

New council members Bill Dahms, Willis Krehbiel, Tony Keefe & Taylor Young were sworn in prior to budget workshop.

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

Regular Meeting Minutes
Monday January 12th, 2026
6:30PM, City Hall

The regular meeting of the Donnellson City Council was called to order by Mayor Willis Krehbiel, with Council Members, Keefe, Marshall, Wagner, Dahms & Young present. City staff were City Clerk Rebecca Schau, Librarian Sunny Robbins, Public Works Superintendent Todd Herdrich and Police Chief Brad Roberts. Others in attendance were Janet Haeffner, Jane Duke, Jim Ramsey, Marian Karaff, Nadine Allen & Gary & Jodi Ramatowski.

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

Citizen comments – citizen asked that more gravel be placed in trench where sewer work was done. A citizen expressed concern with alley entrance that has sunk down behind Fairview.

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

- a. Approval of the minutes of the December 2025 meetings.
- b. Approval of December 2025 financial reports.
- c. Approval of December 2025 disbursements and January '25 bills to be allowed.
- d. Approval of Building Permit @ 419 Lynn St – with revision that the distance between roadway & front of building must set back even with the neighbor to the south.
- e. Approval of Class B Retail Alcohol License Renewal for Dollar General.

Motion by Dahms, second by Keefe to approve Resolution No 2026-01 Naming Pilot Grove Savings Bank as the Bank Depository for the City of Donnellson: RCV all ayes.

Appointments by Mayor: Mayor Pro Tem - Dahms. Parks & Buildings - Keefe & Young. Streets & Sidewalks – Marshall & Wagner. Water & Sewer – Keefe & Dahms. Insurance & Salaries – Wagner & Keefe. Public Safety – Young & Wagner. Library – Young & Marshall. Nuisance – Dahms & Marshall.

Appointments by Council: Public Works – Herdrich. City Clerk – Schau. Deputy Clerk – Davidson.

Motion by Keefe, second by Marshall to set public hearing regarding FY2027 property tax levy for February 9th 2026 @ 6:30pm: all ayes.

Motion by Dahms, second by Young to approve the Second 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.

Motion by Keefe, second by Dahms to wave the third reading of Ordinance No 202: RCV all ayes.

ORDINANCE NO. 202 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DONNELLSON, IOWA, BY AMENDING PROVISIONS PERTAINING TO BUDGET PREPARATION Be It Enacted by the City Council of the City of Donnellson, Iowa: SECTION 1. SECTION AMENDED. Section 7.05 of the Code of Ordinances of the City of Donnellson, Iowa, is repealed and the following is adopted in lieu thereof: 7.05 OPERATING BUDGET PREPARATION. The annual operating budget of the City shall be prepared in accordance with the following:

1. Proposal Prepared. The finance officer is responsible for preparation of the annual budget detail, for review by the Mayor and Council and adoption by the Council in accordance with directives of the Mayor and Council. 2. Boards and Commissions. All boards, commissions, and other administrative agencies of the City that are authorized to prepare and administer budgets must submit their budget proposals to the finance officer for inclusion in the proposed City budget at such time and in such form as required by the Council. 3. Submission to Council. The finance officer shall submit the completed budget proposal to the Council each year at such time as directed by the Council. 4. Annual Statement. A. On or before 4:00 p.m. on March 5 of each year, the City shall file, with the Department of Management, a report containing all necessary information for the Department of Management to compile and calculate amounts required to be included in the statement mailed under Paragraph B. Not later than March 15, the County Auditor, using information compiled and calculated by the Department of Management shall send to each property owner or taxpayer within the County, by regular mail, an individual statement containing all of the required information as provided under Section 24.2(2)(B)(1-10) of the *Code of Iowa*. C. The Department of Management shall prescribe the form for the report required under Paragraph A, the statements to be mailed under Paragraph B, and the public hearing notice required under Paragraph D.

