

City of Vincent
Council Proceedings
Regular Meeting
April 8th, 2024

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

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

Public attendees: Craig Larson

Motion by John Fransen, second by Donovan Adson to approve the agenda for April 8th, 2024.
John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent
All ayes, 0 nays, motion carried.

Public Hearing FY 2024/2025 Budget: Mayor Lyn Adson proposed to open the public hearing. Motion by Donovan Adson, second by John Fransen to open the public hearing for the FY 24-25 city budget at 6:01 pm. There were no written or oral comments or questions about the city budget. Mayor Lyn Adson proposed closing the public hearing. Motion by Michel Fransen, second by Brian Mickelson to close the public hearing for the FY 24-25 city budget at 6:02 pm. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All Ayes, 0 Nays, motion carried.

Motion by John Fransen, second by Brian Mickelson to adopt **RESOLUTION 2024-03**

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING
JUNE 30, 2025.

Be it resolved by the Council of the City of Vincent, Iowa:
The Annual Budget for the fiscal year ending June 30, 2025 as set forth in the Budget Summary Certification and in the detailed Budget in support thereof showing the revenue estimates and appropriation expenditures and allocations to programs and activities for said fiscal year is adopted.

The Clerk is directed to make the filing required by law and to set up the books in accordance with the summary and details as adopted.

Roll Call Vote:

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

Nays:0

Heath Miller absent

Passed and approved this 8th day of April, 2024

CITY OF VINCENT

Mayor

ATTEST:

City Clerk

Mowing Bids Submitted: After review of the mowing bids submitted to the City of Vincent it was agreed upon by the city council to award the properties for the 2024 mowing season. There was no bid submitted for the city park / community hall; upon discussion and reaching out to Jean G, the property was awarded to Jaden Armstead.

Motion by Michel Fransen, second by Brian Mickelson to approve the mowing properties below.

Ball Diamond and Monument - Kaleb Adson \$150

City Hall – Craig Larson \$20

Water Tower and Property behind Water Tower – Jaden Armstead \$25

School property lots (SS Add't) – Katelyn Adson / Donovan Adson \$125

Marshall Street ditch - Katelyn Adson / Donovan Adson \$25

Corner lot East of Locker – Jaden Armstead \$15

City Park and Community Hall – Jaden Armstead \$35

Swasand Addition Lot 6 - Katelyn Adson / Donovan Adson \$30

Lift Station, Arthur St. – Craig Larson \$15

Nuisance Lot properties – Katelyn Adson / Donovan Adson \$30

Roll Call Vote:

Ayes: Brian Mickelson, Michel Fransen and John Fransen

Nays: 0

Abstain: Donovan Adson

Heath Miller absent

Vegetation Control:

The city clerk contacted Smitty's for an estimate for vegetation control for the 2024 season. After review of the estimate. Motion by Brian Mickelson, second by Michel Fransen to approve Smitty's bid.

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

All ayes, 0 Nays; motion carried.

Public Comments:

N/A

Water / Sewer Report:

Craig Larson for the month of March 2024: 493.4 thousand gallons were pumped through the pump house in the month of March. Continue to get updates from New Cooperative on the water well project. Continuing to work on the DNR Lead / Copper Survey. Have put together a schedule on the door – to – door that is working very well. Succession plan is still in progress. Continue working on cleaning the water plant. Need to get some lighting from Menards (4ft shop lights) at the water plant. As required by

the permit the lead/copper sample bottles have been given to the homeowners – hopefully completed by 4/5/24. Working on the CCR & will finish it shortly. 0.5289 million gallons were pushed out to the ponds in the month of March. Need to order a 55 gal drum of ‘Orange Float’ and a metal pump. (delivery charge of \$12 & cost of drum is \$1700) (metal pump from amazon was around \$55) Also, would like to order heavier duty latex gloves for lift station work. EP has been back & installed the pump that was repaired. Needed to work on the check valves. It was brought to my attention there are issues with the sewer line south of town. Would like Visu-Sewer to start on the main line by the old meat locker and go south. Will be doing a draw down this spring. Upon request we will be receiving a bid from EP for install of a transducer and a touchscreen panel, this will eliminate the floats and issues they cause at the lift station.

City Ordinance ; Chapter 151 - Trees:

Upon review of the current tree planting ordinance within the city of Vincent. Motion by Donovan Adson, second by John Fransen to the set a public hearing for May 13 at 6 pm to amend the current ordinance. Michel Fransen, Brian Mickelson, Donovan Adson and John Fransen present. Heath Miller absent. All ayes, 0 nays ; motion carried.

City Cameras:

Kyle from Modern Sound Engineering is looking into camera system update options after attending the May 2023 meeting and discussing it with council. The city clerk received the estimate for upgrading the camera system. Upon discussion further information is needed before approving the project. The city clerk will reach out to Kyle and request he attend the May council meeting for further discussion.

City Hall Landscaping:

The city clerk reached out to smittys lawn & landscape to set an appt to review some options for landscape blocks / plants to the east, south and north of city hall to help with erosion control. Will have to wait for the masonry work to be done before beginning project. Will review estimate(s) at the May council meeting.

