

City of Vincent
Council Proceedings
Regular Meeting
January 16th, 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: Scott Pederson and Craig Larson

Motion by John Fransen, second by Donovan Adson to approve the agenda for January 16th, 2023. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays, motion carried.

Water / Sewer Report:

Craig Larson for the month of December 2022: 382.3 thousand gallons were pumped through the tower. The motor or soft start is not working right at the water plant. CEC came out and took a look at it. The 5 endpoints that were not reading are now working. The city clerk contacted badger meter and they reset them to be provisioned so could be assigned to those utility accounts. No other issues to report, made it through the cold spell without any problems. 0.2969 million gallons were pushed out to the ponds. The ponds are looking good. Did not do drawdowns this fall.

City Drainage:

Scott Pederson took a look at the stormwater drainage on the NE side of town. He presented to council 2 options that will help alleviate water drainage.

Option 1: Install an equalizer by the city lift station and install a 24" intake by Lawrence St ; this would be the least invasive option for field digging and digging by resident's homes.

Option 2: Install an equalizer down by the city lift station, install a 24" intake by Lawrence St and trench a larger tile line to connect the equalizer and intake. This option would be digging up the driveway at 406 Lawrence St and also digging up resident's yards and Schmalenberger's field. Keeping in mind the county tiles are already at capacity so this option may make a difference or not.

NO ACTION was taken at this meeting. Will revisit this at the February meeting to make a decision.

Public Comments:

No public comments to report.

2023 City Appointees:

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

Roll Call Vote:

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

Nays: 0

John Fransen abstain

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

Roll Call Vote:

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

Nays: 0

2023 Committee Appointments:

Motion by Donovan Adson second by Michel Fransen for Parks Committee appointees – 1.Brian Mickelson 2.Heath Miller and 3.John Fransen

Roll Call Vote:

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

Nays: 0

Motion by Brian Mickelson second by Michel Fransen to keep the appointees the same for Water and Sewer –1.Donovan Adson and 2.Heath Miller

Alternate – John Fransen

Roll Call Vote:

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

Nays: 0

Motion by Donovan Adson second by Brian Mickelson for Emergency Management appointees – 1.Lyn Adson and 2.Heath Miller

Alternate – Michel Fransen

Roll Call Vote:

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

Nays: 0

Motion by John Fransen second by Michel Fransen to keep the appointees the same for E911 – 1.Lyn Adson and 2.Heath Miller

Alternate – Donovan Adson

Roll Call Vote:

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

Nays: 0

Motion by Brian Mickelson second by Michel Fransen for Solid Waste appointees –

1. Donovan Adson

Alternate – John Fransen

Roll Call Vote:

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

Nays: 0

Motion by Michel Fransen second by Donovan Adson to keep the appointees the same for Fireboard appointees – 1. John Fransen and 2. Brian Mickelson

Roll Call Vote:

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

Nays: 0

Motion by John Fransen, second by Donovan Adson for Street Committee appointees –

1.Heath Miller and 2.Brian Mickelson

Alternate – Michel Fransen

Roll Call Vote:

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

Nays: 0

Motion by Donovan Adson, second by Brian Mickelson to keep the appointees the same for the Building Permit Committee –1.John Fransen, 2.Heath Miller, 3.Brian Mickelson

Roll Call Vote:

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

Nays: 0

Motion by John Fransen, second by Heath Miller to keep the appointees the same for the Community Hall Committee - 1. Lyn Adson, 2. Donovan Adson, 3.Michel Fransen

Roll Call Vote:

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

Nays: 0

Motion by Donovan Adson, second by Brian Mickelson to adopt **RESOLUTION NO. 2023-01**

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 65.5 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 2023 Internal Revenue Service standard allowable rate of 65.5 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 16th day of January, 2023.

Mayor_____

Attest:

City Clerk _____

Motion by Brian Mickelson, second by John Fransen to adopt **RESOLUTION NO. 2023-02**

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 16th day of January, 2023.

Mayor _____

Attest:

City Clerk _____

City CD# 3547386:

This CD has matured as of December 2022. After discussion, the city clerk will check with the bank for interest rates and timelines on CDs. NO ACTION was taken on this CD. Will revisit this at the February meeting.

City Disaster Recovery Plan:

After review of the plan for names, positions and current contact info there were no changes needed. NO ACTION taken.

Set Budget Workshop (FY'23 -'24):

After discussion for a date and time, motion by John Fransen second by Donovan Adson to set the budget workshop for FY '23 -'24 for Monday, January 23, 2023 at 6:00 pm at City Hall ; 104 Arthur St. Alternate date was set for January 24, 2023 at 6:00 pm in case of bad weather. Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays, motion carried.

Public Hearing for property tax levy: After discussion for a date and time, motion by Donovan Adson, second by Brian Mickelson to set the public hearing for 6:05 pm on 2/13/2023 for the property tax levy for FY '23 – '24.

Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. All ayes, 0 nays, motion carried.

Inclement Weather Policy:

The city does not currently have a policy in place for employees to miss work due to bad weather. The city clerk presented samples from other cities. After discussion, the city clerk will type up a policy to approve at the February council meeting.

Nuisance Abatement:

No nuisances to report.

105 N 1st St:

The hanging heater got installed, the garage door got installed but needs adjusted, the gas meter and electrical service also got installed to the building.

The city clerk will contact insurance to get the building insured.

