

City of Vincent  
Council Proceedings  
Regular Meeting  
September 12th, 2022

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

Roll call showed Heath Miller, John Fransen, Donovan Adson and Michel Fransen present. Brian Mickelson, absent.

Public attendees: Craig Larson

Motion by Michel Fransen, second by Donovan Adson to approve the agenda for September 12th, 2022. Heath Miller, John Fransen, Donovan Adson and Michel Fransen present. Brian Mickelson, absent. All ayes, 0 nays, motion carried.

**Water / Sewer Report:**

Craig Larson for the month of August 2022. 537.9 thousand gallons were pumped through the tower. Arends Construction put up the forms for the new building at 105 N 1<sup>st</sup> St, they should be pouring the cement this week and the plumbers have been there also. The plumbers will also be looking at some plumbing repairs at the water plant. Pederson's did check out the tile at the intersection of Arthur St and Third St, everything was flowing good as flushed a hydrant down the tile. Still waiting on receiving the endpoint communicators. 0.2972 million gallons were pushed out to the ponds. Need to cut some trees down along the fence line. Things are going well.

Brian Mickelson entered the meeting at 6:13 pm.

**Public Comments:** Resident at 1402 Vincent Ave reported a concern for the gravel road located south of the seed warehouse. It was reported of too much dust being a problem for the resident being outside doing yard work. Their question was if New Cooperative could be contacted to do something. After council discussion it was decided the resident could contact the Webster County Engineer's Office or New Cooperative Inc to address their concern. The city does not own the road it is a county owned road.

The new owner of the old meat locker located at 104 W Arthur St wanted to address the city council about the alleyway abutting the property and also inquire about parcel lot 0422331008. The individual did not come to the meeting. The city clerk will contact the person and ask them to come to the October 10<sup>th</sup>, 2022 council meeting.

Motion by John Fransen, second by Donovan Adson to adopt **RESOLUTION NO. 2022-12**

**A RESOLUTION APPROVING THE BUILDING NUMBER PLAN FOR THE CITY OF  
VINCENT, IOWA**

**WHEREAS**, the City of Vincent assigns building numbers to all dwellings and businesses to assist emergency service agencies, the United States Postal Service and the public for the purpose of convenience and safety.

**WHEREAS**, the Vincent City Council will allow the City Clerk and Mayor to assign numbers consistent with the city map for assignment of Odd/Even Number Location.

- Even numbers shall be assigned to buildings fronting on the west side of streets running north and south and on the south side of streets running east and west.
- Odd numbers shall be assigned to buildings fronting on the east side of streets running north and south and on the north side of streets running east and west.

**BE IT THEREFORE RESOLVED**, the Vincent City Council approve the building number plan.

Roll Call Vote

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

Nays:

Passed and approved this 12<sup>th</sup> day of September 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Assign Address to parcel lots:** There are parcel lots in Vincent that do not have an address assigned. After discussion it was voted to assign the 6 parcel lots an address.

- 0422407001 – 211 Brewster St
- 0422416004 – 304 Marshall St
- 0422454001 – 301 S. School St
- 0422454002 – 303 S. School St
- 0422452004 – 302 S. School St
- 0422452005 – 304 S. School St

Motion by Michel Fransen, second by Brian Mickelson to approve the above addresses for the parcel lots located in Vincent, IA.

Roll Call Vote:

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

Nays:0

Motion passed and approved this 12<sup>th</sup> day of September 2022.

Motion by Brian Mickelson, second by Heath Miller to adopt **RESOLUTION 2022-13**

**TO ASSIGN AN ADDRESS TO PARCEL LOT 0422407001**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VINCENT, IOWA, APPROVING THE FOLLOWING ADDRESS FOR PARCEL LOT 0422407001 LOCATED IN THE CITY OF**

**VINCENT, IOWA:**

**ADDRESS:**

211 Brewster St  
Vincent, IA 50594

**Roll Call Vote:**

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

PASSED & APPROVED this 12<sup>th</sup> day of September, 2022.

