

City of Vincent
Council Proceedings
Regular Meeting
December 8th, 2025

Mayor Jordon Frakes called the regular council meeting to order at 6:00 pm.

Roll call showed Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present. Justin Brensel absent.

Public attendees: Sharon Woodley, Ed Woodley, Craig Larson, Peggy Larson & Heather Weiner

Motion by Brian Mickelson, second by Donovan Adson to approve the agenda for December 8th, 2025. Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present. Justin Brensel absent. All ayes, 0 nays, motion carried.

Oaths of Office:

City Clerk administered the oaths of office for elected mayor & council members Jordon Frakes, Alexis Wiederin & Heather Weiner beginning term of office 1/1/2026 & ending 12/31/2029.

Public Comments:

Street sign at Arthur and Second – sign is pointed the wrong direction causing packages to be delivered to the wrong homes. The sign needs turned.

Alleyway by 204 Johnson St - Ed Woodley addressed council about a small tree that is growing close to the alleyway. Ed is requesting council address this situation. After discussion and review of the property council member Rutherford will go to the homeowner about the tree.

City Property ; Consider Disposal:

Parcel lot 0422331009 – the city clerk reached out to the city attorney about the process to dispose of this parcel lot. The city attorney did not get back to the city clerk prior to the council meeting. After discussion, the city is still interested in the disposal of this parcel lot. Mayor Frakes will contact the city attorney about the disposal of this parcel lot and report back at the January council meeting.

Swasand Lot 6 – Upon discussion, motion by Corey Rutherford, second by Alexis Wiederin to extend the offer of selling the lot for \$500.00 til January 12, 2026. Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present. Justin Brensel absent.

All ayes, 0 nays, motion carried.

The interested resident will be contacted and an answer will be given at the January council meeting.

Property north of city hall – There is interest from Craig Larson to purchase more property north of city hall. The property lines were staked as requested from the last council meeting. After discussion / review motion by Corey Rutherford, second by Brian Mickelson to approve the sell of 75.81 x 34.5 ft of lot 0422410013 that is directly abutted to 0422410012. Corey Rutherford, Donovan Adson, Brian Mickelson & Alexis Wiederin present. Justin Brensel absent. All ayes, 0 nays ; motion carried.

There will be a public hearing to dispose of the property at the January council meeting.

Parcel lot 0422331005; consider purchase

The owner Larry Adams is willing to give or sell the city part of this parcel lot to allow for the expansion of the city owned lot next to it. The city clerk contacted the city attorney on the legal process but did not hear back prior to the council meeting. Will revisit at the January council meeting.

Donovan Adson left the meeting at 6:35 pm.

Fill – in for W/WW Superintendent:

Tom F. & Craig L. did meet and visit about the job. Mayor Frakes will reach out to Tom F. about the job position and pay rate.

Water / Sewer Report:

289.9 Thousand gallons were pumped through the pump house in the month of November. 8,000 Gallons were used to back flush the iron filters. There is an empty Orange float barrell at the water plant ; if anyone is interested. All water meters and endpoints are working. The water salesman is now out of service. Will build up the tiles & install the water tower signs in the spring.

0.3619 Million gallons were pushed out to the ponds in the month of November. Pond levels are good & lift station has been working fine. Been working on the wastewater renewal permit and Visu Sewer will be doing the city tile grouting project after the new year.

Tom Ford visited with Craig and toured the lift station and water plant.

City Utility Maps:

Mayor Frakes reached out and did not get an answer on the benefits of waiting to complete the utility maps. Will request Lance R come to the January meeting and give the proposed project quote to be able to move forward with getting updated maps of the city utilities.

City Clerk Vacancy:

After review of the resumes and discussion, the hiring committee will be compiling a list of candidates to interview in the coming week to fill the vacancy.

Mid American Energy Utility Pole Agreement:

The city clerk did not rec've an updated agreement to review.

Changes to the potential agreement include:

Can only have 1 banded object on each pole at a time, the object must be banded.

The city has to sign 2 agreements one for poles and one for banners.

The décor must be 15ft off the ground

Poles will need to be inspected at \$35/pole and adding power to the poles will be \$300/pole + materials then \$100/pole per addt'l pole per trip. We must provide the materials to add electrical.

Mayor Frakes will request the city be sent an agreement to review at the January council meeting.

City Banners/Flags:

The city is considering the purchase of banners and flag poles/holders from Display Sales. Will review and consider purchase once the Mid American Agreement is reviewed and approved.

Nuisance Abatement:

201 Arthur St - the nuisance was abated.

City Donation Library:

The city attorney is working on filing paperwork.

SS Add't:

The city attorney will get the updated covenant recorded.

Building Permits:

No building permits were received for review.

Approve consent agenda:

Minutes of November 10th, 2025

Bill list(s)

Treasurer's Report

Motion by Brian Mickelson, second by Alexis Wiederin to approve the consent agenda.

Corey Rutherford, Brian Mickelson & Alexis Wiederin present. Justin Bresel & Donovan Adson absent. All ayes, O nays, motion carried.

