

City of Vincent
Council Proceedings
Regular Meeting
March 6th, 2025

Mayor Pro Temp Michel Fransen called the regular council meeting to order at 6:00 pm.

Roll call showed Michel Fransen by speaker phone, Brian Mickelson, Donovan Adson, Corey Rutherford, Jordon Frakes present

Public attendees: Craig Larson

Motion by Brian Mickelson, second by Corey Rutherford to approve the agenda for March 6th, 2025. Michel Fransen by speaker phone, Brian Mickelson, Donovan Adson, Jordon Frakes, Corey Rutherford present. All ayes, 0 nays, motion carried.

Motion by Corey Rutherford, second by Jordon Frakes to appoint Michel Fransen as Mayor until end term of December 2025.

Roll Call Vote:

Ayes: Brian Mickelson, Donovan Adson, Corey Rutherford, Jordon Frakes

Nays: 0

Michel Fransen abstain

The city clerk administered the oath of office for Mayor Michel Fransen.

Mayor Michel Fransen appointed Jordon Frakes as Mayor Pro Temp.

Water / Sewer Report:

473.2 thousand gallons were pumped through the pump house in the month of February. All water meters and endpoints are working. Still trying to get a time to open up the iron filter ; maybe March. Checked the community hall for water usage as the endpoint was reporting water usage. Leaking toilet was found. FYI..... Was notified by phone call the overhead door at the water plant was open Wednesday morning. Door was shut when I left at 10:30 pm Tuesday night.

0.2716 million gallons were pushed out to the ponds in the month of February. Received a notice of violation from the DNR for exceeding the established limitations for the suspended solids. This was due to complete drain on the lagoons to work on the valve. Had conversation with Carl at the DNR concerning this and no further action is needed. The auto dialer numbers need changed. Let me know who I should add. Something to think about, constructing a small enclosure / building for the pump station electrical controls and fencing the area off.

Bob from Visu Sewer would be willing to visit in person or over the phone regarding the city sewer system. Water Meter Report - Backflows: 14; No flows: 7 ; Leaks: 3

Public Comments:

No comments

Nuisance Abatement:

206 S 2nd St - will be discussing with the city attorney about the filing of the citation at the April council meeting.

306 Arthur St – a complaint has been filed with the city about noise and smell from the fowl located in the backyard of the residence. Council will speak with the resident in regards to the complaint. Will update on the situation at the April council meeting.

School Street Add't Covenant:

Councilman Frakes was approached about the current covenant. Some key points that were brought up:

- Attached 2 car garage
- Square footage
- Paved driveway vs gravel / rock
- Build within a year

Have the city attorney review the covenant and ask if any changes can be made or if item 21 in the covenant prevents any changes.

Will revisit at the April council meeting.

City Clean Up Days:

After discussion and review ; clean up days for the Vincent Residents and Businesses will be April 11-14 & April 25-28. Dumpsters will be located south of City Hall on these days. The city clerk will put a notice in the water bill.

City Donation Library:

The city clerk reached out to the IA League of Cities and ClerkNet asking for information on starting a donation library. Information rec'vd noted that a 501(c)3 needs to be established for a donation library. The city clerk will reach out to the city attorney for the steps in getting this process started.

City Code of Ordinances:

Water Rates Increase – the city clerk reached out to the area cities to find out what rate increases are for the upcoming FY. Upon review of the information will be looking into changing water rates for FY 25-26.

Building Permits:

No permits were submitted for approval.

City Cameras:

Still waiting on the license plate camera and other parts that were ordered for the camera system to be installed.

Approve consent agenda:

Minutes of February 10th, 2025

Minutes of February 17th, 2025

Bill list(s)

Treasurer's Report

Motion by Brian Mickelson, second by Jordon Frakes to approve the consent agenda.
Jordon Frakes, Corey Rutherford, Donovan Adson, Brian Mickelson present.
All ayes, 0 nays ; motion carried.

Reports

Streets:

Will be calling area businesses for estimates on repair of streets.

Parks:

Councilman Rutherford checked with Menards for a flag pole light. Will be continuing to look into it.

Fire Board:

Still working on locating a truck to go on rescue calls, next meeting will be in April.

Community Hall:

Upcoming rental on March 15th. Need to address a leaking toilet and fix plumbing under the kitchen sink.

