

City of Vincent
Council Proceedings
Regular Meeting
December 13th, 2021

Mayor Lyn Adson called the regular council meeting to order at 6:00 pm.

Roll call showed Heath Miller, Corey Rutherford, Donovan Adson, Brian Mickelson and John Fransen present.

Public attendees: Michel Fransen, Dan Wiedmeier

Motion by Brian Mickelson, second by Donovan Adson to approve the agenda for December 13th, 2021. Heath Miller, Corey Rutherford, Donovan Adson, Brian Mickelson and John Fransen present.
All ayes, 0 nays, motion carried.

Public Hearing: Selling of City Lot (0422331008)

Mayor Lyn Adson proposed to open the public hearing. Motion by Donovan Adson second by John Fransen to open the public hearing for the selling of city property; parcel numbers 0422331008 at 6:01 pm. The City of Vincent received no written or oral comments from the public for the above property for sale ; parcel 0422331008, which is located east of the Vincent Meat Locker. After review of the property information and assessed value it was decided to allow the property to be sold for the assessed value of \$410.00. Mayor Lyn Adson proposed closing the public hearing. Motion by Corey Rutherford, second by Brian Mickelson to close the public hearing for the selling of city property parcel number 0422331008 at 6:06 pm.

Roll Call: Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Corey Rutherford
0 nays

Motion by John Fransen, second by Brian Mickelson to sale the lot for the assessed value of \$410.00 ; including closing costs and legal fees associated with the purchase of the property.
Heath Miller, John Fransen, Donovan Adson, Brian Mickelson and Corey Rutherford present.
All ayes, 0 nays ; motion carried.

Public Hearing Budget Amendment FY '21- '22:

Mayor Lyn Adson proposed to open the public hearing. Motion by Brian Mickelson, second by Corey Rutherford to open the public hearing for the budget amendment at 6:07 pm. There were no public comments or questions about the budget amendment. Mayor Lyn Adson proposed closing the public hearing. Motion by Donovan Adson, second by Corey Rutherford to close the public hearing for the budget amendment at 6:08 pm.

Heath Miller, Donovan Adson, John Fransen, Brian Mickelson and Corey Rutherford present
0 nays ; motion carried.

Motion by John Fransen, second by Brian Mickelson to adopt **RESOLUTION 2021-16**

**A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE
FISCAL YEAR ENDING JUNE 30, 2022**

Section 1. Following notice posted November 29, 2021 and the public hearing held, December

13th, 2021 the current budget is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

Roll Call Vote:

Ayes: Heath Miller, Corey Rutherford, Donovan Adson, Brian Mickelson, John Fransen

Nays: 0

Passed this 13th day of December, 2021.

CITY OF VINCENT

Mayor

ATTEST:

City Clerk

McClure Engineering: Dan Wiedmeier from McClure Engineering presented cost / funding options for the stormwater issue on the NE side of town. Pooling of water has been an issue and it takes several days for the water to go down. 4 options presented and discussed to help remedy the water issue were:

A: Install a new storm sewer – install a pipe from the center of town going southwest out of town

B: Install a pond – dig a large pond and put in a drainage line going southeast out of town

C: Drainage district – install a pond and then put in a drainage tile ; the cost for the pond and drainage tile would be paid by the landowners within the drainage district (citizens in and around Vincent).

D: Rain Garden – aerate the soil and put plants in the 2 acre open field to help increase the evaporation of water.

Municipal Bonds, USDA Loan and IA Infrastructure Fund are options to help fund this project.

Dan will come back to the January 10th, 2022 council meeting with a final report and will discuss in depth with council what option would be best for the community as well as the funding.

Public Comments: no comments from the public

Oaths of Office: City Clerk administered the oaths of office for elected mayor & council members Lyn Adson, Heath Miller, John Fransen, Brian Mickelson and Michel Fransen beginning term of office 1/1/2022.

Water / Sewer Report:

Craig Larson for the month of November 2021. 409.1 thousand gallons were pumped to the tower. Have had some issues with the well pump ; Bemrich Electric is aware of it. From last week’s storm it may have affected the soft start on the service pump. Maguire Iron showed up for the riser pipe insulation check ; did not do regular maintenance on the water tower. That will be done next year. 469 million gallons were pumped to the ponds. Been having some float issues along with some other unexplained issues at the lift station. Been working thru it with Bemrich Electric ; need to order stuff which takes time. Chris Dencklau still working on the depth devices for the ponds per DNR requirement.