D. The Council shall set a time and place for a public hearing on the City's proposed property tax amount for the budget year and the City's information included in the statements under Paragraph B. The proposed property tax hearing shall be set on a date on or after March 20 of the budget year immediately preceding the budget year for which the tax is being proposed. At the hearing, the Council shall receive oral or written testimony from any resident or property owner of the City. This public hearing shall be separate from any other meeting of the Council, including any other meeting or public hearing relating to the City's budget, and other business of the City that is not related to the proposed property tax amounts and the information in the statements shall not be conducted at the public hearing. After all testimony has been received and considered, the governing body may decrease, but not increase, the proposed property tax amount to be included in the City's budget. 1. Notice of the public hearing shall be published not less than four or more than 20 days in a newspaper published at least once weekly and having general circulation in the City. However, if the City has a population of 200 or less, publication may be made by posting in three public places in the City. 2. Notice of the hearing shall also be posted and clearly identified on the City's internet site for public viewing beginning on the date of the newspaper publication and shall be maintained on the City's internet site with all such prior year notices. 3. Additionally, if the City maintains a social media account on one or more social media applications, the public hearing notice or an electronic link to the public hearing notice shall be posted on each such account on a date no later than the date of publication of the notice. 4. Failure of a newspaper to publish a required notice under this paragraph shall not be considered a failure of a political subdivision to provide required notice under this paragraph if all of the following conditions are met: a. Notice of the public hearing was provided to each property owner and each taxpayer within the political subdivision in statements required under Section 24.2A(2)(b) of the *Code of Iowa*. b. The political subdivision can demonstrate to the county auditor that the political subdivision provided sufficient time for the newspaper to publish the notice. 1. Council Review. The Council shall review the proposed budget and may make any adjustments it deems appropriate in the budget before accepting such proposal for publication, hearing, and final adoption. 2. Notice of Hearing. Following, and not until completion of requirements, of Subsection 4 of this section, the Council shall set a time and place for public hearing on the budget to be held before April 30 and shall publish notice of the hearing not less than four or more than 20 days before the hearing. A summary of the proposed budget and a description of the procedure for protesting the City budget under Section 384.19 of the *Code of Iowa*, in the form prescribed by the Director of the Department of Management, shall be included in the notice. Proof of publication of the notice under this subsection must be filed with the County Auditor. 7. Copies of Budget on File. Not less than 20 days before the date that the budget must be certified to the County Auditor and not less than 10 days before the public hearing, the Clerk shall make available a sufficient number of copies of the detailed budget to meet the requests of taxpayers and organizations, and have them available for distribution at the offices of the Mayor and Clerk and at the City library. 8. Adoption and Certification. After the hearing, the Council shall adopt, by resolution, a budget for at least the next fiscal year and the Clerk shall certify the necessary tax levy for the next fiscal year to the County Auditor and the County Board of Supervisors. The tax levy certified may be less than, but not more than, the amount estimated in the proposed budget submitted at the final hearing, unless an additional tax levy is approved at a City election. Two copies each of the detailed budget as adopted and of the tax certificate must be transmitted to the County Auditor.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Motion by Marshall, second by Keefe to approve the second 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.

Motion by Keefe, second by Young to wave the third reading of Ordinance No 203: RCV all ayes.

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 AND LAND USE Be It Enacted by the City Council of the City of Donnellson, Iowa: **SECTION 1. SECTION MODIFIED.** Section 155.18 of the Code of Ordinances of the City of Donnellson, Iowa, is repealed and the following adopted in lieu thereof: **155.18 NOTICE REQUIREMENTS.** Whenever a restricted residence district is established or its boundaries changed, a public hearing must be held, notice of which shall be given in advance of the hearing in the manner prescribed in Section 18.05 of this Code of Ordinances. In no case shall the public hearing be held earlier than the

next regularly scheduled City Council meeting following the published notice. SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional. SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Sanitary Sewer Collection System Assessment Discussion

Discussion on requirements for Iowa Rural Heritage Revitalization Grant to rehab railroad depot.

Council was asked to review Council Manual Rules & Procedures & Personnel Policy

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

Motion by Marshall, second by Wagner to approve hosting the Tunnel to Towers 5K Run / Walk on July 4th: all ayes.

Public Safety Committee will reach out to West Point regarding the 28E Agreement for police services.

Trial has been set regarding nuisance property @ 1201 N Main St for February 19th 2026.

Police Report – There were 43 calls for service with 9 being traffic stops.

Water/Sewer Superintendent Report – None

City Clerk Report – Reminded council members of the open meeting requirement training.

