

City of Martensdale
Regular City Council Meeting Minutes
December 8, 2025

Mayor ProTem Gideon called the meeting to order.

The pledge of allegiance.

Members present: Scott Henson (by phone), Travis Berger, and Peggy Halterman.
Travis Tibbits was present.

Members absent: Mayor Brad Prichard (arrives late).

Berger made a motion to appoint Travis Tibbits to replace Deb Hutchison city council seat for 2 years; seconded by Halterman. On a roll call vote: Henson, Aye; Berger, Aye; and Halterman, Aye. Mayor ProTem Gideon declared the motion carried unanimously.

Henson left meeting at 6:04 pm.

The agenda was approved by Halterman and seconded by Berger. On a roll call vote: Henson, Aye; Gideon, Aye, and Halterman, Aye. Mayor ProTem Gideon declared the motion carried unanimously.

Berger and Gideon thanked Zach Wood for the snow removal during a storm and for putting up the Christmas decorations.

Citizens Comments: None.

The consent agenda was presented: the Nov. 3, 2025 minutes; November 2025 payables and receipts, December 2025 payables and the October 2025 financials. The city clerk presented additional payables to: OnTrack Construction, 19,742.29 (sewer lagoon pump project and V&K 33,677.35 (M St. M School addition. Berger made a motion to approve the consent agenda with the additional payables; seconded by Tibbits, On a roll call vote: Berger, Aye; Halterman, Aye, and Tibbits, Aye. Mayor Pro Tem Gideon declared the motion carried unanimously.

City Clerk Report: The city clerk discussed the 2026-2027 budget and will need items and pricing by early January and told the city council since we need new signatures for the fire and rescue checking account the city is paying those bills until January when a Mayor ProTem is appointed and can be added to that account., we will transfer the funds from the fire-rescue accounts back into the general fund in January. Berger made a motion to pay the fire and rescue bills from the general account until January; seconded by Tibbits. On a roll call vote: Berger, Aye; Halterman, Aye, and Tibbits, Aye. Mayor Pro Tem Gideon declared the motion carried unanimously.

Maintenance Report: Zach Wood said sewer lagoon transfer switch needs to be replaced, the cost is around \$3,800.00. There was discussion on getting other prices to get it fixed. Zach also stated that the new signs for the city he ordered from the DOT since they were cheaper.

Fire Report; No report presented, Chief Henson not at the meeting.

Megan Snow was present to receive approval for a 2-mile radius for Parcel 25-26 in Warren County, Iowa (All of Parcels U, V, & W of the SE 1 4 of the SW 1 4 of Sec on 27 and the NE 1 4 of the NW 1 4 of Sec on 34, T 76N, R 25W, Warren County, Iowa).Halterman made a motion to approve Megan Snow's 2-mile radius, seconded by Berger. On a roll call vote: Henson, Aye; Berger, Aye; and Halterman, Aye. Mayor ProTem Gideon declared the motion carried unanimously.

Andrew Collings was present to discuss a timeline and funding for a new water tower. He discussed applying for a CDBG grant and a state grant for the project. Applications will need to be submitted by March of 2027 for the funding. He recommended doing the project in 2 stages for funding purposes, doing all the piping first and then the new tower. The city will need to find financing for 1.5 million dollars to match the grants. He said the first thing that needs to be done is a procurement; hiring an engineering company; purchasing the land; hiring an administrator to take care of the funding; and having DNR approval. Andrew can do the administration of the project. There was discussion on trying to get this already by the July of 2026 which could be challenging considering all the parts that will need to be completed by then. The city clerk will work with Andrew and try to get as much done as possible by that timeline, so we are ready to apply for the grants in early 2027.

There was discussion on hiring Mike Meyer to take care of the streets and Asher Henson to read the water meters while Zach Wood is gone the month of January; Chris Allen will fill in for any other jobs. Zach stated Mike Meyer will charge \$50.00 to plow the streets and he will use our equipment. The council decided to pay Asher Henson \$125.00 for reading the water meters in January. Tibbits made a motion to use Mike Meyer and Asher Henson while Zach is out in January and pay them the wages that was agreed upon; seconded by Halterman. On a roll call vote: On a roll call vote: Henson, Aye; Berger, Aye; and Halterman, Aye. Mayor ProTem Gideon declared the motion carried unanimously.

