

City of Vincent  
Council Proceedings  
Regular Meeting  
March 13th, 2023

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

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

Public attendees: Ed Woodley and Sharon Woodley

Motion by John Fransen, second by Donovan Adson to approve the agenda for March 13th, 2023. John Fransen, Donovan Adson, Brian Mickelson, Michel Fransen and Heath Miller present. All ayes, 0 nays, motion carried.

**Public Comments:**

Alley between 202 Johnson and 204 Johnson St.

The city clerk mailed the residents that own property adjacent to the alleyway allowing them the opportunity to address council with their questions / concerns about the city snowplow truck not plowing the alleyway. Ed Woodley addressed council inquiring on it still being considered an alleyway for use. Council responded that it still is considered an alley and can be used for access to their property. Sharon Woodley addressed council in regards to emergency services having access behind the property if it was not being plowed. The tenants at 204 Johnson St use the garage behind the home and if the alleyway is not plowed they cannot use the garage. After hearing these concerns it was decided that whomever the city hires to clear the sidewalks and city property with their truck and plow they will also clear the alleyway or if that does not happen the city will figure out another means to clear the snow in the alley. The new snowplow truck is too large to move the snow efficiently in this alleyway.

**Water / Sewer Report:**

Craig Larson for the month of February 2023: 346.4 thousand gallons were pumped through the tower. Bianchi is looking into the furnace, needs an exhaust fan. CEC took care of a couple of small problems at the water plant. Donovan has been a great help at the water plant. The water tower has had its over flow flush. Might move the bulk chlorine tank. 0.3661 million gallons were pushed out to the ponds. The ponds are looking good. Probably will do a spring draw down.

**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 council meeting. Mayor Adson contacted Scott Pederson to let him know which option council elected for. No start date has been determined yet for this project.

**Public Hearing to Amend City Ordinances :**

Motion by John Fransen, second by Brian Mickelson to set the public hearing for April 10<sup>th</sup> 2023 at 6:05 pm to amend city ordinances ; private well, water rates and grass height.. John Fransen, Donovan Adson, Brian Mickelson, Michel Fransen and Heath Miller present. All ayes, 0 nays ; motion carried.

**Nuisance Abatement:**

No nuisances to report.

**City CD# 3547386:**

This CD has matured as of December 2022. The city clerk contacted the financial institution we have our depository with to check on current CD rates. After council decided last council meeting, the voted rate was not available. Upon discussion it was decided to go with 18mth and 2.01%. Motion by John Fransen, second by Brian Mickelson.

**Roll Call Vote:**

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

Nays:0

**City Clean Up Days:**

After discussion it was decided to have City of Vincent Clean Up Days for April 13, 2023 to April 24, 2023. The dumpsters will be located south of City Hall.

**105 N 1<sup>st</sup> St:**

Mayor Adson and Councilmen Adson purchased the restroom fixtures and a storage shelf. Will continue to look into a workbench and tools for the building. Will also be looking into pricing for rock around the building. Need to consider marking the edge of the property on the east side.

**Vegetation Control:**

The city clerk contacted Smitty's for an estimate for vegetation control for the 2023 season. After review of the estimate. Motion by Brian Mickelson, second by John Fransen to approve Smitty's bid.

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

All ayes, 0 Nays; motion carried.

**Review City Employee Holidays:**

Upon discussion it was decided to allow city employees to have President's Day and Veteran's Day off. Motion by John Fransen, second by Brian Mickelson.

**Roll Call Vote:**

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

Nays: Michel Fransen

**Approve consent agenda:**

*Minutes of February 13<sup>th</sup>, 2023*

*Bill list(s)*

*Treasurer's Report*

Motion by Heath Miller, second by Brian Mickelson to approve the consent agenda.

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

All ayes, 0 Nays; motion carried.

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**\*Reports\***

**Streets:**

Continuing to look into updating the lights on the snowplow truck. Will be doing road maintenance(seal coating streets)

**Parks:**

The parks committee will be doing picnic table repairs and replace a board on a bench.

**Waste Management:**

Had the regular meeting and will be having a full board meeting the end of the month. Hamilton County solid waste approached the board about not paying their quarterly assessments any longer. They are also considering reducing the tonnage rate to \$8 causing the tipping fee to be raised. The slope stability study has run into some problems so working with the engineers to get that fixed. Annual quality water report came back fine. There may be more wells drilled for sampling. The property across the road was purchased; they will be seeking bids for the home to remove it.

**Building Permit Committee:**

The city clerk rec'vd permits #008 and #009 to be reviewed and approved.

The city clerk obtained samples of other permits that cities use to update our building permit application. Upon review of the samples, the city clerk will type up a new application and bring to the next council meeting for review and approval.

**Fire:**

The City of Vincent has an old HP laptop and file cabinet they are no longer using. The city clerk checked with the IA League of Cities if the laptop and file cabinet needed to be posted for bid or gifted to the Newark / Colfax Twsp Fireboard. The laptop and file cabinet will be gifted to the fireboard for use. Motion by Brian Mickelson, second by John Fransen to gift the items for use to the Newark / Colfax Twsp Fireboard.

