

City of Vincent  
Council Proceedings  
Regular Meeting  
May 9th, 2022

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

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

Public attendees: Mike Johnson, Clayton Bills, Diane Miller and Craig Larson

Motion by Brian Mickelson, second by Michel Fransen to approve the agenda for May 9th, 2022. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays, motion carried.

**ICAP Insurance:** Mike Johnson presented to council the updated city insurance information. Upon review, the city is covered for all city owned equipment, buildings, contents and properties. Public officials and city employees are also covered. Insurance went up 24% due to statewide losses of property and natural disasters, radar signs and new truck being added to the policy. Once the old snow plow truck gets sold, the insurance premium would actually be a 13% increase.

**City Cameras and entry door system at City Hall:** Clayton Bills from IA Fire Control presented to council adding cameras to city buildings and adding an entry door system to city hall. Two quotes were presented and information about the kind of cameras they install. The city could potentially connect the cameras to the county LEC in Ft Dodge but would require purchase of addt'l equipment. The recorder and equipment would be at city hall and the water plant and community hall cameras would be wifi fed to the city hall receiver. No action taken, This was just informational only. Will put on agenda for June to discuss again.

**Parcel Number 0422331008:** The city clerk and mayor have had interested expressed to them about purchasing this lot. The city clerk will post a sealed bid notice for the June council meeting for the city to dispose of this property

**NE City Drainage:** Scott Pederson was not able to attend this meeting. Mayor Adson will contact the owner of the farm ground and Scott P to come to the same meeting to discuss this project of the potential installation of the drainage tile.

**Water / Sewer Report:**

Craig Larson for the month of April 2022. 448.8 thousand gallons were pumped thru the tower. Did a little cleaning at the water plant. Still waiting on the new endpoint communicators. Going to have a water tower inspection this coming week. Flushing hydrants a little at a time. The DNR sent a notice to get inventory of lead service lines for the city homes and businesses, due in October 2022. 0.5666 million gallons were pushed out to the ponds. Draw downs went well. Cleaned the stuff out of the wet well again, basket broke and repaired it, having issues with the lift station floats. Called Marsh and they are coming to vac out the lift station. The city clerk will put together a hand out for residents and businesses about the sewer system and what to flush.

**Public Comments:** Mayor Adson rec'd a call that treated seed beans are being dropped from the garbage truck when they are on the regular garbage route. Resident's pets are eating them and getting sick. There is a property line that has come to question between 106 N 1<sup>st</sup> St and 108 N 1<sup>st</sup> St. Mayor Adson let the owners know the city does not handle property line questions. Will need to survey the property or find the pins.

Motion by Heath Miller, second by Michel Fransen to adopt **RESOLUTION NO 2022-07**

**WHEREAS**, The Iowa Department of Transportation has adopted Administrative Rule 761-Chapter 164, which created the Traffic Safety Improvement Program (TSIP) to allow for funding to be provided to local jurisdictions for eligible traffic safety improvement projects; and

**WHEREAS**, the Vincent City Council has determined that providing mountable flashing beacons at the intersections of Marshall Street and Johnson Street will improve safety for the City of Vincent residents; and

**WHEREAS**, the Vincent City Council recommends a TSIP application be submitted to the Iowa Department of Transportation for possible safety funding of the above-mentioned traffic control devices.

**THEREFORE, BE IT RESOLVED** that the Vincent City Council hereby supports and approves the application for the Iowa Department of Transportation Traffic Safety Improvement Program funding and commits to purchasing and maintaining the mountable flashing beacons.

Adopted this 9<sup>th</sup> day of May, 2022

Roll Call Vote:

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

Nays:0

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Signs for city recycle box and city clean up days:** the city clerk contacted PSI to get pricing on signs to place by the city recycle box with important recycle information and larger signage for when we have city clean up days to place by the dumpsters. Motion by John Fransen, second by Brian Mickelson to order an 8' x 8' for the recycle sign, changing the wording to our city name and NCIRSWA information. Ordering a 48" x 48" for the clean up days sign, adding verbiage; photo enforced and violators will be prosecuted. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays ; motion carried.

**105 N St Street:** The city clerk and mayor sent out requests for bids to build the building and lay a cement floor. Have not rec'd any bids yet; still waiting. Will put on the June meeting agenda.

**Old City Snowplow Truck:** After discussion it was decided for the city clerk to post a sealed bid notice for the '89 chevy snowplow truck. Will open the bids at the June council meeting. Motion by John Fransen, second by Brian Mickelson for the city clerk to post the sealed bid notice and put a minimum amount of \$2,500.00 on the notice for the truck and plow. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays, motion carried.

