

The budget workshop was held @ 5:30pm prior to the regular council meeting.

Regular Meeting Minutes
Monday December 8th, 2025
6:30PM, City Hall

The regular meeting of the Donnellson City Council was called to order by Mayor Brian Moeller, with Council Members, Keefe, Marshall, Wagner & Benner present, Newton was absent. City staff were City Clerk Rebecca Schau, Librarian Sunny Robbins, Public Works Superintendent Todd Herdrich and Police Chief Brad Roberts. Others in attendance were Willis Krehbiel, Taylor Young, Janet Haeffner, CJ Faulkner, Frank Boyer, Janie Duke, Jim Ramsey and Nadine Allen.

Motion by Benner second by Marshall to approve the agenda: all ayes.

Citizen comments – citizen expressed concern of dogs running at large. Citizen expressed concern with mold ring in toilet.

Motion by Wagner, second by Keefe to remove building permit for 419 Lynn St from agenda to have board of adjustments review: all ayes.

Motion by Marshall, second by Wagner to approve the consent agenda: all ayes.

- a. Approval of the minutes of the October and November 2025 meetings.
- b. Approval of November 2025 financial reports.
- c. Approval of November 2025 disbursements and December '25 bills to be allowed.
- d. Approval of Building Permit @ 201 Chestnut for garage.
- e. Approval of Building Permit @ 401 Burlington St for storage building.
- f. Approval of Building Permit @ 105 Maple St for deck.

Part time maintenance position is being evaluated to potential becoming a full-time position.

Public hearing to amend the code of ordinances of the City of Donnellson, Iowa, by amending provisions pertaining to budget preparation – No written or oral comments. Motion by Marshall, second by Benner to close public hearing: all ayes.

Motion by Marshall, second by Wagner to approve the First Reading of Ordinance No 202 An Ordinance amending the Code of Ordinances of the City of Donnellson, Iowa, by amending provisions pertaining to budget preparation: RCV all ayes.

Public hearing to amend the code of ordinances of the City of Donnellson, Iowa, by amending provisions pertaining to public hearing requirements – building & land use – No written or oral comments. Motion by Keefe, second by Marshall to close public hearing: all ayes.

Motion by Wagner, second by Benner to approve the First Reading of Ordinance No 203 An ordinance amending the Code of Ordinances of the City of Donnellson, Iowa, by amending provisions pertaining to public hearing requirements – building & land use: RCV all ayes.

Public hearing for FY2026 Budget Amendment – no written or oral comments. Motion by Keefe, second by Marshall to close public hearing: all ayes.

Motion by Keefe, second by Wagner to approve Resolution No 2025-21 A Resolution approving FY2026 Budget Amendment: RCV all ayes.

Open Meeting and Open Records Training Requirement – training scheduled for December 18th 4-8pm at city hall.

Gworks Cloud Software Update – working with support staff to resolve ongoing issues.

Motion by Keefe, second by Benner to approve the Westview Park Use Agreement: all ayes.

Motion by Wagner, second by Benner to allow Sunny, Rebecca & Todd to carry over up to one week of vacation: all ayes.

Subdivision Planning Meeting will be held on December 17th 2025 5pm at city hall.

Next Budget Workshop will be held January 12th 2025 5:30pm at Donnellson City Hall.

Police Report – There were 32 calls for service with 12 being traffic stops.

Water/Sewer Superintendent Report – Subcontractor coming Tuesday December 9th to dig up sink hole in alley. Looking into sewer line issue coming from 100 Madison Ave, will speak with contractor to see what options we have.

City Clerk Report – Municipal Leadership Academy information was handed out to newly elected officials

There being no other business to come before the Council, motion by Keefe, second by Benner, Mayor Moeller declared the meeting adjourned: all ayes.

_____, Brian Moeller, Mayor

Attest: _____, Rebecca Schau, City Clerk

Summary of All Receipts: General \$58,741.70 Capital Equipment Reserve \$0 Road Use Tax \$10,530.14 Employee Benefit \$1,924.74 Local Option Sales Tax \$8,299.93 Debit Service \$1,576.30 Rathbun \$0 ARPA \$0 Water \$20,209.61 Water Sinking USDA \$1,816 Sewer \$27,839.39 Sewer Sinking \$0. **Summary of All Disbursements:** General \$27,490.09 Capital Equipment Reserve \$0 Road Use Tax \$76,278.79 Employee Benefit \$1,943.76 Local Option Sales Tax \$325.68 Debit Service \$0 Capital Project Fund \$0 Rathbun \$0 ARPA \$0 Water \$17,481.84 Water Sinking \$1,816 Sewer \$14,520.58 Sewer Sinking \$0.

