

City of Vincent
Council Proceedings
Regular Meeting
July 13th, 2020

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

Roll call showed Heath Miller, Corey Rutherford, John Fransen and Karen Will present.

Donovan Adson absent

Public attendees: Sharon Woodley, Craig Larson

Motion by John Fransen, second by Corey Rutherford to approve the agenda for July 13th, 2020.

Heath Miller, John Fransen, Corey Rutherford and Karen Will present.

Donovan Adson, absent.

All ayes, 0 nays, motion carried.

Water / Sewer Report:

Craig Larson for the month of June 2020. 769.2 thousand gallons were pumped to the tower and .4993 million gallons were pumped to the ponds. Been working with the soft start drive at the water plant. Down to one pump for now, may have to replace. There will be new water services soon, have to reset an endpoint communicator. Had a water tower inspection, all good there. The lights on the water tower were replaced. Working on the water source protection plan with IRWA. Working on the autodialer to get the high / low temp figured out. The ponds are looking good, working on cutting trees down at the ponds, the sheep were at the ponds, spraying the weeds at the ponds is going good, flushed the fire hydrants around town, adjusted the water salesman rates and the water fountain at the park is being repaired.

McClure Engineering: Was not able to attend this council meeting. Left a message with Mayor Adson if council wanted to make a motion to hire them to start working on a plan for city drainage or can wait and have them come to the next council meeting. Motion by Corey Rutherford, second by John Fransen to have them come to the next council meeting and discuss drainage option(s) further. Council will make a decision to hire them at that meeting. Heath Miller, Corey Rutherford, John Fransen and Karen Will present. Donovan Adson absent.

All ayes, 0 nays; motion carried.

City Drainage – will revisit next council meeting, August 10th, 2020.

Public Comments:

Sharon Woodley brought to the council's attention; their Johnson Street property renter had their personal property stolen. City Clerk will post a notice letting residents know of increased criminal activity in the area and to contact Webster County Sheriff's office if they see anything.

New Coop UAN Tank – the city clerk and mayor had complaints made known about the new coop storage tank located south of town. There has been a strong odor detected and also questions in regard to loading / unloading and containment. New Coop was contacted and let the City of Vincent they would be looking into it. Reminding residents to contact New Coop office in Ft Dodge, Iowa DNR and document with pictures and dates/times if you see anything questionable.

School Street Addition – notifying the mower contractor to mow the lots as the barriers have been removed and the grass is getting longer.

105 N 1st Street: Have a resident interested in purchasing the property for commercial storage use. After discussion council decided to allow the individual to stake out the property where the potential building would sit. Council will discuss this at the next meeting and make a decision. Will follow procedure accordingly for selling of city property.

Nuisance Abatement: Parcel 0422410009 and 0422417001 – mailed notice to owner for keeping properties mowed; received response and property owner has a mowing service hired to mow.

Nuisance Abatement contract mower upon discussion will be paid for said invoice(s) turned in for said property. Nuisance Abatement procedures were reviewed and will be executed moving forward.

300 Lawrence – mailing notice to owner / contract holder for open storage of ‘junk’ in backyard and structure of home improvements. City Clerk waiting on report from Public Health Officer of property.

Street Sweeping: Danielson Service was contacted by the city clerk, upon review council decided to allow them to sweep main street per provision of certificate of liability insurance and making sure they will vacuum up the sand / debris.

Motion by Heath Miller, second by Corey Rutherford to accept Danielson Services bid for street sweeping. Heath Miller, Corey Rutherford, John Fransen & Karen Will present.

Donovan Adson absent.

All ayes, 0 nays; motion carried.

Welcome Packet: The City Clerk has made up a ‘WELCOME PACKET’ for new residents. It contains community information about Vincent services / businesses. Upon review council has accepted the packet ‘as is’. Additional information can be added as needed. The City Clerk will add a TAB on the city website with this information.

SWP Plan: Per Iowa DNR Sanitary Water Survey that was completed in 2018. Recommendation was given to the City Clerk to implement a SWP Plan. Upon contacting IRWA the City Clerk is working with them to compile information in case of a water source emergency (boil water advisory, leaking contaminant into main water source). The Source Water Protection Plan will help the City of Vincent in case a water emergency ever occurred. Upon review the council approved the plan information, allowing the city clerk to submit the paperwork. Motion by John Fransen, second by Karen Will allowing the city clerk to submit the paperwork for the SWP Plan.

