

City of Vincent
Council Proceedings
Regular Meeting
January 10th, 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 Brian Mickelson, second by Donovan Adson to approve the agenda for January 10th, 2022 by switching City Appointees then Committee Appointees.

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

All ayes, 0 nays, motion carried.

McClure Engineering: Dan Wiedmeier from McClure Engineering was not present, the city clerk will reach out to reschedule a time for him to come.

Public Comments: no comments from the public

Water / Sewer Report:

Craig Larson for the month of December 2021. 376.7 thousand gallons were pumped to the tower. Was a quiet month in December. The first week of January had the water tower freeze ; got the issue resolved and all is good. Was thinking of running a water line to the top of the water to take care of the freeze up issue. Some of the sleeves on the main water valves should be vacced out when it warms up. 0.509.3 million gallons were pumped to the ponds. Ponds are looking good. Have not heard back from Bemrich Electric on the floats for the lift station or the soft start pump for the water plant building.

2022 City Appointees:

Motion by Brian Mickelson, second by John Fransen for Mayor Pro temp to be Heath Miller

Roll Call Vote:

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

Nays: 0

Heath Miller abstain

Motion by Donovan Adson second by Brian Mickelson for City Attorney to be Mark Crimmins, - Crimmins Law Firm

Roll Call Vote:

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

Nays: 0

Motion by John Fransen, second by Brian Mickelson for Water and Sewer Superintendent to be Craig Larson

Roll Call Vote:

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

Nays: 0

Motion by Michel Fransen, second by Brian Mickelson for City Clerk to be Sarah Geisinger

Roll Call Vote:

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

Nays: 0

Motion by Brian Mickelson for the Snow Plow operator to be Heath Miller and Back-up to be Aaron Martin ; motion died for lack of a second.

Motion by John Fransen, second by Brian Mickelson for the Snow Plow operator to be Aaron Martin and Back-up operator to be Heath Miller or John Fransen

Roll Call Vote:

Ayes: Donovan Adson, Brian Mickelson and Michel Fransen

Nays: 0

Heath Miller & John Fransen abstain

2022 Committee Appointments:

Motion by Heath Miller, second by John Fransen to adopt the following 2022 Committee Appointments as listed.

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

All ayes, 0 nays, motion carried.

Parks – 1. Michel Fransen and 2. John Fransen

Water and Sewer – 1. Donovan Adson and 2. Heath Miller

Alternate – John Fransen

Emergency Management – 1. Lyn Adson and 2. Heath Miller

Alternate – Donovan Adson

E911 – 1. Lyn Adson and 2. Heath Miller

Alternate – Donovan Adson

Solid Waste – 1. Donovan Adson

Alternate – Michel Fransen

Fireboard – 1. John Fransen and 2. Brian Mickelson

Streets – 1. Heath Miller and 2. Brian Mickelson

Alternate – John Fransen

Building Permit Committee – 1. John Fransen, 2. Heath Miller, 3. Brian Mickelson

Community Hall Committee 1. Lyn Adson, 2. Donovan Adson, 3. Michel Fransen

Motion by Donovan Adson, second by John Fransen to approve **RESOLUTION NO. 2022-01**

A RESOLUTION ESTABLISHING MILEAGE REIMBURSEMENT FOR EMPLOYEES OF THE CITY OF VINCENT, IOWA.

WHEREAS, the City of Vincent is reimbursing employees for miles driven in his/her personal vehicle while on City business at a rate equal to the current Internal Revenue Service standard allowable rate of 58.5 cents per mile for business miles driven at the time the expense is incurred by the employee;

NOW, THEREFORE BE IT RESOLVED, by the City Council of Vincent, Iowa that with the passage of this resolution, the reimbursement rate will now be equal to the current 2022 Internal Revenue Service standard allowable rate of 58.5 cents per mile for business miles driven at the time the expense is incurred by the employee.

Roll Call vote:

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

Nays: 0

Adopted this 10th day of January, 2022.

Mayor_____

Attest:

City Clerk_____

Motion by John Frasen, second by Brian Mickelson to adopt **RESOLUTION NO. 2022-02**

RESOLUTION OFFICIALLY NAMING DEPOSITORIES FOR THE CITY OF VINCENT

WHEREAS the City of Vincent is required by the State Code of Iowa to list financial institutions that will be depositories for the City.

