

City of Vincent  
Council Proceedings  
Regular Meeting  
December 11th, 2023

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: N/A

Motion by John Fransen, second by Donovan Adson to approve the agenda for December 11th, 2023. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present  
All ayes, 0 nays, motion carried.

**Oaths of Office:**

City Clerk administered the oaths of office for elected council members Donovan Adson & Brian Mickelson beginning term of office 1/1/2024.

**Water / Sewer Report:**

Mayor Adson read the report as Craig Larson was not in attendance.

Craig Larson for the month of November 2023: 435.5 thousand gallons were pumped through the pump house in the month of November. Shut off and drained the water salesman and the water hydrant at the park. The generator has a bad relay that showed up when the power was off. A new relay is on order and will be here in the next week. The generator has been filled with fuel so is ready for the winter. The riser pipe on the water tower is missing insulation. Fixed temporarily for the winter. Will check with Maguire Iron when they come to inspect the water tower about new wrap & to replace the light on the tower. Electrical Advantage has been here. They will return in the next week or so. Have been working on the soft start. The service line surveys have been coming in from residents, the city clerk has been helping to enter in the information. Talked to Tony A. about putting a shower in the water plant per DNR / OSHA requirements. Tony called 12/11/2023 at 11:30 am, he has prices to install the shower at the water plant. FYI...down the road need to be thinking about installing a fence around the water tower & the well houses. 0.3337 million gallons were pushed out to the ponds in the month of November. Draw down of the ponds went well. Have an Engineer helping with the compliance report for the DNR requirements concerning sample results being within their limits ; possibly down the road may need a 3<sup>rd</sup> pond .

**Sewer Maintenance:**

The city clerk and water superintendent reached out to vendors for sewer maintenance pricing. The city clerk did rec'v bids and pricing from Visu-Sewer, MVP, Hydro Kleen & CiT. Upon review, the W/WW Superintendent gave a written recommendation to council for the top 2 choices (Visu-Sewer & MVP). Upon discussion for pricing and options, motion by Brian Mickelson, second by Michel Fransen to hire Visu-Sewer to camera / clean the sewer lines in Vincent. The city clerk & w/ww superintendent will reach out to them to get the process started. It will also be inquired if the lift station can be cleaned out as well.

**Roll Call Vote:**

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

Nays: 0

Motion passes 12/11/2023

**City Cameras:**

Kyle from Modern Sound Engineering is looking into camera system update options after attending the May meeting and discussing it with council. The estimates were not ready for the December meeting. Will revisit this topic at the January meeting.

**City Hall:**

There are cracks and bricks coming loose on the east and south side of the city hall building. The city clerk contacted vendors to get estimates for repair but did not rec'v the estimates in time for council meeting. Will revisit at the January meeting.

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

The city clerk contacted Go Gutters for an estimate for gutter installation on the building. Upon review of the estimate, motion by Brian Mickelson, second by Heath Miller to approve the estimate from GoGutters to install gutters on the building. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, O nays, motion carried.

**City Garbage Contract:**

The city clerk contacted Pederson Sanitation to renew the city's garbage contract. Upon review and discussion, motion by Michel Fransen, second by Brian Mickelson to approve the new garbage contract for the next 3 years. Specific note was made, the January utility billing will see a \$2 increase for garbage as the landfill fees have raised. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, O nays, motion carried.

**McDonald Land Svcs:**

The city clerk rec'vd a contract from McDonald Land Svcs out of Oklahoma to lease the gas / oil rights for Section 27-90N-27W owned by the city. The company has been drilling around the area this last year. Upon review and discussion no action was taken at this time. The city clerk will hold on to the paperwork if future contact is necessary.

**Alleyway:**

The alley at the residence of 104 N 2<sup>nd</sup> St. (running from 105 N 1<sup>st</sup> St to 102 N 3<sup>rd</sup> St) has been having fast traffic run through it. Upon discussion by the council, if the problem keeps happening the resident may contact local law enforcement for assistance. It was brought up about posting slow / stop signs but no action at this time was taken on that option. The city clerk will mail a response letter to the resident at 104 N 2<sup>nd</sup> St addressing their concern.

**Nuisance Abatement:**

N/A

**Public Comments:**

- There was a microwave found in the recycle bin. Councilman Fransen mentioned the concern about items not allowed being found by the landfill in the load and then the city not being able to have a recycle bin. The city clerk will send a notice in the January utility bill reminding residents about recycling.

**Approve consent agenda:**

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

*Bill list(s)*

*Treasurer's Report*

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

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**\*Reports\***

**Streets:**

Lights were installed on the snowplow truck.

