

NOTICE AND CALL OF COUNCIL MEETING

Governmental Body: The City Council of
City of Orange City, Iowa

Date of Meeting: March 16, 2026

Time of Meeting: 4:30 o'clock P.M.

Place of Meeting: Council Chambers, City Hall,
125 Central Ave SE
Orange City, Iowa

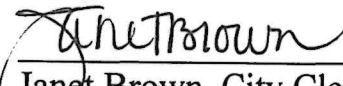
PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

1. Meeting called to order
2. Opening ceremonies
3. Approval of agenda
4. Citizen comments
5. Approval of minutes
6. Financial report
7. Monthly bills
8. 2026 Natural Gas Operation and Maintenance Plan – adopt Revision 1.2
9. Tractor purchase
10. Recreation/health facility discussion
11. Administrative reports
12. Council comments

Council Meeting
March 16, 2026
Page 2

13. Adjournment

This notice is given at the direction of the Mayor pursuant to Chapter 28A, Iowa Code, as amended, and the local rules of said governmental body.



Janet Brown, City Clerk of the
City of Orange City, Iowa

COUNCIL MEETING
AGENDA NOTES
March 16, 2026

1. The meeting will be called to order by Mayor Deb De Haan at 4:30 o'clock P.M.
2. Opening ceremonies. Pledge of Allegiance to our flag and a moment of silent prayer.
3. The agenda was prepared, posted and distributed in accordance with requirements of the Iowa Open Meeting Act.
4. This time is provided for citizen comments. It is suggested that if someone wishes to speak, we also ask for their residence. This time is intended for residents in the City limits.
5. The minutes of the March 2, 2026 council meeting are enclosed for your review. Exhibit 1
6. The monthly financial report representing cash balances for all funds. Exhibit 2
7. A Summary of Warrants report listing bills from February 17, 2026 through March 16, 2026 is enclosed for your review. Exhibit 3
8. Asking council to adopt the changes to Orange City's 2026 Gas Operation and Maintenance Plan Revision 1.2. This plan consists of three components: Emergency Plan and Procedures, Requirements and Recommendations, and Written Procedures. Exhibit 4: O&M Notification of Change shows the details for updates made to this plan.
9. Staff have identified a local, low-hour tractor available for purchase at a price of \$88,000. This equipment is already included in the budget for the upcoming fiscal year. However, we are requesting approval to proceed with the purchase early in order to avoid rental costs this spring, particularly during the anticipated rainy season. The tractor will be utilized across multiple departments for various operational needs. Its primary purpose will be to power the pump at the East Lift Station during significant rain events. It will also be used for snow removal and other shared tasks throughout the year. Early approval will secure the equipment at a favorable price and help reduce rental expenses during critical weather periods.
10. The topic of a community fitness/recreation/health facility has been part of several conversations in preparation for strategic planning. We'd like to provide time for a council discussion.
11. Administrative reports:

Scheduled Meetings/Important Dates:

April 6	Budget Public Hearing, 4:15 P.M.
April 6	Council Meeting, 4:30 P.M.
April 20	Council Meeting, 4:30 P.M.
May 4	Council Meeting, 4:30 P.M.
May 14-16	Tulip Festival
May 18	Council Meeting, 4:30 P.M.
June 1	Council Meeting, 4:30 P.M.
June 15	Council Meeting, 4:30 P.M.

Agenda Notes
March 16, 2026
Page 2

If you would like additional information about an agenda item or another issue, that would help you or the Council as a whole, please feel free to let me know so I can either get it to you by email or by report at the meeting.

Matt Van Schouwen
City Office **712-707-4885**
Cell phone **712-737-7701**
Email **mattvs@orangecityiowa.com**

Council Meeting
March 2, 2026

The City Council met in regular monthly session pursuant to adjournment at 4:30 o'clock P.M. on March 2, 2026. A quorum was declared by Mayor Deb De Haan. The meeting was held in the Council Chambers, City Hall, 125 Central Ave SE, Orange City, Iowa.

Members Present: Council members Andrew Bloemendaal, Olivia Chapman, Daron De Jong, Mark Scallon, and Bret Walinga

Members Absent: None

Staff: Matt Van Schouwen, Janet Brown, Jason Budden, Ryan McEwen, Jim Pottebaum, and Kent Anderson

Guests: Sarah Weber, Mark Nyhoff, Dan Roghair, Henry and Dee Kramer, and Jennie Droog

Agenda: A motion was made by Council member Bret Walinga and duly seconded by Council member Olivia Chapman approving the tentative agenda as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Olivia Chapman, Andrew Bloemendaal, Daron De Jong, Mark Scallon; NAYS: None.

Citizen Comments: This time was provided for citizen comments. Dee Kramer shared concerns about the Puddle Jumper Trail, wildflowers have vanished, trees have been destroyed and removed. She would also like to see it paved and have new entrance signage.

Approval of Minutes: The minutes of the February 16, 2026 council meeting were presented. A motion was made by Council member Mark Scallon and duly seconded by Council member Bret Walinga approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Mark Scallon, Bret Walinga, Andrew Bloemendaal, Olivia Chapman, Daron De Jong; NAYS: None.

10-year Street Improvement Plan: Jason presented a 10-year street improvement plan. The plan is considered a guideline and subject to change over the years. No official action was taken.

Albany Avenue SE Surface Transportation Application: A motion was made by Council member Bret Walinga and duly seconded by Council member Andrew Bloemendaal approving the submittal of an application for Region III Transportation Project to the Northwest Iowa Planning & Development Commission for the Albany Avenue SE Reconstruction Project. Management is planning for this project to take place in 2030. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Andrew Bloemendaal, Olivia Chapman, Daron De Jong, Mark Scallon; NAYS: None.

Resolution Ordering Construction of the Madison Place Extension Project and Setting a Public Hearing Date: A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman adopting a resolution ordering the construction of the Madison Place Extension Project and setting a public hearing for 4:30 P.M. on April 6, 2026. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Andrew Bloemendaal, Mark Scallon, Bret Walinga; NAYS: None. The resolution was assigned number 3-2-26-2184 and appears in the official resolution book.