**Roll Call Vote:**

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

Nays: 0

The Newark Twsp secretary asked Mayor Adson if there would be room in the extra office space for her file cabinet. The secretary was thinking of HIPPA laws for the records to be in a secure location and not in your personal possession. After discussion it was decided to allow the Newark Twsp Secretary to bring the file cabinet to the spare office. Motion by John Fransen, second by Brian Mickelson. John Fransen, Donovan Adson, Brian Mickelson, Michel Fransen and Heath Miller present.

All Ayes, 0 Nays; motion carried

**Community Hall:**

There will be upcoming rentals.

Mayor Adson and Councilmen Adson purchased cleaning supplies.

**Mayor:**

Contacted Scott Pederson regarding approval of the bid submitted, attended Webster County Conference Board Meeting, requested city clerk put building permit application and employee holidays on the agenda for review, requested city clerk check into the process for disposal of city property from one non profit to another with the IA League of Cities, purchased items from Menards for snowplow building, city hall and community hall with councilmen Adson.

**Clerk:**

Mailed letter to residents regarding the alley between 202 Johnson St and 204 Johnson St, notified Beisser Lumber to return the clear ridge caps that were not used at the building at 105 N 1<sup>st</sup> St, typed up amended ordinances for review, contacted FSB for current CD rates, submitted IMWCA renewal for FY'23-'24, updated the clerk contingency list, contacted Bianchi to repair the vent pipe for the furnace at the water plant, posted 2 coolers, money counting machine and tornado siren on Gov Deals to sell, signed up for NEU reporting webinar on April 5, 2023, typed up gift agreement between the city and fireboard, rec'vd building permits for review and approval, contacted Smitty's for vegetation control bid and adjusted numbers for the FY '23-'24 city budget based on the new valuations.

Motion by Donovan Adson second by John Fransen to adjourn the meeting at 7:14 pm.  
 John Fransen, Donovan Adson, Brian Mickelson, Michel Fransen and Heath Miller present.  
 All Ayes, 0 Nays; motion carried.

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 Mayor

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 City Clerk

**Posted: 3/20/2023**

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General Funds 2-01-2023	461,624.59
Feb receipts	2,556.33
Feb disbursements	5,462.95
General Funds 2-28-2023	458,717.97
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Community Hall 2-01-2023	-36,601.78
Feb receipts	300.00
Feb disbursements	299.00
Community Hall 2-28-2023	-36,600.78
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Local Option Sales Tax water and sewer 2-01-2023	36,661.86
Feb receipts	2,681.10
Feb disbursements	0.00
Local Option Sales Tax water and sewer 2-28-2023	39,342.96
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Local Option Sales Tax parks 2-01-2023	20,493.10
Feb receipts	0.00
Feb disbursements	0.00
Local Option Sales Tax parks 2-28-2023	20,493.10

Road Use Tax Funds 2-01-2023	14,921.53
Feb receipts	1075.84
Feb disbursements	847.97
Road Use Tax Funds 2-28-2023	15,149.40
Water Utility Fund 2-01-2023	12,815.74
Feb receipts	1,849.01
Feb disbursements	2,104.22
Water Utility Fund 2-28-2023	12,560.53
Sewer Utility Fund 2-01-2023	18,577.38
Feb receipts	1,571.66
Feb disbursements	612.55
Sewer Utility Fund 2-28-2023	19,536.49
Storm Utility Fund 2-01-2023	11,136.98
Feb receipts	282.00
Feb disbursements	175.00
Storm Utility Fund 2-28-2023	11,243.98

CD's

3547386 Purchase Date 12/11/2013 1.91% interest Maturity Date 12/12/2022 – 67,843.79

Total CD's for February 67,843.79

## List of Disbursement paid for December:

Check No

“ 12650 Myles Askvig Payroll (12/13/2022) 138.96

## List of disbursement paid for January:

Check No

“ 12662 Myles Askvig Payroll (1/17/2023) 802.86

“ 12663 Badger Meter 189.57

“ 12669 IA Prison Industries 102.80

“ 12679 Samayoa Builders, LLC 8620.00

“ 12680 Sarah Geisinger Payroll (1/30/2023) 613.11

## List of Disbursements paid for February:

Check No

“ 12681 Lyn Adson Payroll (2/1/2023) 184.52

“	12682 Craig Larson Payroll (2/1/2023)	834.36
“	12683 Black Hills Energy	981.06
“	12684 Mid American Energy	379.46
“	12685 Sarah Geisinger Payroll (2/13/2023)	557.31
“	12658 Sarah Geisinger Payroll (1/16/2023)	557.31
“	12686 Ag Source	50.75
“	12687 Badger Meter	897.12
“	12688 Beisser Lumber	240.75
“	12690 Hach Company	92.58
“	12691 IA DNR	175.00
“	12693 Mid American Energy (Streetlighting)	297.09
“	12694 Modern Sound Engineering	20.95
“	12695 North Central IA Regional Solid Waste Agency	146.90
“	12696 Pederson Sanitation	964.00
“	12697 Samayoa Builders, LLC	1765.80
“	12698 W & H Cooperative	95.04
“	12699 Webster Calhoun	264.79
“	Debit IPERS (Withholding)	581.78
“	Debit ACH Fee	11.60