

Budget Workshop and Council Meeting were moved to Donnellson Fire Department 616 N Main St due to mechanical issues at city hall. The budget workshop was held @ 5:30pm prior to the regular council meeting.

Regular Meeting Minutes
Monday November 10th, 2025
6:30PM, Donnellson Fire Station 616 N Main St

The regular meeting of the Donnellson City Council was called to order by Mayor Brian Moeller, with Council Members, Keefe, Marshall, Newton & Benner present, Wagner was absent. City staff were City Clerk Rebecca Schau, Librarian Sunny Robbins and Police Chief Brad Roberts. Others in attendance were Stephen Pedrick, city engineer, Scott & Julie Shaeffer, Willis Krehbiel, Taylor Young, Bill Dahms & Nadine Allen.

Motion by Newton second by Keefe to approve the agenda: all ayes.

Citizen comments – No written or oral comments.

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

- a. Approval of the minutes of the October 2025 meetings.
- b. Approval of October 2025 financial reports.
- c. Approval of October 2025 disbursements and November '25 bills to be allowed.
- d. Approval of Building Permit @ 201 Chestnut St to demolish the garage.

Motion by Newton, second by Marshall to accept resignation of Scott Shaffer, part time maintenance employee, all ayes.

Motion by Keefe, second by Benner to set public hearing to amend the code of ordinances of the City of Donnellson, Iowa, by amending provisions pertaining to public hearing requirements – building and land use for December 8th 2025 @ 6:30pm; all ayes.

Motion by Newton, second by Benner to set public hearing to amend the code of ordinances of the City of Donnellson, Iowa, by amending provisions pertaining to budget preparation for December 8th 2025 @ 6:30pm; all ayes.

Motion by Keefe, second by Marshall to set public hearing for December 8th 2025, 6:30pm @ Donnellson City Hall to amend budget FY2026: all ayes.

Motion by Marshall, second by Benner to approve Resolution No 2025-19 A Resolution amending Resolution No 2025-07 the transfer of funds for FY2026, RCV All Ayes.

Motion by Newton, second by Keefe to table Resolution No 2025-20 Approval of Annual Financial Report FY2025 for further review by city clerk and auditor to ensure accuracy, all ayes. A special meeting will be set to approve by council. City and Library CD's were reviewed.

Stephen Pedrick, city engineer with French Reneker reviewed a draft copy of the Sanitary Sewer Collection System Assessment. Recommendations and suggestions were discussed on how to proceed, impacts on utility bills were also reviewed.

The City of Donnellson was awarded a \$5,000 Power of Connection Grant from ITC to help cover the engineering cost of the subdivision conceptual planning. The remaining cost of \$3,500 was donated by the Richard Proenneke Museum Fund.

Motion by Newton, second By Benner to approve the engineering service agreement with French Reneker in connection with subdivision conceptual planning, all ayes.

Council Committees will reach out to department heads to schedule budget workshops for FY27.

Council reviewed the changes requested by Donnellson Ball Association and the Southeast Iowa Soccer Assoc to the Westview Park Use Agreement. Send revised agreement to Donnellson Ball Assoc & Southeast Iowa Soccer for their final review.

Motion by Keefe, second by Newton to approve Windstream Kinetic Permit, all ayes.

Next Budget Workshop will be held November 8th 2025 5:30pm at Donnellson City Hall.

Status of nuisance properties were reviewed.

Police Report – There were 37 calls for service, 13 traffic stops w/ 8 citations.

Water/Sewer Superintendent Report – No report

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 Newton, Mayor Moeller declared the meeting adjourned: all ayes.

_____, Brian Moeller, Mayor

Attest: _____, Rebecca Schau, City Clerk

Summary of All Receipts: General \$103,858.09 Capital Equipment Reserve \$0 Road Use Tax \$9,886.50 Employee Benefit \$7,439.57 Local Option Sales Tax \$12,043.00 Debit Service \$5,719.98 Rathbun \$0 ARPA \$0 Water \$21,718.10 Water Sinking USDA \$1,816 Sewer \$28,714.45 Sewer Sinking \$0. **Summary of All Disbursements:** General \$48,949.30 Capital Equipment Reserve \$0 Road Use Tax \$13,671.02 Employee Benefit \$1,986.20 Local Option Sales Tax \$1,426.01 Debit Service \$0 Capital Project Fund \$0 Rathbun \$0 ARPA \$0 Water \$17,305.14 Water Sinking \$1,816 Sewer \$21,242.35 Sewer Sinking \$0.

