

City of Vincent
Council Proceedings
Regular Meeting
November 8th, 2021

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

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

Public attendees: Craig Larson

Motion by Donovan Adson, second by Brian Mickelson to approve the agenda for November 8th, 2021.
Donovan Adson, John Fransen, Brian Mickelson present.
Heath Miller and Corey Rutherford absent
All ayes, 0 nays, motion carried.

Water / Sewer Report:

Craig Larson for the month of October 2021. 452 thousand gallons were pumped to the tower. Water Salesman is winterized and the park water fountain is turned off. Water Meter endpoint communicators keep going out so have to read them manually for the monthly billing, should be getting the new ones in December or January. .400 million gallons were pumped to the ponds. Draw down went good, still checking on the depth devices for completion. Next year will need to make sure to spray for thistles at the lagoons. The water tower riser pipe maintenance will be scheduled soon, Maguire Iron will be contacting us to come.

Corey Rutherford entered the meeting at 6:02 pm.

Snowplow Operator / Backup Operator: the City Clerk rec'vd no calls or walk-ins for the position of snowplow operator. Mayor Adson reached out to Aaron Martin and he is willing to do it again this year. Interest for backup operator was discussed by John Fransen and Brian Mickelson if Heath Miller was not interested in doing it. Mayor Adson will check with Heath Miller about being the backup operator and will notify John Fransen and Brian Mickelson if their help is needed this winter. Motion by John Fransen, second by Corey Rutherford to have Aaron Martin be the snowplow operator at the same pay rate as last year, have Heath Miller be the backup operator ; if he is willing ; otherwise John Fransen will be willing to be the backup operator and then Brian Mickelson, if John Fransen is not available. John Fransen, Donovan Adson, Brian Mickelson and Corey Rutherford present. Heath Miller absent.
All ayes, 0 nays ; motion carried.

Sidewalk Snow Removal Bids: The City Clerk rec'vd no bids or interest for sidewalk snow removal. Mayor Adson will check with Jeff Gallogly and if he is not interested then will contact Steve Ostercamp.

Motion by Donovan Adson, second by Brian Mickelson to amend resolution 2021-10 to add additional property description before the word 'commencing' for Winfield Solutions parcel to be annexed into Vincent Corp Limits: Be it resolved the council of the City of Vincent, Iowa approve the additional description before the word 'commencing' for Winfield Solutions parcel of land adjoining Vincent City Corp Limits for annexation..

Roll Call Vote:

Ayes: John Franse, Donovan Adson, Brian Mickelson, Corey Rutherford

Nays: 0

Heath Miller absent ; motion carried. Passed November 8th, 2021

**RESOLUTION NO. 2021-10
RESOLUTION ASSENTING TO THE ANNEXATION OF CERTAIN REAL
ESTATE TO THE CITY OF VINCENT**

WHEREAS, the following property owners:

Winfield Solutions, LLC

has filed with the City Clerk of Vincent, Iowa, application in writing, under the provisions of Section 368.7, Code of Iowa, with the required plat attached, for the annexation by the City of Vincent, Iowa of the property hereafter described; and,

WHEREAS, the City and the above listed property owner has previously as required in the Agreement, and have accompanied their application with a plat showing the situation thereof with reference to the existing limits of such City; and,

WHEREAS, said owner has requested this City Council to annex said property as required in the Agreement, and has accomplished their application with a plat showing the situation thereof with reference to the existing limits of such city; and,

WHEREAS, the City of Vincent is desirous of incorporating property owned by the City and known to be located at the north edge of the Town of Vincent, Iowa

BE IT THEREFORE RESOLVED that this application made pursuant to Section 368.7, Code of Iowa for the annexation to the City of Vincent, Iowa, of the territory adjoining said City are described as follows:

Exhibit A to Petition for Annexation to the City of Vincent, IA 500 N 1st St, Vincent, IA 50594.
The land is located in the County of Webster, State of Iowa. The Real Property is more particularly described as follows:

The North 400 feet of the South 764.5 feet of the West 550 feet of the Southwest Quarter of the Northeast Quarter of Section 22, township 90, Range 27 West of the 5th Principal Meridian, Webster County, Iowa.

