

City of Vincent
Council Proceedings
Regular Meeting
May 8th, 2023

Mayor Lyn Adson called the regular council meeting to order at 6:00 pm.

Roll call showed John Fransen, Donovan Adson and Heath Miller present.
Michel Fransen & Brian Mickelson absent

Public attendees: Tyler Gartenberg, Mark Reinders, Dave Ostheimer, Craig Larson and Kyle Miller

Motion by John Fransen, second by Donovan Adson to approve the agenda for May 8th, 2023.
John Fransen, Donovan Adson and Heath Miller present. Brian Mickelson & Michel Fransen absent.
All ayes, 0 nays, motion carried.

Mid American Energy Electric Utility Franchise Renewal:

Tyler presented to council the updated franchise agreement for the electric utility in Vincent. The agreement lays out maintenance for utility poles, tree trimming, installation of new service and moving of electric utility. Mid American Energy will have the ability to do what is necessary to maintain their equipment in town to keep the electric utility in working order for the town's residents and businesses. The agreement will be for 25 years. He presented franchise fee options if the city wanted to implement the extra revenue collection of monies. Can split the monies between residential and non-residential accounts.

Brian Mickelson entered the meeting at 6:15 pm.

Motion by John Fransen, second by Donovan Adson to hold the public hearing on June 12th, 2023 at 6:05 pm to approve the utility franchise agreement with Mid American Energy.
Heath Miller, John Fransen, Donovan Adson and Brian Mickelson present. Michel Fransen absent.
All ayes, 0 nays ; motion carried.

City Cameras:

Kyle Miller from Modern Sound Engineering presented to council what would be good options to update the current system. Mounting cameras on the community hall, maintenance shed and adding more cameras on city hall. Will be looking into wireless vs fiber optic for internet connection for cameras. Kyle will get estimates to present at the June 12th, 2023 council meeting.

Public Comments:

Councilman Mickelson contacted the Eagle Grove Schools. There are students interested in doing volunteer work. They will be doing a mural on the south wall of the post office. Work will begin in June on the project. The city may need to pay for primer paint for the project.

Water / Sewer Report:

Craig Larson for the month of April 2023: 588.4 thousand gallons were pumped through the tower. The water plant continues to get cleaned and straightened up. Bianchi has still not come and fixed the furnace vent pipe. Had a new water service turned on. Flushed some hydrants. 0.451 million gallons were pushed out to the ponds. Everything went good for the draw downs. Ponds are looking good. Still waiting on the depth devices for the ponds.

Motion by Brian Mickelson, second by Donovan Adson to adopt **RESOLUTION NO. 2023-09**

A RESOLUTION APPROVING REVISED BUILDING PERMIT APPLICATION

WHEREAS, the City of Vincent has a current Building Permit Application; and

WHEREAS, the City Council feels it is in the best interest of the City and residents to review the building permit application and fees for updates;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF Vincent, IOWA:

That the Revised Building Permit Application be adopted regarding the building permit application and fees for the City of Vincent.

PASSED AND APPROVED by roll call vote on May 8th, 2023.

Ayes: Heath Miller, John Fransen, Donovan Adson, Brian Mickelson

Nays: 0

Michel Fransen absent

Mayor

ATTEST:

City Clerk

CITY OF VINCENT -BUILDING PERMIT APPLICATION Page 1 of 2
104 ARTHUR STREET PO. BOX 298 VINCENT, IOWA 50594 515-356-4365

Name of Applicant: _____ Address: _____

Project Address: _____ Phone: _____

Legal Description / Addition or Area _____
Lot _____ Block _____

Fence Permit Only
Fence height: _____ Length: _____ Material: _____

Proposed work _____

Materials used _____

Dimensions _____ x _____ Height of building(s) _____ Square Footage _____

NOTE: Drain tile around basements must be piped into a storm sewer or into the yard area by means of a sump pump or outside sump connection to storm sewer.
Drainage altered yes/no

Approximate Cost of project \$ _____

Project start date: _____ Project complete date: _____

Statement by applicant: I have legal right to make this application, the information given is correct. I agree that all work will be in accordance with the laws of Iowa, City Ordinances and Council approval. I will file plans and specifications, and written consent of adjacent owners on request.

***A PENALTY OF \$150.00 WILL BE CHARGED IF PERMIT IS NOT APPROVED BEFORE CONSTRUCTION STARTS.**

Date of Application: _____ Signature: _____

THIS PERMIT EXPIRES ON: _____

NOTE: The applicant understands that this permit is subject to any building restrictions provided by the plat and dedication or by contract in the addition in which said property is located. All sewer and water installations are to be inspected by a city official before the ditches are backfilled. All excavations in city streets to be gravel filled. This permit is void unless the work authorized herein is requested and granted by the city.

