City of Vincent
Council Proceedings
(Unapproved)
Regular Meeting
January 12th, 2026

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

Roll call showed Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin present.

Public attendees: Tom Ford, Barb Martin, Jennifer Peterman, Sarah Geisinger

Motion by Brian Mickelson, second by Alexis Wiederin to approve the agenda for January 12th, 2026. Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin. All ayes, O nays, motion carried.

**City Utility Maps**
No discussion. Table until next meeting.

**W/WW Superintendent Fill-In / Pay Rate -**
Discussion with Tom Ford regarding payment structure of agreed $20/day to payment structure of $20.00/day which includes up to 1 hour of work. Any time required beyond the one-hour minimum shall be billed at the rate of $20.00 per hour. Motion to approve compensation structure by Brian Mickelson, second by Donovan Adson. Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin. All ayes, O nays, motion carried.

**City Property ; Consider Disposal:**
*Parcel lot 0422331009* – No action.

*Swasand Lot 6* – Discussion regarding sale of property to counter from interested purchaser of $278.00 for the property. Motion to accept the offer of $278.00 for sale was made by Brian Mickelson and second by Alexis Wiederin. Role call vote: Justing Brensel, Heather Weiner, Brian Mickelson, Alexis Wiederin voted ayes. Donovan Adson voted nays, motion carried.

**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.

**Public Comments:**
Barb Martin – on behalf of the Fire Board commented they were thankful for the time and shared space for the Fire Board. The Fire Board will be moving their items from the City Building to the fire station.
Lynda Adson – Letter read to the council members. Shared thoughts on property sale of property of parcel lot sale 0422410013.

**Water / Sewer Report:**
294.7 thousand gallons were pumped through the pumphouse in the month of December.10 thousand gallons was used back flushing the iron filters. Have no leaks. Not much else going on. Been pretty quiet month.

0.409 millions gallons were pushed out to the ponds in the month of December. Levels are good, till the Spring drawdowns. Waiting on Bob of Visual Sewers to show up. Not much else to report on. Have any questions or concerns feel free to give me a call.

Further discussion was held regarding W/WW superintendent time off and review of proper communication moving forward.

**Appoint Mayor Pro Temp -**
Mayor Frakes appointed Brian Mickelson as Mayor Pro Temp. Brian Mickelson accepted.

**City Committees – Appointment Members**
Discussion regarding committees, appointments, and confirmations.

Parks – 1. Jordon Frakes 2. Brian Mickelson 3. Donovan Adson
Water and Sewer – 1. Donovan Adson, Alternate Jordon Frakes
Streets – 1. Donovan Adson 2. Brian Mickelson
Emergency Management – 1. Jordon Frakes 2. Brian Mickelson, Alternate: Heather Weiner
E911 – 1. Jordon Frakes 2. Brian Mickelson, Alternate: Heather Weiner
Webster County Conference Board – 1. Jordon Frakes 2. Brian Mickelson, Alternate: Alexis Wiederin
Fireboard – 1. Justin Brensel 2. Brian Mickelson, Alternate: Alexis Wiederin
Community Hall Committee – 1. Jordon Frakes 2. Heather Weiner 3. Alexis Wiederin

**Disaster Recovery Plan – review/update**
Reviewed and discussed changes to be reviewed at a following council meeting.

**City Clerk Fill-In & Pay Rate**
Discussion regarding continued employment for Sarah Geisinger for as needed city clerk fill-in at her current rate. Motion made by Heather Weinder and seconded by Justin Brensel. Motion died. Further conversation regarding the matter. A motion was made to keep Sarah Geisinger on for as needed training of new clerk and assistance at her current pay rate by Justin Brensel and second by Brian Mickelson. Roll Call Vote: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin. All ayes, O nays, motion carried.