Ordinance No. 864, an Ordinance Amending Provisions Pertaining to Cigarette and Tobacco Permits: A motion was made by Council member Olivia Chapman and duly seconded by Council member Bret Walinga approving the first reading of proposed Ordinance No. 864, an ordinance amending provisions pertaining to cigarette and tobacco permits. On call of the roll motion carried: AYES: Olivia Chapman, Bret Walinga, Andrew Bloemendaal, Daron De Jong, Mark Scallon; NAYS: None.

A motion was made by Council member Olivia Chapman and duly seconded by Council member Daron De Jong to waive the second and third readings of proposed Ordinance No. 864. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Daron De Jong, Andrew Bloemendaal, Mark Scallon, Bret Walinga; NAYS: None.

A motion was made by Council member Bret Walinga and duly seconded by Council member Andrew Bloemendaal adopting Ordinance No. 864, an ordinance amending provisions pertaining to cigarette and tobacco permits. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Andrew Bloemendaal, Olivia Chapman, Daron De Jong, Mark Scallon; NAYS: None.

Ordinance No. 865, an Ordinance Amending Provisions Pertaining to Liquor Licenses and Wine and Beer Permits: A motion was made by Council member Bret Walinga and duly seconded by Council member Mark Scallon approving the first reading of proposed Ordinance No. 865, an ordinance amending provisions pertaining to liquor licenses and wine and beer permits. On call of the roll motion carried: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Olivia Chapman, Daron De Jong; NAYS: None.

A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman to waive the second and third readings of proposed Ordinance No. 865. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Andrew Bloemendaal, Mark Scallon, Bret Walinga; NAYS: None.

A motion was made by Council member Mark Scallon and duly seconded by Council member Olivia Chapman adopting Ordinance No. 865, an ordinance amending provisions pertaining to liquor licenses and wine and beer permits. On call of the roll motion carried. The vote was as follows: AYES: Mark Scallon, Olivia Chapman, Andrew Bloemendaal, Daron De Jong, Bret Walinga; NAYS: None.

Ordinance No. 866, an Ordinance Amending Provisions Pertaining to Conflict of Interest: A motion was made by Council member Bret Walinga and duly seconded by Council member Andrew Bloemendaal approving the first reading of proposed Ordinance No. 866, an ordinance amending provisions pertaining to conflict of interest. On call of the roll motion carried: AYES: Bret Walinga, Andrew Bloemendaal, Olivia Chapman, Daron De Jong, Mark Scallon; NAYS: None.

A motion was made by Council member Bret Walinga and duly seconded by Council member Mark Scallon to waive the second and third readings of proposed Ordinance No. 866. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Olivia Chapman, Daron De Jong; NAYS: None.

A motion was made by Council member Andrew Bloemendaal and duly seconded by Council member Mark Scallon adopting Ordinance No. 866, an ordinance amending provisions pertaining to conflict of interest. On call of the roll motion carried. The vote was as follows: AYES: Andrew Bloemendaal, Mark Scallon, Olivia Chapman, Daron De Jong, Bret Walinga; NAYS: None.

Ordinance No. 867, an Ordinance Amending Provisions Pertaining to Public Hearing Requirements: A motion was made by Council member Olivia Chapman and duly seconded by Council member Daron De Jong approving the first reading of proposed Ordinance No. 867, an ordinance amending provisions pertaining to public hearing requirements. On call of the roll motion carried: AYES: Olivia Chapman, Daron De Jong, Andrew Bloemendaal, Mark Scallon, Bret Walinga; NAYS: None.

A motion was made by Council member Andrew Bloemendaal and duly seconded by Council member Daron De Jong to waive the second and third readings of proposed Ordinance No. 867. On call of the roll motion carried. The vote was as follows: AYES: Andrew Bloemendaal, Daron De Jong, Olivia Chapman, Mark Scallon, Bret Walinga; NAYS: None.

A motion was made by Council member Mark Scallon and duly seconded by Council member Bret Walinga adopting Ordinance No. 867, an ordinance amending provisions pertaining to public hearing requirements. On call of the roll motion carried. The vote was as follows: AYES: Mark Scallon, Bret Walinga, Andrew Bloemendaal, Olivia Chapman, Daron De Jong; NAYS: None.

Ordinance No. 868, an Ordinance Adding a New Section Prohibiting False Representation of Service Animal: A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman approving the first reading of proposed Ordinance No. 868, an ordinance adding a new section prohibiting false representation of a service animal. On call of the roll motion carried: AYES: Daron De Jong, Olivia Chapman,

Andrew Bloemendaal, Mark Scallon, Bret Walinga; NAYS: None.

A motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong to waive the second and third readings of proposed Ordinance No. 868. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Andrew Bloemendaal, Olivia Chapman, Mark Scallon; NAYS: None.

A motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong adopting Ordinance No. 868, an ordinance adding a new section prohibiting false representation of a service animal. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Andrew Bloemendaal, Olivia Chapman, Mark Scallon; NAYS: None.

Retail Alcohol License Renewal Applications: A motion was made by Council member Olivia Chapman and duly seconded by Council member Andrew Bloemendaal approving the renewal applications for a Class B Retail Alcohol License as submitted by Woudstra Meat Market for Highland Post and a Class C Retail Alcohol License as submitted by Verborgen Kamer. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Andrew Bloemendaal, Daron De Jong, Mark Scallon, Bret Walinga; NAYS: None.

Resolution Authorizing the Execution of an Amendment to its Gas Supply Agreement with PEFA, Inc in Connection with the Reset of the Available Discount in PEFA, Inc's Gas Prepayment Project; Approving the Issuance of Bonds by PEFA, Inc; and Related Matters: A motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong adopting a resolution authorizing the execution of an Amendment to its Gas Supply Agreement with PEFA, Inc. in connection with the reset of the available discount in PEFA, Inc.'s Gas Prepayment Project; approving the issuance of bonds by PEFA, Inc.; and related matters. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Andrew Bloemendaal, Olivia Chapman, Mark Scallon; NAYS: None. The resolution was assigned number 3-2-26-2185 and appears in the official resolution book.