Snowplow Backup Operator: The City Clerk rec’vd an application for the backup operator position. Heath Miller inquired on doing the job again this year as he has healed from his past back surgery. Motion by Corey Rutherford, second by Brian Mickelson to have Heath Miller be the backup snowplow operator ; pending filling out the application paperwork. If Heath is not available John Fransen will run the snowplow.

Donovan Adson, Brian Mickelson and Corey Rutherford present.

Heath Miller and John Fransen abstain.

0 nays ; motion carried.

City Snowplow Truck: The snowplow truck is back and repaired for the winter. Motion by Brian Mickelson, second by Donovan Adson for the new truck to be paid for, picked up and taken to HiWay Truck for an estimate to get a box, attachments and plow on it within the next week.

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

All ayes, 0 nays ; motion carried.

Motion by John Fransen, second by Brian Mickelson to approve **RESOLUTION NO. 2021- 17**

A RESOLUTION SETTING SALARIES/WAGES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY FOR THE FISCAL YEAR 2021-2022; BEGINNING JANUARY 1, 2022 THROUGH JUNE 30, 2022.

Be it Resolved by the Council of the City of Vincent, Iowa:

Section I. The following person(s) and position(s) shall be paid the salaries or wages as indicated below. The City Clerk is authorized to issue warrant/checks, unless legally required or authorized deductions from the amounts set out below each month (or bi-weekly) and make such contributions to IPERS, Social Security, Medicare and other purposes as required by law or authorization of the Council; all subject to audit and review by the Council:

Position	Name	Monthly \$ or Hourly Rate	Basic Hours
City Clerk	Sarah Geisinger	.54/hr increase (18.04 + 0.54) = \$18.58/hr	20/wk

Water Superintendent	Craig Larson	31.91/mth increase (1,063.61 + 31.91) = \$1,095.52/mth
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Roll Call Vote:

Ayes: Heath Miller, Corey Rutherford, Donovan Adson, John Fransen, Brian Mickelson

Nays: 0

Passed and approved this 13th day of December, 2021.

Mayor

ATTESTS:

City Clerk

City Clerk PTO: After discussion of the current hours given to the city clerk for PTO it was decided to give 8 hours more of PTO to the city clerk. 40 hours to 48 hours.

Motion by Corey Rutherford, second by Donovan Adson to approve **RESOLUTION 2021-18**

A Resolution setting paid time off for the City Clerk

WHEREAS, The City of Vincent City Clerk will be granted an increase from 40 hours to 48 hours for paid time off in a fiscal year. The PTO hours begin each October 1st and end September 30th the following year. 8 PTO hours will be given on October 1st and the rest of the 40 hours will be earned on a bi-weekly basis.

THEREFORE, be it resolved, by the City Council of Vincent, Iowa that the city clerk will have an increase of PTO from 40 hours to 48 hours beginning January 1, 2022.

Roll Call Vote:

Ayes: Heath Miller, Corey Rutherford, Donovan Adson, Brian Mickelson, John Fransen.

Nays:

PASSED AND APPROVED THIS 13TH DAY OF December, 2021.

Mayor

ATTEST:

Clerk

Set Budget Workshop: After discussion, it was decided to have the budget workshop on January 18, 2022 at 6 pm.

Nuisance Abatement: 201 Arthur St ; Owner Darren Robinson sent the report as follows:

December 10, 2021

TO: City of Vincent

Reference: 201 Arthur St, Vincent, IA

I am writing to request the release of all abatement/condemning matters and notices related to 201 Arthur Street.

The reasons for the abatement and condemning of the property have been satisfied as the foundation is sealed up and the house has been fully sided. There is no access for rats, mice, vermin to enter the property that caused the issues from the previous renters.

As previously provided to the City I have had the property reviewed by pest control company and there has been no change in status on the property. I still have sticky traps and rodent control/poison boxes on the outside and inside of the property. There is no evidence of anything being in or on the property nor inside.

Our plans are to finish the inside, but there is nothing in the law that requires me to disclose the progress of the construction on the inside to the City of Vincent. It is currently vacant and provides no health hazard to anyone.

