO: none. Resolution passed and approved and notice will be published in the West Lyon Herald.

There are 2 parties interested in Lot 1 of the North End Subdivision. One party is interested in a multi family unit and the other for commercial use. Council will continue to consider all options.

A public informational meeting will be scheduled for March or April to help educate residents on proper installation of sump pumps in their homes. DGR Engineering will be asked to present information to residents on the proper installation of sump pumps.

Council Members discussed city staff wages for 2025. Motion by Evans, second by Rozeboom, to increase Troy Van Beek \$1.00 per hour, increase Jamie Van Beek 3.5% plus \$3000.00 for completing his water and wastewater certifications, and Carol Vander Kolk 3%. Carried 5-0.

Motion by Evans, second by Faber to hire Quintten Hawkins as the community center janitor. Carried 5-0.

Motion by Rozeboom, second by Faber to approve a \$1000 donation to Mid Sioux Opportunities. Carried 5-0.

Motion by Huyser, second by Rozeboom to move into closed session in accordance with Iowa Code Section 21.5.1j. Carried 5-0.

Motion by Huyser, second by Rozeboom to return to open session. Carried 5-0.

Motion by Huyser, second by Evans to adjourn. Carried 5-0.

Carol Vander Kolk, City Clerk

TREASURER'S REPORT
CALENDAR 12/2024, FISCAL 6/2025

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	2,438,375.98	33,543.73	26,124.73	315.30-	2,445,479.68
002 COMMUNITY CENTER OPERAT	175,581.70	38,973.36	864.00	580.00-	213,111.06
003 ARPA - AMERICAN RESCUE	63,694.99	.00	.00	.00	63,694.99
005 LIBRARY	2,867.89-	1,837.90	4,171.22	40.00-	5,241.21-
110 ROAD USE TAX	213,047.41	10,648.31	15,242.66	139.40-	208,313.66
112 EMPLOYEE BENEFITS	10,048.30	822.06	1,862.20	.00	9,008.16
121 LOCAL OPTION SALES TAX	245,228.38	10,642.40	.00	.00	255,870.78
125 TIF FUND	48,085.59	.00	16,751.11	.00	31,334.48
200 DEBT SERVICE	79,009.79-	2,381.60	.00	.00	76,628.19-
301 CAPITAL PROJECTS	221,506.07	.00	.00	.00	221,506.07
302 GYM PROJECT	57,433.28-	.00	.00	.00	57,433.28-
600 WATERWORKS	26,423.11	14,037.26	8,157.99	.00	32,302.38
601 WATER SINKING	11,719.70-	.00	7,410.00	.00	19,129.70-
602 WATER CAP PROJECTS	96,718.14	6,136.84	.00	.00	102,854.98
610 SEWER UTILITY	154,519.59	13,592.93	7,806.57	315.30-	159,990.65
611 SEWER SINKING	60,860.00-	.00	8,330.00	.00	69,190.00-
612 SEWER RESERVE	37,000.00	.00	.00	.00	37,000.00
740 STORM SEWER	.00	.00	.00	.00	.00
Report Total	3,518,338.60	132,616.39	96,720.48	1,390.00-	3,552,844.51

REVENUE REPORT
CALENDAR 12/2024, FISCAL 6/2025

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	406,105.00	33,543.73	400,495.51	98.62	5,609.49
	COMMUNITY CENTER OPERATIN TOTA	1,400.00	38,973.36	64,094.89	4,578.21	62,694.89-
	ARPA - AMERICAN RESCUE TOTAL	.00	.00	.00	.00	.00
	LIBRARY TOTAL	17,200.00	1,837.90	4,322.75	25.13	12,877.25
	ROAD USE TAX TOTAL	105,000.00	10,648.31	67,155.19	63.96	37,844.81
	EMPLOYEE BENEFITS TOTAL	25,000.00	822.06	14,287.88	57.15	10,712.12
	LOCAL OPTION SALES TAX TOTAL	21,000.00	10,642.40	74,937.69	356.85	53,937.69-
	TIF FUND TOTAL	33,754.00	.00	16,751.11	49.63	17,002.89
	DEBT SERVICE TOTAL	75,025.00	2,381.60	42,360.27	56.46	32,664.73
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
	GYM PROJECT TOTAL	.00	.00	.00	.00	.00
	WATERWORKS TOTAL	117,400.00	14,037.26	90,936.63	77.46	26,463.37
	WATER SINKING TOTAL	.00	.00	.00	.00	.00
	WATER CAP PROJECTS TOTAL	44,000.00	6,136.84	36,093.08	82.03	7,906.92
	SEWER UTILITY TOTAL	135,000.00	13,592.93	84,167.07	62.35	50,832.93
	SEWER SINKING TOTAL	.00	.00	.00	.00	.00
	SEWER RESERVE TOTAL	.00	.00	.00	.00	.00
	STORM SEWER TOTAL	.00	.00	.00	.00	.00
	TOTAL REVENUE BY FUND	980,884.00	132,616.39	895,602.07	91.31	85,281.93