Heath Miller, Corey Rutherford, John Fransen & Karen Will present

Donovan Adson absent

All ayes, 0 nays; motion carried.

Purchase of Camera or Microphone (city hall computer): Due to COVID-19, all clerk certification and training is going live/virtual for the foreseeable future. The City Clerk is requesting to purchase one of these items. Motion by John Fransen, second by Heath Miller to allow the city clerk to purchase a

microphone or camera as needed. Heath Miller, Corey Rutherford, John Fransen & Karen Will present
 Donovan Adson absent
 All ayes, 0 nays; motion carried.

Park Shelter / Sidewalk Repair: The City Clerk received the certificate of liability insurance from Russ's Construction. The park shelter roof was completed in June 2020 and the sidewalk seam repair at City Hall was also completed in June 2020. The City Clerk checked with WCCTA for a grant and the project does qualify.

Approve consent agenda:

Minutes of June 8th, 2020

Bill list(s)

Treasurer's Report

Motion by Heath Miller, second by Karen Will to approve the consent agenda pending a second review of Russ's Construction estimate and bill for the sidewalk work at City Hall.
 Heath Miller, Corey Rutherford, John Fransen, Karen Will present.
 Donovan Adson absent.
 All ayes, 0 Nays; motion carried.

Reports

Streets – The City Clerk checked and ordered replacement poles and brackets for main street. The manhole on Marshall Street is sinking, will contact Nels Pederson Co to check into it.

Parks – The water fountain is being worked on.

Waste Management – Nothing to report this month.

Fire – Have upcoming golf outing July 18th, 2020, Fire Board meeting July 14th, 2020, lights were fixed on the fire truck(s) and pump was certified as well on the fire truck.

Community Hall – Upon discussion by council it will remain closed. Will revisit reopening for rentals at the August council meeting. Review of current agreement, signature release and checklist of cleaning council is fine with making no changes to the paperwork at this time.

Mayor – Fielded a concern for transmission of odor from the tank located on New Coop property SW of town. Spoke with manager the following day, Kevin said he would check into it. Received no feedback from him after that. Spoke to Dan Dix from the main office regarding the complaint and concerns of loading outside of the structure and the investment the City has made on School Street Housing development and the resident to the South East location of the site. He thanked me for the information and said he would look into it.

Fielded a concern on a small barricade sign on the road – which resulted in an additional concern of a

commercial liquid tanker truck driving on the resident's tree berm, which then prompted the action of the small barricade. Discussion was held, a request was made to the operator of the truck to seek out a different route or look into potentially finding somewhere else to store the truck overnight. The situation has corrected itself.

Assisted with Councilman Adson in the deconstruction of the bleachers at the ball diamond and also bringing truck loads of dirt in to put around the watering fountain at the park. Dirt was from the city dirt pile.

Fielded a concern of residents spraying in the City alleys drifting into gardens.

Contacted McClure Engineering at council's request.

Corresponded with John Dencklau regarding mowing nuisance abatement. Requested the City clerk send him a copy of the Ordinances regarding mowing.

Fielded an inquiry on the 105 N. 1st Street property. Requested agenda posting for discussion.

Clerk – Contacted Danielson service for a street sweep estimate for main street, contacted Russ's Construction for project start date and copy of their certificate of liability insurance, mailed nuisance letters, posted city closures / updates, completed HR workshop through IA League, contacted Martin's Flag for replacement poles / brackets, have upcoming training classes week of July 20-24; work hours will vary as classes are live/virtual, had a complaint about the New Coop UAN storage tank SW of town, contacted the USDA for a city hall grant for brick face repairs, submitted grant application to black hills energy for the Park Shelter Roof – will rec'v funds in a week or so, contacted Bemrich Electric to fix the autodialer at the lift station, watched a video refresher for the grantfinder program, working on the SWP Plan for the City of Vincent through the IRWA, reminding of water rate increase effective July 1, 2020, Clerk / Water Superintendent wages increased effective July 1, 2020 per Resolution 2020-08 that was passed, submitted general obligation debt to the State of IA Treasurer and submitted the FY '19 – '20 Work Comp Audit to IMWCA.

Public Comments - Councilman Rutherford ordered trees, they will be delivered to his home and he has volunteers lined up to plant them. He will order more trees as needed.

A resident requested a tree in the tree berm be cut down.

Heath Miller left the meeting at 7:30 pm.

Motion by Corey Rutherford, second by John Fransen to adjourn meeting at 7:34 pm.