THEREFORE BE IT RESOLVED that the City Council of the City of Vincent approves the following list of financial institutions to be depositories of the City of Vincent funds in accordance with all applicable provisions of Chapters 452 and 453 of the State of Iowa Code.

BE IT FURTHER RESOLVED that the City Clerk, Mayor, or Mayor Pro temp are authorized to deposit City of Vincent funds in amount not to exceed the maximum approved for each respective financial institution as set out below

Depository Maximum Balance in effect under this resolution
First State Bank \$1,000,000

BE IT FINALLY RESOLVED that all resolutions or parts of resolutions in conflict with this resolution are hereby repealed.

Roll Call vote:

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

Nays: 0

Adopted this 10th day of January, 2022.

Mayor _____

Attest:

City Clerk _____

RESOLUTION 2022-03 – no action on this as the parcel number 0422331008 deemed no interest at this time to be purchased.

Disaster Recovery Plan: After review, names and contact information were corrected for current mayor/council positions.

Review Open Records Policy: This was approved back in 2015. After review, the cost of records and print fees will be changed to reflect new charges. Will update and approve at the next council meeting.

Nuisance Abatement: 201 Arthur St ; Mayor Adson contacted the City Attorney on the steps to ‘uncondemn’ the property. Per legal counsel advisement, The city attorney said that Webster County Public Health is not required to come back if the City of Vincent feels the owner of the property has abated the nuisance all the city needs to do is pass by motion the property is uncondemned.

Motion by Donovan Adson, second by Brian Mickelson to uncondemn the property at 201 Arthur St per city attorney advisement.

Roll Call Vote:

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

Nays:0

The City Clerk will mail the owner of 201 Arthur St a notice the property has been uncondemned.

City Snowplow Truck: Mayor Adson went to the county building to pick up the new truck and pay for it. Mayor Adson and Councilmen Adson took the truck to HiWay Truck and Equipment for them to get the city an estimate to take parts off the current snowplow truck and put them on the new one as well as add other parts on to the new truck for snow removal. Cost estimate was \$8,500 for labor and parts. HiWay Truck is currently working on the new truck. The city clerk submitted the paperwork to the IA DOT for transfer of title. The current snow plow truck the city will consider selling.

Approve consent agenda:

Minutes of December 13th, 2021

Bill list(s)

Treasurer’s Report

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

Reports

Streets: STOP signs in town have letters that are faded. Will need to replace them, may have some in the water plant building or will have to order. Will need to schedule a day to take down x'mas decorations.

Parks: Flags were put back up.

Waste Management: DNR inspection and payroll audit went well, had to purchase sand and are beginning to get in sheetrock to use for cover. Have started taking large trees for residents and burning them per DNR approval. The manager reported a new truck was not running properly; a request was put in to purchase 2 new trucks. One truck is older and the other is not working right. Estimates were obtained from dealerships to repair the one truck. It was decided to repair the one truck so it was towed to the dealership to get repaired. Short on workers and obtained new employee insurance. Been working on the policy manual, a discussion was done for what holiday days personnel get off.

Building Permit Committee: no permits were submitted.

Fire: Will be having the annual chili / oyster dinner on February 26th, 2022. Fire Board meeting at 7 pm January 13, 2022.

Community Hall: No rentals the month of January, heat is on in the kitchen and all is good.

Mayor: Took the check to the Webster County Engineers Office to pay for the new snow plow truck, the office was closed due to illness so went the next day and dropped off the check and then went to the county shed to pick up the truck with councilmen Adson to take it to HiWay Truck & Equipment. Two weeks later went and picked up the hitch at the central shed. Discussed options with Brian at HiWay Truck and Equipment on box and blade; scheduled a time to meet so they could look at our existing truck to see what could transfer over. Met with them on December 21st, they said everything should be able to transfer over. The box was in very good shape, the blade was also good, advised on waiting to upgrade the cutting edge in another year or two. Went over course of action W/WW superintendent on water tower maintenance. Contacted Crimmins and Kehm Law Firm on request of 201 Arthur Street. Fielded an inquiry from property owner of 201 Arthur St on the letter of request, they were informed it would be on the January agenda. Contacted the party interested in parcel number 0422331008 and informed them of the established price set forth by council. Contacted again prior to the council meeting and no action was requested at this time.