IT'S FREE, IT'S THE LAW, WHEN YOU DIG CALL IOWA ONE CALL 1-800-282-8989 OR WWW.IOWAONECALL.COM

*All electrical work for new construction must be done by a licensed electrician and approved by a State Inspector.

ADMINISTRATIVE USE ONLY

Permit fee: \$ _____ Building Permit No. _____ Variance Needed: _____

Application: Date: _____ Building Committee Signatures: _____

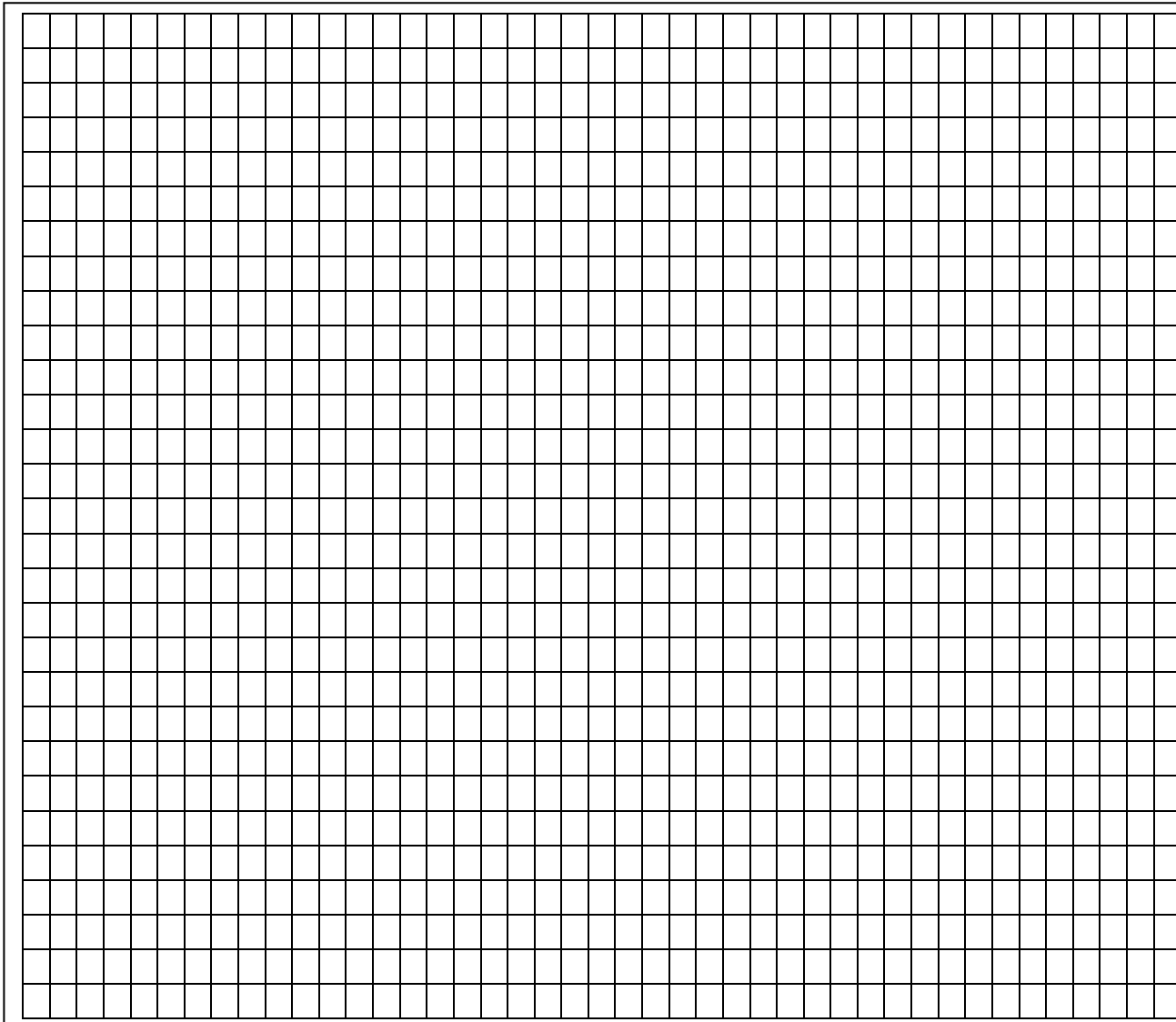
Approved _____ Denied _____

TOTAL FEES: \$ _____

Sight Plan & Sketch

1. Indicate north point and all abutting roads.
2. Show location of all structures and driveways. Indicate if "new" or "existing".
3. Show dimensions of proposed structures and other development, expressed in feet.
4. The property owner is responsible and liable for exact measurements from all lot lines and road right-of-way lines. Check with the City Clerk for setbacks.
5. Show shape and dimensions of your lot.
6. Show any public utility (water, sewer, gas, cable, telephone, electric, etc.) in red.
7. On moving, show present location in black and proposed location in red.
8. On remodeling, show existing walls in black and changes in red.
9. Be specific and detailed in your sketch and in your narrative statement, so the application furnishes a complete picture, in words and drawing, of what you propose to do.
10. Application and drawing must be complete in its entirety and returned with the building permit fee of \$25 before it will be processed and approved.

ONE SQUARE EQUALS 5 FEET



NCIRSWA Delegate Member:

Mayor Adson rec'vd an email from the attorney representing the landfill. Due to the 2020 Census population count the Executive Board Members have gone from 5 to 4. The request was for each town in Webster County to vote for Mark Campbell or Donovan Adson for the board position. After discussion, Vincent council voted for Donovan Adson to be on the board. Motion by John Fransen, second by Brian Mickelson to have Donovan Adson to hold the 4th delegate position for the executive board.

Roll Call Vote:

Ayes: Heath Miller, John Fransen and Brian Mickelson

Nays: 0

Michel Fransen absent

Donovan Adson abstain.

The city clerk will email the attorney the city's response on the vote.

City Drainage:

The city elected for Nels Pederson Co to Install an equalizer by the city lift station and install a 24" intake by Lawrence St. at the February 2023 council meeting. Scott Pederson began the project and discovered when digging up the tile it was full of dirt / mud. The county was contacted to clean out the tile, Scott was able to finish the project and install the intake and tiles for drainage.