Administrative Reports:

Scheduled Meetings/Important Dates:

March 16	Council Meeting, 4:30 P.M.
April 6	Budget Public Hearing, 4:15 P.M.
April 6	Council Meeting, 4:30 P.M.
April 20	Council Meeting, 4:30 P.M.
May 4	Council Meeting, 4:30 P.M.
May 14-16	Tulip Festival
May 18	Council Meeting, 4:30 P.M.

Oral reports: Matt mentioned the legislative activity going on about property taxes; will share a city apparel link; looking at a tractor to purchase for the street department. Dan Roghair shared they have received a signed letter of intent for the sale of the aerial truck.

Council Comments: The Mayor called for comments from members of the Council and the following were received. Mark shared the library board is busy updating policies and bylaws. Brett asked how we should proceed with the Puddle Jumper Trail request. Matt will review items mentioned with Noah.

Closed Session Per Iowa Code Section 21.5.1(j) – Real Estate: A motion was made by Council member Olivia Chapman and duly seconded by Council member Bret Walinga to enter into a closed session at 5:16 o'clock P.M. to discuss possible real estate transactions. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Bret Walinga, Andrew Bloemendaal, Daron De Jong, Mark Scallon; NAYS: None.

A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman to exit the closed session at 6:05 o'clock P.M. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Andrew Bloemendaal, Mark Scallon, Bret Walinga; NAYS: None.

No official action was taken.

Adjournment: No further business appearing it was therefore moved by Council member Mark Scallon and duly seconded by Council member Andrew Bloemendaal to adjourn. On call

of the roll motion carried. The vote was as follows: AYES: Mark Scallon, Andrew Bloemendaal, Olivia Chapman, Daron De Jong, Bret Walinga; NAYS: None. Adjournment time was 6:06 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk

TREASURER'S MONTHLY REPORT

Exhibit 2

City of Orange City, Iowa

Month Ended FEBRUARY 28, 2026

	On Hand Last Report	Received	Disbursed	Clerk's Balance	O/S Checks	Treas. Balance
General	\$ 1,857,944.40	\$250,171.85	\$385,203.49	\$ 1,722,912.76	\$119,301.33	\$1,842,214.09
Library	337,386.65	\$46,290.89	\$47,283.03	336,394.51	\$4,726.34	\$341,120.85
USDA- IRP Loan	106,566.14	\$2,528.23		109,094.37		109,094.37
Cemetery Fund	44,544.42	5,512.58		50,057.00		50,057.00
Cemetery Fund- Perpetual Care	147,625.08	125.00	5,803.95	141,946.13		141,946.13
USDA- Revolving Loan Fund	611,757.42	2,234.94		613,992.36		613,992.36
Road Use Tax	1,034,917.85	57,029.45		1,091,947.30		1,091,947.30
Hotel/Motel Sales Tax	290,620.75	10,262.21		300,882.96		300,882.96
Tax Increment Financing						
Hawkeye TIF-125	18,201.68			18,201.68		18,201.68
Event Center TIF-126	59,182.00			59,182.00		59,182.00
Housing TIF-127	0.00			0.00		-
Industrial Park TIF-128	0.00			0.00		-
Debt Service	1,299,360.15	7,511.70		1,306,871.85		1,306,871.85
Capital Projects:						
Hawkeye Capital Project-301	212,473.13			212,473.13		212,473.13
Event Center Capital Project-302	162,474.43		1,430.00	161,044.43		161,044.43
7th Street DOT Project- 303	(134,371.91)		8,022.50	(142,394.41)		(142,394.41)
Housing Capital Project-304	322,655.70	9,000.00	38,203.50	293,452.20		293,452.20
Industrial Park Capital Project-305	37,969.38			37,969.38		37,969.38
Delaware & 2nd Street Project- 306	7,383.76		8,190.00	(806.24)		(806.24)
School Project- MOC-FV-308	327,494.01		241,748.69	85,745.32		85,745.32
Payroll Clearing	125,480.15	2,248.00	4,033.49	123,694.66	1,377.00	125,071.66
Electric	3,047,555.58	714,477.05	621,227.51	3,140,805.12	1,752.30	3,142,557.42
Water	3,679,996.85	146,175.61	75,392.76	3,750,779.70	1,681.73	3,752,461.43
Sewer	2,325,510.74	146,376.47	75,102.69	2,396,784.52	177.00	2,396,961.52
Gas	1,863,014.13	804,962.35	743,383.66	1,924,592.82	628.25	1,925,221.07
Total	\$ 17,785,742.49	\$2,204,906.33	\$2,255,025.27	\$17,735,623.55	\$129,643.95	\$17,865,267.50

INVESTMENTS		
FUND	This Report	Last Report
General	\$53,459	51,145
Library		
Debt Service		
Road Use Tax		
Event Center		
Electric:		
Bond & Interest Sinking Fund		
Bond & Interest Reserve Fund		
Capital Reserve Fund		
Water:		
Bond & Interest Sinking Fund		
Bond & Interest Reserve Fund		
Capital Reserve Fund		
Sewer:		
Bond & Interest Sinking Fund	23,551	22,532
Bond & Interest Reserve Fund		
Capital Reserve Fund		
Gas:		
Bond & Interest Sinking Fund		
Bond & Interest Reserve Fund		
Capital Reserve Fund		
Total	\$77,010	\$73,677

FUNDS INVESTED IN:	Amount	%	Max. %
Certificates of Deposit	0	0.0	100
IA Public Agency Investment Trust	77,010	100.0	50
Total Funds Invested	\$77,010	100.0	

MATURITIES:	Amount	%	Min. %
Under 40 days	77,010	100.0	10.0
Under 90 days	77,010	100.0	20.0
Under 270 days	77,010	100.0	50.0
Under 1 year	77,010	100.0	90.0
*Under 18 months	77,010	100.0	100.0

*Bond reserve funds - invested as required or allowed by bond indentures.