Vendor Name	References	Amount
AFLAC	AFLAC	\$206.36
ALLIANT ENERGY	Electric	\$5,385.01
ARMSTRONG TRACTOR LLC	FILTER-FUEL	\$398.84
BROZONE HYDRAULIC SERVICE	SHOES FOR SNOW PLOW	\$598.62
BTNCO, LLC DBA EXCITE CONSULTI	SUPPORT-TOUGHBOOK	\$367.50
CESSFORD CONSTRUCTION CO	ROCK	\$835.10
CITY OF WEST POINT	Nov-25	\$3,451.53
CORDRAY HEATING & COOLING	SERVICE CALL-CITY HALL	\$101.65
CULLEN PEST CONTROL	LIBRARY	\$95.00
DAILY DEMOCRAT	Nov-25	\$300.76
DISPLAY SALES	120V BULBS	\$797.00
DONNELLSON LUMBER CO	BALL PARK- NEW KEYPAD	\$238.80
EFTPS	Payroll Run	\$7,560.30
EXCEL IT SERVICES	LC-TEC MONTHLY SERV	\$72.00
GRRWA	LANDFILL	\$953.00
HEARTLAND BUSINESS SYSTEMS LLC	DAMAGED SANITARY SEWER	\$4,612.50
HUFFMAN'S FARM AND HOME	DIECER/SUPPLIES	\$245.66
INGRAM Library Services	BOOKS	\$286.02
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	\$436.00
IOWA FINANCE AUTHORITY	C0518R-WRR	\$25,153.20
IPERS	Payroll Run	\$1,806.58
Jackson Jones	POSTAGE	\$7.25
JM ELECTRIC, INC	CITY RECEPTACLES	\$999.16
JOYCE FRANCIS	REIMB	\$42.80
KARL EMERGENCY VEHICLES & APPA	POLICE TACTICAL PANTS	\$184.56
KEMPKERS TRUE VALUE	SHIPPING	\$13.17
KOHLMORGAN HAULING	GARBAGE HAULING -NOVEMBER	\$5,440.00
KROGMEIER HAULING	HAULING	\$120.00
LEE COUNTY ENGINEER	180TH AVE RESURFACE	\$15,500.00
LYNCH DALLAS, P.C.	ATTORNEY FEES	\$992.50
MASTERCARD	SUPPLIES	\$2,571.17
Microbac Laboratories Inc	WATER TESTING	\$17.50
MIDAMERICAN ENERGY	0 N MAIN ST	\$129.65
MOHRFELD ELECTRIC	DAMAGED SANITARY SEWER	\$750.00
OUR IOWA	MAGAZINE SUBSCRIPTION	\$39.98
PLAYAWAY PRODUCTS	AUDIOBOOKS	\$942.25
RATHBUN REGIONAL WATER	Nov-25	\$4,819.20
RSM US PRODUCT SALES	October 2025 CSP	\$88.00
SOUTHEAST IOWA SEWER SERV	INSPECT SEWER LINES	\$262.50

TED M. WIEGAND, CPA	PREPARE FOR AFR	\$496.90
T-MOBILE	CHIEF CELL PHONE	\$74.26
TODD HERDRICH	CELL PHONE	\$50.00
TOTAL PRINT USA	COPIES	\$13.50
USDA RURAL DEVELOPMENT	LOAN PAYMENT	\$1,816.00
USPS	WATERBILL POSTAGE	\$178.12
VERIZON BUSINESS	CHIEF TOUGHBOOK	\$160.04
VERTICAL COMMUNICATIONS	PHONE SERVICE	\$57.99
Wellmark Blue Cross Blue Shiel	Employee Health	\$1,513.64
WEX BANK	FUEL	\$479.78
WINDSTREAM	LIBRARY OCTOBER	\$79.36
PAYROLL		\$19,333.53
Total		\$111,074.24