

Lynnville City Council Meeting Minutes

October 12, 2026 – 5:30 p.m.

Lynnville City Hall

Mayor Kelly Bryan called the meeting to order at 5:30 p.m.

1. ROLL CALL:

Council Members Present: Jack Hill, Curt Routier, Tanis Comegys (joined at 6:30 pm), Bailey Tompkins
Council Members Absent: Garrett DeHoedt
City Clerk: Kim Harsselaar
Guests: Steve Hofer, Bonnie Hofer, Rahn Savage, Heather Riedlinger, Jillian Stefillie, Jamey Robinson, Faye Brand, Jay Martin, Curtis Braaksma, Rick Teed, Doyle VerPloeg, Eily VandeKrol, Shirley Dunsbergen, Rita Carlson, Dale Flander, Lauri Curry, and LeAnn Pederson.

2. **AGENDA:** Motion made by Hill, seconded by Routier, to approve the Agenda. All ayes, motion carried.

3. PUBLIC INPUT:

a. Braaksma asked if citizens could be notified prior to water shut off in town. Mayor Bryan stated this was an unexpected repair. Updates were provided on the city's Facebook page.

4. DISTRIBUTE CITY AND PAYROLL CLAIMS

5. **MINUTES OF PRIOR MEETINGS:** Motion made by Routier, seconded by Hill, to approve prior meeting minutes. All ayes, motion carried.

6. OLD BUSINESS:

- a. **City Brush Area:** Mayor Bryan stated that the City is continuing to explore options for keeping the city brush area open. Donations have been offered to provide cement bunkers. To keep the area available to Lynnville residents, the brush area may need to move to a "pay-to-use" model.
- b. **2013 Ford F-250 Sealed Bids:** One sealed bid was opened and reviewed. Motion by Routier, seconded by Hill to refuse the \$7,800 bid. TO DO: Item was tabled.
- c. **Review City Maintenance Director Resumes:** Twelve resumes were distributed for council review.

7. NEW BUSINESS:

- a. **Outdoor Warning Siren Breakdown:** Robinson presented a mitigation grant for automated outdoor warning sirens, with Lynnville eligible as one of seven locations. Jasper County received \$600,000 of the \$1.3 million requested; the City's share would not exceed \$8,000. The proposed system includes installation of a new 50-foot metal pole, a mounted siren, and solar DC power. The National Weather Service activates the siren. Motion by Routier, seconded by Hill, to proceed with the siren proposal. All ayes, motion carried. Robinson noted that the siren is designed to be heard outdoors only and encouraged residents to use weather alert apps to stay informed indoors. The city is not committed until an agreement is presented and signed.

- b. **Garden & Associates Contract Amendment:** Teed presented an amended contract addressing lagoon mitigation and NDPES permit compliance (must be implemented by 2031). Phase 1 includes raising and dredging the lagoon, with the City's financial obligation equal to 15% of FEMA mitigation funds received (to be used by 2028). Phase 2 includes a preliminary engineering report at a cost of \$22,000 to the City, which cannot be paid from existing FEMA funds. At Savage's request, Teed agreed to provide an hourly-rate breakdown for the report. Discussion included Garden & Associates' \$400,000 error in the original FEMA funding request; Teed agreed to review liability coverage. Teed also stated possibility of a three-year, 0% interest Planning and Design loan for the City. TO DO: Item tabled pending further review of funding.
- c. **Downtown Parking:** Pedersen requested diagonal parking instead of parallel parking downtown due to increased foot traffic and a designated accessible parking space near the post office. Mayor Bryan recommended "wait-and-see" before taking action.
- d. **Property Zoning:** VerPloeg plans to sell two acres of land to VandeKrol. According to Beacon Schneider, this land is classified as "ag" due to current usage of the land – not city zoning. Motion by Routier, seconded by Tompkins, to zone this land as residential. All ayes, motion carried. VerPloeg also requests a new driveway to access remaining land. Motion by Routier, seconded by Hill, to approve new driveway according to county specifications. All ayes, motion carried.
- e. **Blacktop Bids (Asphalt Millings):** TO DO: Item was tabled as no bids were received.
- f. **Fire Hydrants and Pit Meter:** Fire Chief Van Wyk informed Mayor Bryan that two fire hydrants need to be replaced - 806 First Street and Main/Maple Street. Motion by Routier, seconded by Tompkins, for Clerk to publish Invitation to Bid to obtain bids to replace two fire hydrants. All ayes, motion carried.
The Pit Meter on southwest portion of city limits needs to be repaired according to Jeremy Behum. Motion by Routier, seconded by Tompkins, for Clerk to publish Invitation to Bid to obtain bids to replace pit meter. All ayes, motion carried.
The men's restroom roof at Old Setts still needs to be repaired. TO DO: Item was tabled due to DeHoedt's absence.
- g. **Water Tower Scope of Work:** TO DO: Item was tabled due to DeHoedt's absence.
- h. **Snow Removal Bids:** TO DO: Item was tabled due to DeHoedt's absence.
- i. **Library Humidifier:** Carlson, Library President, stated the library's humidifier needs to be replaced to reduce further damage. Mayor Bryan asked the Library Board to obtain three bids and then present to council.
- j. **01/01/2027 Rate Notices:**
 - i. Resolution 2026-07 Increase in the Daily Rate for Wastewater Contractor Services: Motion by Comegys, seconded by Routier, to approve daily rate increase to \$75.00. All ayes, motion carried.
 - ii. Clerk relayed IRUA 7% Rate Increase effective 01/01/2027.
- k. **Fall Maintenance Checklist:** Routier, Mayor Bryan, and Martin volunteered to complete fall maintenance items.
- l. **Hilltop and Diamond Trail Street Sign Repair:** Routier and Mayor Bryan will look at sign repair.