AND

A tract of land described as follows: Commencing at the Center of Section 22, Township 90. Range 27. thence North on the Center of Section Line 764.50 feet; thence South 89 degrees 07 minutes 40 seconds East, 550.00 feet to the point of beginning; thence South 311.14 feet: thence South 89 degrees 07 minutes 40 seconds East, 140.00 feet; thence North 311.14 feet; thence North 89 degrees 07 minutes 40 seconds West, 140.00 feet to the point of beginning,

AND

A parcel of land in the Southwest Quarter of the Northeast Quarter of Section 22, Township 90, Range 27 West of the 5th Principal Meridian, Webster County, Iowa, more particularly described as follows: Commencing at the Southwest comer of the Northeast Quarter of said Section 22: thence North 00 degrees 00 minutes 00 seconds East 764.6 feet along the West line of said Northeast Quarter; thence South 89 degrees 06 minutes 45 seconds East 689.9 feet to point of beginning: thence continuing South 89 degrees 06 minutes 45 seconds East 180.00 feet: thence South 00 degrees 00 minutes 00 seconds East 351.7 feet; thence South 82 degrees 16 minutes 15 seconds West 323.2 feet; thence North 00 degrees 03 minutes 50 seconds East 88.9 feet: thence South 89 degrees 06 minutes 45 seconds East 140.00 feet: thence North 00 degrees 01 minutes 45 seconds East 311.2 to point of beginning,

NOW KNOWN AS:

LOTS 7 and 8, and the West part of Lot 9 described as follows: **Commencing** at the Southwest corner of the Northeast Quarter of said Section 22: thence North 00 degrees 00 minutes 00 seconds East 764.6 feet along the West line of said Northeast Quarter; thence South S9 degrees 06 minutes 45 seconds East 689.9 feet to point of beginning; thence continuing South 89 degrees 06 minutes 45 seconds East 180.00 feet: thence South 00 degrees 00 minutes 00 seconds East 351.7 feet; thence South 82 degrees 16 minutes 15 seconds West 323.2 feet: thence North 00 degrees 03 minutes 50 seconds East 88.9 feet: thence South S9 degrees 06 minutes 45 seconds East 140.00 feet; thence North 00 degrees 01 minutes 45 seconds East 31 1.2 feet to point of beginning. of County Auditor's Plat of the Southwest Quarter of the Northeast Quarter of Section 22. Township 90, Range 27, West of the 5th Principal Meridian, Webster County. Iowa.
said Taxation Plat also known as "North Vincent", that lies north of the current corporate limits of the City of Vincent, Iowa."

ALSO BE IT THEREFORE RESOLVED that the annexation of this property to the City of Vincent, Iowa, is hereby approved and that upon passage of this resolution, this territory shall thereafter be and become a part of the City of Vincent, Iowa, and that the City Clerk shall forthwith cause this resolution and that attached exhibit to be filed with all appropriate persons and agencies as required by Section 368.7, Code of Iowa.

PASSED AND APPROVED this 13th day of September, 2021.

Roll Call Vote:

Ayes: Heath Miller, Brian Mickelson, Donovan Adson, John Fransen
Nays: none
Corey Rutherford absent

CITY OF VINCENT

By _____
Mayor

ATTEST:

City Clerk

Motion by Brian Mickelson, second by Corey Rutherford to approve **RESOLUTION 2021-14**

Authorizing Sale of City-Owned Property Parcel Number 0422414004

WHEREAS, the City of Vincent, Iowa, pursuant to and in strict compliance with all laws applicable to the State of Iowa has offered the price of \$2,200.00 including closing costs and legal fees associated with the purchase of the property to Jeffrey and Gloria Gallogly of Webster County for the purchase of real estate owned by the City of Vincent located on the east side of the water municipal building ; legal description as follows: **EG VINCENT INC OT BLK 10 LOT 4 EX S 56' E 20'**.

WHEREAS, pursuant to Sections 403.8 and 403.9 of the Code of Iowa, the City has published notice, has held a public hearing for the disposal of said property and has otherwise complied with statutory requirements for the selling of the property; and

NOW, THEREFORE, It Is Resolved by the City Council of the City of Vincent, Iowa, as follows:

Section 1. The Council hereby finds that the purchase of the Property for the amount of \$2,2000.00 including closing costs and legal fees associated with the purchase of the property is hereby approved and the Mayor and City Clerk are hereby authorized and directed to execute and deliver all documents necessary to transfer ownership of the Property to Jeffrey and Gloria Gallogly of Webster County.

Roll Call Vote:

Ayes: John Fransen, Donovan Adson, Brian Mickelson, Corey Rutherford

Nays: 0

Heath Miller Absent

Passed and approved November 8, 2021.