City Treasurer



City of Orange City

Expense Approval Report

By Vendor Name
Payment Dates 3/13/2026 - 3/13/2026

Vendor Name	Description (Item)	Amount
Vendor: 00016 - AgState		
AgState	Fuel	1,485.00
AgState	Fuel	716.83
AgState	Gauge- Street	46.76
AgState	Fuel	2,313.13
AgState	Fuel	1,423.96
	Vendor 00016 - AgState Total:	5,985.68
Vendor: 00017 - AHLERS COONEY DORWEILER		
AHLERS COONEY DORWEILE	Legal Services	554.00
	Vendor 00017 - AHLERS COONEY DORWEILER Total:	554.00
Vendor: 00019 - Alex Air Apparatus 2 LLC.		
Alex Air Apparatus 2 LLC.	Name Patch- OCFD	127.50
Alex Air Apparatus 2 LLC.	Fire Helmets- 3	2,340.19
	Vendor 00019 - Alex Air Apparatus 2 LLC. Total:	2,467.69
Vendor: VEN01119 - American Fence Co. of Sioux City INC		
American Fence Co. of Sioux City INC	Repair Chain Link Fence- East side of Street Deapar	7,486.48
	Vendor VEN01119 - American Fence Co. of Sioux City INC Total:	7,486.48
Vendor: 00043 - Anthem Sports LLC		
Anthem Sports LLC	Soccer Nets	231.85
	Vendor 00043 - Anthem Sports LLC Total:	231.85
Vendor: 00049 - ARNOLD MOTOR SUPPLY		
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	287.42
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	861.30
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	72.70
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	74.97
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	4,809.24
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	134.70
	Vendor 00049 - ARNOLD MOTOR SUPPLY Total:	6,240.33
Vendor: VEN01152 - Barry's Electric		
Barry's Electric	Dig Gas Line for Canals	3,000.00
	Vendor VEN01152 - Barry's Electric Total:	3,000.00
Vendor: 00069 - Beck Engineering Inc.		
Beck Engineering Inc.	Engineering Services	2,185.00
Beck Engineering Inc.	Engineering Services	1,990.00

Expense Approval Report	Description (Item)	Amount
Vendor Name		
Beck Engineering Inc.	Engineering Services	6,795.00
Beck Engineering Inc.	Engineering Services	40,976.25
	Vendor 00069 - Beck Engineering Inc. Total:	51,946.25
Vendor: VEN01421 - Boland Recreation Inc.		
Boland Recreation Inc.	Windmill Park Playground Equipment	71,805.00
	Vendor VEN01421 - Boland Recreation Inc. Total:	71,805.00
Vendor: 00097 - BOMGAARS SUPPLY		
BOMGAARS SUPPLY	Supplies	720.00
BOMGAARS SUPPLY	Service Generators - Water & Sewe	710.09
BOMGAARS SUPPLY	Supplies- Acct 014-380-0	1,154.62
	Vendor 00097 - BOMGAARS SUPPLY Total:	2,584.71
Vendor: 00147 - C&H BODY REPAIR INC.		
C&H BODY REPAIR INC.	Police Vehicle Repairs	1,695.00
	Vendor 00147 - C&H BODY REPAIR INC. Total:	1,695.00
Vendor: 00151 - Cannon Technologies Inc.		
Cannon Technologies Inc.	AMI Meters- Electric	13,699.21
	Vendor 00151 - Cannon Technologies Inc. Total:	13,699.21
Vendor: 00155 - Catalyst Solutions Inc.		
Catalyst Solutions Inc.	Firewall Renewal	525.00
Catalyst Solutions Inc.	IT Support and New Computer for WW Plant	1,164.00
Catalyst Solutions Inc.	IT Support and New Computer for WW Plant	3,675.10
	Vendor 00155 - Catalyst Solutions Inc. Total:	5,364.10
Vendor: 00163 - CENTURY BUSINESS PRODUCTS		
CENTURY BUSINESS PRODUCTS	Toner - Office Supplies	458.75
CENTURY BUSINESS PRODUCTS	Service Contract on Copier	626.81
	Vendor 00163 - CENTURY BUSINESS PRODUCTS Total:	1,085.56
Vendor: 00167 - CHAMBER OF COMMERCE		
CHAMBER OF COMMERCE	Lunch & Learn Event	15.00
	Vendor 00167 - CHAMBER OF COMMERCE Total:	15.00
Vendor: 00209 - CULLIGAN WATER CONDITIONING		
CULLIGAN WATER CONDITIONING	Utilities	36.50
	Vendor 00209 - CULLIGAN WATER CONDITIONING Total:	36.50
Vendor: 00214 - D & L PLUMBING & HEATING		
D & L PLUMBING & HEATING	Service Call - Street Shop	172.07

Expense Approval Report	Description (Item)	Amount
Vendor Name		
D & L PLUMBING & HEATING	Fix Water Meter at Trailer Court	671.99
Vendor: 00214 - D & L PLUMBING & HEATING Total:		844.06
Vendor: 00232 - DEJONG OIL AND REPAIR INC		
DEJONG OIL AND REPAIR INC	Street Truck Parts	243.15
Vendor: 00247 - DeLeeuw Graphics & Signs		
DeLeeuw Graphics & Signs	Supplies	110.88
Vendor: 00254 - DGR Engineering		
DGR Engineering	Engineering Services	2,468.50
DGR Engineering	Engineering Services	5,318.00
Vendor 00254 - DGR Engineering Total:		7,786.50
Vendor: 00258 - Direct Digital Control Inc.		
Direct Digital Control Inc.	Service Call to OCFD-Controller	1,081.97
Vendor: 00263 - DUTCHMART FOODS		
DUTCHMART FOODS	Supplies	343.60
Vendor: VEN01520 - Family Animal Care		
Family Animal Care	Annual Wellness Exam for K-	636.00
Vendor: 00331 - FAREWAY STORES INC		
FAREWAY STORES INC	Supplies-City Acct	15.99
Vendor: 00345 - Ferguson Waterworks Inc # 2516		
Ferguson Waterworks Inc # 2516	Water Meters	10,093.42
Vendor: 00348 - Fire Service Training Bureau		
Fire Service Training Bureau	Fire Training	50.00
Vendor: 00358 - Foundation Analytical Laboratory Inc.		
Foundation Analytical Laboratory Inc.	Water Testing	531.00
Foundation Analytical Laboratory Inc.	Water Testing	195.50
Vendor 00358 - Foundation Analytical Laboratory Inc. Total:		726.50