Corey Rutherford, Karen Will, John Fransen present.

Donovan Adson & Heath Miller absent.

All Ayes, 0 Nays; motion carried.

Lyn Adson, Mayor

Sarah Geisinger, City Clerk

Posted: 7/20/2020

| | |
|--|------------|
| General Funds 6-01-2020 | 479,083.72 |
| Jun receipts | 1,323.21 |
| Jun disbursements | 6,779.10 |
| General Funds 6-30-2020 | 473,627.83 |
| <hr/> | |
| Community Hall 6-01-2020 | -37,618.97 |
| Jun receipts | 1.77 |
| Jun disbursements | 380.62 |
| Community Hall 6-30-2020 | -37,997.82 |
| <hr/> | |
| Local Option Sales Tax water and sewer 6-01-2020 | 16,907.44 |
| Jun receipts | 2,416.44 |
| Jun disbursements | 0.00 |
| Local Option Sales Tax water and sewer 6-30-2020 | 19,323.88 |
| <hr/> | |
| Local Option Sales Tax parks 6-01-2020 | 24,793.10 |
| Jun receipts | 0.00 |
| Jun disbursements | 0.00 |
| Local Option Sales Tax parks 6-30-2020 | 24,793.10 |
| <hr/> | |
| Road Use Tax Funds 6-01-2020 | 164.51 |
| Jun receipts | 825.60 |
| Jun disbursements | 303.73 |
| Road Use Tax Funds 6-30-2020 | 686.38 |
| <hr/> | |
| Water Utility Fund 6-01-2020 | 24,086.50 |
| Jun receipts | 2,033.25 |
| Jun disbursements | 1,331.58 |
| Water Utility Fund 6-30-2020 | 24,788.17 |
| <hr/> | |
| Sewer Utility Fund 6-01-2020 | 18,346.87 |
| Jun receipts | 1,254.07 |
| Jun disbursements | 1,707.39 |
| Sewer Utility Fund 6-30-2020 | 17,893.55 |
| <hr/> | |
| Storm Utility Fund 6-01-2020 | 5,968.98 |
| Jun receipts | 222.00 |
| Jun disbursements | 0.00 |
| Storm Utility Fund 6-30-2020 | 6,190.98 |
| <hr/> | |

CD's

3547386 Purchase Date 12/11/2013 1.91% interest Maturity Date 12/12/2022 - 62,898.03

Total CD's for June

62,898.03

List of disbursements paid for May:

Check No

| | | |
|---|-------------------|--------|
| “ | 11868 Kaleb Adson | 280.00 |
|---|-------------------|--------|

List of Disbursements paid for June:

Check No

| | | |
|---|---|---------|
| “ | 11871 Lyn Adson Payroll (6/1/2020) | 184.52 |
| “ | 11872 Craig Larson Payroll (6/1/2020) | 830.87 |
| “ | 11873 Black Hills Energy | 136.71 |
| “ | 11874 Mid American Energy | 344.79 |
| “ | 11875 Sarah Geisinger Payroll (6/8/2020) | 507.72 |
| “ | 11876 Donovan Adson Payroll (6/9/2020) | 36.94 |
| “ | 11877 Kaleb Adson – (Mowing) | 560.00 |
| “ | 11879 Ag Source | 93.75 |
| “ | 11880 John Dencklau (Mowing) | 460.00 |
| “ | 11881 Electric Pump | 843.46 |
| “ | 11882 IMWCA | 1055.00 |
| “ | 11883 IA One Call | 19.80 |
| “ | 11884 Craig Larson - VOID | 0.00 |
| “ | 11885 Craig Larson – Mileage/General | 269.26 |
| “ | 11886 IA League of Cities | 50.00 |
| “ | 11887 Mid American Energy – Streetlights | 287.39 |
| “ | 11888 Kris Miller (Mowing) | 280.00 |
| “ | 11889 Modern Sound Engineering | 20.95 |
| “ | 11890 North Central Turf & Landscape | 800.00 |
| “ | 11891 Pederson Sanitation | 972.00 |
| “ | 11893 Smitty’s Lawn & Landscape | 149.95 |
| “ | 11894 USPS | 94.00 |
| “ | 11895 Webster Calhoun | 260.44 |
| “ | 11896 Sarah Geisinger Payroll (6/22/2020) | 533.24 |
| “ | Debit IPERS (Withholding) | 420.43 |
| “ | Debit ACH Monthly Fee | 21.20 |