**City Hall Open Hours**
Discussion regarding current scheduled city hall hours and change to best align with new city clerk hours and meeting the needs of the residents. A motion to change this City Hall Open hours to: Monday, Tuesday, Thursday, Friday 0800 – 1200. Wednesday open hours to 1300 – 1700 to take effect the following Monday January 19th, 2026. Motion made by Alexis Wiederin and second by Justin Brensel. Roll Call Vote: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin. All ayes, O nays, motion carried.

Motion by Heather Weiner and second by Justin Brensel to approve **RESOLUTION NO. 2026- 01**

**A RESOLUTION SETTING WAGES FOR THE WATER SUPERINTENDENT FILL-IN**

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

**Section I.** The following position(s) shall be paid the 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 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 | Daily Rate | Hrly Rate after the 1st hr |
|---|---|---|
| **Water / Waste Water Superintendent Fill - in** | $20/day | $20/hr |

**Roll Call Vote:**
**Ayes: Justin Brensel, Heather Wiener, Donovan Adson, Brian Mickelson, Alexis Wiederin**
**Nays: 0**

Passed and approved this 12th day of January, 2026.

_____
Mayor

ATTESTS:

_____
City Clerk

Motion by Brian Mickelson and second by Justin Brensel to approve RESOLUTION NO. 2026-02

A RESOLUTION SETTING A PUBLIC HEARING DATE FOR THE CONSIDERATION OF THE DISPOSAL OF AN INTEREST IN REAL PROPERTY

WHEREAS, the City of Vincent currently owns the lot located at EG VINCENT INC OT BLK 9, S 100' E 25' OF LOT 6 & S 100' OF LOT 7, legally described as follows:

75.81 ft x 34.5 ft of parcel number 0422410013 to Vincent, Webster County, Iowa and,

WHEREAS, the City has no use for said real estate except as hereinafter set out; and,

WHEREAS, it does appear that the highest and best use for this real estate is redevelopment by a source other than this Municipal Corporation.

NOW, THEREFORE, BE IT RESOLVED that said real estate be considered for disposal and that a Public Hearing on said consideration and disposal be hereby set for the 9th day of February, 2026 at 6:00 p.m. in the City Council Chambers, 104 Arthur Street, Vincent, Iowa and that Notice of said Hearing be published by the City Clerk as required by law.

PASSED AND APPROVED by the City of Vincent City Council this 12th day of January, 2026.

AYES: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson, Alexis Wiederin
NAYS: _____
OTHER: _____

CITY OF VINCENT, IOWA

By: _____
Mayor

ATTEST:

_____
City Clerk

Motion by Donovan Adson and second by Brian Mickelson to approve **RESOLUTION NO. 2026-03**

**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 .72.5 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 2026 Internal Revenue Service standard allowable rate of .72.5 cents per mile for business miles driven at the time the expense is incurred by the employee.

Roll Call vote:
Ayes: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson, Alexis Wiederin
Nays: 0

Adopted this 12th day of January, 2026.

Mayor_____

Attest:

City Clerk_____

Motion by Donovan Adson and second by Brian Mickelson to approve RESOLUTION NO. 2026-04

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: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson, Alexis Wiederin
Nays: 0

Adopted this 12th day of January, 2026.

Mayor_____

Attest:

City Clerk_____

**RESOLUTION 2026 – 05**
*Corporate Bank Resolution -*
Tabled until future council meeting.

Motion by Heather Weiner and second by Justin Brensel to approve **RESOLUTION 2026-06**

A RESOLUTION TO APPOINT CITY CLERK

**WHEREAS**, appointment of a City Clerk is required per Vincent Code of Ordinances; and,

**WHEREAS**, the Personnel Search committee has completed the interviews; and,

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** that the Personnel Search Committee and Vincent City Council approve the appointment of Jennifer Peterman as Vincent City Clerk effective January, 2026 at a hourly rate of $23.50 ; and,

**TO SERVE AS VINCENT CITY CLERK UNTIL ANNUAL APPOINTMENT** January 2027; and,

**BE IT FURTHER RESOLVED**, that the Mayor of the City of Vincent is authorized and directed to execute the documents required to effectuate this Resolution by officially offering said position to Jennifer Peterman .