Expense Approval Report	Description (Item)	Amount
Vendor Name		
Vendor: VEN01572 - Frontier Communications	Hit Copper Line by Electric	2,732.22
Frontier Communications		2,732.22
Vendor VEN01572 - Frontier Communications Total:		
Vendor: 00395 - Goodland Pump & Supply Co.	Service Call to PJ Lift	1,618.82
Goodland Pump & Supply Co		1,618.82
Vendor 00395 - Goodland Pump & Supply Co. Total:		
Vendor: 00396 - GOODLAND PUMP INC	Service Call to Water Plant - Motor	4,348.22
GOODLAND PUMP INC		4,348.22
Vendor 00396 - GOODLAND PUMP INC Total:		
Vendor: 00428 - HAWKINS INC.	Chemicals	1,726.69
HAWKINS INC.	Chemicals	10.00
HAWKINS INC.	Chemicals	1,832.69
Vendor 00428 - HAWKINS INC. Total:		
Vendor: 00438 - Heiman Fire Equipment	Unit 60 Repairs- OCFD	1,552.90
Heiman Fire Equipment	Fire Ext Check and Tag	137.80
Heiman Fire Equipment		1,690.70
Vendor 00438 - Heiman Fire Equipment Total:		
Vendor: 00446 - HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	180.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	3,200.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	2,400.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	1,200.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	1,200.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	1,200.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	1,860.00
HIEMSTRA LAWN CARE	Fertilizer Steps, Snow Removal	285.00
Vendor 00446 - HIEMSTRA LAWN CARE Total:		
Vendor: 00469 - Hubers Plbg & Heating	Gas Meter Supplies	359.31
Hubers Plbg & Heating		359.31
Vendor 00469 - Hubers Plbg & Heating Total:		
Vendor: 00492 - IA ASSOC OF MUNICIPAL UTIL	Gas Training and Annual Due	1,170.00
IA ASSOC OF MUNICIPAL UTI		

Vendor Name	Description (Item)	Amount
IA ASSOC OF MUNICIPAL UTI	Gas Training and Annual Due	9,939.00
IA ASSOC OF MUNICIPAL UTI	Gas Training and Annual Due	5,599.00
IA ASSOC OF MUNICIPAL UTI	Gas Training and Annual Due	1,310.00
Vendor 00492 - IA ASSOC OF MUNICIPAL UTIL Total:		18,018.00
Vendor: VEN01353 - IA Depart of Inspectors, Appeals, & Licensing	Boiler Inspection-City Hall	40.00
Vendor VEN01353 - IA Depart of Inspectors, Appeals, & Licensing Total:		40.00
Vendor: VEN01577 - Interstate Power Systems	Service Generators - Water & Sewe	1,504.39
Interstate Power Systems	Service Generators - Water & Sewe	1,667.78
Interstate Power Systems	Service Generators - Water & Sewe	1,563.93
Interstate Power Systems	Service Generators - Water & Sewe	1,057.31
Interstate Power Systems	Service Generators - Water & Sewe	1,074.89
Interstate Power Systems	Service Generators - Water & Sewe	1,293.67
Vendor VEN01577 - Interstate Power Systems Total:		8,161.97
Vendor: 00520 - Iowa Department of Transp.	Road Salt	3,556.84
Iowa Department of Transp.	Road Salt	1,267.42
Vendor 00520 - Iowa Department of Transp. Total:		4,824.26
Vendor: 00524 - IOWA INFORMATION INC.	Advertising- Magazine	2,288.00
IOWA INFORMATION INC.	Advertising- Magazine- Event Center	479.00
Vendor 00524 - IOWA INFORMATION INC. Total:		2,767.00
Vendor: VEN01619 - Jaaron Paugh	Expense Reimbursement	170.59
Jaaron Paugh		170.59
Vendor VEN01619 - Jaaron Paugh Total:		170.59
Vendor: 00541 - JACK'S UNIFORMS AND EQUIPMENT	Police Uniforms	426.68
Vendor 00541 - JACK'S UNIFORMS AND EQUIPMENT Total:		426.68
Vendor: 00547 - JANITORS CLOSET	Cleaning Supplies	62.61
JANITORS CLOSET	Cleaning Supplies	438.54
JANITORS CLOSET		501.15
Vendor 00547 - JANITORS CLOSET Total:		501.15

Expense Approval Report

Vendor Name	Description (Item)	Amount
Vendor: 00422 - Kelderman Klean Inc.	Cleaning at Library	337.05
Kelderman Klean Inc.		<u>337.05</u>
Vendor: 00597 - KIMBALL MIDWEST	Supplies- Street Shop	1,307.68
KIMBALL MIDWEST		<u>1,307.68</u>
Vendor: VEN01614 - Kirk Maasdamsdam	Expense Reimbursement	117.68
Kirk Maasdamsdam		<u>117.68</u>
Vendor: 00615 - Kopetsky's Ace Hardware	Supplies- Acct 6000	320.00
Kopetsky's Ace Hardware	Supplies- Acct 6000	246.16
Kopetsky's Ace Hardware	Supplies- Acct 6001	615.74
		<u>1,181.90</u>
Vendor: 00632 - KSOU- AM/FM	Advertising	955.50
KSOU- AM/FM		<u>955.50</u>
Vendor: 00650 - LeLoux Diversified	Jet Sewer Line at City Hall	321.00
LeLoux Diversified		<u>321.00</u>
Vendor: 00662 - Long Lines	Telephone	356.06
Long Lines	Telephone	356.10
Long Lines	Telephone	356.10
Long Lines	Telephone	356.10
Long Lines	Telephone	356.10
		<u>1,780.46</u>
Vendor: 00691 - Matheson Tri Gas Inc.	Welding Supplies	76.44
Matheson Tri Gas Inc.		<u>76.44</u>
Vendor: 00707 - MIDAMERICAN ENERGY	Utilities	474.44
MIDAMERICAN ENERGY	Utilities	441.25
MIDAMERICAN ENERGY		<u>915.69</u>
Vendor: 00709 - Midwest Alarm Company Inc	Alarm Fee - City Hall - Qtrly	124.49
Midwest Alarm Company Inc		<u>124.49</u>