BUDGET REPORT
CALENDAR 12/2024, FISCAL 6/2025

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	317,092.00	26,124.73	322,682.00	101.76	5,590.00-
	COMMUNITY CENTER OPERATIN TOTA	12,000.00	864.00	5,094.00	42.45	6,906.00
	ARPA - AMERICAN RESCUE TOTAL	.00	.00	.00	.00	.00
	LIBRARY TOTAL	57,515.00	4,171.22	25,763.90	44.80	31,751.10
	ROAD USE TAX TOTAL	118,500.00	15,242.66	53,518.68	45.16	64,981.32
	EMPLOYEE BENEFITS TOTAL	30,850.00	1,862.20	12,680.16	41.10	18,169.84
	LOCAL OPTION SALES TAX TOTAL	.00	.00	.00	.00	.00
	TIF FUND TOTAL	33,754.00	16,751.11	16,751.11	49.63	17,002.89
	DEBT SERVICE TOTAL	168,860.00	.00	16,630.00	9.85	152,230.00
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
	GYM PROJECT TOTAL	.00	.00	405.00	.00	405.00-
	WATERWORKS TOTAL	107,440.00	8,157.99	54,235.12	50.48	53,204.88
	WATER SINKING TOTAL	.00	7,410.00	19,129.70	.00	19,129.70-
	WATER CAP PROJECTS TOTAL	.00	.00	.00	.00	.00
	SEWER UTILITY TOTAL	72,700.00	7,806.57	55,150.41	75.86	17,549.59
	SEWER SINKING TOTAL	62,040.00	8,330.00	8,330.00	13.43	53,710.00
	SEWER RESERVE TOTAL	.00	.00	.00	.00	.00
	STORM SEWER TOTAL	.00	.00	.00	.00	.00
	TOTAL EXPENSES BY FUND	980,751.00	96,720.48	590,370.08	60.20	390,380.92

BUDGET REPORT
CALENDAR 12/2024, FISCAL 6/2025

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	24,592.00	.00	12,296.00	50.00	12,296.00
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FIRE DEPARTMENT TOTAL	17,600.00	.00	.00	.00	17,600.00
	PUBLIC SAFETY TOTAL	42,192.00	.00	12,296.00	29.14	29,896.00
	ROADS, BRIDGES, SIDEWALKS TOTA	112,130.00	16,183.36	48,786.26	43.51	63,343.74
	OLD ROADS, BRIDGES, SIDEW TOTA	.00	.00	.00	.00	.00
	STREET LIGHTING TOTAL	16,800.00	1,497.51	8,987.23	53.50	7,812.77
	TRAFFIC CONTROL & SAFETY TOTA	200.00	.00	.00	.00	200.00
	SNOW REMOVAL TOTAL	.00	.00	1,425.85	.00	1,425.85
	GARBAGE TOTAL	66,620.00	7,372.51	47,190.75	70.84	19,429.25
	PUBLIC WORKS TOTAL	195,750.00	25,053.38	106,390.09	54.35	89,359.91
	LIBRARY SERVICES TOTAL	61,165.00	4,564.13	27,790.94	45.44	33,374.06
	PARKS TOTAL	71,150.00	4,882.59	49,208.26	69.16	21,941.74
	BALL PARK TOTAL	1,000.00	10.24	132.21	13.22	867.79
	CEMETERY TOTAL	600.00	.00	.00	.00	600.00
	COMMUNITY CENTER TOTAL	15,000.00	1,011.66	5,964.57	39.76	9,035.43
	POOL TOTAL	73,250.00	369.40	65,714.94	89.71	7,535.06
	CULTURE & RECREATION TOTAL	222,165.00	10,838.02	148,810.92	66.98	73,354.08
	ECONOMIC DEVELOPMENT TOTAL	450.00	.00	389.00	86.44	61.00
	PLANNING & ZONNING TOTAL	.00	.00	.00	.00	.00
	OTHER COMMUNITY & EC DEVE TOTA	33,754.00	16,751.11	16,751.11	49.63	17,002.89
	COMMUNITY & ECONOMIC DEV TOTA	34,204.00	16,751.11	17,140.11	50.11	17,063.89
	MAYOR & COUNCIL TOTAL	9,200.00	4,440.23	8,191.34	89.04	1,008.66
	CLERK TOTAL	24,900.00	3,502.23	16,108.30	64.69	8,791.70
	ELECTIONS TOTAL	.00	.00	.00	.00	.00
	LEGAL SERVICES & CITY ATN TOTA	5,000.00	885.00	3,591.00	71.82	1,409.00
	CITY HALL/GEN BLDGS TOTAL	11,300.00	3,545.95	9,448.17	83.61	1,851.83
	TORT LIABILITY TOTAL	25,000.00	.00	36,441.00	145.76	11,441.00
	GENERAL GOVERNMENT TOTAL	75,400.00	12,373.41	73,779.81	97.85	1,620.19
	ROADS, BRIDGES, SIDEWALKS TOTA	60,025.00	.00	12,512.50	20.85	47,512.50
	POOL TOTAL	108,835.00	.00	4,117.50	3.78	104,717.50
	WATER TOTAL	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	168,860.00	.00	16,630.00	9.85	152,230.00