**Unvacate Alley:** Mayor Adson contacted the city attorney about the unvacated process for the alley between 3<sup>rd</sup> St and Marshall Place. There is no action needed as the alley is still owned by the city and was never quit claimed and dispersed. The city will remove snow as needed.

**Nuisance Abatement:** 304 Lawrence St resident is trying to purchase 300 Lawrence St. No other nuisances to report.

**Approve consent agenda:**

*Minutes of April 11<sup>th</sup>, 2022*

*Bill list(s)*

*Treasurer's Report*

Motion by Heath Miller second by Brian Mickelson to approve the consent agenda. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 Nays; motion carried.

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**\*Reports\***

**Streets:** Councilmen Adson replaced the STOP signs at the intersections of Marshall St and Lawrence St. Councilmen Mickelson contacted Blacktop Services. After review of the proposed estimate it was decided to repair the north side of the Fire Station, repairs between 2<sup>nd</sup> St & Williams St, Marshall Place and 1<sup>st</sup> St to Williams. Per our year end budget and next FY budget the city can only do these. Motion by Donovan Adson and Brian Mickelson to accept the top 4 priority estimates. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 Nays; motion carried.

**Parks:** Councilmen Fransen replaced the rope and flag at the park. Still need to scoop the rock under the play equipment and make some picnic table repairs. Need to find a spot to put up the old school flag pole.

**Waste Management:** in the process of looking for a COO ; pay raises got passed for employees.

**Building Permit Committee:** the city clerk rec'vd a building permit that needs reviewed and signed.

**Fire:** Still planning a date for the Fireman's Ball.

**Community Hall:** Have rentals the month of May. The city clerk needs to order a new dust mop head for the hall.

**Mayor:** Fielded multiple calls regarding the building site of the new bar. Went over information on the Beacon with the property owner of the bar. Reminded other property owner that the city does not get involved with property line disputes. Contacted Pederson Sanitation regarding the dumpster removal after the second day of clean up. Spoke to Shirley and she said they would credit that unit back to the city as it was an unauthorized removal. Spoke to the driver when he came back with the unit and reminded him that we will call for pick up from this point forward. Fielded a complaint on the status of the kitchen in the community hall after the last use. Spoke with the volunteer service that used it previously, the garbage left in the kitchen area was unintentional as it was assumed to be taken care of by the members left in the kitchen. An inquiry was made on getting a discount rate. No discount was offered – requested the city clerk let them know they hold no responsibility for the kitchen as that was not in use for that event. Councilman Adson checked in with the renters and the garbage had already been taken out. Fielded a concern on seed beans falling out of the garbage truck in residential properties and pets eating them and getting sick. Spoke to Crimmins Law regarding direction on the vacated alley and how to proceed with the property Parcel number 0422331008. Requested city clerk send bid request to McGough Construction, Sande Construction, Lemberg Construction and Abens Construction. Spoke to Scott Pederson regarding drainage project. Attended EMA and E911 meeting via zoom & open meeting laws and ethics training – IA State Education. It was reported that a county resident was using the city dumpsters – they were reported to the sheriff's dept and the sheriff's dept did go out and talk to them.

**Clerk:** Contacted mowing contractors to let them know which properties they were awarded. Submitted building permit for 307 W 2<sup>nd</sup> St to the county. Contacted resident as they had inquired on the what the city provides renters at the hall. Contacted MSE, Per Mar an IA Fire Control for estimates on entry door system for city hall and adding cameras to city buildings. Inquired on the annexation for Winfield Solutions to the county auditor. The resolution will be approved next week. Submitted the expenditure and expense report to the US Treasury, put in the order for the flashing beacons thru traffic control corporation. Zehner Safety finished the inspection of the fire extinguishers for the city in all buildings, completed an IPERS class via zoom, contacted the PSI for quotes on signs for clean up days and recycle box. Renewed the city's Sam's number, will be submitting clerk certification paperwork, will be submitting the DOT grant application for the flashing beacons, contacted Badger Meter and it still looks good for the ship date to be May 13<sup>th</sup> for the endpoint communicators. Contacted Pederson Sanitation for the clean up days dumpsters, the city is signed up with Office Depot for state contract pricing on future supply orders. Double checked with the Vincent Apts manager to make sure the mattress and couch got removed and they did. Put notice in the water bill if any resident would like tree seedlings from the DNR we have them on order and they will be here the end of the month.

