City of Spirit Lake
Regular City Council Meeting 5:30 p.m.
Tuesday, October 28, 2025
City Council Chambers
Present: Mayor Bice. Councilmembers: Johnson, Kofoot, Brockmeyer, Chappas, Mensing.
Meeting called to order by Mayor Bice.

MINUTES

Motion by Kofoot seconded by Mensing to approve the minutes of the October 14th regular meeting. Motion carried unanimously.

BILLS

Motion by Kofoot seconded by Mensing to approve the bill list for the month of October, 2025. Motion carried unanimously.

AHLERS & COONEY, PC	LEGAL FEES - CSP	$2,254.00
ALLIANT ENERGY/IPL	UTILITIES	$925.46
ALPHA WIRELESS COMMUNICATIONS	RADIO REPAIR	$80.00
BECK EXCAVATING, INC	23RD ST PAY APP#4, CO#2	$231,366.51
BIG STATE INDUSTRIAL SUPP	CLEANER	$910.08
BOMGAARS SUPPLY INC	CHARGE ACCOUNT	$1,515.93
CEMSTONE CONCRETE MATERIALS	KEOKUK AVE	$248.00
CENTRAL BANK	CREDIT CARD CHARGES	$1,711.83
CENTURY LINK	TELEMETRY	$148.00
CINTAS CORP (CHICAGO)	RESTROOM SUPPLIES	$100.75
CINTAS CORPORATION	1ST AID SUPPLIES	$153.86
CITY LAUNDERING CO	MATS	$174.99
CMI INC	INTOX KIT	$605.00
CTRL MARKETING	SAFETY ALLOWANCE	$55.20
DIAMOND CONCRETE & CONSTR, INC	MEDIAN IMPR PAY#4,CO#1-FINAL	$10,000.00
DOCUMENT DEPOT INC	SHREDDING	$49.00
NOLAND DUHN	REIMB EXAM FEE	$32.29
EFTPS	FED/FICA TAX	$29,154.38
FTC	W&R DEF COMP	$100.00
FEAR COMPUTER SOLUTIONS LLC	COMPUTER REPAIRS	$385.00
FERGUSON WATERWORKS #2516	METER	$1,183.25
MICHAEL FREDERICK	BOOKS	$50.00
FULL SOURCE	SAFETY ALLOWANCE	$159.03
AMANDA HARSKAMP	TRAINING - IMFOA	$356.22
HAWKINS, INC	CHEMICALS	$5,879.33
HOLIDAY INN AIRPORT	FALL IMFOA	$237.44
IA LEAGUE OF CITIES	DUES FY26	$3,385.00
IOWA LAKES REGIONAL WATER	UTILITIES	$87.40
IOWA PRISON INDUSTRIES	TRAINING - RAMAGE	$230.00
IPERS	IPERS - REGULAR	$52,294.31
JANITOR'S CLOSET	RESTROOM SUPPLIES	$84.50
JENNINGS AUTO PARTS	OIL	$133.87
JOE D JENNINGS	OIL CHANGE & BATTERIES	$666.25
KAPCO, INC	SHIPPING FEES	$23.10
KM2 PROPERTIES LLC	IEDA GRANT	$40,000.00
LAWSON PRODUCTS INC.	WASHERS & CABLE TIES	$441.03

MEDICAL REIMBURSEMENT	MEDICAL REIMBURSEMENT	$3,316.73
MUESKE ELECTRIC INC.	CHANGE SIREN BATTERIES	$1,474.04
O'REILLY AUTOMOTIVE INC	FILTERS	$748.95
GREGG OWENS	MILEAGE NOV 24-OCT 25	$1,069.88
PLIC - SBD GRAND ISLAND	LIFE INSURANCE NOVEMBER	$1,694.79
RON'S REPAIR INC	REPLACED CLAMPS & BOOT	$744.65
SAM WEDEKING EXCAVATING INC	DIRT	$835.20
SANITATION PRODUCTS	TARP	$833.59
SISCO	NOVEMBER FEES	$4,698.57
STATE HYGIENIC LAB	TESTING	$245.50
STATE OF IOWA - PR TAXES	STATE TAX	$8,755.80
UMB CORP TRUST	BOND FEES	$600.00
VERIZON WIRELESS	CELL PHONES	$167.06
VOYA INSTITUTIONAL TRUST CO	VOYA DEF COMP	$3,300.00
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 10/1-10/15	$28,194.68
WELLMARK	COBRA PREMIUMS	$123.48
WOODRUFF CONSTRUCTION, LLC	WTP PHASE 2 - PAY APP#4	$260,661.96
WYNN COMPANY LLC	POP 3RD ADD - PAY APP#1,CO#1	$209,071.25
PAYROLL	PAYROLL	$90,352.51
TOTAL		$1,002,069.65

LIQUOR LICENSES

Motion by Kofoot seconded by Mensing to approve a Special Class C Retail Alcohol License with outdoor service and living quarters for The Oakwood Inn and a new Class E Retail Alcohol License for Brew #103. Motion carried unanimously.

CIGARETTE PERMIT

Motion by Kofoot seconded by Mensing to approve the cigarette/tobacco permit for Brew #103. Motion carried unanimously.