Nuisance Abatement:

The city clerk will need to mail a nuisance letter to residents in regards to car registration / licensing and furniture stored outside.

Approve consent agenda:

Minutes of March 11th, 2024
Minutes of March 25th, 2024 – property tax levy
Minutes of March 25th, 2024 – set budget hearing
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 Michel Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried..

Reports

Streets:

Blacktop Services has been contacted but they have not done an estimate yet. The street committee did note the worst areas are the alley by South Enes Church and Lawrence St.

Parks:

The city clerk reached out Smitty's Lawn & Landscape to discuss their help in moving / landscaping the Veteran Memorial Park across the street to the empty city lot south of the post office. Will discuss the estimate / options at the May council meeting.

Building Permit Committee:

N/A

Fire Board:

Have meeting April 11, 2024 at 6: 30 pm.

Community Hall:

Have rentals coming up.

Mayor:

Followed up on vehicle parked on city property with sheriff's department when they were in town. Contacted owner of vehicle parked south of post office regarding vehicle parked in yard, owner expressed a concern on theft of personal items stored openly on property. Strongly advised against leaving items openly stored on property due to incident. Fielded a report of an individual sleeping in their vehicle, suggested witness to call in to the sheriff's department for accurate reporting. It was followed up on by the sheriff's department and they did leave the area when requested to. Requested council review the tree ordinance for agenda item. Will be attending EMA / E911 meeting this month.

Clerk:

Posted property tax levy hearing notice, posted city budget hearing notice, returned the water meter that was ordered for the new coop seed warehouse project, submitted permit 014 to the county, rec'vd ICAP grant monies, contacted modern sound engineering for a camera estimate, contacted Pederson sanitation for clean up days dumpster rental, contacted smitty's for vegetation control estimate, scheduled gas meter maintenance at city hall with black hills energy, registered for the IMFOA conference April 18 – 19, upper DSM opportunity is no longer offering the water assistance program and Pederson sanitation is raising the recycle box rental and haul rates effective May 2024.

Motion by Donovan Adson, second by Brian Mickelson to adjourn the meeting at 7:08 pm.
John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent.
All ayes, 0 nays, motion carried.

 Mayor

 City Clerk
Posted: 4/12/2024

General Funds 3-01-2024	498,207.39
Mar receipts	3,419.02
Mar disbursements	30,160.67
General Funds 3-31-2024	471,465.74

Community Hall 3-01-2024	-34,713.39
Mar receipts	8.68
Mar disbursements	215.53
Community Hall 3-31-2024	-34,920.24

Local Option Sales Tax water and sewer 3-01-2024	59,311.48
Mar receipts	2,091.55
Mar disbursements	0.00
Local Option Sales Tax water and sewer 3-31-2024	61,403.03

Local Option Sales Tax parks 3-01-2024	18,850.10
Mar receipts	0.00
Mar disbursements	0.00
Local Option Sales Tax parks 3-31-2024	18,850.10

Road Use Tax Funds 3-01-2024	18,315.86
Mar receipts	772.22
Mar disbursements	696.12
Road Use Tax Funds 3-31-2024	18,391.96

Water Utility Fund 3-01-2024	20,530.77
Mar receipts	1,952.35
Mar disbursements	1,850.50
Water Utility Fund 3-31-2024	20,632.62

Sewer Utility Fund 3-01-2024	20,488.14
Mar receipts	1,460.12
Mar disbursements	1,157.39
Sewer Utility Fund 3-31-2024	20,790.87

Storm Utility Fund 3-01-2024	13,873.98
Mar receipts	225.00
Mar disbursements	0.00
Storm Utility Fund 3-31-2024	14,098.98

CD's

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

Total CD's for March \$68,490.07

List of disbursement paid for February:

Check No

“	12966 Modern Sound Engineering	41.90
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List of disbursement paid for March:

Check No

“	12974 Lyn Adson Payroll (3/1/2024)	184.52
“	12975 Craig Larson Payroll (3/1/2024)	903.02
“	12976 Black Hills Energy	419.74
“	12977 Mid American Energy	387.47
“	12978 Sarah Geisinger Payroll (3/11/2024)	603.86
“	12979 Donovan Adson Payroll (3/12/2024)	66.00
“	12980 Lyn Adson Mileage	19.00
“	12981 Ag Source	14.50
“	12984 Axtell Construction	3432.16
“	12986 Central IA Distributing	670.00
“	12987 Frontline Warning Systems	300.00
“	12988 ICAP	13320.00
“	12990 Mid American Energy (Streetlighting)	287.35
“	12991 Modern Sound Engineering	41.90
“	12993 Pederson Sanitation	1039.00
“	12994 Webster Calhoun	275.99
“	12995 Webster County Auditor	169.71
“	12996 Sarah Geisinger Payroll (3/25/2024)	631.38
“	12997 Petty Cash	41.30
“	Debit IPERS Withholding	490.85
“	Debit ACH Fee	11.60