I have left a message at the Webster County Public Health Environmental Health for a request for re-inspection of the outside of the property, but have not heard back from them

Under Iowa Law I am required, upon sale, to make certain disclosures to the buyer and that falls on my wife and I and my real estate license. I do not think the City of Vincent wants to enter into a issue with attempting to abate a property that we and our attorney feel have met the conditions on the outside of the house to undo the abatement process.

We look forward to your action and written response to this request.

Please feel free to contact myself with any concerns or questions. I will be available by telephone on Monday the 13th of December at 7:15pm at 515-293-1207 for questions during the meeting.

Respectfully,
Darren and Reina Robinson

29 Parkview Dr
Eagle Grove, IA 50533

Mayor Adson or the city clerk will contact the city attorney to double check the next steps to uncondemn the property and the nuisance has been properly abated per the cities request. Will put this item on the agenda for the January 2022 council meeting.

Approve consent agenda:

Minutes of November 8th, 2021
Minutes of November 26th, 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: The city snowplow truck is ready for winter ; snow chains are on and the box has gravel in it.

Parks: Nothing to report this month.

Waste Management: Scheduled meeting for December 14th, 2021.

Building Permit Committee: approved building permit #001.

Fire: Will be having the annual chili / oyster dinner on February 26th, 2022.

Community Hall: Axtell Construction was contacted to repair the west screen door as it was stuck shut and installed a new toilet paper dispenser in the women's restroom. No rentals in December 2021.

Mayor: Met with city clerk to get SS Add't lot documents notarized at first state bank then dropped them off at Crimmins Law office, prepared Gallogly quit claim and submitted it for processing at the Webster County Courthouse, fielded interest in parcel 0422331008 ; requested city clerk post public hearing to establish price. Contacted Webster County Assessor for information on parcel 0422331008. Picked up School Street Abstract once it was completed from Crimmins Law Firm. Attended budget workshop for the Webster County Conference Board, attended city budget workshop via zoom, attended budget

workshop for webster county emergency management / E911, discussion was held again on purchase of radios for departments with E911 budget. Checked and helped prepare Hall for rentals, back screen door was jammed and a toilet paper receptacle needed replacing ; requested city clerk contact Tony Axtell since the screen door was installed within the last year. A chain was added to the top to help with the wind catching the door and a piece of wood was put behind the latch to help prevent it from closing too

far in and jamming ; no visible damage to the door. Property owner of 201 Arthur St contacted me regarding status of property for webster county public health coming out ; the owner was encouraged to contact the health dept and also give a report of the inside work. Fielded a complaint on flags with profanity; fielded a call from councilman Miller regarding the status of the city snowplow. It was reported there had a been a fire in the carburetor and there was concern of the extent of the damage from using a fire extinguisher on it. Contacted snowplow operator Martin for a timeline on reported event. Thanked him for the feedback; requested the mayor be included on any other reports. I moved forward with contacting city council promptly, contacted T&D to see if it was repairable based on the information that was verbally provided on November 9th, 2021 by councilman Miller. Met with Tom from T&D with councilman Mickelson to look at the unit, gave a rough estimate of \$1,000 for repairs. The truck was towed to T&D promptly, also requested pre-season check be done while it was there. Contacted Mike Johnson regarding insurance coverage for towing ; it was covered. Shared information with the city clerk ; in that timeline I also contacted Webster County Engineer for any resources they may have for trucks. Jamie Johll said he would do some checking and get back to me. He later sent out specs for a truck the county had for sale. All information was forwarded to city council members. Went with councilman Adson to pick up snowplow that was repaired at T&D. Submitted service work done to the city clerk for file. Fielded an inquiry from councilman Fransen about applications being filled out for snowplow operator position. Contacted Martin and requested he stop in and fill out an application for city records and requested backup position be posted on the agenda for clarification. Contacted Bemrich Electric multiple times regarding electrical outlets decorations and service work for the W / WW Dept. Assisted with city decorations.

