

City of Vincent  
Council Proceedings  
Regular Meeting  
August 12th, 2024

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

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

Public attendees: N/A

Motion by Brian Mickelson, second by Michel Fransen to approve the agenda for August 12th, 2024.  
Michel Fransen, Brian Mickelson, Donovan Adson, John Fransen present.  
Heath Miller absent. All ayes, 0 nays, motion carried.

**Water / Sewer Report:**

Craig Larson for the month of July 2024: 789.1 thousand gallons were pumped through the pump house in the month of July. Completed DNR Service Line Surveys (2 left to complete). Continue working on cleaning the water plant. Am in the process of hanging the lights at the water plant. Received the water tower report and pictures. Reviewed and was happy with the results.

0.6859 million gallons were pushed out to the ponds in the month of July. Visu-Sewer completed the CCV of the sewer lines, did receive their final report. Reviewed the report and pictures, for the most part all looks good. A few manholes will need some minor attention and there is one manhole not located yet. EP was contacted for install of a transducer and a touchscreen panel, they were here on 8/8/2024 to work on the installation. Cell depths continue to look good and the sheep were put in. Thank you for the pay increase.

**City Property ; Consideration of the sale of the North 39.53' x 100' of lots 6 & 7:**

Mayor Adson went to the courthouse and obtained the current property rating formula from the assessor's office and also got the measurements for the 'rectangle' of the city property north of city hall offered for sale. Councilman Mickelson presented the surveyed property lines done by Craig Larson that is of interest for purchase. After review of both options & discussion, motion by Michel Fransen, second by Donovan Adson to offer the sale of the North 39.53' x 100' of lots 6 & 7 land value rated at C-10 = \$2,640.00 established by the Webster County Assessor's Office with the right of easements for utilities and the buyer is responsible for all filing and recording fees.

**Roll Call Vote:**

Ayes: John Fransen, Donovan Adson, Michel Fransen

Nays: 0

Absent: Heath Miller

**Hydrogen Drilling:**

Councilman Mickelson was made aware there is a county meeting Tuesday, August 13<sup>th</sup>, 2024 about hydrogen drilling at the Webster County Courthouse at 6:30 pm. If he is able to attend he will update on what was discussed at the September council meeting.

**Water Tower Landscaping:**

Upon discussion from the July council meeting about needing new rock and shrubbery trimmed and removed under the water tower, councilman Mickelson contacted Stone Creek Landscape & Nursery to obtain an estimate. After review and discussion, motion by John Fransen, second by Brian Mickelson to have the old rock removed, new fabric and rock (14 ton) put in, trimming and removing of shrubbery at a cost of \$3,800.00. Michel Fransen, Brian Mickelson, Donovan Adson, John Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

**Plant Trees on city lot South of Post Office:**

An estimate was obtained from Smitty's Lawn & Landscape to plant a row of trees on the city lot. Councilman Mickelson was doing some research and is able to get 5 pine trees to plant on the city lot. After discussion and review of both options, motion by John Fransen, second by Michel Fransen for councilman Mickelson to fill out the paperwork on behalf of the city to get 5 trees to plant on the city parcel lot south of the post office. Michel Fransen, Brian Mickelson, Donovan Adson, John Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

**Fruit Trees:**

Mayor Adson asked the city clerk to mail a letter and put a notice in the August water bill reminding residents about coming to the Vincent City Council to get written or oral permission to plant fruit trees. Upon discussion, residents need to come to council for permission to plant fruit trees in town. No fruit trees will be allowed in the tree berm.

**City CD# 3570717:**

City CD 3570717 will be maturing 9/17/2024. The city clerk will obtain current CD rates and specials from the bank and will discuss options at the 9/9/2024 council meeting.

**Nuisance Abatement:**

The city clerk mailed letters to residents at 201 S 2<sup>nd</sup> St, 106 N 2<sup>nd</sup> St & 206 S 2<sup>nd</sup> St. The letter to 206 S 2<sup>nd</sup> St was not picked up. The city clerk will contact the sheriff dept. to have a deputy or the sheriff drop off the letter and get a signature of delivery. Motion by Donovan Adson, second by John Fransen for the sheriff dept to pick up the nuisance letter at city hall, deliver to the residence and get a signature of delivery. Michel Fransen, Brian Mickelson, Donovan Adson, John Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

**Teleconference for council meetings:**

Mayor Adson was made aware of amendment changes to Chapter 21 - open meeting laws. All city governmental bodies must provide city officials with teleconference options for council meetings. Will see what option will work best.

**Gutters for City Hall:**

Tuckpointing and masonry repair work was done on city hall. To prevent future water damage the city clerk will contact gutter contractors for estimates and will review and discuss at the September council meeting.

**Approve consent agenda:***Minutes of July 8<sup>th</sup>, 2024**Bill list(s)**Treasurer's Report*

Motion by Brian Mickelson, second by John Fransen to approve the consent agenda; not including the Smitty Lawn & Landscape Invoice for city hall landscape as the change order request was not on the invoice. John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent. All ayes, 0 nays, motion carried.

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**\*Reports\***

**Streets:**

Blacktop Services did complete the section of Lawrence St that was approved.

**Parks:**

Weeds need sprayed under the swing set. John Fransen filled out the DNR grant follow up paperwork and submitted to the DNR and gave the city a copy.

**Fire Board:**

A special meeting was held on August 8, 2024. Upon discussion, the fireboard voted to sale the ambulance and will be accepting sealed bids. Will discuss final sale at the October meeting upon review of the bids.