Roll Call Vote:
Ayes: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson, Alexis Wiederin
Nays: 0

Approved and signed this 12th day of January, 2026.

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Mayor

ATTEST:

_____
City Clerk

Motion by Alexis Wiederin and second by Brian Mickelson to approve **RESOLUTION 2026-07**

**A RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS FOR THE FISCAL YEAR 2026-2027.**

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

Section 1. On July 1st the City Clerk is hereby authorized to transfer $10,082.36 from the Local Option Sales Tax Fund to the General Fund to pay towards the $150,000 loan for the water filter.

Section 2. On November 1st the City Clerk is hereby authorized to transfer $10,703.23 from the Water Utility Fund ($3,173.54), Sewer Utility Fund ($3,049.09) and Road Use Tax Fund ($4,480.60) to the General Fund to pay towards the $159,237.00 loan for the School Street Addition.

Roll Call Vote:
Ayes: Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson, Alexis Wiederin
Nays:0

Passed and approved this 12th day of January, 2026.

_____
Mayor

Attest:

_____
City Clerk

**City Budget Workshop**
*Set date –*
Donovan Adson motions to have the City Budget Work Shop January 26th at 1800, seconded by Brian Mickelson. Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin. All ayes, O nays, motion carried.

**Snowplow Operator Job Description**
Discussion regarding implementing snowplow operator job description. Discussed some items listed in job description that could be omitted to accurately describe job duties. Requested information to be sent to insurance company to review and provide guidance.

**Mid American Energy**
*Decor / flag agreement*
Mid American Energy sent agreement to be reviewed. Tabled until future council meeting

**City Banners / Flags**
*Consider purchase from Display Sales*
Tabled until contract completed with Mid American Energy.

**Nuisance Abatement**
No discussion

**City Donation Library**
City Attorney provided detailed plan for progression towards city library. Further clarification on detailed plan requested by council.

**SS Add't Covenant**
Waiting for confirmation from attorney of completed file.

**Building Permits:**
No building permits were submitted.

**Approve consent agenda**:
*Minutes of December 8th, 2025*
*Minutes of December 22nd, 2025*
*Bill list(s)*
*Treasurer's Report*

Motion by Brian Mickelson, second by Alexis Wiederin to approve the consent agenda.
Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson, Alexis Wiederin.
All ayes, O nays, motion carried.

## ***Reports***

**Streets / Decore Schedule**:
Discussed snowplow blade change. Discussed time to take down city lights and time to take down next Wednesday.

**Parks**:
Discussed hanging up new flags.

**Fire Board:**
Reports there were 60 calls last year for the Fire Department. A new light bar on #6. A member of the Fire Department passed their EMT boards. Board is currently looking for donations for tanker pumper truck.

**Community Hall:**
Rentals have been going well, have one more for the year.
Thermostats are working.
Supplies were restocked.

**Mayor:**
Changed street sign to accurately represent street signs. Contacted city attorney for preferred contact method. Welter Locksmith completed changing of locks. Invited Tom Fort to council meeting. Conferred with Councilman Adson regarding hiring committee. Scheduled, rescheduled, and completed job interviews. Completed job offer. Completed background check for City Clerk candidate.

**Clerk:**
Closed out the month of December. Completed taxes. Updated the Iowa League of Cities for the next year due to elections. Started process for renewal of ICAP due in April.

Motion by Donovan Adson, second by Heather Weiner to adjourn the meeting at 7:41 pm.
Justin Brensel, Heather Weiner, Donovan Adson, Brian Mickelson & Alexis Wiederin. All ayes, O nays, motion carried.