Mayor:

Was not able to attend the conference board meeting.

Clerk:

Reminding council / Mayor our property tax levy hearing will be March 31st then regular council meeting will be April 14. There were 3 water accounts that I reached out to notify of extra usage. Sent the county assessor and EMA coordinator the updated contact information regarding the mayor pro temp. Mid – March will be posting mowing bids notice & council vacancy. Will be contacting area businesses for request of vegetation control for the upcoming 2025 summer season. Typed and mailed a nuisance letter to the resident at 306 Arthur St. Received the updated city water supply permit from the DNR, ordered office supplies, entered the tax levy in the online budget system for the county auditor to mail out letters, attended the SLFRF webinar to submit the report due April 30th, will be attending the IMFOA conference in Des Moines April 10-11. Asked council to take the laptop and then on Friday to stop by the office to post the agenda and email the council packet. Council was ok with the request. Posted the Mayor vacancy notice, inquired with area towns on potential water rate increases, inquired with IA League of Cities and Clerk Net about a city donation library, hall rental coming up on March 15th, submitted the city's Sam.Gov renewal online.

Motion by Donovan Adson, second by Corey Rutherford to adjourn the meeting at 7:25 pm.
Jordon Frakes, Corey Rutherford, Donovan Adson, Brian Mickelson present.
All ayes, 0 nays ; motion carried.

Mayor

City Clerk

Posted: 3/12/2025

General Funds 2-01-2025	486,573.03
Feb receipts	1,943.20
Feb disbursements	4,809.04
General Funds 2-28-2025	483,707.19
Community Hall 2-01-2025	-33,139.67
Feb receipts	0.00
Feb disbursements	215.96
Community Hall 2-28-2025	-33,355.63
Local Option Sales Tax water and sewer 2-01-2025	75,746.41
Feb receipts	2,229.11
Feb disbursements	0.00
Local Option Sales Tax water and sewer 2-28-2025	77,975.52
Local Option Sales Tax parks 2-01-2025	18,850.10
Feb receipts	0.00
Feb disbursements	0.00
Local Option Sales Tax parks 2-28-2025	18,850.10
Road Use Tax Funds 2-01-2025	17,500.48
Feb receipts	955.57
Feb disbursements	503.87
Road Use Tax Funds 2-28-2025	17,952.18
Water Utility Fund 2-01-2025	23,053.77
Feb receipts	2,339.28
Feb disbursements	1,112.75
Water Utility Fund 2-28-2025	24,280.30
Sewer Utility Fund 2-01-2025	22,758.28
Feb receipts	1,771.13
Feb disbursements	683.46
Sewer Utility Fund 2-28-2025	23,845.95
Storm Utility Fund 2-01-2025	16,489.98
Feb receipts	246.00
Feb disbursements	175.00
Storm Utility Fund 2-28-2025	16,560.98

CD's

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

Total CD's for February \$70,574.96

List of disbursement paid for January:

Check No

“	13238 Badger Meter	85.50
“	13241 Crimmins & Kehm Law Firm	400.00

List of disbursement paid for February:

Check No

“	13252 Lyn Adson Payroll (2/1/2025)	184.52
“	13253 Craig Larson Payroll (2/1/2025)	949.37
“	13254 Black Hills Energy	675.88
“	13255 Mid American Energy	392.21
“	13256 Sarah Geisinger Payroll (2/10/2025)	635.19
“	13257 Donovan Adson Mileage	75.60
“	13258 Donovan Adson General	10.15
“	13259 Donovan Adson Snow Removal Payroll	30.79
“	13260 Lyn Adson Mileage	20.30
“	13261 Ag Source	14.50
“	13263 Frontline Warning Systems	730.00
“	13264 IA DNR	175.00
“	13265 IA One Call	9.90
“	13266 Mid American Energy (Streetlighting)	290.19
“	13268 North Central IA Regional Solid Waste Agency	146.90
“	13269 Pederson Sanitation	1214.00
“	13270 USPS	292.00
“	13271 Webster Calhoun	263.14
“	13272 Sarah Geisinger Payroll (2/24/2025)	713.60
“	13273 Petty Cash	9.68
“	Debit IPERS Withholding	517.76
“	Debit ACH Fee	22.00