

City of Vincent
Council Proceedings
Regular Meeting
September 8th, 2025

Mayor Jordon Frakes called the regular council meeting to order at 6:00 pm.

Roll call showed Justin Brensel, Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present.

Public attendees: Craig Larson

Motion by Brian Mickelson, second by Donovan Adson to approve the agenda for September 8th, 2025. Justin Brensel, Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present. All ayes, 0 nays, motion carried.

Water / Sewer Report:

384 thousand gallons were pumped through the pump house in the month of August. 10,000 Gallons were used this past month to back flush the iron filters. All water meters and endpoints are working. Continuing to flush hydrants ; have one that needs some work it has been a tough one since forever and getting worse – checked with DSG on ways of handling it. May be ordering more trash baskets for intakes. Still working on the tile at Arthur & third as the top of it is broken.

0.7033 million gallons were pushed out to the ponds in the month of August. Did paint the partial enclosure of the electric panel. Will need another coat of paint. Infiltration water is down. Drain plug is fixed on the discharge pit. Did do an early draw down ; started it September 1st. Working on putting up No Trespassing signs at the lift station.

City Sewer System:

The city clerk sent Visu Sewer the signed paperwork for the grouting project this fall / winter. Will keep council updated on the timeline for completion.

Public Comments:

Resident Craig Larson commented on the parcel lot 0422331005, this lot is owned by the gentleman who owns the old meat locker. This lot is located by a city owned lot. The city can potentially obtain this lot to expand on what it currently owns. Mayor Frakes will reach out to the owner and will further discuss this potential purchase at the October council meeting.

Swasand Lot 6 is currently owned by the city, there has been interest in purchasing this lot over the years. The city continues to pay a contractor to mow the lot every year. If there is an active interest to purchase the lot, will discuss the sale and purchase price at the October council meeting. The city clerk will get a cost for mowing from the last 5 years for the lot.

Craig Larson purchased property north of city hall back in 2024. He is interested in purchasing more of the property north of city hall. Council will review this request.

Councilman Adson received a complaint about barking dogs on the north side of Arthur St from 4am to 7am about a week ago. He let the person know to contact the sheriff department about this kind of situation.

City Trees:

Mayor Frakes reached out to Kvale Tree Service after talking with the owner of 203 Johnson St. The resident would like the tree trimmed instead of cut down. Will get an estimate from Kvale Tree Service to review at the October council meeting.

Rasmussen Lawn Care sent an estimate for planting trees on city property. Trees will be planted at the ball diamond, school addition, NE side of town & city park. After discussion and review motion by Corey Rutherford, second by Brian Mickelson to purchase 15 trees (10 gal) and for the city clerk to pay this expense out of Parks.

Roll Call Vote:

Ayes: Justin Brensel, Corey Rutherford, Donovan Adson, Brian Mickelson, Alexis Wiederin

Nays:0

City Locks / Keys:

Mayor Frakes did receive keys. It was discussed whom has keys to the city buildings currently. The city clerk will look into a city key policy to implement. Will consider approval of this policy at the October council meeting.

Main Street Décor:

The city clerk reached out to Display Sales to get the cost and pictures of banners, banner hardware, flag poles and flag holders. Councilman Adson did mention another company to get pricing on for banners. Mayor Frakes will contact this vendor and report back to council at the October meeting. The city clerk was requested to reach out for testimonials from other cities about Display Sales. Will revisit this topic at the October council meeting.

ICAP Grant:

The city clerk obtained some estimates for first aid kits and smoke/carbon monoxide detectors for consideration. Discussion was held, motion by Brian Mickelson, second by Corey Rutherford to purchase 2 smoke detectors and 2 first aid kits from Uline. Nay: 4 , Aye: 1 – motion fails.

Motion by Corey Rutherford, second by Brian Mickelson to purchase 6 smoke / carbon monoxide alarms and 2 first aid kits. All ayes, 0 nays ; motion carried.

Beggars Night:

Upon discussion, motion by Alexis Wiederin, second by Corey Rutherford to have beggar's night on October 31, 2025 from 5:30 pm to 7:30 pm.