Motion by Donovan Adson, second by Michel Fransen to adjourn the meeting at 7:22 pm.  
 John Fransen, Donovan Adson, Brian Mickelson, Heath Miller and Michel Fransen present.  
 All Ayes, 0 Nays; motion carried.

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Mayor

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City Clerk

**Posted: 5/13/2022**

|  |            |
|--|------------|
| General Funds 4-01-2022                          | 484,811.72 |
| Apr receipts                                     | 54,437.94  |
| Apr disbursements                                | 14,862.23  |
| General Funds 4-30-2022                          | 524,387.43 |
| Community Hall 4-01-2022                         | -38,082.65 |
| Apr receipts                                     | 716.92     |
| Apr disbursements                                | 289.41     |
| Community Hall 4-30-2022                         | -37,655.14 |
| Local Option Sales Tax water and sewer 4-01-2022 | 33,320.64  |
| Apr receipts                                     | 1,891.16   |
| Apr disbursements                                | 0.00       |
| Local Option Sales Tax water and sewer 4-30-2022 | 35,211.80  |
| Local Option Sales Tax parks 4-01-2022           | 20,493.10  |
| Apr receipts                                     | 0.00       |
| Apr disbursements                                | 0.00       |
| Local Option Sales Tax parks 4-30-2022           | 20,493.10  |
| Road Use Tax Funds 4-01-2022                     | 13,257.72  |
| Apr receipts                                     | 1,541.62   |
| Apr disbursements                                | 415.24     |
| Road Use Tax Funds 4-30-2022                     | 14,384.10  |
| Water Utility Fund 4-01-2022                     | 14,200.18  |
| Apr receipts                                     | 1,630.93   |
| Apr disbursements                                | 2,008.84   |
| Water Utility Fund 4-30-2022                     | 13,822.27  |
| Sewer Utility Fund 4-01-2022                     | 20,135.09  |
| Apr receipts                                     | 1,190.44   |
| Apr disbursements                                | 957.15     |
| Sewer Utility Fund 4-30-2022                     | 20,368.38  |

|                              |          |
|------------------------------|----------|
| Storm Utility Fund 4-01-2022 | 8,814.98 |
| Apr receipts                 | 213.00   |
| Apr disbursements            | 0.00     |
| Storm Utility Fund 4-30-2022 | 9,027.98 |

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CD's

3547386 Purchase Date 12/11/2013 1.91% interest Maturity Date 12/12/2022 – 67,808.64

|                      |           |
|----------------------|-----------|
| Total CD's for April | 67,808.64 |
|----------------------|-----------|

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## List of Disbursements paid for March:

## Check No

|                                    |        |
|------------------------------------|--------|
| “ 12420 Office of Auditor of State | 800.00 |
| “ 12431 Menards                    | 223.93 |

## List of disbursement paid for April:

## Check No

|  |         |
|--|---------|
| “ 12433 Lyn Adson Payroll (4/1/2022)                 | 184.52  |
| “ 12434 Craig Larson Payroll (4/1/2022)              | 818.91  |
| “ 12435 Black Hills Energy                           | 694.19  |
| “ 12436 Mid American Energy                          | 364.70  |
| “ 12437 Sarah Geisinger Payroll (4/11/2022)          | 540.27  |
| “ 12438 Ag Source                                    | 50.75   |
| “ 12439 Badger Meter                                 | 76.54   |
| “ 12440 Dencklau Services                            | 200.00  |
| “ 12441 HiWay Truck Equipment                        | 9500.00 |
| “ 12442 Mid American Energy (Streetlighting)         | 288.10  |
| “ 12443 Modern Sound Engineering                     | 20.95   |
| “ 12444 North Central IA Regional Solid Waste Agency | 146.90  |
| “ 12445 Pederson Sanitation                          | 964.00  |
| “ 12446 US Treasury                                  | 2060.84 |
| “ 12447 Webster Calhoun                              | 262.14  |
| “ 12450 Sarah Geisinger Payroll (4/20/2022)          | 572.08  |
| “ 12451 Petty Cash                                   | 14.96   |
| “ Debit IPERS (Withholding)                          | 442.72  |
| “ Debit ACH Fee                                      | 11.50   |
| “ Debit State Withholding                            | 252.00  |
| “ Debit State Sales Tax                              | 60.48   |
| “ Debit State WET Tax                                | 282.42  |
| “ Debit ACH Payment & Return Item Fee                | 54.87   |