

City of Vincent  
Council Proceedings  
Regular Meeting  
September 9th, 2024

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

Roll call showed Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present.  
John Fransen absent

Public attendees: Craig Larson, Peggy Larson, Sharon Woodley

Motion by Brian Mickelson, second by Michel Fransen to approve the agenda for September 9th, 2024.  
Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present.  
John Fransen absent. All ayes, 0 nays, motion carried.

**Oath of Office:**

City Clerk administered the oath of office for appointed council member Corey Rutherford. Beginning term of office 8/19/2024 & ending 12/31/2025.

**Public Hearing FY 2024/2025 Budget Amendment:**

Mayor Lyn Adson proposed to open the public hearing. Motion by Michel Fransen, second by Donovan Adson to open the public hearing for the FY 24-25 budget amendment at 6:02 pm. There were no written or oral comments or questions about the budget amendment. Mayor Lyn Adson proposed closing the public hearing. Motion by Brian Mickelson, second by Michel Fransen to close the public hearing for the FY 24-25 budget amendment at 6:03 pm. Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen absent. All ayes, 0 nays, motion carried.

**Public Comments:**

*City property for sale* – Craig & Peggy Larson were present to discuss their purchase of city lots 6 & 7. Discussion was held; no action taken.

*Zoning property for multi-family* – the city clerk rec'vd an email asking if a home that is for sale in Vincent could possibly be zoned for multi-family as a potential buyer would like to turn it into a duplex. The city clerk will check into zoning in Vincent and will revisit this topic at the October council meeting.

**Water / Sewer Report:**

Craig Larson for the month of August 2024: 530.4 thousand gallons were pumped through the pump house in the month of August. Water plant cleaning has been going well, down to small items and the upstairs loft. I sure like the extra lighting; plan on hooking it up to the light switch. Have located both shut offs for the apartments. Received notification from the DNR regarding PFAS testing, as of right now it is voluntary testing. Contacted our DNR permit writer & after visiting with him I recommend we sign up for the testing, the DNR will help cover the cost.

0.4009 million gallons were pushed out to the ponds in the month of August. The transducer that was installed has been working very well. Cell depths continue to look good and the sheep were put in. Will do a draw down this fall. Did pre draw down samples & took them to Ellsworth.

Took John F number off the autodialer & found out with the new transducer & autodialer they are not real compatible but the floats installed are compatible. After talking with CEC they think they can make it all work together.

**Electric Pump Mission Dialer:**

The city clerk rec’vd an estimate from electric pump on the installation of a new auto dialer for the lift station. After review & discussion, it was decided to contact CEC or Bemrich to get an estimate to wire the current auto dialer to the new floats that were installed when the transducer was installed. The W/WW Superintendent will give an update on this at the October council meeting.

Motion by Brian Mickelson, second by Michel Fransen to adopt **RESOLUTION 2024-07**

**A resolution establishing rental fees and deposits for the City of Vincent Community Hall**

**WHEREAS**, the Vincent Council has elected to review and establish the rental and deposit fees for the Vincent Community Hall.

**THEREFORE, BE IT RESOLVED** the Vincent Council approves the following list of rental fees / deposits for the Vincent Community Hall.

- \*All local non - profits including Vincent fire department are free of charge*
- \*Funeral luncheons – non-residents \$100 ; Residents of Vincent are free of charge*
- \*Baby Shower - \$300*
- \*Birthday parties - \$300*
- \*Company/Business Meetings - \$250*
- \*Community Garage Sales - \$250*
- \*Wedding Receptions - \$300*
- \*Auctions - \$250*
- \*Other - \$250*
- \*A **CASH** deposit fee of \$400 must be received to reserve the date.*
- \*A Certificate of Liability Insurance must be provided to the city for all rentals.*
- \*Renters will be charged \$100 from the deposit fee if must remop floors.*
- \*The full cash deposit fee will be refunded upon a walkthrough of the Community Hall and the key being returned.*

**BE IT FURTHER RESOLVED** that all resolutions or parts of resolutions in conflict with this resolution are hereby repealed.

Passed and approved this 9<sup>th</sup> day of September, 2024

**Roll Call Vote:**

Ayes: Corey Rutherford, Donovan Adson, Brian Mickelson, Michel Fransen

Nays: 0

Absent: John Fransen

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Mayor

ATTEST:

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City Clerk

Motion by Brian Mickelson, second by Donovan Adson to adopt **RESOLUTION 2024-08**

**A RESOLUTION TO ACCEPT THE ANNUAL STREET FINANCIAL REPORT FOR 2023-2024.**

The City Council of Vincent hereby resolves to adopt the Official Financial Report for City Streets as presented by the City Clerk this 9th day of September, 2024 as it’s official 2024 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 9th day of September, 2024.