Reports

Streets:

Snow removal was discussed. For insurance / liability reasons the city will check with insurance regarding incidents that may happen for non employees of the city.

City decorations were hung up.

Parks:

City trees got planted ; new flags need hung at the park and veteran memorial

Fire Board:

N/A

Community Hall:

Rentals have been going well, have one more for the year.

Thermostats are working.

Supplies were restocked.

Mayor:

Reached out to the city attorney, have not heard back. Welter Lock & key was contacted, have not heard back. Mid American was contacted and have not heard back. Restocked supplies at the community hall. Spoke with councilman Adson about snow removal.

Clerk:

Rec'd the city election paperwork, shared the community hall rental calendar with the mayor, ordered and picked up supplies for the community hall and city hall, started working on the 1099's and W2's, will be taking off December 26, 2025. Will be working from 9-1 on 12/24/2025 instead of 2-6. Posted the open city clerk position on all internet platforms and the city posting sites, contacted the city attorney about the covenant recording, library paperwork and city property disposal / purchase and did not hear back prior to the council meeting, contacted mid American for a street light repair at 103 S 1st St and returned the deposit fee for a rental that was back in August. Mailed the yearly DNR notice to a resident regarding the water service line to their home.

Motion by Corey Rutherford, second by Brian Mickelson to adjourn the meeting at 7:03 pm.

Corey Rutherford, Brian Mickelson & Alexis Wiederin present. Justin Brensel & Donovan Adson absent. All ayes, 0 nays, motion carried.

Mayor

City Clerk

Posted: 12/12/2025

General Funds 11-01-2025	535,054.71
Nov receipts	13,187.07
Nov disbursements	7,727.26
General Funds 11-30-2025	540,514.52
Community Hall 11-01-2025	-35,167.62
Nov receipts	900.00
Nov disbursements	904.01
Community Hall 11-30-2025	-35,171.63
Local Option Sales Tax water and sewer 11-01-2025	87,666.40
Nov receipts	0.00
Nov disbursements	0.00
Local Option Sales Tax water and sewer 11-30-2025	87,666.40
Local Option Sales Tax parks 11-01-2025	18,850.10
Nov receipts	0.00

Nov disbursements	0.00
Local Option Sales Tax parks 11-30-2025	18,850.10

Road Use Tax Funds 11-01-2025	22,010.64
Nov receipts	1,126.87
Nov disbursements	4,797.33
Road Use Tax Funds 11-30-2025	18,340.18

Water Utility Fund 11-01-2025	27,432.10
Nov receipts	2,038.25
Nov disbursements	4,580.45
Water Utility Fund 11-30-2025	24,889.90

Sewer Utility Fund 11-01-2025	26,285.92
Nov receipts	1,533.49
Nov disbursements	3,922.31
Sewer Utility Fund 11-30-2025	23,897.10

Storm Utility Fund 11-01-2025	18,360.98
Nov receipts	234.00
Nov disbursements	0.00
Storm Utility Fund 11-30-2025	18,594.98

CD's

3574251: Purchase Date 9/18/2024 : 3.67% interest ; Maturity Date 9/18/2029 – \$70,574.96

Total CD's for November	\$70,574.96
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List of disbursement paid for August:

Check

“	13424 Michel Fransen – council payroll	96.88
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List of disbursement paid for October:

Check

“	13474 Petty Cash	10.48
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List of disbursement paid for November:

Check

“	13475 Jordon Frakes Payroll 11/1/2025)	184.52
“	13476 Craig Larson Payroll (11/1/2025)	978.57
“	13477 Black Hills Energy	143.51
“	13478 Mid American Energy	307.96
“	13480 Sarah Geisinger Payroll (11/3/2025)	654.98
“	13481 Card Services	1328.67

“	13482 Donovan Adson Payroll (11/12/2025)	73.88
“	13483 Donovan Adson Mowing	150.00
“	13484 Kaleb Adson Mowing	150.00
“	13485 Ag Source	62.00
“	13486 Badger Meter	86.45
“	13487 Bianchi Heating & Cooling	750.50
“	13488 Crimmins & Kehm Law Firm	322.00
“	13489 Sarah Geisinger Mileage	134.40
“	13490 Hawkins Inc	94.09
“	13491 IA League of Cities	60.00
“	13493 Craig Larson Mowing	70.00
“	13494 Mid American (Streetlighting)	290.13
“	13495 Modern Sound Engineering	41.90
“	13496 North Central IA Regional Solid Waste Agency	146.90
“	13497 North Central Turf & Landscape	550.00
“	13498 Pederson Sanitation	1089.00
“	13499 Sylvane	102.41
“	13500 USPS	312.00
“	13501 Webster Calhoun	266.44
“	13502 Central IA Distributing	634.00
“	13503 Sarah Geisinger Payroll (11/17/25)	697.48
“	13504 ODP Office Solutions	497.55
“	13505 Jordan Frakes Payroll (12/1/2025)	184.52
“	Debit IPERS Withholding	536.73
“	Debit ACH Fee	11.80
“	Transfer from RUT / Water / Sewer to General (S.S. Add't)	10,703.23