Mayor

Attest:

City Clerk

Motion by John Fransen, second by Brian Mickelson to approve Resolution 2021-15

Prepared by: Mark R. Crimmins, 706 First Avenue North, Fort Dodge, IA 50501 (515) 573-2191

Return to: Mark R. Crimmins, 706 First Avenue North, Fort Dodge, IA 50501

RESOLUTION NO. 2021-15

A RESOLUTION APPROVING THE PLATTING AND DEDICATION OF THE FINAL PLAT FOR THE SCHOOL ADDITION TO VINCENT, IOWA, FURTHER DESCRIBED HEREWITH.

WHEREAS, City of Vincent has filed with the Clerk of the City of Fort Dodge, Iowa, a Plat of the following described real estate:

THAT PORTION OF LOT EIGHT (8), OF COUNTY AUDITOR'S PLAT OF SOUTH VINCENT, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW ¼ SE ¼) OF SECTION TWENTY-TWO (22), TOWNSHIP NINETY (90) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M., WEBSTER COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 8, AS SHOWN ON A PLAT OF SURVEY FILED FOR RECORD ON JANUARY 10, 2020 AS INSTRUMENT NO. 2020-117 IN THE WEBSTER COUNTY RECORDER'S OFFICE; THENCE ON AN ASSUMED BEARING OF SOUTH 89°46'19" EAST 366.00 FEET, ALONG THE NORTH LINE OF SAID LOT 8 TO THE NORTHEAST CORNER THEREOF; THENCE SOUTH 00°00'00" WEST 250.00 FEET, ALONG THE EAST LINE OF SAID LOT 8 TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 89°46'19" WEST 354.00 FEET, ALONG THE SOUTH LINE OF SAID LOT 8 TO A SOUTHWEST CORNER THEREOF; THENCE NORTH

00°00'00" EAST 22.70 FEET, ALONG A WEST LINE OF SAID LOT 8; THENCE NORTH 89°46'19" WEST 12.00 FEET; ALONG A SOUTH LINE OF SAID LOT 8 TO A SOUTHWEST CORNER THEREOF; THENCE NORTH 00°00'00" EAST 227.30 FEET, ALONG A WEST LINE OF SAID LOT 8 TO THE POINT OF BEGINNING. PARCEL CONTAINS 2.09 ACRES AND IS SUBJECT TO EASEMENTS OF RECORD. NOTE: FOR SURVEY PURPOSES, THE WEST LINE OF THE SOUTHEAST QUARTER OF 22-90-27 IS ASSUMED TO BEAR NORTH 00°00'00" EAST.

As described in the attached Surveyor’s Certificate said premises are therein subdivided and dedicated under the name SCHOOL ADDITION TO VINCENT, IOWA to the Town of Vincent, Iowa; and

WHEREAS, said Plat and Subdivision have been submitted to the City Council of the Town of Vincent, and its approval thereof has been granted and entered on the 8TH day of November, 2021.

NOW THEREFORE BE IT RESOLVED:

1. That the Final Plat for the School Addition to Vincent, Iowa, Final Plat, be and the same is hereby approved and released for recording.
2. That the Mayor and City Clerk be directed to execute whatever instruments may be necessary to the approval and acceptance of the Plat of said Subdivision thereto and to certify the adoption of this Resolution.

The undersigned Lynda Adson, Mayor, and Sarah Geisinger, City Clerk of the Town of Vincent, Iowa hereby certify that the foregoing is a true copy of the Resolution duly adopted by vote of the City Council, Vincent, Iowa on November 8, 2021 and that the instrument to which this certificate is affixed is the identical Plat referred to in said Resolution.

IN WITNESS WHEREOF, we affix our hands and the Seal of the Town of Vincent, Iowa this 8th day of November, 2021.

Ayes: Corey Rutherford, Brian Mickelson, Donovan Adson, John Fransen
Nays: 0
Heath Miller absent

TOWN OF VINCENT, IOWA

By: _____
Lynda Adson, Mayor

ATTEST:

Sarah Geisinger, City Clerk

School Street Addition Lots: The paperwork has been completed, the plat and dedication will be completed as soon as the city clerk and mayor sign and notarize. Can put the lots on the market with an agent if so choose to.

105 N 1st St: The city recycle bin has been relocated to the cement pad on the city lot. Continuing to look into putting a new building to the west of the recycle bin on this city lot for the city snowplow.

City Trees: The IA DNR is allowing cities to get more tree seedlings for their communities. Spring of 2022 is the last opportunity. Corey Rutherford will look into what trees to get and let the city clerk know what to order.