**Roll Call Vote:**

Ayes: Brian Mickelson, Corey Rutherford, Donovan Adson, Michel Fransen

Nays: 0

Absent: John Fransen

CITY OF VINCENT

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

ATTEST:

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

Motion by Donovan Adson, second by Brian Mickelson to adopt **RESOLUTION NO. 2024-09**

**ACCEPT AND APPROVE 2024 FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2024**

**WHEREAS**, the city clerk has prepared the 2024 Financial Report as required by the State of Iowa; and,

**WHEREAS**, the City Council has reviewed the 2024 Financial Report; and,

**WHEREAS**, it is recommended by the State of Iowa that the City Council approve the Financial Report before it is submitted to the State of Iowa

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Vincent Council hereby accepts and approves the 2024 Financial Report which the city clerk has published as required.

**PASSED, APPROVED AND ADOPTED** this 9th day of September, 2024, by the Vincent City Council.

**Roll Call Vote:**

Ayes: Corey Rutherford, Michel Fransen, Donovan Adson, Brian Mickelson

Nays: 0

Absent: John Fransen

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MAYOR

ATTEST:

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CITY CLERK

Motion by Brian Mickelson, second by Donovan Adson to adopt **RESOLUTION 2024-10**

**A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR  
ENDING JUNE 30, 2024**

Section 1. Following notice posted August 27, 2024 and the public hearing held, September 9th, 2024 the current budget is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

Roll Call Vote:

Ayes: Corey Rutherford, Michel Fransen, Donovan Adson, Brian Mickelson

Nays: 0

Absent: John Fransen

Passed this 9th day of September, 2024.

CITY OF VINCENT

\_\_\_\_\_  
Mayor

ATTEST:

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

**Beggar’s Night:**

After discussion, motion by Michel Fransen, second by Corey Rutherford to have beggar’s night on October 31, 2024 from 5:00 pm -7:00 pm by porch light invitation. Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen absent. All ayes, 0 nays, motion carried.

**Hydrogen Drilling:**

Mayor Adson spoke with Austin Hayek & he recommended the city sign the paperwork to lease the mineral rights of the city owned lot 0427200003. Motion by Brian Mickelson, second by Michel Fransen to sign the paperwork to lease the city mineral rights on the city parcel lot 0427200003.

Roll Call Vote:

Ayes: Donovan Adson, Brian Mickelson, Michel Fransen

Nays: Corey Rutherford

Absent: John Fransen

The city clerk will prepare the paperwork and mail it.

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

Councilman Mickelson is in the process of getting the trees to plant on the city lot.

**City CD# 3570717:**

The city clerk contacted First State Bank for the current CD rates. After review & discussion it was decided to renew the CD. Motion by Michel Fransen, second by Corey Rutherford to renew CD 3570717 for 60 months at 3.67%. Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen absent. All ayes, 0 nays, motion carried.

**Nuisance Abatement:**

The city clerk contacted the sheriff department to deliver a letter to 206 S 2<sup>nd</sup> St. The letter was in regards to clean up of junk on the property. The letter was delivered to the resident.

Resident at 206 Arthur St reported seeing vermon around the front of their neighbor's home. The city clerk will send a letter to the resident regarding this matter.

**Gutters for City Hall:**

The city clerk contacted Go Gutters and Seamless Gutters for an estimate. An estimate from Go Gutters was rec'vd. After discussion & review, motion by Brian Mickelson, second by Michel Fransen to approve the Go Gutter's estimate for the install of new gutters on the east side of city hall.

Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen absent. All ayes, 0 nays, motion carried.

**Snowplow Shed:**

After building the shed and putting 3/8 minus rock around the building and letting the rock settle, motion by Brian Mickelson, second by Donovan Adson to contract Ryan Ziems to bring another load of rock to put around the building and recycle bin area to help build up the ground. Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen 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. The city clerk contacted Webster Calhoun as to what options are available.

- 1 – desktop phone with speaker phone capabilities offering a phone bridge to enter a meeting with id
- 2 – conference phone with multiple speakers offering a phone bridge to enter a meeting with id
- 3 – Zoom link offered on the city tablet

After discussion, it was decided to have Zoom as the main source of teleconference option for city officials.

**Approve consent agenda:**

*Minutes of August 12<sup>th</sup>, 2024*

*Minutes of August 19<sup>th</sup>, 2024*

*Bill list(s)*

*Treasurer's Report*

Motion by Michel Fransen, second by Donovan Adson to approve the consent agenda.

Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen absent. All ayes, 0 nays, motion carried.

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**\*Reports\***

**Streets:**

N/A

**Parks:**

Water hydrant is shut off.

**Fire Board:**

The ambulance is going to be sold. The fire dept will be looking into getting an SUV to serve as a rescue vehicle to go out on calls so can do basic medical treatment.