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

_____, Willis Krehbiel, Mayor

Attest: _____, Rebecca Schau, City Clerk

Summary of All Receipts: General \$52,856.92 Capital Equipment Reserve \$0 Road Use Tax \$9,820.62 Employee Benefit \$1,282.27 Local Option Sales Tax \$10,966.12 Debit Service \$985.85 Rathbun \$0 ARPA \$0 Water \$20,935.79 Water Sinking USDA \$1,816 Sewer \$38,229.89 Sewer Sinking \$0. **Summary of All Disbursements:** General \$35,761.56 Capital Equipment Reserve \$0 Road Use Tax \$18,960.73 Employee Benefit \$1,747.79 Local Option Sales Tax \$34,467.50 Debit Service \$11,813.29 Capital Project Fund \$0 Rathbun \$0 ARPA \$0 Water \$15,157.55 Water Sinking \$1,816 Sewer \$11,891.71 Sewer Sinking \$25,153.20.

Vendor Name	References	Amount
AFLAC	AFLAC	\$206.36
ALLIANT ENERGY	800 PETERIE-DEC 2025	\$5,634.70
BIBLIONIX	ANNUAL SUBSCRIPTION-LC-DB	\$1,540.00
BLOMME TRUCKING	HAULING ROCK	\$74.30
BTNCO, LLC DBA EXCITE CONSULTI	MONTHLY BILLING FOR JANAUARY	\$280.00
CESSFORD CONSTRUCTION CO	ROCK	\$541.64
CITY OF WEST POINT	Dec-25	\$3,424.18
CULLEN CONSTRUCTION CO	REPAIR SEWER MAIN OFF OAK ST	\$6,258.24
DAILY DEMOCRAT	Dec-25	\$281.36
DONNELLSON FIRE ASSN	LEVY	\$6,785.39
DONNELLSON LUMBER CO	SUPPLIES	\$220.94
DONNELLSON TIRE & SERVICE	SERVICE RAM	\$192.00
DUNKIN GARAGE AND TOWING	WINCHED POLICE TRUCK	\$160.00
EFTPS	Payroll Run	\$2,831.46
EXCEL IT SERVICES	LC-TEC	\$72.00
FRENCH-RENEKER-ASSOCIATES	SANITARY SEWER EVALUATION	\$2,175.00
GRRWA	LANDFILL	\$953.00
INGRAM Library Services	BOOKS	\$43.08
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	\$522.50
IOWA DEPARTMENT OF REVENUE	FILING PERIOD 30-NOV-2025	\$2,708.45

IOWA ONE CALL	ONE CALL	\$22.50
IPERS	Payroll Run	\$2,908.40
KEMPKERS TRUE VALUE	SHIPPING	\$13.17
KOHLMORGAN HAULING	GARBAGE HAULING-DEC	\$5,440.00
LEE CO AUDITOR	NOV 2025 ELECTIONS	\$820.49
LYNCH DALLAS, P.C.	1201 N MAIN, 407 DEWEY	\$145.00
MARTIN EQUIPMENT	BACKHOE PART	\$124.07
MASTERCARD	SUPPLIES	\$560.87
MCFARLAND - SWAN OFFICE CITY	OFFICE SUPPLIES	\$110.55
Microbac Laboratories Inc	WATER TESTING	\$17.50
MIDAMERICAN ENERGY	411 N MAIN	\$367.64
MUNICIPAL SUPPLY	WASTE WATER SUUPLIES	\$1,966.47
Payroll		\$17,256.96
PEOPLE	2 YEAR SUBSCRIPTION	\$197.76
PILOT GROVE SAVINGS BANK	LOAN 20268 INTEREST DUE	\$11,813.29
PRO SOURCE INC	VAC AND JET	\$1,575.00
RATHBUN REGIONAL WATER	Dec-25	\$5,324.80
RSM US PRODUCT SALES	NOVEMBER 2025 CSP	\$88.00
SILVERSMITH DATA	DATA PLAN/ANN INFO	\$1,840.00
T-MOBILE	CHIEF CELL PHONE	\$94.26
TODD HERDRICH	CELL PHONE	\$50.00
TREASURER, STATE OF IOWA	Payroll Run	\$306.57
USDA RURAL DEVELOPMENT	LOAN PAYMENT	\$3,632.00
USPS	WATERBILL POSTAGE	\$339.00
VERIZON BUSINESS	TOUGHBOOK CHIEF	\$160.04
VERTICAL COMMUNICATIONS	PHONE SERVICE	\$57.84
Wellmark Blue Cross Blue Shiel	Employee Health	\$1,513.64
WEX BANK	FUEL	\$745.25
WINDSTREAM	CITY HALL-NOVEMBER	\$588.44
Total		\$92,984.11