Clerk: Got papers notarized for the SS Add't lots to be turned in to the city attorney. Resubmitted the annexation paperwork for Winfield Solutions to the secretary of state's office, ordered replacement bulbs for the city xmas decorations, increased the city credit card limit, submitted the revised building permit for the Vincent Bar and a permit for parcel 0422407001, contacted Tony Axtell for the community hall repairs, posted the public hearing notice for the budget amendment and sell of parcel number 0422331008, submitted updated city information to the IA League, checked with Badger Meter on receiving the new endpoints that are on order, checked with Julie at Verizon the status of the timeline for the antenna install on the water tower, rec'vd the computers that were ordered from the BuyIt Program and contacted Todd to come and set them up. Contacted the IA DOT and Secretary of State Office to check the status of the annexation that was submitted. Will pre-order tree seedlings from the DNR for spring 2022.

Motion by Corey Rutherford, second by Donovan Adson to adjourn the meeting at 8:10 pm.
John Fransen, Donovan Adson, Brian Mickelson, Heath Miller and Corey Rutherford present.
All Ayes, 0 Nays; motion carried.

Mayor

City Clerk

Posted: 12/17/2021

General Funds 11-01-2021	532,914.76
Nov receipts	16,329.24
Nov disbursements	13,003.43
General Funds 11-30-20201	536,240.57

Community Hall 11-01-2021	-37,209.14
Nov receipts	210.73
Nov disbursements	147.09
Community Hall 11-30-2021	-37,145.50

Local Option Sales Tax water and sewer 11-01-2021	18,361.05
Nov receipts	6,724.97
Nov disbursements	0.00
Local Option Sales Tax water and sewer 11-30-2021	25,086.02

Local Option Sales Tax parks 11-01-2021	20,493.10
Nov receipts	0.00
Nov disbursements	0.00
Local Option Sales Tax parks 11-30-2021	20,493.10

Road Use Tax Funds 11-01-2021	15,842.35
Nov receipts	904.64
Nov disbursements	4,952.80
Road Use Tax Funds 11-30-2021	11,794.19

Water Utility Fund 11-01-2021	31,030.96
Nov receipts	1,930.26
Nov disbursements	4,808.13
Water Utility Fund 11-30-2021	28,153.09

Sewer Utility Fund 11-01-2021	21,495.87
Nov receipts	1,460.49
Nov disbursements	4,003.46
Sewer Utility Fund 11-30-2021	18,952.90

Storm Utility Fund 11-01-2021	7,759.98
Nov receipts	258.00
Nov disbursements	0.00
Storm Utility Fund 11-30-2021	8,017.98

CD's

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

Total CD's for November 66,549.67

List of Disbursements paid for August:
Check No

“ 12245 Pederson Sanitation – VOID

1039.00

List of Disbursements paid for September:

Check No

“	12277 Webster County Treasurer - VOID	164.94
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List of Disbursements paid for October:

Check No

“	12299 Webster County Emergency Management	687.03
“	12301 Petty Cash	7.38

List of Disbursements paid for November:

Check No

“	12302 Lyn Adson Payroll (11/1/2021)	184.52
“	12303 Craig Larson Payroll (11/1/2021)	852.46
“	12304 Black Hills Energy	114.63
“	12305 Mid American Energy	271.76
“	12306 Sarah Geisinger Payroll(11/8/2021)	523.85
“	12307 Card Services	82.34
“	12308 Abstract Associates	378.00
“	12309 Kaleb Adson Mowing	140.00
“	12310 Katelyn Adson Mowing	135.00
“	12311 Ag Source	269.00
“	12312 Arends Quality Construction	5240.00
“	12313 Badger Meter	76.54
“	12314 Crimmins & Kehm Law Firm	490.00
“	12315 Sarah Geisinger Mileage	107.52
“	12316 Hawkins Inc	597.78
“	12317 IA Rural Water Association	225.00
“	12318 Craig Larson Mileage	48.16
“	12319 McClure Engineering	2000.00
“	12320 Mid American Energy (Streetlighting)	288.27
“	12321 Kris Miller Mowing	280.00
“	12322 Modern Sound Engineering	98.95
“	12323 North Central IA Regional Solid Waste Agency	195.75
“	12324 Pederson Sanitation	2003.00
“	12325 Smitty's Lawn & Landscape	173.94
“	12326 Webster Calhoun	261.44
“	12327 Ziegler Cat Inc	173.49
“	12328 Sarah Geisinger – Payroll (11/22/2021)	551.28
“	Debit IPERS (Withholding)	437.60
“	Debit ACH Monthly Fee	11.40
	Transfer from RUT / Water / Sewer to General (S.S. Add't)	10703.23