Vendor Name	References	Invoice Amount
ACCESS	COPIES	\$446.81
AFLAC	AFLAC	\$206.36
ALLIANT ENERGY	800 PETERIE DR SEP	\$5,681.39
BTNCO, LLC DBA EXCITE CONSULTI	MONTHLY BILL NOV	\$192.00
CITY OF WEST POINT	REIMB TACTICAL BOOTS	\$88.25
CITY OF WEST POINT	POLICE EXPENSES	\$3,480.18
CULLEN PEST CONTROL	376 MILL ST TERMITE RENEWAL	\$65.00
DAILY DEMOCRAT	Oct-25	\$155.23
DONNELLSON LUMBER CO	DRILL BIT	\$175.82
DONNELLSON TIRE & SERVICE	BACKHOE	\$176.00
EFTPS	Payroll Run	\$5,228.53
EXCEL IT SERVICES	LC-TEC	\$72.00
FORT MADISON PUBLIC LIBRARY	LC-SD	\$169.06
FRENCH-RENEKER-ASSOCIATES	SANITARY SEWER EVALUTION	\$3,840.00
GRRWA	LANDFILL	\$953.00
HEARTLAND BUSINESS SYSTEMS LLC	VERKADA	\$251.55
HUFFMAN'S FARM AND HOME	SUPPLIES	\$44.57
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INGRAM Library Services	BOOKS	\$741.45
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	\$436.00
IOWA DEPARTMENT OF REVENUE	FILLING PERIOD 31-OCT-2025	\$1,343.69
IOWA ONE CALL	ONE CALL	\$45.00
IOWA RURAL WATER ASSOC	2026 MEMBER DUES	\$315.00
IPERS	Payroll Run	\$3,486.31
Jeri Sparks	PROGRAM-FRIENDS REIMB	\$250.00
KEMPKERS TRUE VALUE	SHIPPING	\$26.34
KOHLMORGAN HAULING	GARBAGE HAULING- OCT	\$5,440.00
LYNCH DALLAS, P.C.	NUISANCE	\$300.00
LYNCH DALLAS, P.C.	WESTVIEW PARK	\$445.00
MASTERCARD	REPAIR	\$1,096.58
MCFARLAND - SWAN OFFICE CITY	OFFICE SUPPLIES	\$36.60
Microbac Laboratories Inc	WATER TESTING	\$17.50
MIDAMERICAN ENERGY	300 MILL ST	\$78.18
PLAYAWAY PRODUCTS	AUDIOBOOKS	\$942.25
RANGER RICK	RENEWAL MAGAZINE	\$34.95
RATHBUN REGIONAL WATER	Oct-25	\$5,097.60

RSM US PRODUCT SALES	SEPTEMBER 2025 CSP	\$88.00
SIMMERING-CORY/IOWA CODIFICATI	PUBLIC NOTICE REQUIRMENTS	\$128.00
SOUTHEAST IOWA SEWER SERV	SEWER JETTED-MADISON AVE	\$529.65
TED M. WIEGAND, CPA	PREPARE FOR AFR	\$844.90
T-MOBILE	CHIEF CELL PHONE	\$74.26
TODD HERDRICH	MILEAGE/MEAL	\$265.00
TODD HERDRICH	CELL PHONE	\$50.00
TOTAL PRINT USA	COPIES	\$27.95
USA BLUE BOOK	SYNTHETIC LUBRICANT	\$841.89
USPS	WATERBILL POSTAGE	\$179.34
VERIZON BUSINESS	TOUGHBOOK-RESERVE	\$226.74
VERTICAL COMMUNICATIONS	PHONE SERVICE	\$57.99
W.L. MILLER COMPANY	2025 SEALCOATING	\$73,248.40
Wellmark Blue Cross Blue Shiel	EMPLOYEE HEALTH	\$1,410.53
WEX BANK	FUEL	\$789.24
WINDSTREAM	CITY HALL-OCTOBER	\$125.36
WINDSTREAM	LIBRARY SEPTEMBER	\$77.67
Payroll		\$19,330.88
Report Total		\$139,708.97