**CITY OF VINCENT, IOWA**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Motion by Brian Mickelson, second by Michel Fransen to adopt **RESOLUTION 2022-14**

**A RESOLUTION TO ACCEPT THE ANNUAL STREET FINANCIAL REPORT FOR 2021-2022.**

The City Council of Vincent hereby resolves to adopt the Official Financial Report for City Streets as presented by the City Clerk this 12th day of September, 2022 as it’s official 2022 Fiscal Year Street Finance Report for Street and Road Use Tax Funds. The report shall be sent to the Iowa Department of Transportation by the City Clerk as required.

Passed and approved this 12th day of September, 2022.

**Roll Call Vote:**

Ayes: John Fransen, Brian Mickelson, Heath Miller, Donovan Adson, Michel Fransen  
Nays: 0

By \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Beggar’s Night:** After discussion, motion by Heath Miller, second by Brian Mickelson to have beggar’s night on October 31, 2022 from 5:30-7:00 pm by porch light invitation. Heath Miller, John Fransen, Donovan Adson and Michel Fransen and Brian Mickelson present.  
All ayes, 0 nays, motion carried.

**City Tree Maintenance:** The city put a note in the water utility bill offering residents the opportunity to trim or cut down a tree in ROW / tree berm. The city only pays for tree maintenance in the ROW / tree berm not on a residence property. Mayor Adson will be contacting Kvale Tree Service to get a quote for review at the October council meeting.

**Nuisance Abatement:** The city clerk sent letters to the following property owners for garbage / lawn nuisances to be abated. (200 Arthur St, 204 Arthur St, 106 N 1<sup>st</sup> St, 104 N 2<sup>nd</sup> St) All but 106 N 1<sup>st</sup> St have taken action on their property. The city clerk will contact a vendor to have the weeds sprayed in the back yard of the property.

**105 N St Street:** Arends construction came and put up the forms to pour the concrete floor. The plumbing has been run for the bathroom and floor drain. The city clerk will contact Beisser Lumber on an ETA for the building materials.

**Approve consent agenda:**  
*Minutes of August 8<sup>th</sup>, 2022*  
*Bill list(s)*  
*Treasurer’s Report*

Motion by Brian Mickelson, second by Donovan Adson to approve the consent agenda.  
Heath Miller, John Fransen, Donovan Adson, Michel Fransen and Brian Mickelson present.  
All ayes, 0 Nays; motion carried.

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**\*Reports\***

**Streets:** It was inquired on getting the new snowplow truck painted but after discussion it was put on hold for a later time to take action.

**Parks:** The parks committee will be doing picnic table repairs. The extra toys left at the park are for public use as they were donated to the city.

**Waste Management:** No meeting as did not have enough attendance.

**Building Permit Committee:** no permits were rec'vd.

**Fire:** A new EMT has joined the Vincent Ambulance Service. Nothing else to report this month.

**Community Hall:** Have had rentals and the tulle hooks were installed for future events.

**Mayor:** Contacted Arends Construction regarding cement project. Reviewed update with Craig Larson regarding Pederson's digging at the corner of 3<sup>rd</sup> and Arthur St, Craig flushed water thru – no obstruction was detected. Checked the community hall for the rental, requested city clerk put notice for tree berm maintenance in water bills for any resident needing trimming or removal of dead or damaged trees on city property. Reviewed sign order with the city clerk, fielded a request for an address assignment located on brewster street. Contacted the Webster County Assessor on how to proceed. As long as the City of Vincent is an incorporated town we can assign addresses for parcel lots. Reviewed the assessments for the School Street Lots, there is one lot that needs fixed for the assessed value and the webster county assessor will make the change.