**Parks:**

Picnic tables need moved back into shelter for winter. City X'mas decorations got put up.

**Building Permit Committee:**

N/A

**Fire Board:**

The next meeting will be in January 2024.

**Community Hall:**

The city clerk reached out to Tony A. for an estimate on a handicap ramp. Did not rec'v the estimate for the December meeting. Will revisit at the January meeting.

**Mayor:**

Requested city clerk send out letter regarding the car parked in alleyway, spoke to the owners about the vehicle and their safety concerns with the traffic in the alleyway. Suggested to the city clerk using a translator online for city notices in Spanish for residents. Attended the budget workshop via Zoom.

**Clerk:**

Contacted Modern Sound Engineering for camera cost estimate, contacted Seamless Gutters for estimate at 105 N 1<sup>st</sup> St ; they cannot do the installation as do not do gutters the size we are needing, contacted Axtell Const. for an estimate on a handicap ramp for the community hall, contacted Pederson Sanitation for renewal of the city garbage contract, attended the Budget Workshop via Zoom and working on 1099's & W2's.

Motion by Donovan Adson, second by John Fransen to adjourn the meeting at 6:40 pm.  
Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present.  
All ayes, 0 nays, motion carried.

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 Mayor

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 City Clerk
**Posted: 12/15/2023**

General Funds 11-01-2023	496,698.55
Nov receipts	8,498.79
Nov disbursements	5,523.18
General Funds 11-30-2023	499,674.16
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Community Hall 11-01-2023	-34,796.71
Nov receipts	353.29
Nov disbursements	180.70
Community Hall 11-30-2023	-34,624.12
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Local Option Sales Tax water and sewer 11-01-2023	48,309.78
Nov receipts	2,921.58
Nov disbursements	0.00
Local Option Sales Tax water and sewer 11-30-2023	51,231.36
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Local Option Sales Tax parks 11-01-2023	18,850.10
Nov receipts	0.00
Nov disbursements	0.00
Local Option Sales Tax parks 11-30-2023	18,850.10
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Road Use Tax Funds 11-01-2023	20,657.21
Nov receipts	1,048.33
Nov disbursements	403.28
Road Use Tax Funds 11-30-2023	21,302.26
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Water Utility Fund 11-01-2023	24,288.22
Nov receipts	2,057.87
Nov disbursements	2,086.11
Water Utility Fund 10-31-2023	24,259.98
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Sewer Utility Fund 10-01-2023	21,901.87
Nov receipts	1,603.93
Nov disbursements	678.58
Sewer Utility Fund 11-30-2023	22,827.22
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Storm Utility Fund 11-01-2023	13,142.98
Nov receipts	201.00
Nov disbursements	0.00
Storm Utility Fund 11-30-2023	13,343.98
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CD's

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

Total CD's for November \$68,490.07

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## List of disbursement paid for October:

## Check No

“	12867 Kaleb Adson Mowing	300.00
“	12872 Jaden Armstead Mowing	125.00

## List of disbursement paid for November:

## Check No

“	12883 Lyn Adson Payroll (11/1/2023)	184.52
“	12884 Craig Larson Payroll (11/1/2023)	903.02
“	12885 Black Hills Energy	152.52
“	12886 Mid American Energy	339.93
“	12838 Menards	301.48
“	12887 Sarah Geisinger Payroll (11/6/2023)	603.86
“	12888 Card Services	155.47
“	12889 Donovan Adson Mowing	180.00
“	12890 Donovan Adson Payroll (11/14/2023)	92.35
“	12892 Lyn Adson Mileage	19.65
“	12893 Ag Source	41.50
“	12894 Bill Beemer Well Co Inc	669.31
“	12896 Sarah Geisinger Mileage	125.76
“	12897 IA Rural Water Association	305.00
“	12898 Craig Larson – Reimbursement	32.13
“	12899 Metering Technology & Solutions	879.71
“	12900 Mid American Energy (Streetlighting)	287.25
“	12901 Modern Sound Engineering	41.90
“	12902 NCIRSWA	146.90
“	12903 Pederson Sanitation	964.00
“	12904 Tjaden Electric	405.64
“	12905 TMI Services	165.00
“	12906 USPS	289.80
“	12907 Webster Calhoun	266.04
“	12908 Sarah Geisinger Payroll (11/20/2023)	623.53
“	12910 Petty Cash	8.56
“	Debit IPERS Withholding	496.54
“	Debit ACH Fee	11.60
“	Transfer from RUT / Water / Sewer to General (S.S. Add't)	10,703.23