The city clerk will also post a notice to residents / businesses requesting no burning within city limits on that day per council request.

Nuisance Abatement:

206 S 2nd St - the city attorney has notified the city of a court date.

The city clerk sent the information requested for evidence prior to the court date.

An email request was sent from the attorney asking for a representative from the city to attend the hearing and bring updated photos.

City Donation Library:

The city clerk is working with the city attorney on filing paperwork with the State of IA.

SS Add't:

The city clerk submitted the signed updated paperwork to the city attorney for recording the covenant at the Webster County Courthouse. Once recorded the city clerk will update city records.

Building Permits:

Councilman Rutherford submitted a permit for adding a shed on his property at 211 Brewster St. Upon review, motion by Brian Mickelson, second by Justin Brensel to approve permit 022. All ayes, 0 nays, Corey Rutherford abstain ; Motion Carried.

City Cameras:

Modern Sound Engineering was here to put up the license plate camera. All cameras are installed and working ; waiting on the enclosure for the equipment at the community hall to be installed.

The city clerk will be making final payment for the camera project.

Councilman Adson mentioned the possibility in the future of sending the Webster County Sheriff footage of cars that run the stop sign to issue those motorists a citation. Will think about putting up signage that says, "Photo Enforced" on main street.

Approve consent agenda:

Minutes of August 11th, 2025

Bill list(s)

Treasurer's Report

Motion by Brian Mickelson, second by Corey Rutherford to approve the consent agenda.

Justin Brensel, Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present.

All ayes, 0 nays, motion carried.

Reports

Streets:

The city clerk sent the paperwork to Blacktop Services for the alleyway project to be completed by Creamery St. They have started the alleyway project and will complete it this month.

Councilman Frakes is waiting to get an answer from Mid American Energy about outlet installation on utility poles for the city x'mas decorations.

Parks:

The padlock / chain has been removed from the hydrant. Water Superintendent Craig Larson will look into replacing the chain / padlock. The water fountain at the ball diamond does not work. Will look into fixing in the future.

Fire Board:

Next meeting will be October 9, 2025.

Fire Dept member Donovan Adson mentioned that Winfield Solutions will be donating a brush truck to the dept / fireboard. The fire dept is working on a fundraiser in December to offset costs on purchasing equipment for the new truck being donated.

Community Hall:

The contractor was here to replace the vent pipe pieces. The contractor let Mayor Frakes know that they cannot guarantee the work. When the metal roof was installed the wood underneath does not cover the whole roof. In order to fix this issue will have to remove the metal roof, lay wood down then reinstall the metal roof. Will monitor the roof for leaks and etc as this is an expensive project to do. There are rentals in September, October & November.

Mayor:

Talked with the contractor about the approval for the vent pipe repairs at the community hall, this work is completed and payment will be mailed. Talked with councilman Adson about wastewater treatment training & payment ; also got the name of a vendor for city banners – will reach out to get cost estimate. Communicated with councilman Rutherford about the questions for planting trees thru the vendor Rasmussen Lawn Care that were discussed at the last meeting, those questions were answered at this meeting. Spoke with Councilman Mickelson about the alleyway project & spoke with the resident at 203 Johnson St regarding the ash tree in the ROW - contacted Kvale Tree Service about this estimate.

Clerk:

Reminding council members they need to complete the ‘Open Meeting Laws’ training. There will be city credit card charges coming up as Quickbooks and AVG renewals are due. Will be reaching out to Bianchi Heating & Cooling to come and do furnace inspections & will request price quote on new thermostats, contacted Modern Sound for the approved enclosure install, contacted North Central Turf & Landscape for weed control, contacted the owner of the old meat locker for the building permit that was submitted – he corrected the building permit and is aware of the property lines, sent Bob at Visu Sewer the paperwork for the grouting project, submitted the 2025 Street Finance Report, updated the city committee list and posted, submitted the Blacktop Services paperwork for the alleyway project, submitted the School Addition paperwork to the attorney to get recorded / filed, updated the city contact info with the county EMA coordinator, typed up the city newsletter, posted the city garbage notice, will be working 2pm-6pm on September 18, registered for the IMFOA conference on October 16-17, contacted Joe at Display Sales for pricing / pictures on flag holders, flag poles & hardware as requested, sent the city attorney the requested paperwork for the citation hearing and will be taking off September 26, 2025.