**Building Permit Committee:**

N/A

**Community Hall:**

Rental rates and rental paperwork were revised and approved. Have some rentals coming up.

**Mayor:**

Contacted Smitty's regarding the city spraying. Smitty's did come within the next 2 days and spray the city park, water tower, ball diamond and lagoons. Contacted Modern Sound regarding the new camera installation. Should be starting our project in October 2024 / November 2024. Spoke to supervisor Austin Hayek regarding any updates regarding the county projects in the area. Should be done with the drilling within the month. Spoke with Mark Crimmins regarding how to proceed with the city property sale.

**Clerk:**

Contacted Stone Creek in regards to the estimate being accepted for the water tower landscape, Contacted First State Bank for their current CD rates, Contacted Go Gutters for an estimate for city hall, Contacted Seamless Gutters and never heard back from the company, Contacted the Webster County Sheriff Dept to deliver a letter to 206 S 2<sup>nd</sup> St, Contacted Modern Sound on a timeline for the new camera system installation & never heard back, Completed the 2024 Street Finance Report & 2024 Annual Finance Report, Posted the budget amendment and annual finance report notices, Contacted the county auditor in regards to the city council vacancy that was filled by appointment, Reached out to Kvale Tree Service about an open invoice, Contacted Webster Calhoun about teleconference options for the city, Mailed letter to the resident in regards to selling of city property, Registered for the IMFOA Conf (10/17/24 to 10/18/24) and will be taking some PTO days in September & October.

Motion by Donovan Adson, second by Corey Rutherford to adjourn the meeting at 7:51 pm.

Michel Fransen, Brian Mickelson, Donovan Adson, Corey Rutherford present. John Fransen absent. All ayes, 0 nays, motion carried.

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 Mayor

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 City Clerk
**Posted: 9/16/2024**

General Funds 8-01-2024	476,463.44
Aug receipts	1,944.08
Aug disbursements	13,498.83
General Funds 8-31-2024	464,908.69
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Community Hall 8-01-2024	-33,267.83
Aug receipts	300.00
Aug disbursements	285.18
Community Hall 8-31-2024	-33,253.01
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Local Option Sales Tax water and sewer 8-01-2024	60,707.82
Aug receipts	2,449.95
Aug disbursements	0.00
Local Option Sales Tax water and sewer 8-31-2024	63,157.77
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Local Option Sales Tax parks 8-01-2024	18,850.10
Aug receipts	0.00
Aug disbursements	0.00
Local Option Sales Tax parks 8-31-2024	18,850.10
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Road Use Tax Funds 8-01-2024	18,559.88
Aug receipts	994.64
Aug disbursements	348.65
Road Use Tax Funds 8-31-2024	19,205.87
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Water Utility Fund 8-01-2024	24,697.56
Aug receipts	3,512.06
Aug disbursements	3,122.85
Water Utility Fund 8-31-2024	25,086.77
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Sewer Utility Fund 8-01-2024	22,400.14
Aug receipts	1,835.95
Aug disbursements	902.80
Sewer Utility Fund 8-31-2024	23,333.29
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Storm Utility Fund 8-01-2024	15,013.98
Aug receipts	255.00
Aug disbursements	0.00
Storm Utility Fund 8-31-2024	15,268.98
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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 August \$68,490.07

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## List of disbursement paid for August:

## Check No

“	13099 Lyn Adson Payroll (8/1/2024)	184.52
“	13100 Craig Larson Payroll (8/1/2024)	949.37
“	13101 Black Hills Energy	132.17
“	13102 Mid American Energy	632.30
“	13103 Sarah Geisinger Payroll (8/12/2024)	635.19
“	13104 Donovan Adson Payroll (8/13/2024)	92.35
“	13105 Donovan Adson Mowing	900.00
“	13106 Kaleb Adson Mowing	750.00
“	13107 Ag Source	40.00
“	13108 Andrew Tuckpointing LLC	5868.00
“	13109 Jaden Armstead Mowing	225.00
“	13110 Badger Meter	81.90
“	13111 IA One Call	9.00
“	13112 Craig Larson - Mowing	180.00
“	13113 Maguire Iron Inc	1750.00
“	13114 Mid American Energy (Streetlighting)	290.65
“	13115 Modern Sound Engineering	20.95
“	13116 North Central IA Regional Solid Waste Agency	146.90
“	13117 Pederson Sanitation	1,089.00
“	13118 Webster Calhoun	293.73
“	13120 Webster County Sheriff	1300.00
“	13121 Sarah Geisinger Payroll (8/26/2024)	672.35
“	13098 Petty Cash	26.19
“	Debit IPERS Withholding	645.25
“	Debit ACH Fee	21.80

## List of disbursement paid for September:

## Check No

“	13125 Mid American Energy	578.25
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