Clerk: Submitted the tow bill to insurance for reimbursement (snowplow truck), did rec'v the payment. Submitted the budget amendment to the state and county auditor, mailed annexation notices, did pre-order of tree seedlings of from the DNR for spring of 2022, Todd from Bemrich set up the new city computers, been working on the city budget, completed the W2's and 1099's, checked with Badger Meter on the

status of endpoint communicators being shipped ; Mike said March or April, sent renewal to ICAP insurance for the upcoming year.

Motion by Donovan Adson, second by Brian Mickelson to adjourn the meeting at 7:14 pm.
John Fransen, Donovan Adson, Brian Mickelson, Heath Miller and Michel Fransen present.
All Ayes, 0 Nays; motion carried.

Mayor

City Clerk

Posted: 1/14/2022

General Funds 12-01-2021	537,444.51
Dec receipts	4,344.19
Dec disbursements	26,660.65
General Funds 12-31-2021	515,128.05

Community Hall 12-01-2021	-37,145.50
Dec receipts	191.53
Dec disbursements	254.60
Community Hall 12-31-2021	-37,208.57

Local Option Sales Tax water and sewer 12-01-2021	25,086.02
Dec receipts	2,226.15
Dec disbursements	0.00
Local Option Sales Tax water and sewer 12-31-2021	27,312.17

Local Option Sales Tax parks 12-01-2021	20,493.10
Dec receipts	0.00
Dec disbursements	0.00
Local Option Sales Tax parks 12-31-2021	20,493.10

Road Use Tax Funds 12-01-2021	11,794.19
Dec receipts	1,605.32
Dec disbursements	1,306.07
Road Use Tax Funds 12-31-2021	12,093.44

Water Utility Fund 12-01-2021	28,153.09
Dec receipts	1,649.38
Dec disbursements	929.71
Water Utility Fund 12-31-2021	28,872.76

Sewer Utility Fund 12-01-2021	18,952.90

Dec receipts	1,392.48
Dec disbursements	726.50
Sewer Utility Fund 12-31-2021	19,618.88

Storm Utility Fund 12-01-2021	8,017.98
Dec receipts	228.00
Dec disbursements	0.00
Storm Utility Fund 12-31-2021	8,245.98

CD's

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

Total CD's for December	66,549.67

List of Disbursements paid for December:

Check No

“ 12329 Lyn Adson Payroll (12/1/2021)	184.52
“ 12330 Craig Larson Payroll (12/1/2021)	852.46
“ 12331 Black Hills Energy	343.10
“ 12332 Mid American Energy	270.35
“ 12333 Donovan Adson Council Payroll(12/13/2021)	484.84
“ 12334 John Fransen Council Payroll (12/13/2021)	484.37
“ 12335 Brian Mickelson Council Payroll (12/13/2021)	355.20
“ 12336 Heath Miller Council Payroll (12/13/2021)	405.19
“ 12337 Corey Rutherford Council Payroll (12/13/2021)	355.55
“ 12338 Sarah Geisinger Payroll (12/6/2021)	537.58
“ 12339 T&D Service	344.82
“ 12340 Card Services	420.00
“ 12341 Donovan Adson Payroll (12/14/2021)	18.47
“ 12342 Lyn Adson Mileage	76.16
“ 12343 Lyn Adson Reimbursement	12.36
“ 12345 Badger Meter	76.54
“ 12346 Central IA Distributing	99.50
“ 12348 Sarah Geisinger Mileage	6.72
“ 12349 McClure Engineering	4500.00
“ 12350 Mid-Iowa Towing	579.00
“ 12351 Mid American Energy (Streetlighting)	288.86
“ 12352 Heath Miller Payroll	54.26
“ 12353 Modern Sound Engineering	20.95
“ 12354 Office Depot Inc	735.58
“ 12355 Pederson Sanitation	1628.00
“ 12356 Storey Kenworthy	43.84
“ 12357 Webster Calhoun	264.94
“ 12358 Webster County	15000.00
“ 12359 Sarah Geisinger – Payroll (12/20/2021)	565.02
“ Debit IPERS (Withholding)	431.45
“ Debit ACH Monthly Fee	11.40