**Clerk:** Contacted the owner of Mrs T's Mercantile in regards to a hall rental inquiry. Mailed the garbage nuisance letters to 200 Arthur St, 204 Arthur St and 104 N 2<sup>nd</sup> St. The old snowplow truck got picked up from the city and was removed from the city's insurance policy. Posted the open snow plow operator position, turned on the water at 206 S 2<sup>nd</sup> St as they paid the bill current, assigned the address to parcel lot 0422407001 and contacted the assessor's office to let them know, updated the community hall information sheet, ordered new signs for second street, completed the annual street finance report, working on the annual financial report, put together a building number plan, registered for the IMFOA conference in October, did a conference call with a rep from Northern Natural Gas to go over protocol in the event of a gas leak and will be taking time off ; 9/21/2022 to 9/28/2022.

Motion by Donovan Adson, second by John Fransen to adjourn the meeting at 6:43 pm.  
John Fransen, Donovan Adson, Heath Miller, Michel Fransen and Brian Mickelson. All Ayes, 0 Nays;  
motion carried.

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Mayor

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City Clerk

**Posted: 9/16/2022**

General Funds 8-01-2022	474,149.09
Aug receipts	16,576.03
Aug disbursements	4,601.48
General Funds 8-31-2022	486,123.64
Community Hall 8-01-2022	-37,663.42
Aug receipts	0.00
Aug disbursements	179.43
Community Hall 8-31-2022	-37,842.85
Local Option Sales Tax water and sewer 8-01-2022	31,803.84
Aug receipts	2,081.32
Aug disbursements	0.00
Local Option Sales Tax water and sewer 8-31-2022	33,885.16
Local Option Sales Tax parks 8-01-2022	20,493.10
Aug receipts	0.00
Aug disbursements	0.00
Local Option Sales Tax parks 8-31-2022	20,493.10
Road Use Tax Funds 8-01-2022	16,872.66
Aug receipts	959.97
Aug disbursements	298.41
Road Use Tax Funds 8-31-2022	17,534.22
Water Utility Fund 8-01-2022	14,841.75
Aug receipts	2,999.65
Aug disbursements	5,623.55
Water Utility Fund 8-31-2022	12,217.85
Sewer Utility Fund 8-01-2022	18,036.23
Aug receipts	1,688.29
Aug disbursements	974.62
Sewer Utility Fund 8-31-2022	18,749.90
Storm Utility Fund 8-01-2022	9,741.98
Aug receipts	252.00
Aug disbursements	0.00
Storm Utility Fund 8-31-2022	9,993.98

CD's

3547386 Purchase Date 12/11/2013 1.91% interest Maturity Date 12/12/2022 – 67,808.64

Total CD's for August 67,808.64

## List of disbursement paid for July:

Check No

“	12528 Webster County Emergency Management	731.00
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## List of disbursement paid for August:

Check No

“	12532 Lyn Adson Payroll (8/1/2022)	184.52
“	12533 Craig Larson Payroll (8/1/2022)	834.36
“	12534 Black Hills Energy	115.34
“	12535 Mid American Energy	546.09
“	12536 Sarah Geisinger Payroll (8/1/2022)	557.31
“	12537 3E	3307.82
“	12538 Kaleb Adson – Mowing	160.00
“	12539 Donovan Adson – Mowing	235.00
“	12540 Ag Source	50.75
“	12541 Jaden Armstead – Mowing	225.00
“	12542 Badger Meter	234.78
“	12543 Hawkins Inc	962.31
“	12544 IA DNR	210.00
“	12545 Mid American Energy (Streetlighting)	287.74
“	12546 Kris Miller – Mowing	140.00
“	12547 Modern Sound Engineering	20.95
“	12548 North Central IA Solid Waste Agency	146.90
“	12549 Pederson Sanitation	964.00
“	12550 Smitty’s Lawn & Landscape	347.88
“	12551 Webster Calhoun	265.79
“	12552 Sarah Geisinger Payroll (8/15/2022)	575.52
“	12553 Sarah Geisinger Payroll (8/29/2022)	528.20
“	12554 Petty Cash	31.40
“	Debit IPERS (Withholding)	465.77
“	Debit ACH Fee	21.90
“	Debit State Sales Tax	20.98
“	Debit Water Excise Tax	237.18