

City of Vincent  
Council Proceedings  
Regular Meeting  
January 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 Brian Mickelson to approve the agenda for January 8th, 2024. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

**Water / Sewer Report:**

Craig Larson for the month of December 2023: 426.8 thousand gallons were pumped through the pump house in the month of December. 3E was here with 2 replacement relays and installed them in the generator. Electrical Advantage has been here working on the soft start. Replaced relays and still having issues with the soft start; continuing to investigate the problem. The iron filter needs to be checked and possibly cleaned. Working on cleaning out the water plant building. FYI, New Coop is looking into putting a new water line to the seed warehouse. Craig will let New Coop know to contact the city to present final plans for water line project at an upcoming council meeting. 0.3628 million gallons were pushed out to the ponds in the month of December. Wet well and pumps are working fine, no issues. The pond levels are looking good.

Craig contacted Tony A. to get an estimate for an eye wash / shower combination for the water plant. After discussion, motion by John Fransen, second by Brian Mickelson to approve the estimate for installation of the eye wash / shower combination. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

**Public Comments:**

N/A

**2024 City Appointees:**

Motion by Brian Mickelson, second by Michel Fransen to keep all City Appointees the same. Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. John Fransen abstain. All ayes, 0 nays, motion carried.

Mayor Pro temp to be John Fransen

City Attorney to be Mark Crimmins, - Crimmins Law Firm

Water and Sewer Superintendent to be Craig Larson

City Clerk to be Sarah Geisinger

**2024 Committee Appointments:**

Motion by Donovan Adson second by Brian Mickelson to keep the committee appointees the same. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

Parks Committee - 1. Brian Mickelson 2. Heath Miller 3. John Fransen

Water and Sewer - 1. Donovan Adson 2. Heath Miller ; Alternate – John Fransen

Emergency Management – 1. Lyn Adson 2. Heath Miller ; Alternate – Michel Fransen

E911 - 1. Lyn Adson 2. Heath Miller ; Alternate – Donovan Adson

Fireboard – 1. John Fransen 2. Brian Mickelson

Street Committee - 1. Heath Miller 2. Brian Mickelson ; Alternate – Michel 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 John Fransen, second by Brian Mickelson to adopt **RESOLUTION NO. 2024-01**

**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 67 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 2024 Internal Revenue Service standard allowable rate of 67 cents per mile for business miles driven at the time the expense is incurred by the employee.

Roll Call vote:

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

Nays: 0

Heath Miller absent

Adopted this 8th day of January, 2024.

Mayor\_\_\_\_\_

Attest:

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

Motion by John Fransen, second by Brian Mickelson to adopt **RESOLUTION NO. 2024-02**

**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: Donovan Adson, John Fransen, Michel Fransen, Brian Mickelson  
Nays: 0  
Heath Miller absent

Adopted this 8th day of January, 2024.

Mayor \_\_\_\_\_

Attest:

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

**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. There were 2 estimates rec'vd in time for council meeting. Would like to have 3 estimates for the needed masonry repairs. The city clerk will contact a third vendor. Will revisit at the February meeting.

**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 January meeting. Will revisit this topic at the February meeting.

**Disaster Recovery Plan:**

The city clerk updated the information to reflect John Fransen being Mayor Pro Temp. No other information was changed or action was taken for the plan.

**Set Budget Workshop (FY'24 -'25):**

After discussion for a date and time, motion by John Fransen second by Donovan Adson to set the budget workshop for FY '24 -'25 for Monday, February 5, 2024 at 6:00 pm at City Hall ; 104 Arthur St. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All ayes, O nays, motion carried.

**Nuisance Abatement:**

N/A

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

After the December council meeting, the city clerk contacted Go Gutters to let them know of the approved estimate for work to install gutters on the building. They have put the work order in for spring of 2024.

**Approve consent agenda:**

*Minutes of December 11<sup>th</sup>, 2023*  
*Bill list(s)*  
*Treasurer's Report*

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

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**\*Reports\***

**Streets:**

N/A

**Parks:**

The city clerk was notified the veteran memorial lights are not working. The city clerk will contact Tjaden Electric to see if there is warranty on the lights and transformer that were just installed within the last 2 months.

**Building Permit Committee:**

N/A

**Fire Board:**

The next meeting will be January 10, 2024.

