



Regular City Council Meeting

Minutes

Monday, October 10, 2022 at 5:00 pm

Location: City Hall Council Chambers

102 Main Street. Sanborn, Iowa 51248

1. Call to Order

Minutes:

Mayor Randy Lyman called the meeting to order at 5:00 p.m.

2. Roll Call

Minutes:

Councilmen present: Brian Visser, Aaron Wiekamp, Larry Reitsma, and Jerry Back.

Councilmen Absent: Tim Devitt. Others present: Lori Van Veldhuizen, Evelyn Kroese, Adam Roelfs, Amber Jederberg, and Jim Zeutenhorst.

3. Adopt Agenda

Minutes:

Motion Back, seconded by Reitsma to approve the agenda. Roll call was taken.

Vote results:

Ayes: 4 / Nays: 0

4. Public Hearing on the Adoption of the Proposed Code of Ordinances of the City of Sanborn, Iowa

Minutes:

Mayor Lyman announced that this was the time and place to hold a public hearing on the Adoption of the Proposed Code of Ordinances of the City of Sanborn, Iowa. Mayor Lyman asked the City Administrator if any objections or comments had been submitted. There were none. Lyman asked those present for any comments or objections, none were made. Whereupon, Mayor Lyman declared the public hearing closed.

5. Public Hearing on Proposed Amendment to the Sanborn Northeast Urban Renewal Area

Minutes:

Mayor Lyman announced that this was the time and place to hold a public hearing on the Proposed Amendment to the Sanborn Northeast Urban Renewal Area. Mayor Lyman asked the City Administrator if any objections or comments had been submitted. There were none. Lyman asked those present for any comments or objections, none were made. Whereupon, Mayor Lyman declared the public hearing closed.

6. Public Hearing on Proposed Development Agreement with John and Amy Vander Haag Living Trust/Yesterday's Memories

Minutes:

Mayor Lyman announced that this was the time and place to hold a public hearing on the Proposed Development Agreement with John and Amy Vander Haag Living Trust/Yesterday's Memories. Mayor Lyman asked the City Administrator if any objections or comments had been submitted. There were none. Lyman asked those present for any comments or objections, none were made. Whereupon, Mayor Lyman declared the public hearing closed.

7. Visitors

a. Mi'Ono Club

Minutes:

Visitors Van Veldhuizen and Kroese came on behalf of the Mi'Ono Club. They shared that the Mi'Ono Club has some funds that they would like to put into the community, with their first area of interest being the cemetery. They would like to add street signs to each road at the cemetery. They also proposed a large map and potentially a directory be added for visitors of the cemetery. In addition, Van Veldhuizen mentioned the need for repairs to the existing roads within the cemetery. Van Veldhuizen thought that a fundraiser may be an appropriate route to take in order to fund some of the maintenance that the cemetery needs.

8. Consent Agenda

Minutes:

A motion was made by Visser and seconded by Back to approve the consent agenda. The following consent agenda items were approved: a. Approve Minutes of September 12th, 2022 Meeting b. Approve October 2022 Bills c. Resolution #2022-17 "A Resolution to Approve Urban Renewal Plan Amendment for the Sanborn Northeast Urban Renewal Area" d. Resolution #2022-18 "A Resolution Approving Development Agreement with John and Amy Vander Haag Living Trust/Yesterday's Memories, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement" e. Resolution #2022-19 "A Resolution Authorizing Internal Advance For Funding of Urban Renewal Projects" f. Resolution #2022-20 "A Resolution Authorizing Internal Advance For Funding of Urban Renewal Projects" g. Resolution #2022-21 "A Resolution Approving the 2021-2022 Fiscal Year Street Finance Report" h. Resolution #2022-22 "A Resolution Setting Wages for the Sanborn Ambulance Team" i. Pay Request #2 - RP Constructors, LLC j. Change Order #1 - RP Constructors, LLC k. Approve C Verbrugge Volunteer Ambulance App l. Approve K Schmidt Volunteer Fire App m. Approve E Rogers Volunteer Fire App

Roll call was taken.

Vote results:

- a. **Approve Minutes of September 12, 2022 Meeting**
 - b. **Approve October Bills**
 - c. **RESOLUTION #2022-17 "A RESOLUTION TO APPROVE URBAN RENEWAL PLAN AMENDMENT FOR THE SANBORN NORTHEAST URBAN RENEWAL AREA"**
 - d. **RESOLUTION #2022-18 "A RESOLUTION APPROVING DEVELOPMENT AGREEMENT WITH JOHN AND AMY VANDER HAAG LIVING TRUST/YESTERDAY'S MEMORIES, AUTHORIZING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS AND PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE PAYMENT OF THE AGREEMENT"**
 - e. **RESOLUTION #2022-19 "A RESOLUTION AUTHORIZING INTERNAL ADVANCE FOR FUNDING OF URBAN RENEWAL PROJECTS"**
 - f. **RESOLUTION #2022-20 "A RESOLUTION AUTHORIZING INTERNAL ADVANCE FOR FUNDING OF URBAN RENEWAL PROJECTS"**
 - g. **RESOLUTION #2022-21 "A RESOLUTION APPROVING THE 2021-2022 FISCAL YEAR STREET FINANCE REPORT"**
 - h. **RESOLUTION #2022-22 "A RESOLUTION SETTING WAGES FOR THE SANBORN AMBULANCE TEAM"**
 - i. **Pay Request #2 - RP Constructors, LLC**
 - j. **Change Order #1 - RP Constructors, LLC**
 - k. **Approve C Verbrugge Volunteer Ambulance App**
 - l. **Approve K Schmidt Volunteer Fire App**
 - m. **Approve E Rogers Volunteer Fire App**
9. **Ordinance #228 - An Ordinance Adopting the Code of Ordinances for the City of Sanborn, Iowa**

First Reading

Minutes:

Councilmember Back introduced Ordinance #228 entitled "AN ORDINANCE ADOPTING THE CODE OF ORDINANCES FOR THE CITY OF SANBORN, IOWA" and moved to waive the requirement that the ordinance be considered at three readings. Councilmember Reitsma seconded the motion to waive the requirement that ordinance be considered at three readings. Upon the roll being called, the following named members of the council voted: AYES: Visser, Wiekamp, Reitsma, and Back. NAYS: None Motion carried 4-0.

The Mayor declared that the motion to waive the requirement that the ordinance be considered at three readings has been passed by a vote of not less than three-fourths of the council.

Councilmember Back then moved that the proposed ordinance be adopted.

Councilmember Visser seconded the motion to adopt, and upon the roll being called, the following named members of the council voted: AYES: Visser, Wiekamp, Reitsma, and Back. NAYES: None. Motion carried 4-0.

Vote results:

Ayes: 4 / Nays: 0

10. **Ordinance #229 - An Ordinance Amending the Code of Ordinances of the City**

of Sanborn to Establish a Storm Water Drainage Utility

First Reading

Minutes:

Motion Back, seconded by Reitsma to approve the first reading of Ordinance #229 entitled "An Ordinance Amending the Code of Ordinances of the City of Sanborn to Establish a Storm Water Drainage Utility" Roll Call was taken. The second reading will take place at the November 14th, 2022 City Council meeting.

Vote results:

Ayes: 4 / Nays: 0

11. Daycare Discussion

Minutes:

A discussion was held regarding the daycare and their needs in their search for a director.

12. City Administrator Report

Minutes:

Zeutenhorst provided the Council with several updates in the community. The Sanborn Ambulance now has one member that has begun assisting on calls with Sheldon Ambulance. We have another person that has expressed interest and served as a paramedic in her former community.

The City will be conducting interviews for the police department openings in the upcoming weeks.

There will be additional signage added to the new paved portion of 330th Street. The County has requested a 35 mph sign, a "pavement ends" sign, and a "resume speed" sign be added.

13. City Clerk Report

Minutes:

Jederberg provided a recap of Clean Up Days in conjunction with Adam Roelfs. Both Roelfs and Jederberg reported that Fall Clean Up Days 2022 seemed to go well. The only comments that were received from the community was the need to possibly offer more than one date/time in case the date and time scheduled didn't work for everyone. It was suggested that next year, we offer a week night evening and a Saturday morning for residents to be able to bring their items to the Maintenance Shed.

Jederberg reported that Sanborn was not one of the communities selected to receive the Rural Enrichment Grant through the State of Iowa.

Jederberg inquired about the plan for the Community Center, as the cleaning staff has indicated that the carpet and flooring needs to be replaced throughout the building.

14. Old Business

- a. RESOLUTION #2022-16 "A RESOLUTION TO APPROVE THE UPDATED EMPLOYEE HANDBOOK FOR THE CITY OF SANBORN, IOWA"**

Minutes:

The Council reviewed a revised Pregnancy Leave section of the handbook. Motion Visser, seconded by Back to approve Resolution #2022-16 "A Resolution to Approve the Updated Employee Handbook for the City of Sanborn, Iowa". Roll call was taken.

Vote results:

Ayes: 4 / Nays: 0

15. New Business

Minutes:

No new business was discussed.

16. Adjourn

Minutes:

There being no further business to come before the board, Motion Back, seconded by Visser to adjourn at 7:15 p.m. The next regularly scheduled Council meeting will take place on Monday, November 14th at 5:00 p.m. in the Council Chambers at City Hall. Roll call was taken.

Vote results:

Ayes: 4 / Nays: 0

Contact: Amber Jederberg, City Clerk (cityclerk@sanborniowa.gov 712-930-3842) | Minutes published on 10/10/2022 at 10:27 PM