Motion by Donovan Adson, second by Corey Rutherford to adjourn the meeting at 7:50 pm.
Justin Brensel, Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present.
All ayes, 0 nays, motion carried.

Mayor

City Clerk

Posted: 9/12/2025

General Funds 8-01-2025	497,204.60
Aug receipts	1,948.64
Aug disbursements	7,379.71
General Funds 8-31-2025	491,773.53
Community Hall 8-01-2025	-33,235.03
Aug receipts	500.00
Aug disbursements	630.73
Community Hall 8-31-2025	-33,365.76
Local Option Sales Tax water and sewer 8-01-2025	79,875.31
Aug receipts	2,402.81
Aug disbursements	0.00
Local Option Sales Tax water and sewer 8-31-2025	82,278.12
Local Option Sales Tax parks 8-01-2025	18,850.10
Aug receipts	0.00
Aug disbursements	0.00
Local Option Sales Tax parks 8-31-2025	18,850.10
Road Use Tax Funds 8-01-2025	19,432.18
Aug receipts	1,083.08
Aug disbursements	309.29
Road Use Tax Funds 8-31-2025	20,205.97
Water Utility Fund 8-01-2025	26,114.51
Aug receipts	2,090.23
Aug disbursements	2,107.21
Water Utility Fund 8-31-2025	26,097.53
Sewer Utility Fund 8-01-2025	25,232.54
Aug receipts	1,771.52
Aug disbursements	1,453.40
Sewer Utility Fund 8-31-2025	25,550.66
Storm Utility Fund 8-01-2025	17,667.98
Aug receipts	216.00
Aug disbursements	0.00
Storm Utility Fund 8-31-2025	17,883.98

CD's

3574251: Purchase Date 9/18/2024 : 3.67% interest ; Maturity Date 9/18/2029 – \$70,574.96

Total CD's for August	\$70,574.96
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List of disbursement paid for July:
Check No

“	13392 Webster County Emergency Management	777.58
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List of disbursement paid for August:
Check

“	13398 Jordon Frakes Payroll 8/1/2025)	184.52
“	13399 Craig Larson Payroll (8/1/2025)	978.57
“	13400 Black Hills Energy	130.41
“	13401 Mid American Energy	571.51
“	13402 Sarah Geisinger Payroll (8/11/2025)	654.98
“	13403 Donovan Adson Mowing	660.00
“	13404 Donovan Adson Payroll (8/12/2025)	36.94
“	13405 Kaleb Adson Mowing	600.00
“	13406 Ag Source	14.50
“	13407 Badger Meter	86.45
“	13408 Dakota Supply Group (DSG)	155.66
“	13409 Hawkins Inc	187.05
“	13410 IA DNR	210.00
“	13411 IA One Call	15.30
“	13412 Craig Larson Mowing	280.00
“	13413 Craig Larson Mileage	371.70
“	13414 Craig Larson Reimbursement	452.40
“	13415 Mid American (Streetlighting)	289.49
“	13416 Modern Sound Engineering	20.95
“	13417 Nels Pederson Co Inc	1672.78
“	13418 North Central IA Regional Solid Waste Agency	146.90
“	13419 ODP Business Solutions	331.67
“	13420 Pederson Sanitation	1214.00
“	13421 Webster Calhoun	270.64
“	13422 VOID	0.00
“	13423 Webster County Treasurer	202.38
“	13425 ICAP	398.00
“	13426 Sarah Geisinger Payroll (8/25/25)	705.96
“	Debit IPERS Withholding	528.70
“	Debit Cash Withdrawal	400.00
“	Debit ACH Fee	12.00