

CITY OF MONDAMIN
REGULAR CITY COUNCIL MEETING MINUTES
Mondamin City Hall
Wednesday, June 3, 2026
7:00 P.M.

1. Opening of Meeting

- a. Mayor Richard Proskocil called the meeting to order at 7:05 p.m., leading those present in the Pledge of Allegiance.
- b. Roll Call Council members present: John Glennie, Karen Breyfogle, Jim Rains, and Lacie Rife. Absent: Mary Seago. Staff present: Alyx Hirst, Mike Kelley, and Marla Rife. Public present: Brooke & Jeff Johnson, and Trevor Hall.
- c. Approval of Agenda Motion to approve the agenda by K. Breyfogle, with a second by L. Rife. Motion carried 4-0.
- d. Approval of Minutes Motion to approve May 4, 2026, meeting minutes by J. Glennie and seconded by K. Breyfogle. Motion carried 4-0.
- e. Approval of All Claims as Presented L. Rife made a motion to approve all claims as presented, and J. Rains seconded. Motion carried 4-0.

2. Public Comments Brooke & Jeff Johnson from Fat Frog Renovations were present to introduce themselves and their company and to discuss the progress of their home renovation at 303 Cedar, stating it should be ready to go on the market in the next few months. They also stated that they are looking for other homes in Mondamin to rehab.

3. Community Center/Facility Report None.

4. Library Report Marla passed along her report to the council. She stated that the Woodbine Library is hosting a "library crawl" on Sept 6th, with the following towns participating: Dunlap, Woodbine, Logan, Missouri Valley, Modale, and Mondamin. This will take place throughout the month of September. Interested parties should contact Marla or their respective town librarian for more information. Marla also stated that the library board president has resigned due to other personal responsibilities. Marla thanked her and said the library board would miss her.

5. Fire Department Report None.

6. Property Maintenance Report/City Attorney Report Clerk Hirst stated that the city attorney is working on the abandoned house abatement at 301 N Main. Alyx also asked the council about vacant properties due to fires and other abandoned properties. These properties will need to be included when the new ordinances are written to include utility charges.

7. Unfinished Business

a. Building Permit: 104 South Vine Street J. Rains motioned to approve the building permit for a fence at 104 S Vine. The motion was seconded by J. Glennie. Motion carried 4-0.

8. New Business

- a. Building Permit: 311 N Main St. Motion to approve a building permit for a fence at 311 N Main by K. Breyfogle, and it was seconded by L. Rife. Motion carried 4-0.
- b. Building Permit: Windstream Motion to approve a building permit to place 836' of buried fiber optic cable via bore and to place 11,352' of aerial fiber optic cable via lash to existing strands and a new attachment by L. Rife, seconded by K. Breyfogle. Motion carried 4-0.
- c. Tobacco Permit: Jiffy Mart Motion to approve the tobacco permit for Jiffy Mary dated July 1, 2026, to June 30, 2027, by K. Breyfogle, and it was seconded by L. Rife. Motion passed unanimously.

d. Employee Evaluations: Appoint Committee & Set Date The city council appointed M. Seago, K. Beyfogle, and R. Proskocil to this year's evaluation committee. The employee evaluations will take place on June 23rd at 4 and 4:30 p.m.

e. Clerk sub pay rate Discussion. K. Breyfogle moved to approve the clerk's sub pay rate, starting at \$16.50. The motion was seconded by L. Rife. The motion passed unanimously.

f. Approval of the Dilapidated Residential Structure Demolition Grant Agreement with Southwest Iowa Housing Trust Fund, also known as SWIHTE Motion by K. Breyfogle and seconded by L. Rife to approve the grant agreement. Motion carried 4-0. This grant will allow us to receive up to 50% of the demolition cost, up to \$15,000, to demolish the dilapidated house at 409 Pine Street. John Harrison, Mondamin's Property Maintenance Inspector, will file this agreement on the city's behalf.