**Community Hall:**

The city clerk rec'vd the bid from Tony A. for a portable handicap ramp. After discussion, no action was taken on the estimate. Council member Michel Fransen found a portable lightweight ramp on Amazon. After discussion, motion by John Fransen, second by Brian Mickelson to approve the purchase of the portable ramp from Amazon using the city credit card. John Fransen, Donovan Adson, Brian Mickelson, Michel Fransen present. Heath Miller absent. All ayes, O nays, motion carried.

**Mayor:**

Has some budget workshops to attend.

**Clerk:**

Contacted Visu – Sewer the signed contract approving their bid for work. They will come in the spring to televise & repair city sewer lines. Their liability insurance certificate was rec'vd. Sent the signed updated contract to Pederson Sanitation. Sent the resident of 104 N 2<sup>nd</sup> St a reply letter to their concern about driving in alleyways and parking at the city recycle bin. Contacted Go Gutters for installation of gutters at the snowplow shed, completed the city 1099's and W2's, sent IA League the updated city contact information and city officials contact information. Have started working on the next FY city budget.

Motion by Brian Mickelson, second by Donovan Adson to adjourn the meeting at 7:03 pm. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All ayes, O nays, motion carried.

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Mayor

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

**Posted: 1/15/2024**

General Funds 12-01-2023	510,377.39
Dec receipts	3,036.38
Dec disbursements	5,319.50
General Funds 12-31-2023	508,094.27
Community Hall 12-01-2023	-34,624.12
Dec receipts	618.26
Dec disbursements	194.84
Community Hall 12-31-2023	-34,200.70
Local Option Sales Tax water and sewer 12-01-2023	51,231.36
Dec receipts	2,409.70

Dec disbursements	0.00
Local Option Sales Tax water and sewer 12-31-2023	53,641.06
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Local Option Sales Tax parks 12-01-2023	18,850.10
Dec receipts	0.00
Dec disbursements	0.00
Local Option Sales Tax parks 12-31-2023	18,850.10
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Road Use Tax Funds 12-01-2023	16,821.66
Dec receipts	1,140.69
Dec disbursements	719.06
Road Use Tax Funds 12-31-2023	17,243.29
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Water Utility Fund 12-01-2023	21,086.44
Dec receipts	2,609.80
Dec disbursements	858.42
Water Utility Fund 12-31-2023	22,837.82
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Sewer Utility Fund 12-01-2023	19,778.13
Dec receipts	1,791.98
Dec disbursements	835.80
Sewer Utility Fund 12-31-2023	20,734.31
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Storm Utility Fund 12-01-2023	13,343.98
Dec receipts	255.00
Dec disbursements	0.00
Storm Utility Fund 12-31-2023	13,598.98
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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 December \$68,490.07

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## List of disbursement paid for November:

Check No

“ 12891 Kaleb Adson Mowing 150.00

## List of disbursement paid for December:

Check No

“ 12911 Lyn Adson Payroll (12/1/2023) 184.52

“ 12912 Craig Larson Payroll (12/1/2023) 903.02

“ 12913 Black Hills Energy 252.67

“ 12914 Mid American Energy 357.45

“ 12915 Sarah Geisinger Payroll (12/4/2023) 623.53

“ 12916 Donovan Adson Payroll 420.19

“ 12917 John Fransen Payroll 419.78

“	12918 Michel Fransen Payroll	387.49
“	12919 Brian Mickelson Payroll	387.49
“	12920 Heath Miller Payroll	308.22
“	12921 Card Services	172.99
“	12922 Ag Source	230.75
“	12923 Myles Askvig Payroll	180.29
“	12924 IMWCA	47.00
“	12925 Mid American Energy (Streetlighting)	287.61
“	12926 Modern Sound Engineering	20.95
“	12927 ODP Solutions, LLC	568.24
“	12928 Pederson Sanitation	300.00
“	12929 Storey Kenworthy	114.50
“	12930 W & H Cooperative	211.99
“	12931 Webster Calhoun	275.24
“	12932 Sarah Geisinger Payroll (12/18/2023)	627.45
“	12909 Menards	147.32
“	Debit IPERS Withholding	487.33
“	Debit ACH Fee	11.60