City Signs: Mayor Adson reached out to the IA DOT to see if there was any grant funding toward help in the purchase of a flashing beacon for the stop signs at the intersections by New Cooperative and the city park. Will budget and discuss this for the next fiscal year and apply for the DOT grant to help offset the cost(s).

Nuisance Abatement: 201 Arthur St. Mayor Adson contacted Darren Robinson for an update on the property. He sent a report as follows: The siding and trim work is almost complete. Again the structural aspect of the house is not an issue as I have had 2 contractors come and it was cosmetic, a couple places needed fixed which this is done. Currently I have one place to fill along the East side of the foundation that I can compete anytime as it is sealed on the inside. Hopefully the weather holds out until my contractors can get the siding and tin done this week. Fingers crossed.

We have had no other vermin or anything in the house since the last report so everything is going great. We would ask for the City to release the condemning of the property and take any steps necessary to complete this. If an extension needs to be done for this to take place I would ask for an extension to December 6th and then be released at the December 13th Council Meeting.

Motion by John Fransen, second by Corey Rutherford to approve the extension for repairs to the property and discuss uncondemning the property at the December 13, 2021 council meeting. John Fransen, Donovan Adson, Brian Mickelson, Corey Rutherford present. Heath Miller absent. All ayes, 0 nays ; motion carried.

City Drainage: Dan from McClure Engineering will be coming to the December 13th, 2021 council meeting with the completed report from the drainage study.

City Insurance: The city clerk rec'vd the up to date city insurance policy with the speed signs added. After review the council had no questions on the city insurance policy. Once the city budget for '22-'23 is approved the city clerk can submit the member proxy and paperwork to ICAP for the annual insurance renewal.

Public Comments: Councilman Adson cleaned out the gutters at city hall.

Approve consent agenda:

Minutes of October 11th, 2021

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 Corey Rutherford present. Heath Miller absent.

All ayes, 0 Nays; motion carried.

Reports

Streets: The electric lines across main street should be raised 2 feet so the farm equipment doesn't catch and break them. Mayor Adson will reach out to Bemrich Electric and get a quote.

Parks: Nothing to report this month.

Waste Management: Have a meeting coming up, hired a person for the landfill, hired a few individuals for the recycling dept.

Building Permit Committee: Revised permit for 106 N 1st St was approved.

Fire: Looking into getting another ambulance. Radios and airpacs were discussed as well as getting a washing machine.

Community Hall: Have rentals for the month of November.

Mayor: Spoke to Mark Crimmins regarding the School Street Lots and the sale of city properties. The next step for the sale of city properties needs to be approved by Resolution and the legal fees and closing costs are to be paid by the buyer. Contacted both buyers interested in purchasing properties owned by the city. Went over the next steps, Gallogly wants to move forward with the purchase but Hansel wishes to postpone the purchase. Responded to IA DOT regarding annexation questions, spoke with Lori Judge and followed up with contact information to the city clerk. Followed up with grant opportunities for flashing stop lights ; grants are available and several communities have utilized the program. Funding for the grant has been dispersed for this fiscal year. Checked on xmas lights at Menards, they were out of stock so got office supplies for city hall and inquired with the city clerk to check other sources for xmas lights. Attended emergency management / 911 meeting via zoom. They are looking into purchasing an ATV unit for county wide department use. Dylan is also looking into purchasing radios for all departments county wide. He is looking into budget options for this. Sent out city newsletter which included up to date information for voting location for City of Vincent. Went over employee reviews with City Clerk and W / WW Superintendent. Since the employee reviews have been completed will be discussing and approving PTO for the city clerk and wages for the city clerk and water superintendent at the December meeting. Fielded a change order for the building permit for 106 N 1st St, contacted the building permit committee members regarding the building permit and the request was approved. Requested the building permit committee be added to the agenda for recording keeping purposes and spoke to Arends Construction regarding a new building for the snow plow ; they can build it once council approves specs for a building.