g. Consideration of the Schrock Innovations Business Service Agreement for IT Services Clerk Hirst stated that Schrock Business Services are needed on her desktop and laptop, as well as on the public works and mayor's laptop. The library did not have services on the computers before, but since getting new computers, both Alyx and Schrock recommend antivirus protection and support for the librarian. After much discussion about how the city could save on costs, L. Rife moved to include antivirus, secure updater, and monthly support costs for the seven computers currently in use, but to limit our Microsoft subscription to only 4 of them. The motion was seconded by K. Breyfogle. Motion carried 4-0.

h. Resolution 2026-11: A Resolution to Adopt the Federal Grant Administration Policy and Procedures. K. Breyfogle motioned to approve Resolution 2026-11, and it was seconded by L. Rife. Roll call. All ayes. Motion carried 4-0. This resolution establishes the rules and procedures Mondamin will follow to secure, manage, and account for federal funding. It also ensures that all awarded funds are spent legally, ethically, and in alignment with both the grant's specific objectives and federal regulations. All resolutions are on file at the city clerk's office for viewing during office hours.

i. Senior Housing Unit #1 at King's Court Clerk Hirst stated that since Unit #1 is vacant, she was able to obtain a cleaning bid for it. After viewing the bid, the council asked for other options. Clerk Hirst stated that she couldn't obtain other bids in time but that she could ask high school students seeking part-time work whether they would be interested. Clerk Hirst stated that she could also help at her hourly rate and oversee the project, stating that many repairs are needed in the unit before it can be rented out. Council stated that new rules will be included in the new apartment contracts and that, due to repair costs, a higher deposit must be set for future residents.

j. Consideration of repainting dated fire hydrants Clerk Hirst stated she had a resident call and ask if the dated fire hydrants could be repainted, and that the resident would do the repainting if it was allowed. Alyx reached out to the fire chief prior to the meeting to ask about any rules or regulations regarding the hydrants. The fire chief stated that there are uniform guidelines, but certain civic groups have painted the hydrants in the past, and their department doesn't have any issue with the repainting. Mike stated he did not want residents to paint the newly installed hydrants. L. Rife motioned to allow residents to paint their dated hydrants with notification to the clerk's office and supervision from public works. The motion was seconded by J. Glennie. Motion carried 4-0.

k. Consideration of transferring the remaining fire department budget from the current fiscal year into a CD for fire truck replacement Clerk Hirst stated that the fire chief, Brian Rife, requested that any remaining fire department funds from their budget be put into a CD for fire truck replacement. Clerk Hirst stated it would be around \$ 1,200.00. K. Breyfogle motioned to approve Brian's request, and it was seconded by L. Rife. Motion carried 4-0.

l. City Insurance Coverage FY26/27 Alyx stated that the coverage would cost \$73,043.00 for this next fiscal year. She was also given options for coverage deductibles. K. Breyfogle moved to approve the city's commitment of \$73,043.00 for the year, but to deny the deductible coverage option. The motion was seconded by J. Glennie. The motion passed unanimously.

m. Request for bids for demolition services at 409 Pine Street John Harrison, the city's property maintenance inspector, provided the council with a request for bids notice for approval. The notice will need to be advertised in town, online, and in the paper. This notice states that bids for demolition at 409 Pine must be received at City Hall by 4 p.m. on June 26, 2026. Motion to approve the demolition bid notice by K. Breyfogle and it was seconded by J. Rains. Motion carried 4-0.

9. Mayor's Report Nothing to report.

10. Clerk's Report Clerk Hirst stated she has been helping the auditors while they finish up the city's audit, and she will

be doing lots of end-of-year obligations in June.

11. Public Works Report Mike reported receiving some sewer complaints but checked on the city's end and did not find anything wrong. He stated that he had finished cleaning the aerator at the water treatment plant, had completed the hydrant flushing, and was getting the park ready for Heritage Day. Mike also stated the bathrooms at the park look fantastic, thanks to the volunteer work of Christi Jones, and he wanted to thank her for her time and dedication to the project.

12. Commissioner Reports None.

13. Other Business None.

14. Adjourn Having no further business to conduct, K. Breyfogle made a motion to adjourn the meeting. Seconded by J. Rains. Motion carried 4-0. The meeting was adjourned at 9:21 p.m.

These minutes are as recorded by the Mondamin City Clerk and are subject to approval at the next regular city council meeting.

Attest: Alyx Hirst

City Clerk, City of Mondamin