Contractor Project update: a corner piece and panel piece (SW corner) are damaged, the walk in door has dents on the inside bottom panel, a piece of ridge cap is damaged and a header piece is damaged. Mayor Adson spoke with Beisser Lumber and Dave was going to speak with the contractor on the matter. The city clerk rec'vd a call back from Dave at Beisser Lumber. After the conversation, it was decided the city would be charged for all the items except the header piece as it was determined the items were not damaged in shipping. The walk in door was never discussed as the contractor needs to ask the city what we want to do. The lock to the walk in door cannot be located, the city had to purchase one. Discussion will be next month on the final labor payment to the contractor.

Approve consent agenda:

Minutes of December 12th, 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.

Reports

Streets:

The street sign on order for the intersection of Arthur and Second St was received and hung up for E911 and delivery purposes.

The new chains for the snowplow truck need to be reordered. There was an issue with them not staying on the tires. The lighting / wiring needs to be looked at – a possible short somewhere?

There was an inquiry about the alley between 204 Johnson and 202 Johnson St being plowed in the winter. Mayor Adson will check with the snowplow operator to plow the alley. It is a tight fit so not sure if the new plow truck / blade will fit to plow the alleyway.

Parks:

The parks committee will be doing picnic table repairs.

Waste Management:

Have a meeting Tuesday, January 17th, 2023.

Building Permit Committee:

No permits were submitted.

Fire:

Will be having a fire board meeting Wednesday, January 18th, 2022. The fireman's will be July 29th, 2023.

Community Hall:

Have a rental the end of the month. Under the kitchen sink where the water meter is installed, the pipes have disintegrated. Councilmen Miller replaced the pipes so just need to install a board under the sink as there is no floor at this time.

Mayor:

Confirmed with Scott Pederson on meeting attendance. Spoke to Beisser Lumber regarding building project at 105 N 1st St. Purchased light bulbs on clearance at Menards for the city xmas decorations. Fielded a report to repair the sink at the community hall by fire chief Miller and assistant fire chief Colby Seehusen. Requested city clerk add inclement weather policy to the agenda for council review. Contacted Tjaden Electric regarding the overhead door timing out at 105 N 1st St.

Clerk:

Submitted the ICAP grant request, checked with Beisser Lumber on the garage door opener and sensors to be included with the order, contacted Bianchi Heating and Cooling to install the hanging heater at 105 N 1st St, the old endpoint communicators were picked up and sent to badger meter, been working on the city budget, sent out W2's and 1099's, rec'vd notice from ICAP the grant request got approved and also rec'vd notice from the IA DOT the grant request for the flashing beacons got approved.

Motion by Brian Mickelson, second by Donovan Adson to adjourn the meeting at 7:41 pm.
 Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present.
 All Ayes, 0 Nays; motion carried.

Mayor

City Clerk

Posted: 1/20/2023

General Funds 12-01-2022	506,187.78
Dec receipts	5,713.79
Dec disbursements	14,630.40
General Funds 12-31-2022	497,271.17

Community Hall 12-01-2022	-36,369.06
Dec receipts	59.90
Dec disbursements	152.71
Community Hall 12-31-2022	-36,461.87

Local Option Sales Tax water and sewer 12-01-2022	29,543.03
Dec receipts	4,762.98
Dec disbursements	0.00
Local Option Sales Tax water and sewer 12-31-2022	34,306.01

Local Option Sales Tax parks 12-01-2022	20,493.10
Dec receipts	0.00
Dec disbursements	0.00
Local Option Sales Tax parks 12-31-2022	20,493.10

Road Use Tax Funds 12-01-2022	15,718.19
Dec receipts	1,103.24
Dec disbursements	1,164.82
Road Use Tax Funds 12-31-2022	15,656.61

Water Utility Fund 12-01-2022	12,293.19
Dec receipts	1,740.90
Dec disbursements	785.34
Water Utility Fund 12-31-2022	13,248.75

Sewer Utility Fund 12-01-2022	17,921.07
Dec receipts	1,341.81
Dec disbursements	1,239.27
Sewer Utility Fund 12-31-2022	18,023.61

Storm Utility Fund 12-01-2022	10,668.98
Dec receipts	219.00
Dec disbursements	0.00
Storm Utility Fund 12-31-2022	10,887.98

CD's

3547386 Purchase Date 12/11/2013 1.91% interest Maturity Date 12/12/2022 – 67,843.79

Total CD's for December 67,843.79

List of disbursement paid for November:

Check No

“ 12627 Somayoa Builders, LLC 2000.00

List of disbursement paid for December:

Check No

“ 12628 Lyn Adson Payroll (12/1/2022) 184.52
 “ 12629 Craig Larson Payroll (12/1/2022) 834.36
 “ 12630 Black Hills Energy 250.30
 “ 12631 Mid American Energy 292.27
 “ 12632 Samayoa Builders, LLC 6000.00
 “ 12633 Sarah Geisinger Payroll (12/5/2022) 575.52
 “ 12634 Donovan Adson Payroll 387.87
 “ 12635 John Fransen Payroll 419.78
 “ 12636 Michel Fransen Payroll 419.78
 “ 12637 Brian Mickelson Payroll 387.49
 “ 12638 Heath Miller Payroll 405.19
 “ 12639 Ag Source 50.75
 “ 12640 Beisser Lumber Co 3036.01
 “ 12641 Maguire Iron 45.00
 “ 12642 Mid American Energy (Streetlighting) 296.69
 “ 12643 Pederson Sanitation 964.00
 “ 12644 T & D Service 459.06
 “ 12645 USPS (city stamps) 300.00
 “ 12646 W & H Cooperative 110.00
 “ 12647 Webster Calhoun 263.24
 “ 12648 Gudmonson Services 950.00
 “ 12649 Kyle Anderson Payroll 138.96
 “ 12651 Sarah Geisinger Payroll (12/19/2022) 582.80
 “ Debit IPERS (Withholding) 458.09
 “ Debit ACH Fee 21.90