SOUTHERN HILLS 4 URBAN RENEWAL PLAN
PUBLIC HEARING

This being the time and place fixed for a public hearing on the matter of the adoption of the proposed Southern Hills 4 Urban Renewal Plan, the Mayor first asked for the report of the City Administrator, or his delegate, with respect to the consultation held with the affected taxing entities to discuss the proposed Plan. The Council was informed that the consultation was duly held as ordered by the Council, and that no written recommendations were received from affected taxing entities. The report of the City Administrator, or his delegate, with respect to the consultation was placed on file for consideration by the Council.

The City also was informed that the proposed Plan had been approved by the Planning and Zoning Commission as being in conformity with the general plan for development of the City as a whole, as set forth in the minutes or report of the Commission. The Commission's report or minutes were placed on file for consideration by the Council.

The Mayor then asked the City Clerk whether any written comments had been filed with respect to the proposed Plan, and the City Clerk reported that no written comments thereto had been filed. The Mayor then called for any oral comments to the adoption of the Southern Hills 4 Urban Renewal Plan and none were made. The public hearing was then closed.

RESOLUTION NO. 2025-55

RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING THE SOUTHERN HILLS 4 URBAN RENEWAL PLAN

Brockmeyer introduced and caused to be read Resolution No. 2025-55 and moved for its adoption, which was seconded by Chappas. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-56

RESOLUTION APPROVING FINAL PLAT OF SOUTHERN HILLS FOURTH ADDITION

Ben Groen with Beck Engineering gave a brief presentation regarding the drainage of the property. Groen explained a report that was prepared on the design and performance of the ponds. Concerns were expressed by and discussion with some homeowners in the Stover development regarding the drainage to the Stover Addition pond. Groen indicated report verifies the ponds at issue have always been designed to be connected and that they function as they should and that the future pond for Southern Hills will significantly reduce the existing flow and expected future flows of water to the Stover Addition pond and meet required standards.

Kofoot introduced and caused to be read Resolution No. 2025-56 and moved for its adoption, which was seconded by Johnson. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

PRESENTATION ON STEVENS BLOCK RESTORATION PROJECT

Maria Mellman with KM2 Properties, LLC gave a brief presentation about the project.

DISCUSSION AND POSSIBLE ACTION RE VACATION OF UNNECESSARY FUTURE CITY ROAD EASEMENT IN MATUSKA SUBDIVISION

City Administrator Owens gave a brief explanation. After discussion it was determined to have it for action on the next council meeting.

RESOLUTION NO. 2025-57

RESOLUTION APPROVING PAY APPLICATION #4 AND CHANGE ORDER #2 FOR THE 2025 CITY OF SPIRIT LAKE 23RD STREET RECONSTRUCTION PROJECT

Brockmeyer introduced and caused to be read Resolution No. 2025-57 and moved for its adoption, which was seconded by Chappas. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-58

RESOLUTION APPROVING PAY APPLICATION #1 AND CHANGE ORDER #1 FOR THE 2025 CITY OF SPIRIT LAKE POINTE OF PINES 3RD ADDITION INFRASTRUCTURE IMPROVEMENTS PROJECT

Johnson introduced and caused to be read Resolution No. 2025-58 and moved for its adoption, which was seconded by Mensing. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-59

RESOLUTION APPROVING PAY APPLICATION #4, CHANGE ORDER #1 AND CLOSING OUT THE 2025 CITY OF SPIRIT LAKE MEDIAN IMPROVEMENTS PROJECT

Mensing introduced and caused to be read Resolution No. 2025-59 and moved for its adoption, which was seconded by Kofoot. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-60
RESOLUTION APPROVING CHANGE ORDER #1 OF THE WTP AUTOMATION AND CONTROL UPGRADES PHASE 2 PROJECT

Brockmeyer introduced and caused to be read Resolution No. 2025-60 and moved for its adoption, which was seconded by Johnson. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-61
RESOLUTION APPROVING CHANGE ORDER #2 OF THE WTP AUTOMATION AND CONTROL UPGRADES PHASE 2 PROJECT

Chappas introduced and caused to be read Resolution No. 2025-61 and moved for its adoption, which was seconded by Kofoot. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-62
RESOLUTION APPROVING FY2025 ANNUAL FINANCIAL REPORT

Mensing introduced and caused to be read Resolution No. 2025-62 and moved for its adoption, which was seconded by Kofoot. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

RESOLUTION NO. 2025-63
RESOLUTION APPROVING FY2025 CITY STREET FINANCIAL REPORT

Brockmeyer introduced and caused to be read Resolution No. 2025-63 and moved for its adoption, which was seconded by Chappas. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

APPROVING URBAN RENEWAL ANNUAL REPORT

Motion by Kofoot seconded by Chappas to approve the Urban Renewal Annual Report. Motion carried unanimously.

RESOLUTION NO. 2025-64
RESOLUTION SETTING PUBLIC HEARING ON PROPOSED ANNEXATION AND APPROVING PUBLICATION

Chappas introduced and caused to be read Resolution No. 2025-64 and moved for its adoption, which was seconded by Johnson. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

ADJOURNMENT

Motion by Chappas seconded by Mensing to adjourn the meeting. Motion carried unanimously.

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Kevin Bice, Mayor

ATTEST:

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Gregg L. Owens, City Administrator