Expense Approval Report

Payment Dates: 3/13/2026 - 3/13/2026

Vendor Name	Description (Item)	Amount
Vendor: 00714 - Midwest Spray Team & Sales Inc. Midwest Spray Team & Sales Inc.	Weed Control - Substations	6,944.30
Vendor: 00725 - MISSOURI RIVER ENERGY SERVICES MISSOURI RIVER ENERGY SERVICES	AMI Meter Count	606.60
Vendor 00714 - Midwest Spray Team & Sales Inc. Total:		6,944.30
Vendor 00725 - MISSOURI RIVER ENERGY SERVICES Total:		606.60
Vendor: 00742 - Mouw Motor Inc. Mouw Motor Inc.	Vehicle Repairs- OCPD	298.12
Vendor 00742 - Mouw Motor Inc. Total:		298.12
Vendor: 00755 - MUNICIPAL SUPPLY INC MUNICIPAL SUPPLY INC	Water Meter Supplies	1,036.41
Vendor 00755 - MUNICIPAL SUPPLY INC Total:		1,036.41
Vendor: 00764 - NAPA Truck & Auto NAPA Truck & Auto NAPA Truck & Auto NAPA Truck & Auto	Vehicle Maintenance Supplie Vehicle Maintenance Supplie Vehicle Maintenance Supplie	1,237.61 156.55 125.50
Vendor 00764 - NAPA Truck & Auto Total:		1,519.66
Vendor: 00767 - NEAL CHASE LUMBER NEAL CHASE LUMBER	Supplies	606.13
Vendor 00767 - NEAL CHASE LUMBER Total:		606.13
Vendor: VEN01618 - Niagara Power Transformer Niagara Power Transformer	West Substation Transformer - 11.2/14	1,022,749.10
Vendor VEN01618 - Niagara Power Transformer Total:		1,022,749.10
Vendor: 00783 - NORTH WEST RURAL ELECTRIC COOP NORTH WEST RURAL ELECTRIC COOP	Utilities	580.46
Vendor 00783 - NORTH WEST RURAL ELECTRIC COOP Total:		580.46
Vendor: 00786 - Northern Municipal Distributors Group Northern Municipal Distributors Group	Legal Services- Gas	3,478.39
Vendor 00786 - Northern Municipal Distributors Group Total:		3,478.39
Vendor: VEN01617 - Northwest Coop Northwest Coop	Move Transformer - Substation	1,300.00
Vendor VEN01617 - Northwest Coop Total:		1,300.00
Vendor: 00797 - NOTEBOOM ELECTRIC NOTEBOOM ELECTRIC	Lights in Downtown Park	8,334.56
Vendor 00797 - NOTEBOOM ELECTRIC Total:		8,334.56

Amount

Description (Item)

Vendor Name
 Vendor: 00798 - NOTEBOOM OIL COMPANY
 NOTEBOOM OIL COMPANY
 Two Tires- Utility Acct
 226.73
Vendor 00798 - NOTEBOOM OIL COMPANY Total: 226.73

Vendor: 00824 - ONE OFFICE SOLUTION
 ONE OFFICE SOLUTION
 Office Supplies
 267.51
Vendor 00824 - ONE OFFICE SOLUTION Total: 267.51

Vendor: 00839 - ORANGE CITY HEALTH SYSTEM
 ORANGE CITY HEALTH SYSTEM
 ORANGE CITY HEALTH SYSTEM
 Drug Testing 64.00
 Senior Rent 2,266.67
Vendor 00839 - ORANGE CITY HEALTH SYSTEM Total: 2,330.67

Vendor: 00843 - ORANGE CITY SANITATION
 ORANGE CITY SANITATION
 ORANGE CITY SANITATION
 ORANGE CITY SANITATION
 Refuse Hauling Charges 38,014.35
 Utilities-- Event Center 204.55
 Utilities- Acct 420757 134.00
Vendor 00843 - ORANGE CITY SANITATION Total: 38,352.90

Vendor: VEN01003 - P & C Industrial Supplies
 P & C Industrial Supplies
 Band IT - Straps- Electric 280.48
Vendor VEN01003 - P & C Industrial Supplies Total: 280.48

Vendor: VEN01568 - Phelps Uniform Specialists
 Phelps Uniform Specialists
 Laundry Supplies 34.72
Vendor VEN01568 - Phelps Uniform Specialists Total: 34.72

Vendor: 00878 - PLUIM PUBLISHING
 PLUIM PUBLISHING
 PLUIM PUBLISHING
 PLUIM PUBLISHING
 PLUIM PUBLISHING
 Advertising and Supplies 961.00
 Advertising and Supplies 104.63
 Advertising and Supplies 538.81
 Advertising and Supplies 400.54
Vendor 00878 - PLUIM PUBLISHING Total: 2,004.98

Vendor: 00882 - Police Legal Sciences Inc.
 Police Legal Sciences Inc.
 Police Training 1,102.00
Vendor 00882 - Police Legal Sciences Inc. Total: 1,102.00

Vendor: 00904 - Premier Communications
 Premier Communications
 Premier Communications
 Telephone 513.85
 Telephone 249.52
Vendor 00904 - Premier Communications Total: 763.37

Vendor: 00915 - Quadient Finance USA Inc.
 Quadient Finance USA Inc.
 Postage 1,000.00
Vendor 00915 - Quadient Finance USA Inc. Total: 1,000.00

