

**LAKE PARK CITY COUNCIL**  
**December 12, 2022**

The following are the minutes as recorded by the City Clerk and are subject to council approval at the next regular meeting on 01-09-23

Lake Park City Council met in regular session and for a Public Hearings on December 12, 2022. Members present: Kracht, Baumgarn, Luitjens, Sohn, Taber and Clerk Matthiesen. Others present: Seth Hellinga, Tim Moerman, Dick Packebush, Jim Kessler, Jack Bradshaw, Shelley Morris, and Tony Urwin.

Mayor Pro-Tem Baumgarn opened the Public Hearing at 7:00pm. Public Hearing for an adoption of a proposed city-wide revitalization plan. With no other comments or questions closed public hearing at 7:01PM.

Moved by Baumgarn/Sohn to Adopt Resolution #15-22—"A RESOLUTION ADOPTING THE CITY-WIDE URBAN REVITALIZATION PLAN". Roll call vote; Ayes-Taber, Kracht, Luitjens, Baumgarn, Sohn. Nays-none. Resolution duly adopted.

Taber introduced and moved to approve the 1<sup>st</sup> reading of Ordinance #4-22- "AN ORDINANCE DESIGNATING THE CITY-WIDE URBAN REVALIZATION AREA OF THE CITY OF LAKE PARK, IOWA". Second by Luitjens. Roll call vote. Ayes-Sohn, Baumgarn, Luitjens, Kracht, Taber. Nays-none. Motion carried.

Mayor Carstensen opened the regular meeting at 7:05pm.

Moved by Baumgarn/Sohn to approve the consent agenda which includes: Minutes of 11/14/2022 Meeting; Minutes of 12/05/22 Meeting; Financial Reports; Approval of Bills for Payment; Payroll Summary Report; Bank Reconciliation Report; Approve Mailbox Permit for Jaret & Rene' Byers (3074 Beachcomber). all ayes.

Moved by Taber/Sohn to approve regular agenda after moving the Planning & Zoning appointment to after council appointments; all ayes.

REPORTS: Library, police and street reports were in the council packets.

BUSINESS:

The Discovery House update and FY24 funding request was tabled as Amendt and Shaw could not attend.

Tim Moerman introduced himself and gave a brief description of his background. He explained the framework and timeframe to complete a strategic study. He briefly explained the information that would be included in the strategic plan. Moved by Baumgarn/Taber to approve a contract with Tim Moerman for \$4000.00 to aid the City in completing a strategic plan; all ayes.

Kessler again explained the advertising package for the Western Iowa Visitor's Guide. Questioned whether the City would put up the cost of a full page and then sell spots on the page to businesses. Council was unsure if this was a good use of taxpayer dollars. Carstensen stated that Carstensen's Meat & Grocery would put up the full-page cost if Kessler could get spots sold for the page. Morris commented that he felt the local visitor guides would be more beneficial. At this point the city will not be involved with the advertising but will consider a spot on the page.

Moved by Taber/Sohn to approve Pay Application #20 with Christiansen Construction in the amount of \$40,261.00; all ayes.

Moved by Taber/Sohn to accept Chris Lindgren's resignation from the Planning & Zoning Board; all ayes. Motion carried.

Moved by Sohn/Luitjens to approve Mayoral appointment of Julie Baumgarn as Mayor Pro-tem (1-year term); ayes-Sohn, Luitjens, Kracht, Taber. Abstain-Baumgarn.

Moved by Taber to uncouple the City Administrator position and the Zoning Administrator position and appoint Matthiesen City Administrator and appoint someone else to the Zoning Administrator position. The council went into discussion surrounding ways in which there could be a better checks and balance on building permits. The motion died for lack of a second. The council will take into consideration the appointment of a second person to aid in the zoning at January's meeting.

Moved by Baumgarn/Sohn to appoint Marie Matthiesen City Administrator/City Clerk, includes Zoning Administrator (1-year term); all ayes.

Moved by Kracht/Luitjens to appoint Tony Lemker to the Lake Park Municipal Utility Board (6-year term); all ayes

Moved by Sohn/Taber to appoint Shane Arndt to the Board of Adjustment (5-year term); all ayes

Moved by Kracht/Sohn to appoint Missy Gembler to the Planning & Zoning board (5-year term); all ayes.