**Building Permit Committee:**

The city clerk put a note in the August water bill reminding residents about needing building permits for new structures on their personal property.

**Community Hall:**

The current rental rates and rental paperwork needs revising. Upon review and discussion of changes, the city clerk will retype the paperwork and will submit to council for approval at the September council meeting.

**Mayor:**

Received a call from Supervisor Hayek regarding the drilling project. He gave a general update. Fielded complaints regarding weeds under the water tower. Fielded calls regarding the alarm going off multiple times at the lift station. Called in for tech support, requested an on-site service call. Went to Webster County Courthouse for information on city property value. Requested city clerk send friendly reminder letter out regarding contacting the council regarding trees not listed on the approved trees listed in the ordinance and requested also posting in the water bill. Requested city clerk post accordingly regarding chapter 21 law change regarding open meetings. Contacted Smitty's requesting change order for the bush that was removed by Craig Larson that was initially included in the bid for the landscaping project.

**Clerk:**

Sent letters to residents at 201 S 2<sup>nd</sup> St, 106 N 2<sup>nd</sup> St and 206 S 2<sup>nd</sup> St, contacted Modern Sound Engineering for a timeline on the new camera system install, rec'vd the Visu Sewer Report, rec'vd the water tower inspection report, contacted Joe Martin to review the agreement for mosquito control, city hall landscaping got completed on the north and east side, tuckpointing / masonry repair got completed on city hall, have started on the street finance report and did take the requested PTO time off.

Motion by Donovan Adson, second by Michel Fransen to adjourn the meeting at 7:33 pm.  
 John Fransen, Donovan Adson, Brian Mickelson and Michel Fransen present. Heath Miller absent.  
 All ayes, 0 nays, motion carried.

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Mayor

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City Clerk

**Posted: 8/19/2024**

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General Funds 7-01-2024	491,026.10
Jul receipts	12,548.83
Jul disbursements	27,111.49
General Funds 7-31-2024	476,463.44
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Community Hall 7-01-2024	-33,546.08
Jul receipts	456.57
Jul disbursements	178.32
Community Hall 7-31-2024	-33,267.83
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Local Option Sales Tax water and sewer 7-01-2024	68,195.85
Jul receipts	2,594.33
Jul disbursements	10,082.36
Local Option Sales Tax water and sewer 7-31-2024	60,707.82
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Local Option Sales Tax parks 7-01-2024	18,850.10
Jul receipts	0.00
Jul disbursements	0.00
Local Option Sales Tax parks 7-31-2024	18,850.10
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Road Use Tax Funds 7-01-2024	17,810.30
Jul receipts	1,077.62
Jul disbursements	328.04
Road Use Tax Funds 7-31-2024	18,559.88
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Water Utility Fund 7-01-2024	22,849.14
Jul receipts	3,508.85
Jul disbursements	1,660.43
Water Utility Fund 7-31-2024	24,697.56

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Sewer Utility Fund 7-01-2024	22,130.69
Jul receipts	1,681.72
Jul disbursements	1,412.27
Sewer Utility Fund 7-31-2024	22,400.14

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Storm Utility Fund 7-01-2024	14,791.98
Jul receipts	222.00
Jul disbursements	0.00
Storm Utility Fund 7-31-2024	15,013.98

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CD's

3570717: Purchase Date 3/17/2023 ; 2.00% interest ; Maturity Date 9/17/2024 – \$68,490.07

Total CD's for July	\$68,490.07
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List of disbursement paid for June:

Check No

“	13067 Moeller Furnace & Air	162.00
“	13069 Blacktop Service Co	9000.00

List of disbursement paid for July:

Check No

“	13071 Lyn Adson Payroll (7/1/2024)	184.52
“	13072 Craig Larson Payroll (7/1/2024)	949.37
“	13073 Black Hills Energy	137.61
“	13074 Mid American Energy	607.13
“	13075 Sarah Geisinger Payroll (7/1/2024)	603.86
“	13076 Donovan Adson Payroll (7/9/2024)	129.29
“	13077 Donovan Adson Mowing	720.00
“	13078 Kaleb Adson Mowing	600.00
“	13079 Ag Source	29.00
“	13080 Jaden Armstead Mowing	300.00
“	13081 Badger Meter	82.90
“	13082 Bianchi Heating & Cooling	3645.00
“	13083 Central IA Distributing	1712.00
“	13084 IA DNR	25.00
“	13085 IA League of Cities	386.00
“	13086 Craig Larson Mowing	180.00
“	13087 Mid American Energy (Streetlighting)	290.10
“	13088 Modern Sound Engineering	41.90
“	13089 North Central IA Regional Solid Waste Agency	97.44
“	13090 ODP Office Solutions	397.68
“	13091 Pederson Sanitation	1,089.00
“	13092 Smitty's Lawn & Landscape	204.06
“	13093 US Treasury	2265.49
“	13094 Visu Sewer	13678.10

“	13095 Webster Calhoun	268.74
“	13096 Sarah Geisinger Payroll (7/15/2024)	680.59
“	13097 Sarah Geisinger Payroll (7/29/2024)	635.19
“	13098 Petty Cash	26.19
“	Debit IPERS Withholding	491.12
“	Debit ACH Fee	11.60
“	Debit State Withholding	221.67
	Transfer from LOST to General (Water Filter)	10082.36