Expense Approval Report

Payment Dates: 3/13/2026 - 3/13/2026

Vendor Name	Description (Item)	Amount
Vendor: 00919 - R&F Van Voorst Equipment Co.	Supplies	51.48
Vendor 00919 - R&F Van Voorst Equipment Co. Total:		51.48
Vendor: 00929 - Record Management Systems Inc.	Supplies	60.00
Vendor 00929 - Record Management Systems Inc. Total:		60.00
Vendor: 00939 - Rent All Center Inc.	Toggle On/Off Switch	28.57
Vendor 00939 - Rent All Center Inc. Total:		28.57
Vendor: VEN01345 - RISE Structural Associates INC	Light Shop- Structural Design	1,500.00
Vendor VEN01345 - RISE Structural Associates INC Total:		1,500.00
Vendor: 00993 - Schwebach Cemetery Services	West Lawn Cemetery	1,950.00
Vendor 00993 - Schwebach Cemetery Services Total:		1,950.00
Vendor: 01006 - Shield Technology Corporation	Police Software Licenses	2,250.00
Vendor 01006 - Shield Technology Corporation Total:		2,250.00
Vendor: 01012 - Simmering Cory Inc.	Update City Code	778.00
Vendor 01012 - Simmering Cory Inc. Total:		778.00
Vendor: 01014 - SIOUX ABSTRACT CO.	Recording Abstract PJ 10 Lot 31	425.00
Vendor 01014 - SIOUX ABSTRACT CO. Total:		425.00
Vendor: 01033 - SIOUX OIL COMPANY	Fuel	2,204.89
Vendor 01033 - SIOUX OIL COMPANY Total:		2,204.89
Vendor: VEN01539 - Snieder Rentals LLC	Rental- Breakers- Electric	220.00
Vendor VEN01539 - Snieder Rentals LLC Total:		220.00
Vendor: 01056 - Southern Sioux Co. Rural Water	Holland Hills- Customers	1,344.00
Vendor 01056 - Southern Sioux Co. Rural Water Total:		1,344.00

Vendor Name	Description (Item)	Amount
Vendor: 01060 - Spireworks	Social Media, Website, Newsletter	1,050.00
Spireworks	Social Media, Website, Newsletter	1,950.00
Vendor 01060 - Spireworks Total:		3,000.00
Vendor: 01090 - Super Hi-Tech	Supplies	198.95
Super Hi-Tech	Security Cameras for Windmill Park	1,708.70
Vendor 01090 - Super Hi-Tech Total:		1,907.65
Vendor: 01093 - SWIFT AIR INC.	Replace Coil on Air Handler - City Hall	5,166.71
Vendor 01093 - SWIFT AIR INC. Total:		5,166.71
Vendor: 01116 - Thompson Automation & Speciality Services	Battery Backup Units for WTP	693.39
Thompson Automation & Speciality Services	Software Updates for WTP and WWTP	9,500.00
Thompson Automation & Speciality Services	Software Updates for WTP and WWTP	4,650.00
Vendor 01116 - Thompson Automation & Speciality Services Total:		14,843.39
Vendor: 01124 - Titan Machinery	Cutting Edge for Payloader	5,251.54
Titan Machinery		5,251.54
Vendor 01124 - Titan Machinery Total:		5,251.54
Vendor: VEN01320 - T-Mobile	Hotspots for PD and GIS tablet	427.20
T-Mobile	Hotspots for PD and GIS tablet	86.28
Vendor VEN01320 - T-Mobile Total:		513.48
Vendor: VEN01612 - Top Notch Tree Service LLC	Tree Removal - Parks	5,885.00
Top Notch Tree Service LLC		5,885.00
Vendor VEN01612 - Top Notch Tree Service LLC Total:		5,885.00
Vendor: 01142 - Tulip Festival Steering Comm.	Table for Extravaganza Event	200.00
Tulip Festival Steering Comm		200.00
Vendor 01142 - Tulip Festival Steering Comm. Total:		200.00
Vendor: 01153 - ULine	Cleaning Supplies	113.41
ULine	Cleaning Supplies	264.02
Vendor 01153 - ULine Total:		377.43

Expense Approval Report

Payment Dates: 3/13/2026 - 3/13/2026

Vendor Name	Description (Item)	Amount
Vendor: 01154 - UNITED PARCEL SERVICE UNITED PARCEL SERVICE	Postage	147.04
Vendor 01154 - UNITED PARCEL SERVICE Total:		147.04
Vendor: 01157 - Unity Point Clinic- Occ. Medicine Unity Point Clinic- Occ. Medicine	Drug Testing	210.00
Vendor 01157 - Unity Point Clinic- Occ. Medicine Total:		210.00
Vendor: 01236 - VanZueden, Jonathan VanZueden, Jonathan	Safety Glasses	122.32
Vendor 01236 - VanZueden, Jonathan Total:		122.32
Vendor: 01240 - Ver Hoef Automotive Inc. Ver Hoef Automotive Inc.	Replaced Shift Control = Unit 10- Light	560.45
Vendor 01240 - Ver Hoef Automotive Inc. Total:		560.45
Vendor: 00044 - VESTIS Inc VESTIS Inc VESTIS Inc	Supplies for Event Center Supplies for Event Center	1,298.69 233.75
Vendor 00044 - VESTIS Inc Total:		1,532.44
Vendor: 01282 - WESCO DISTRIBUTION INC WESCO DISTRIBUTION INC	Electrical Supplies	15,019.59
Vendor 01282 - WESCO DISTRIBUTION INC Total:		15,019.59
Vendor: 01299 - WILLIAMS & CO WILLIAMS & CO WILLIAMS & CO	Auditing Services Landsmeer Audit Landsmeer Audit	8,432.00 2,512.84 12,224.84
Vendor 01299 - WILLIAMS & CO Total:		23,169.68
Vendor: VEN01620 - Woodbury County Fire Assn Woodbury County Fire Assn	Fire School	400.00
Vendor VEN01620 - Woodbury County Fire Assn Total:		400.00
Vendor: 01313 - WOULDSTRA MEAT MARKET WOULDSTRA MEAT MARKET	OC Vision Meeting	556.40
Vendor 01313 - WOULDSTRA MEAT MARKET Total:		556.40
Grand Total:		1,447,917.77



Notification of Change to Operations & Maintenance Plan

Revision 1.2 - January 2026

The following modifications have been incorporated into the IAMU Operations & Maintenance Plan which includes the Emergency Plan & Procedures, Requirements & Recommendations, as well as the Written Procedures with the intention of remaining compliant with State and Federal Regulations.