Nuisance Abatement:

Were able to remove the couch at 300 Lawrence St.

Will be keeping an eye on the trucks parked at the Old Vincent Locker.

Will be contacting the Vincent Bar owner to remove the junk out behind the bar.

105 N 1st St:

When the snowplow is off the truck, will go and get rock to place around the building and recycle box area. Got a workbench and some tools in the building. Will be getting the restroom worked on.

Approve consent agenda:

Minutes of April 10th, 2023

Bill list(s)

Treasurer's Report

Motion by Brian Mickelson, second by Donovan Adson to approve the consent agenda.

John Fransen, Donovan Adson, Brian Mickelson and Heath Miller present. Michel Fransen absent.

All ayes, 0 Nays; motion carried.

Reports

Streets:

Looking at updating the lights on the snowplow truck. Will be doing road maintenance (seal coating streets), looking into flag holders for main street.

Parks:

The parks committee will be doing picnic table repairs and the permanent benches on the east side of the park got removed. Been looking into getting the composite boards to replace the wood on the picnic tables. Will need to change out flags and clips on the flag poles. Looking into installing the flag pole behind the water plant building. Fixed the cover for the electrical box at the shelter.

Waste Management:

Hamilton County Solid Waste Commission is wanting to decrease their quarterly fee amount. Executive Board members are going from 5 to 4 delegates, waiting on webster county vote results. Menards rebates usage was reviewed.

Building Permit Committee:

No permits were rec'vd.

Fire Board:

Had a meeting on April 19, 2023.

The new secretary has the laptop computer up and going, the new office space has been set up and transfer of duties is in progress.

Community Hall:

There will be upcoming rentals.

The city clerk contacted Bianchi Heating & Cooling to fix the heater vent pipe in the kitchen.

Mayor:

Picked up supplies at Menards for city hall, attended conference board meeting regarding the current assessor's job duties, fielded a request from Colin Hendericks regarding the NCIRSWA nomination assignment for the 4th board member for webster county, fwded the info to the city clerk to ad to the agenda for this meeting. Rec'vd information from councilman Fransen regarding the dumpster that was picked up from clean up days. John assisted the driver in picking up the debris off the road. Assisted councilman Adson in the installation of light bulbs in the east office space of city hall.