There was discussion and approval on placing a public notice in the newspaper to rent out the city's farmland, (Parcel R as described in the Plat of Survey filed in the Office of the Recorder in and for Warren County, Iowa on February 16, 2024 in Instrument Number: 2024-00965 being a part of the Southeast Quarter of the Northeast Quarter of Section 21, Township 76 North, Range 25 West of the 5th P.M., City of Martensdale, Warren County, Iowa.) all bids will be due by Dec.30, 2025 and opened at the Jan. 5, 2026 meeting. Berger made a motion to publish the notice; seconded by Halterman. On a roll call vote: On a roll call vote: Henson, Aye; Berger, Aye; and Halterman, Aye. Mayor ProTem Gideon declared the motion carried unanimously.

There was discussion on updating water fees in the ordinance book when residents are gone during the winter. There were different prices discussed but the city council wanted to see what other small cities are charging. The city clerk will contact a few other cities and get their fees; this will be discussed at the January meeting.

The next city council meeting will be January 5, 2026 at 6:00 p.m. Travis Berger stated he would not be at the Jan. 5, 2026 meeting.

Mayor Prichard arrives at 7:45 pm. City council members thanked Mayor Prichard for his years of service.

A motion to adjourn the meeting was made by Gideon seconded by Berger. On a roll call vote: Gideon, Aye; Berger, Aye; Halterman, Aye, and Tibbits, Aye. Mayor Prichard declared the motion carried unanimously.

Brad Prichard, Mayor

Donna Bahun, City Clerk

City of Martensdale**Nov. 2025 Disbursements**

Brad Prichard (phone reimburse), 50.00
Zach Wood (phone reimburse), 50.00
Donna Bahun (phone reimburse), 50.00
Donna Bahun (salary), 2,131.84
Zach Wood (salary), 2,231.76
Zach Wood (salary), 2,231.76
Iowa One Call (notification fees), 20.00
Independent Advocate (publication fees), 146.16
Core & Main (chlorine sets), 171.21
WHKS (new water tower engineering) 650.00
Cappel's Ace Hardware (supplies), 41.16
Dryseal Roofing (city hall new roof), 4,900.00
National Hydro Excavation (hydrant water leak), 2,062.50
Short Elliott Hendrickson (sewer project), 535.00
Menards (supplies), 51.94
MacQueen (fire dept. new air packs,) 20,851.00
Midwest Breathing (rescue) 835.62
City of Norwalk (3rd quarter EMS charges), 4,750.00
State Hygienic Laboratory (bacteria testing), 197.50
Windstream (pump), 74.14
AT&T (pump), 44.27
Downey Tire (fire dept.), 51.34
City State Bank Sewer Acct. (SRF interest pymt), 1,024.58
Windstream (city hall), 224.62
City of St. Charles (library service 28E agreement), 500.00
Verizon (fire), 35.01
Mid-American Energy (utilities), 904.65

Auto Payments

IRS (Donna, Zach federal taxes), 3,508.45
IA Dept. of Rev (Oct. sales tax), 461.91
IA Dept. of Rev (Oct. WET tax), 395.92
IPERS (Donna, Zach), 2,054.31
Wright Express Fleet (fuel city), 173.64
Warren Water (water purchase), 5,848.50
City State Bank (automatic water payments), 25.00
Windstream (fire), 267.93
USDA (sewer loan payment), 2,780.00

Transfers

From Fire Dept. checking to Genl. Checking 4,851.00
From Fire Dept. savings to Genl. Checking 16,000.00
From Rescue savings to Genl. Checking 16,000.00

Martensdale Rescue Dept.**November 2025 Disbursements****Auto payments**

Verizon (ipad), 35.01
Linde Gas (oxygen), 135.79
Maverick Fuel (fire), 121.20

Auto Deposit

Quick Med Claims, 446.41

City of Martendale**November 2025 Revenues**

11/10 Water-sewer collections, 2,580.58
11/10 Water machine sales, 231.05
11/12 Water-sewer collections (auto payments), 1,840.56
11/12 Water-sewer collections (DOT garage), 55.30; 134.62
11/14 Warren County (property taxes), 3,957.37
11/14 Jefferson Twp. (fire), 4,197.39
11/14 Water-sewer collections, 4,769.19
11/20 Water-sewer collections (auto payments), 1,722.17
11/18 State of Iowa (Road Use Tax funds), 5,009.25
11/24 Water-sewer collections, 5,809.83
11/25 Water-sewer collections, 4,040.80
11/25 Boylan, Pontier (water deposits), 200.00
11/28 Water-sewer collections, 731.82
11/28 Frease, Arroyo (water deposit), 200.00
11/30 State of Iowa (1 cent tax), 4,272.48