Clerk: Submitted building permit for 102 N 1st St to the county. Filled out the LIHWAP paperwork and mailed it to Upper DSM Opportunity and then posted the flyer at city hall & put notice in the water bill. Submitted the Annual Financial Report. Mailed 300 Lawrence St a mowing nuisance letter, sent radar speed sign information to ICAP insurance agent for them to be added to the city insurance policy ; rec'vd the updated insurance policy. Attended the IMFOA Conference ; key things noted from the conference

were IA ABD Division was there to go thru their new website and submittal of licenses ; the IA League of Cities were concerned for rural IA communities after the 2020 Census population numbers. Lack of Mayors, council members and city clerks are on the rise as well as RUT and LOST monies being reduced for communities so in the new budget cities will have to scale back on the revenue numbers ; the state auditors office went over general procedures for audits for cities – main topics were good record keeping and documenting revenues and expenses ; ARP monies were also discussed and keeping good record of where you spend them as well keeping documentation ; Backfill is being phased out for cities. FY '22 will be the last full payment and then 4-7 years after that payments will decrease. Will be attending the budget workshop via zoom on November 23, rec'vd notice for the IA DNR to order tree seedlings for spring of 2022, the computer bundles ordered from the state BUYIT program will be coming in December. Attended a webinar on the next steps when rec'v the computer bundles. Ordering x'mas lights thru Amazon. Looking into invoicing and line of credit with amazon ; waiting on an answer. Motion by John Fransen, second by Brian Mickelson to raise the city credit card limit to \$750. John Fransen, Donovan Adson, Brian Mickelson, Corey Rutherford present. Heath Miller absent. All ayes, 0 nays ; motion carried.

Motion by John Fransen, second by Corey Rutherford to adjourn the meeting at 7:26 pm. John Fransen, Donovan Adson, Brian Mickelson and Corey Rutherford present. Heath Miller absent. All Ayes, 0 Nays; motion carried.

Mayor

City Clerk

Posted: 11/15/2021

General Funds 10-01-2021	482,193.62
Oct receipts	60,326.79
Oct disbursements	9,605.65
General Funds 10-31-20201	532,914.76

Community Hall 10-01-2021	-37,834.06
Oct receipts	815.82
Oct disbursements	190.90
Community Hall 10-31-2021	-37,209.14

Local Option Sales Tax water and sewer 10-01-2021	16,478.16
Oct receipts	1,882.89
Oct disbursements	0.00
Local Option Sales Tax water and sewer 10-31-2021	18,361.05

Local Option Sales Tax parks 10-01-2021	20,493.10
Oct receipts	0.00
Oct disbursements	0.00
Local Option Sales Tax parks 10-31-2021	20,493.10

Road Use Tax Funds 10-01-2021	14,996.19
Oct receipts	1,144.92
Oct disbursements	298.76
Road Use Tax Funds 10-31-2021	15,842.35
Water Utility Fund 10-01-2021	30,796.03
Oct receipts	2,099.23
Oct disbursements	1,864.30
Water Utility Fund 10-31-2021	31,030.96
Sewer Utility Fund 10-01-2021	21,006.11
Oct receipts	1,506.04
Oct disbursements	1,016.28
Sewer Utility Fund 10-31-2021	21,495.87
Storm Utility Fund 10-01-2021	7,516.98
Oct receipts	243.00
Oct disbursements	0.00
Storm Utility Fund 10-31-2021	7,759.98

CD's

3547386 Purchase Date 12/11/2013 1.91% interest Maturity Date 12/12/2022 – 66,549.67

Total CD's for October 66,549.67

List of Disbursements paid for October:

Check No

“ 12279 Lyn Adson Payroll (10/1/2021)	184.52
“ 12280 Craig Larson Payroll (10/1/2021)	852.46
“ 12281 Black Hills Energy	114.53
“ 12282 Mid American Energy	455.20
“ 12283 Sarah Geisinger Payroll(10/11/2021)	523.85
“ 12284 Card Services	213.99
“ 12285 Kaleb Adson Mowing	280.00
“ 12286 Katelyn Adson Mowing	200.00
“ 12287 Lyn Adson Mileage	16.80
“ 12288 Ag Source	49.00
“ 12289 Jaden Armstead Mowing	180.00
“ 12290 Badger Meter	76.54
“ 12291 IA DNR	95.00
“ 12292 IA League of Cities	100.00
“ 12293 Kvale Tree Service	4,130.00
“ 12294 Mid American Energy (Streetlighting)	288.06
“ 12295 Pederson Sanitation	300.00
“ 12296 Smitty's Lawn & Landscape	173.94
“ 12297 US Treasury	1,973.30
“ 12298 Webster Calhoun	260.24

“	12300 Sarah Geisinger – Payroll (10/25/2021)	581.02
“	Debit IPERS (Withholding)	432.63
“	Debit ACH Monthly Fee	11.40
“	Debit State Sales Tax	65.00
“	Debit WET Tax	477.00
“	Debit State Withholding	247.00
“	Petty Cash – USPS	7.38