Clerk:

Rec'vd notice from Town & Country Vet out of Ft Dodge, they are terminating their contract with Webster County as of June 30, 2023 for doing animal control svcs. Submitted permit 010 to the county, submitted the 2023 – 2024 budget to the state and county, mailed letters to 200 Arthur St and 204 Arthur St reminding of clean up days, mailed letter to 300 Lawrence St for nuisance abatement, contacted Bianchi's to repair the vent pipe for the kitchen heater at the community hall, typed up the resolution to approve the new building permit application, rec'vd credit from Beisser Lumber for the clear ridge caps that were not used for the building at 105 N 1st St, posted the CCR Report online and submitted it to the DNR, submitted our water rates to CGA for the survey study, sold the old money count machine, will be taking off May 22-26, attended the IMFOA Conf in DSM. Key highlights of the conference:

City Ordinance Session: reminder to hold public hearings for ordinances to pass.

ABD Session: new website and new rules for permits. Only have 12 and 8 mth permits or 14 or 5 day permit options now, have an auto renewal program for E-licenses only, the city must have a sketch on file in order to approve the license for the business, must approve license at council meeting then go online and approve.

Gov Connect Session: have a new website, the administrator can manage other users access instead of contacting the state, make quarterly and yearly payments thru the website, view mailed letters online, fill out tax exempt certificates for projects and print thru the website.

IPERS Session: new I-que system rolling out April 2023, can run online reports, can retire and be gone 4 mths then come back and continue with IPERS, click F5 to refresh screen.

Motion by Donovan Adson, second by Brian Mickelson to adjourn the meeting at 7:25 pm.
 John Fransen, Donovan Adson, Brian Mickelson and Heath Miller present. Michel Fransen absent.
 All Ayes, 0 Nays; motion carried.

Mayor

City Clerk

Posted: 5/12/2023

General Funds 4-01-2023	438,508.00
Apr receipts	51,687.04
Apr disbursements	4,763.50
General Funds 4-30-2023	485,431.54

Community Hall 4-01-2023	-36,915.52
Apr receipts	1,069.21
Apr disbursements	383.49
Community Hall 4-30-2023	-36,229.80

Local Option Sales Tax water and sewer 4-01-2023	41,678.24
Apr receipts	1,810.86
Apr disbursements	0.00
Local Option Sales Tax water and sewer 4-30-2023	43,489.10

Local Option Sales Tax parks 4-01-2023	20,493.10
Apr receipts	0.00
Apr disbursements	0.00
Local Option Sales Tax parks 4-30-2023	20,493.10

Road Use Tax Funds 4-01-2023	15,158.50
Apr receipts	1,054.02
Apr disbursements	852.08
Road Use Tax Funds 4-30-2023	15,360.44

Water Utility Fund 4-01-2023	13,031.70
Apr receipts	2,330.67
Apr disbursements	2,349.36
Water Utility Fund 4-30-2023	13,013.01

Sewer Utility Fund 4-01-2023	20,146.69
Apr receipts	1,712.43
Apr disbursements	2,151.35
Sewer Utility Fund 4-30-2023	19,707.77
Storm Utility Fund 4-01-2023	11,453.98
Apr receipts	276.00
Apr disbursements	0.00
Storm Utility Fund 4-30-2023	11,729.98

CD's

3570717: Purchase Date 3/17/2023 ; 2.00% interest ; Maturity Date 9/17/2024 – \$68,490.07

Total CD's for April \$68,490.07

List of disbursement paid for March:

Check No

“ 12710 Office of Auditor of State	550.00
“ 12712 IMFOA	125.00
“ 12716 Modern Sound Engineering	41.90
“ 12720 Sarah Geisinger Payroll (3/27/2023)	586.43

List of disbursement paid for April:

Check No

“ 12721 Lyn Adson Payroll (4/1/2023)	184.52
“ 12722 Craig Larson Payroll (4/1/2023)	834.36
“ 12723 Black Hills Energy	818.78
“ 12724 Mid American Energy	346.87
“ 12725 Sarah Geisinger Payroll (4/10/2023)	571.88
“ 12726 3E (electrical engineering equipment)	231.00
“ 12727 Donovan Adson Payroll (4/11/2023)	36.94
“ 12728 Ag Source	52.50
“ 12729 Electric Pump	995.00
“ 12730 IAMU	614.00
“ 12731 Craig Larson Mileage	56.33
“ 12732 Mid American Energy (Streetlighting)	293.99
“ 12733 Pederson Sanitation	1039.00
“ 12734 Riley-Armstrong Plumbing	144.50
“ 12735 US Treasury	2650.72
“ 12736 Webster Calhoun	259.59
“ 12737 Sarah Geisinger Payroll (4/24/2023)	604.64
“ 12738 Petty Cash	8.13
“ Debit IPERS Withholding	455.84
“ Debit ACH Fee	11.60
“ Debit State Withholding	256.67