Moved by Taber/Baumgarn to appoint Jon Martin as City Attorney (1-year term); all ayes.

Moved by Taber/Sohn to appoint Dick Packebush to the Planning & Zoning Board to fill the vacated term ending 2024; all ayes.

Moved by Sohn/Baumgarn to approve gift certificates for full-time employees to Carstensen's Meat & Grocery; all ayes.

Council discussion, mayor's report, and administrators report were last items on the agenda.

Moved by Baumgarn/Sohn to adjourn at 8:30PM; all ayes.

Matt Carstensen, Mayor

Marie Matthiesen, Clerk

The following are the bills approved at the L P Council meeting on 12-12-2022 along with the bills of necessity.

Collection Services	garnishment	355.46
IMWCA	work comp audit	258.00
LPMU	work comp audit	11.00
Wellmark	health insurance	5468.52
Department of Treasury	941 deposit pp 11/19	3436.61

Ia Dept of Revenue	state withholding	1,002.00
IPERS	IPERS	4456.05
Savings Bank	principle & interest	65391.53
United Community Bank	principle & interest	65391.53
Collection Services	garnishment	355.46
Department of Treasury	941 deposit pp12	3528.56
Ahlers & Cooney	legal fees	144.50
Alliant Energy	street lighting	1049.97
Amazon	books/supplies	426.77
AT & T Mobility	in car wireless	41.27
Baker & Taylor	books	363.03
Boji Portable Toilets	hydro-vac/RV dump site	170.00
Bomgaars	sewer/park/pool supplies	297.61
Card Service Center	police/sewer/office misc	609.44
Cenage Learning	books	75.00
Center Point Large Print	books	24.57
Century Link	phone	331.84
Century Link Business Service	long distance	1.33
City Laundering	rugs	62.65
Consumers Lumber Company	sewer supplies	29.99
Continental Research	street/FD supplies	542.72
Cooperative Energy	FD/street/police fuel	2682.91
Cooperative Farmers	shop supplies	39.96
Dickinson County News	publications	305.64
Echo Group	FD sign	52.09
Equipment Blades	grader maint.	199.76
Excel Comfort	fall maint./ambulance	220.00
H-LP Community School	comm. ctr payment	40000.00
IGL Teleconnect	internet	365.80
Iowa Lakes Community College	EMS conference	875.00
Iowa One Call	locates	36.90
Iowa Pump Works	lift station pump	5291.89
Impact7G	SRF project design	15997.70
John Deere Financial	sander maint.	400.00
LP Mun Utility	reimb. Shared expense	138.29
LPMU	utilities	5967.69
Lakes News Shopper	advertising	69.00
Lakeshore	lib supplies	312.55
O'Reilly Automotive	street/sewer supplies	111.48
One Office Solution	copier	3083.16
Savings Bank	H S A deposits	825.00
Shamrock Recycling	cardboard recycling	745.07
Shane Arndt	mileage	70.00
Sibley Sheet Metal	comm ctr repair	89.00
Simmering-Cory	code book updates	566.00
State Hygienic Lab	w/w testing	524.00
T & C Tree Service	tree removal	1127.50
Titan Machinery	sander maint.	72.70
Town & Country	garbage collection fees	6483.22
Tru-Green	prepay comm ctr	536.76
US Cellular	cell phones	440.88
Waste Management-DC	landfill fees	4472.64
Waste Management-WI	recycle fees	4320.48
Christiansen Construction Company	pay app #20	40261.00
Iowa Fianance Authority	principle & interest	57515.56
Iowa Finance Authority	principle & interest	58980.00
Iowa Finance Authority	principle & interest	56630.00

**RECAP OF REVENUES & EXPENDITURES BY FUND:**

General	\$136,385.54	\$111,179.14
RUT	13,213.81	102,618.89
Debt Service	4,840.16	-0-
Trust & Agency	7,842.52	11,031.70
L O S T	-0-	-0-
Sanitary Sewer	39,098.77	6,532.12
Capital Improvement	19,161.40	67,190.09
<b>TOTALS:</b>	<b>\$220,542.20</b>	<b>\$298,551.94</b>