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Mayor

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City Clerk

**Posted: 1/28/2026**

| | |
|---|---|
| General Funds 12-01-2025 | 529594.90 |
| DEC receipts | 6454.94 |
| DEC disbursements | 13040.07 |
| General Funds 12-31-2025 | 536180.03 |
| Community Hall 12-01-2025 | -35,171.63 |
| DEC receipts | 200.00 |
| DEC disbursements | 185.34 |
| Community Hall 12-31-2025 | -35,156.97 |
| Local Option Sales Tax water and sewer 12-01-2025 | 87,666.40 |
| DEC receipts | 4888.86 |
| DEC disbursements | 0.00 |
| Local Option Sales Tax water and sewer 12-31-2025 | 92555.26 |
| Local Option Sales Tax parks 12-01-2025 | 18,850.10 |
| DEC receipts | 0.00 |
| DEC disbursements | 0.00 |
| Local Option Sales Tax parks 12-31-2025 | 18,850.10 |
| Road Use Tax Funds 12-01-2025 | 18,340.18 |
| DEC receipts | 1050.95 |
| DEC disbursements | 1010.43 |
| Road Use Tax Funds 12-31-2025 | 18380.70 |
| Water Utility Fund 12-01-2025 | 24,889.90 |
| DEC receipts | 2073.66 |
| DEC disbursements | 967.56 |
| Water Utility Fund 12-31-2025 | 26021.00 |
| Sewer Utility Fund 12-01-2025 | 23,897.10 |
| DEC receipts | 1610.72 |
| DEC disbursements | 771.34 |
| Sewer Utility Fund 12-31-2025 | 24736.48 |
| Storm Utility Fund 12-01-2025 | 18,594.98 |
| DEC receipts | 261.00 |
| DEC disbursements | 0.00 |
| Storm Utility Fund 12-31-2025 | 18,855.98 |

CD’s

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

| | |
|---|---|
| Total CD’s for December | $70,574.96 |

1000

List of disbursement paid for November:
Check

| | | |
|---|---|---|
| “ | 13492 IRWA | 315.00 |

List of disbursement paid for December:
Check

| | | |
|---|---|---|
| “ | 13506 Craig Larson Payroll (12/1/2025) | 978.57 |
| “ | 13507 Black Hills Energy | 288.75 |
| “ | 13508 Mid American Energy | 306.62 |
| “ | 13509 Sarah Geisinger Payroll (12/1/2025) | 654.98 |
| “ | 13510 Jordon Frakes Council Payroll (12/8/25) | 290.62 |
| “ | 13511 Justin Brensel (12/8/2025) | VOID |
| “ | 12512 Corey Rutherford Council Payroll (12/8/2025) | 355.20 |
| “ | 13513 Donvan Adson Council Payroll (12/8/25) | 484.84 |
| “ | 13514 Brian Mickelson Council Payroll (12/8/25) | 516.66 |
| “ | 13515 Alexis Wiederin Council Payroll (12/8/25) | 290.62 |
| “ | 13516 ODP Business Solutions | 36.98 |
| “ | 13517 Donovan Adson Snow Remvoal Payroll (12/9/25) | 663.76 |
| “ | 13518 AG Source Coop Services | 28.00 |
| “ | 13520 Badger Meter | 86.45 |
| “ | 13521 Mid American Energy | 291.02 |
| “ | 13522 Oaks Garden | 4425.00 |
| “ | 13523 Pederson Sanitation | 1089.00 |
| “ | 13524 Storey Kenworthy/Matt Parott | 45.63 |
| “ | 13525 Webster County Sherif | 1300.00 |
| “ | 13526 Webster Calhoun | 267.14 |
| “ | 13527 IA DNR | 85.00 |
| “ | 13528 Justin Brensel Council Payroll (12/9/25) | 129.16 |
| “ | 13529 Sarah Eisinger Payroll (12/15/25) | 684.73 |
| “ | 13530 Card Services | 624.00 |
| “ | 13532 Modern Sound Engineering | 20.95 |
| “ | 13533 Bomgaars Supply Inc. | 44.96 |
| “ | 13549 Webster Calhoun | 261.95 |