

City of Vincent  
Council Proceedings  
Regular Meeting  
March 14th, 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: Craig Larson

Motion by John Fransen, second by Brian Mickelson to approve the agenda for March 14th, 2022 with the change of moving the water/sewer report after Resolution 2022-05.

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

All ayes, 0 nays, motion carried.

**Public Hearing FY 2022/2023 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 22-23 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 John Fransen, second by Heath Miller to close the public hearing for the FY 22-23 city budget at 6:02 pm. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present.  
All Ayes, 0 Nays, motion carried.

Motion by John Fransen, second by Brian Mickelson to adopt **RESOLUTION 2022-05**

**A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2023.**

**Be it resolved** by the Council of the City of Vincent, Iowa:

The Annual Budget for the fiscal year ending June 30, 2023 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, Heath Miller, Brian Mickelson, Michel Fransen

Nays:0

Passed and approved this 14<sup>th</sup> day of March 2022

**CITY OF VINCENT**

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Mayor

ATTEST:

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City Clerk

**Water / Sewer Report:**

Craig Larson for the month of January 2022. 435.7 thousand gallons were pumped thru the tower. Been having issues with the soft starts, Bemrich has been working on getting the issue resolved. Been having issues with the floats at the lift station, Bemrich has them on order. 0.4227 million gallons were pumped to the ponds. Pond levels are looking good. Will do draw downs in a couple of months.

Craig Larson for the month of February 2022. 355.3 thousand gallons were pumped thru the tower. Bemrich did come and got the soft starts fixed. For the time being, there is a water leak at the Vincent locker, been looking into locating the shut off. Continue to have endpoint communicators go out, hopefully are closer to getting new ones sent to us. 0.3999 million gallons were pumped to the ponds. Ponds are looking good and things are ok out there. Will start draw downs in a month or so. Bemrich was here and replaced the floats and now we have some spare floats on hand. Would like to look into putting a hydrant at the lift station as there is a curb stop located there. Would like to get a vac this spring to get the grease off the top and collected debris out of the lift station. In April, have a Wastewater Conference to attend.

**Public Comments:** no comments from the public

**Office 365 Licensing:** The city clerk contacted Microsoft to check on the pricing for office 365. There is a basic, standard and premium plan. Can pay monthly or yearly ; pricing is based on per user. The licensing for the city clerk computer is good at this time. The mayor's computer at city hall does not have licensing for Microsoft outlook, excel or word. In the future will need to look at updating the city clerk's licensing and adding the current mayor as well. After discussion, no action was taken. Will keep this information for future need.

**McClure Engineering:** Dan Wiedmeier from McClure Engineering presented the completed stormwater report. He looked into funding options for the city. ARP monies, grants or GO Bonds and our own storm utility revenues are all possible funding options the city could use to help offset costs for this project. There are 3 options the city could go with for helping with this issue.

- A) Install a 72 inch storm sewer pipe directed toward the southwest end of town (drain district 4). This would handle a 5 year storm event and would need a possible ROW purchase. Cost: \$4,280,000.
- B) Build a pond that would be large enough to retain a 5 year storm event, install an 18 inch drain line directed toward the southeast end of town (drain district 43 & 258) then connect to the existing drain tile heading south of town (drain district 4). The pond would be 6.5 acres in size and a ROW purchase would be needed.  
Cost: \$816,000

- C) Follows the same criteria as option B but reduces the pond to 4 acres. This drainage petition would include a caveat that a detention pond is needed to reduce the downstream impact to the district. This option would be funded through the drainage district assessment. Citizens of Vincent and its neighbors would cover the cost of the pond and approximately 2,500 feet of pipe through the drainage district. The 180 acres of land owned around Vincent, those landowners would have \$920,000 direct cost for this project. The cost would be paid over a 10 year drainage assessment and a ROW purchase would be needed.

Two more options were presented to council that would be alternatives to aid in faster drainage of the water and would utilize the current city drainage system.

- A) Ad a 15 inch surface water intake and tile line south of the lift station which would connect to the drain district 43 and 258. Cost: \$40, 850 with possible ROW purchase.
- B) A 24 inch intake and 18 inch line would be installed in the unused 4<sup>th</sup> St ROW (between Elm and Lawrence) which would connect to the tile at the east end of Arthur St. Cost: \$148,800 with possible ROW purchase and would require bid letting.

The next steps will be to hold a special meeting or discuss at a regular council meeting the farmland owners whose land this would impact and what drainage tiles would be best utilized for this project, what funding is our best option and which budget year to begin this. Invite Dan from McClure, Webster County Supervisor(s) and farmland owners to discuss this project.

**Nuisance Abatement:** no properties to report nuisances.

**City Snowplow Truck:** Mayor Adson spoke with HiWay Truck last week. They are watching the weather so have a better time line of when they can transfer equipment from our old truck to the new one.

**Public Comments:** Resident at 304 Lawrence St is looking into purchasing 300 Lawrence St property. 300 Lawrence St has some junk / debris outside that needs cleaned up. The city clerk will mail a letter to the owner(s) notifying them to get the property picked up.

**Mosquito Control Bids:** The city clerk contacted Martin Pest Control and Mosquito Control of IA for an estimate on mosquito spraying. After discussion, it was decided to hold off and take no action at this time since we are in a dry spell. Will revisit this at a later time when the need arises.

**Vegetation Control Bid:**

The City Clerk reached out to Smitty's Lawn and Landscape for an estimate on vegetation control on city properties. After discussion and review of the bid it was decided to award the bid to Smitty's Lawn & Landscape.