- A new Plan version was generated – Revision 1.2
- Table of Contents were updated with the appropriate page numbers.

Emergency Plan & Procedures

Part 1.6

- Updated the Emergency Contact List with a link/web address to the IAMU website for Mutual Aid information. Also removed the Regional Coordinators from the Mutual Aid table and inserted information for Rod Parcel and Nick Vandegriff as your State Coordinators.

Part 1.7

- Updated 3)a) with a link/web address to the IAMU website for access to Mutual Aid data.
- Added language to 3)b)iv) for additional clarification.

Part 1.10

- Updated Inside Leak Investigation Procedures to provide more clarity.

Part 1.11 & 1.13

- In the REMINDER, Iowa Utilities Board was updated to Iowa Utilities Commission.

Part 1.15

- In the REMINDER, updated the definition of Federal and State incidents to reflect changes of 49 CFR Part 192 & IAC 199 and added notification to the Iowa Utilities Commission.

Part 1.16

- In the REMINDER, Iowa Utilities Board was updated to the Iowa Utilities Commission, and the email address of the Duty Officer was added.

Part 1.20

- Replaced Iowa Utilities Board with Iowa Utilities Commission on item 13)

Part 1.22

- Changed language in 1) to provide additional clarity to exactly when this procedure is to be completed.

Part 1.23

- Added the Review of Employee Activities record as a potential record keeping option for this procedure when applicable.
- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.

Part 2.0

- Updated entire procedure to incorporate the new definition of an incident as defined by Iowa Administrative Code 199.
 - IAC 199 was updated in July 2025, and these new definitions took effect at the time they were published.

Part 2.1

- Updated incident definition to reflect change to monetary threshold for reporting incidents as well as the exclusions from the additional costs.

Part 2.2

- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.

Part 2.3

- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.

Part 2.4

- Updated Iowa Utilities Board to Iowa Utilities Commission in item 3).

Part 2.5

- Updated Iowa Utilities Board to Iowa Utilities Commission in item 3)b).

Part 2.6

- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.

Part 4 – Recordkeeping Documents

- Updated Leak Record
- Updated Review of Employee Activities

Requirements & Recommendations

Division 1.2

- Updated incident definition to reflect change to monetary threshold for reporting incidents as well as the exclusions from the additional costs.

Division 1.3

- Updated incident definition to reflect change to monetary threshold for reporting incidents as well as the exclusions from the additional costs.
- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE on 1.3- 2- 2.

Division 1.4

- Added “Federal” to the section heading, removed the references to the code sections for this procedure as after further investigation, this procedure derives from the General Instructions for Distribution Incident Reports and not from a code requirement.
- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.

Division 1.5

- Updated entire procedure to incorporate the new definition of an incident as defined by Iowa Administrative Code 199.
 - IAC 199 was updated in July 2025, and these new definitions took effect at the time they were published.
- Changed Iowa Utilities Board to Iowa Utilities Commission throughout this procedure.

Division 1.6

- Changed Iowa Utilities Board to Iowa Utilities Commission throughout this procedure.
- Changed “in a timely manner” to “within 10 days of submission to PHMSA” to reflect changes to IAC 199.

Division 1.9

- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.
- Added “within 10 days of submission to PHMSA” to reflect changes to IAC 199.

Division 1.10

- Updated Iowa Utilities Board to Iowa Utilities Commission in the NOTE.
- Added “within 10 days of submission to PHMSA” to reflect changes to IAC 199.

Division 1.11

- Changed Iowa Utilities Board to Iowa Utilities Commission throughout this procedure and added a link/address to the IUC website.

Division 1.12

- Changed Iowa Utilities Board to Iowa Utilities Commission throughout this procedure as well as updating the link/address to the IUC website.

Division 2.8

- In item 2), changed Iowa Utilities Board to Iowa Utilities Commission.

Division 12.2

- In the Additional Information section, changed Iowa Utilities Board to Iowa Utilities Commission.

Division 12.4

- In the Additional Information section, changed Iowa Utilities Board to Iowa Utilities Commission.

Division 15.1

- Updated OQ Plan Revision to 1.1 (1/2026)

Division 17.4

- In item 7)a), changed Iowa Utilities Board to Iowa Utilities Commission.

Division 17.6

- In item 2), changed Iowa Utilities Board to Iowa Utilities Commission.

Written Procedures

Procedure M-3

- In NOTE #1, changed Iowa Utilities Board to Iowa Utilities Commission.

Procedure M-4

- In the NOTE, changed Iowa Utilities Board to Iowa Utilities Commission.

Procedure M-5

- In the NOTE, changed Iowa Utilities Board to Iowa Utilities Commission.
- In the NOTE, changed "in a timely manner" to "within 10 days of submission to PHMSA" to reflect changes to IAC 199.

Procedure M-8

- Entirely new procedure added to provide details on how to file a written response to the Iowa Utilities Commission.

Part 10.1

- Updated Inside Leak Investigation Procedures to provide more clarity.

Part 11 – Recordkeeping Documents

- Made changes to the following recordkeeping documents to add clarity.
 - Gas Service "Turn On" Record
 - Leak Record
 - Excavation Damage Follow-up Report
 - Exposed Pipe Report
 - Pipeline Patrol Record
 - Pipeline Installation Report
 - Material Installation Record
 - Pipe to Soil Potential Record
 - Periodic Sampling of Odorant