- m. **City Employee:**
- i. Resolution 2026-03 Cell Phone for City Maintenance Director and Carrier: Motion by Routier, seconded by Comegys, to approve Resolution 2026-03. All ayes, motion carried. TO DO: Cell carrier item tabled for further research.
 - ii. Resolution 2026-04 Employee Manual: TO DO: Item tabled until Tompkins reviews document.
 - iii. Health Insurance Stipend for City Maintenance Director: Motion by Routier, seconded by Routier, to set the City's portion of the monthly health insurance premium at 30%, up to \$300 per month. All ayes, motion carried.
- n. **Clock In/Out Options:** Motion by Routier, seconded by Hill, authorizing the Clerk to purchase "On the Clock" for city employee timekeeping.
- o. **Resolution 2026-06 Approve FY25-26 City Street Financial Report:** Motion by Tompkins, seconded by Hill, to approve Resolution 2026-06. All ayes, motion carried.
- p. **Motion to Suspend the Three-Consideration Requirement for Ordinances:** Motion by Tompkins, seconded by Hill, to suspend the second and third readings at three separate council meetings for Ordinances 2026-01 and 2026-02. All ayes, motion carried.
- q. **Ordinances – First Consideration:**
- i. Ordinance 2026-01 _Amending City Code Provisions for Business Permit – Application Fee. Motion by Routier, seconded by Hill, approving Ordinance 2026-01 Business Permit Application Fee. All ayes, motion carried.
 - ii. Ordinance 2026-02 _Amending City Code Provisions for Business Permit – License Fees: Motion by Comegys, seconded by Tompkins, approving Ordinance 2026-02 Business Permit License Fee. All ayes, motion carried.
8. **Agree/Vote for Closed Session Written Request: Salary Discussion:** Roll Call vote:
Comegys: Yes, Hill: Yes, Routier: Yes, Tompkins: Yes
All ayes, motion carried.
9. **Enter Closed Session:** The City Council entered closed session at 7:17 p.m.
10. **Conclude Closed Session:** Motion by Comegys, seconded by Hill, to conclude closed session at 7:41 p.m. All ayes, motion carried.
11. **Enter Open Session:** Motion by Comegys, seconded by Routier, entered open session at 7:42 p.m. All ayes, motion carried.
12. **Final Vote for Closed Session Written Request:** Motion by Routier, seconded by Hill, to set City Clerk monthly salary at \$2000.00 and post a new Assistant City Clerk position (for one week) at \$15.00 per hour and not to exceed five hours per week. Roll Call vote:
Comegys: Yes, Hill: Yes, Routier: Yes, Tompkins: Yes
All ayes, motion carried.
13. **MONTHLY CITY AND PAYROLL CLAIMS:** Motion made by Tompkins, seconded by Routier, to pay the following claims. All ayes, Motion carried.

September 2026 Claims:

Payroll	Gross Wages	\$2,369.00
Alliant Energy	Electric	\$1,850.31
Badger Meter	Meter Charges	\$25.61
Card Services-City	Supplies	\$659.21
Card Services-Library	Supplies and Books	\$978.21

ClerkBooks, Inc.	Monthly Software and Transaction Fees	\$166.80
Fleener Lawn Care	Services	\$1,855.00
H&D Services	Services	\$630.00
Hometown Press	Pubishing	\$215.49
IA Dept of Revenue	Water Excise Tax	\$376.24
IA Reg Utilities Assoc	IRUA Water	\$2,498.72
IPERS	Wages	\$472.89
IRS	Wages	\$459.98
Jack Hill	Contract Labor and Mileage	\$158.78
Jasper C Homeland	2026/27 Annuual Fee	\$570.00
Jay Martin	Contract Labor and Mileage	\$359.52
JEDCO	2026 Assessment	\$760.00
Jeremy Behun	Wastewater Contract	\$1,625.00
Lynnville Telephone	City Hall	\$56.48
Lynnville Telephone	Fire Station	\$18.95
Lynnville Telephone	Library	\$75.25
Marsha Van Wyk	Library Contract	\$120.00
Microbac Labs	Services	\$177.00
Midwest Sanitation	Garbage	\$3,920.54
VMT	Services	\$33.00
Zip In	Services	\$232.69

<u>September 2026</u>	<u>Receipts</u>	<u>Disbursements</u>
General Fund	\$14,568.83	\$24,340.07
Hotel/Motel	\$207.52	0.00
Garbage	\$4,078.32	3,874.77
Library	\$0.00	4,549.08
LOST	\$5,357.34	0.00
Road Use	\$3,176.08	803.92
Water	\$6,164.07	4,347.86
Sewer	\$6,272.66	2,089.44

14. ADJOURNMENT: Motion by Routier, seconded by Hill, to adjourn meeting at 7:50 p.m.
All ayes, motion carried.

Approved Date_____ Mayor_____

Approved Date_____ City Clerk_____