Motion by John Fransen, second by Brian Mickelson to award Smitty's Lawn and Landscape the vegetation control for the 2022 season. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays ; motion carried.

**Nuisance Abatement:** no properties to report at this meeting.

**City Snowplow Truck:** Mayor Adson spoke with our snowplow operator on when the appropriate time would be to take the old truck in to HiWay Truck so Brian could do an equipment transfer.

**NE City Drainage:** After last month's council meeting in talking with Dan from McClure about drainage options, would like to speak with Scott from Pederson's on enlarging the drainage intake size south of the lift station. Will ask if he can come to the April council meeting.

**Approve consent agenda:**

*Minutes of February 14<sup>th</sup>, 2022*

*Bill list(s)*

*Treasurer's Report*

Motion by Heath Miller second by John Fransen 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:** Arthur Street has a large crack in front of city hall, Marshall Place street will need dug up and replaced, Johnson St and Lawrence St will need some work. Will get a cost estimate for the repairs from Black Top Services.

**Parks:** Replaced city flags.

**Waste Management:** Executive meeting then full board meeting to follow will be 3/15/2022. No results from the state audit yet, no COO replacement at this time and hazardous waste director position is now open.

**Building Permit Committee:** no permits were submitted.

**Fire:** The new ambulance arrived, been ordering supplies for the ambulance but some supplies are hard to get due to supply, had a good turnout for the chili/oyster dinner.

**Community Hall:** No rentals the month of March.

**Mayor:** Spoke to Aaron about taking the snowplow to HiWay Truck to transfer the plow and box to the new truck, contacted Dan Sinclair regarding water meter endpoints that need service, contacted Scott Pederson regarding him coming to help locate the water shut off for the former Vincent Locker, attended the budget meeting for the webster county conference board via phone call.

**Clerk:** Contacted Pederson Sanitation for city clean up days & posted the notice. Posted the public budget hearing notice. Contacted contractors for mosquito control, contacted smitty's for a vegetation

control estimate, was in contact with Bemrich about the soft start and lift station floats ; coordinated with them and Craig for setting time to come. Continue to update the city website, signed up the city Office Depot Account with state contract pricing for ordering, rec'vd the application thru the DOT for the mountable flashing beacons, contacted Monty Fisher regarding the Will's estate, submitted 300 Lawrence St outstanding water utility bill to the income offset program, contacted residents regarding leaks detected on their accounts, 201 Arthur St interior is being worked on, was contacted by Metering Technologies in regards to the endpoint communicator replacements, have ICAP insurance renewal appointment with our agent to go over paperwork and on 3/16/2022 have an ICAP Risk Control visit scheduled to inspect city property and buildings for any hazards.

Motion by Michel Fransen, second by Donovan Adson to adjourn the meeting at 7:05 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: 3/18/2022**

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General Funds 2-01-2022	503,054.99
Feb receipts	1,264.99
Feb disbursements	15,259.95
General Funds 2-28-2022	489,060.03
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Community Hall 2-01-2022	-37,584.54
Feb receipts	2.25
Feb disbursements	238.99
Community Hall 2-28-2022	-37,821.28
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Local Option Sales Tax water and sewer 2-01-2022	29,538.32
Feb receipts	0.00
Feb disbursements	0.00
Local Option Sales Tax water and sewer 2-28-2022	29,538.32
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Local Option Sales Tax parks 2-01-2022	20,493.10
Feb receipts	0.00
Feb disbursements	0.00
Local Option Sales Tax parks 2-28-2022	20,493.10
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Road Use Tax Funds 2-01-2022	12,596.86
Feb receipts	1,134.02
Feb disbursements	725.81
Road Use Tax Funds 2-28-2022	13,005.07
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Water Utility Fund 2-01-2022	26,010.75
Feb receipts	1,809.72
Feb disbursements	11,693.28
Water Utility Fund 2-28-2022	16,127.19
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Sewer Utility Fund 2-01-2022	20,165.62
Feb receipts	1,439.04
Feb disbursements	641.00
Sewer Utility Fund 2-28-2022	20,963.66
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Storm Utility Fund 2-01-2022	8,503.98
Feb receipts	219.00
Feb disbursements	175.00
Storm Utility Fund 2-28-2022	8,547.98
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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 February	67,808.64
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List of Disbursements paid for December:  
Check No

“ 12344 Ag Source	172.50
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List of Disbursements paid for January:  
Check No

“ 12372 Eagle Grove Memorial Library	1532.00
“ 12384 Webster County Emergency Management	687.03
“ 12387 Sarah Geisinger Payroll (1/31/2022)	554.40

List of disbursement paid for February:  
Check No

“ 12388 Lyn Adson Payroll (2/1/2022)	184.52
“ 12389 Craig Larson Payroll (2/1/2022)	879.91
“ 12390 Black Hills Energy	757.97
“ 12391 Mid American Energy	325.80
“ 12392 Sarah Geisinger Payroll (2/14/2022)	540.27
“ 12393 3E	2814.91
“ 12396 Ag Source	49.00
“ 12397 Badger Meter	76.54
“ 12398 Bomgaars	33.98
“ 12399 IAMU	585.00
“ 12401 Maguire Iron	6525.00
“ 12403 Metering Technology & Solutions	692.87

“	12404 Mid American Energy (Streetlighting)	288.88
“	12406 Newark Township Trustees	11340.00
“	12408 Pederson Sanitation	964.00
“	12410 W&H Cooperative	109.69
“	12411 Webster Calhoun	260.74
“	Debit IPERS (Withholding)	559.88