BUDGET REPORT
CALENDAR 12/2024, FISCAL 6/2025

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	PARKS TOTAL	.00	.00	405.00	.00	405.00-
	POOL TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	.00	.00	78,072.92	.00	78,072.92-
	CAPITAL PROJECTS TOTAL	.00	.00	78,477.92	.00	78,477.92-
	WATER TOTAL	107,440.00	15,567.99	73,364.82	68.28	34,075.18
	SEWER TOTAL	134,740.00	16,136.57	63,480.41	47.11	71,259.59
	STORM WATER TOTAL	.00	.00	.00	.00	.00
	ENTERPRISE FUNDS TOTAL	242,180.00	31,704.56	136,845.23	56.51	105,334.77
	TRANSFERS OUT TOTAL	.00	.00	.00	.00	.00
	TRANSFER OUT TOTAL	.00	.00	.00	.00	.00
	TOTAL EXPENSES	980,751.00	96,720.48	590,370.08	60.20	390,380.92

CLAIMS REPORT
 Check Range: 1/10/2025- 1/10/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AB AUTO	PICK UP LEFT DOOR HANDLE		422.06	35138	1/10/25
ALLIANCE COMMUNICATIONS	CITY HALL, FAX TELEPHONE		169.27	35139	1/10/25
BADGER METER	SERVICE FEE		413.08	35140	1/10/25
CORE & MAIN	METER NIPPLES		205.56	35141	1/10/25
DAN'S ELECTRIC	LIGHT FIXTURE REPAIRS		128.40	35142	1/10/25
DEWILD GRANT RECKERT	STREET DESIGN		4,568.01	35143	1/10/25
FOUNDATION ANALYTICAL LAB	LAB TEST		16.50	35144	1/10/25
GNR PLUMBING & HVAC	COLD AIR GRATE		8.25	35145	1/10/25
IAMU	SAFETY GROUP JAN-MARCH 2025		1,193.73	35146	1/10/25
INWOOD HATCHERY	TOWELS, ICE MELT		32.90	35147	1/10/25
IOWA PARKS & RECREATION	CPO CEU WORKSHOP - J VAN BEEK		175.00	35148	1/10/25
JUSTICE FIRE & SAFETY	FIRE EXTING CHECKS		808.00	35149	1/10/25
LARCHWOOD LOCAL	FUEL		146.07	35150	1/10/25
LYON & SIOUX RURAL WATER	WATER		6,043.50	35151	1/10/25
NW IOWA LEAGUE OF CITIES	ANNUAL DUES		25.00	35152	1/10/25
OAK STREET STATION	FUEL		252.62	35153	1/10/25
TODD'S TRUE VALUE	NOZZLE, RAGS, BOLTS, BATTERIES		243.68	35154	1/10/25
WEST LYON HERALD	PUBLICATIONS		285.00	35155	1/10/25
WOODS, FULLER SHULTZ	LEGAL FEES		344.00	35156	1/10/25
	Accounts Payable Total		<u>15,480.63</u>		

INWOOD PUBLIC LIBRARY BILLS

December 2024

Wages Dec 2 – Dec 29, 2024

Laura Olson	60 hrs.	\$1,140.00
Donna Bos	22 hrs.	\$ 418.00

Alliance	Phone & Internet	\$ 84.10
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Collab. Summer Lib. Store – Summer Reading		\$ 183.10
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Time	Magazines	\$ 20.00
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Doon Press	Magazines	\$ 27.00
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Baker & Taylor	Books	\$ 724.36
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Barnes & Noble	Books	\$ 122.68
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Mid America Books	Books	\$ 22.95 ^{25.25}
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Demco	Supplies	\$ 87.18
	Audio Books	59.51

Bank of America	Amazon	
	Books - \$32.46	
	Technology - \$42.79	
	USPS – Postage - \$5.11	
	Walmart	
	Supplies - \$44.29	
	DVDs - \$39.92	\$ 164.57