

City of Martensdale
Regular City Council Meeting Minutes
October 7, 2025

Mayor Prichard called the meeting to order.

The pledge of allegiance.

Members present: Mayor Brad Prichard, Scott Henson, Deb Hutchison, Travis Berger, and Matt Gideon.

Members absent: Peggy Halterman.

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

City Council Comments: Mayor Prichard thanked Deb Hutchison for doing the last meeting and for her years of service to the city.

Citizens Comments: None.

The consent agenda was presented: the Sept. 8, 2025 minutes; September 2025 payables and receipts, October 2025 payables and the August 2025 financials. The city clerk presented another payment for the fire dept to purchase shirts in the amount of \$562.84. Hutchison made a motion to approve the consent agenda with the additional payable; seconded by Hutchison. On a roll call vote: Henson, Aye; Berger, Aye; and Hutchison, Aye; and Gideon, Aye. Mayor Prichard declared the motion carried unanimously.

WHKS Engineering was present and discussed their report for a new water tower. They stated that the future growth for Martensdale is 1.5 rate. There was discussion on installing a new water tower and the size of the new tower. The recommendation was to have at least a 125,000-gallon tank, our current water tower is 50,000. The mayor and city council asked the difference in price to place a 150,000 gallon-tank. The difference in price would be around \$120,000 more. There was discussion on a location to place a new water tower, the NW corner down by the foot field or the west side is their recommendation. WHKS will submit a final report to the city council. There was discussion on grants to help with the cost, the city clerk will check into different grants.

City Clerk Report: The city clerk stated she was working on the annual report, and the USDA audit.

Maintenance report: Zach Wood had prices for new stop signs in the city, cost around 1,100.00, online the cost would be around \$880.00, the city council told him to order them online. Zach stated a water leak on Spring St. was detected by the fire hydrant. The price for Vanderpool would be \$1,300.00 or Hydro Excavation \$1,100.00. The city council told him to check prices with EVO and to use the company with the cheapest price to get it repaired.

Fire Report; Chief Henson stated there were 16 EMS calls and 8 fire calls in September 2025. He stated that today they had 2nd graders from the school go to the fire dept. for fire prevention discussions. Chief Henson discussed purchasing new air packs, there's are very old, and they need to purchase at least two, cost \$20,000.00. They have applied for grants to help purchase more. Hutchison made a motion to purchase 2 of the air packs; seconded by Gideon. On a roll call vote: Henson, Abstained; Berger, Aye; Gideon, Aye; and Hutchison, Aye; and Gideon, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion regarding an email received from a resident regarding vehicles sitting in yards and not on concrete. This was discussed with the city attorney and letters were sent out to residents that have junk vehicles sitting in their yards.

The city attorney has sent letters regarding a resident who was fined, that case has been settled, another letter was sent to a resident to clean up their yard and to remove a vehicle sitting in their ditch. A 28E Agreement for library services between the City of St. Charles, Iowa, an Iowa Municipality (St. Charles), the City of St. Charles Library Board (Board) and the City of Martensdale, Iowa, an Iowa Municipality (Martensdale) was presented. The city clerk had received various prices for other libraries per the city councils request at the last meeting. Hutchison made a motion to accept the 28E agreement with St. Charles; seconded by Henson. On a roll call vote: Henson, Aye; Berger, Aye; Gideon, Aye; and Hutchison, Aye; and Gideon, Aye. Mayor Prichard declared the motion carried unanimously.

The city council tabled reviewing updates for the updated ordinance book until next month.

There was discussion regarding the new open records meeting state code and the amount that will be reimbursed. The city clerk will investigate this further for the next meeting.

Deborah Hutchison submitted a resignation letter effective Oct. 16, 2025 due to moving out of the city limits.

Open Forum: Zach Wood told the city council he will need to be off from Jan. 2, 2026 for approximately 2-4 weeks. There was discussion regarding his vacation for this year, he can carry over one week but asked if he could use 2 weeks in 2026. The city clerk will contact the city attorney.

The next city council meeting will be November 3, 2025 at 6:00 p.m.

The city clerk was informed that the website was down. She will contact GoDaddy to see what is wrong with it.

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

Brad Prichard, Mayor

Donna Bahun, City Clerk

City of Martensdale**Sept. 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
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Blacktop Service Co. (street resurfacing), 51,139.68
Elan Financial Services (notary stamp, antivirus), 181.11
Des Moines Water Works (lab analysis), 270.50
Quill LLC (drum for printer), 165.99
Martin Marietta (gravel), 140.17
Menards (culvert), 730.94
Iowa One Call (notification fees), 25.00
~~Titan Machinery (backhoe) (VOIDED)1,274.44~~
John Deere Financial (Thiesen bill, supplies), 444.96
Core and Main (chlorine), 171.21
WHKS & Co. (new water tower engineering), 1,950.00
Stuyvesant, Strong, Krapfl & Carda (attorney fees), 1,835.35
Independent Advocate (publication charges), 124.74
Warren Co. Treasurer (prop. tax for farmland), 70.00
Mid-Iowa Planning Alliance (2026 dues), 64.00
Iowa League of Cities (7-1-25 to 6-30-26 dues), 520.00
Veenstra & Kimm (building permit fees), 378.75
Boyd Software (install and train new accounting), 350.00
Short Elliott Hendrickson (sewer lagoon), 161.00
Windstream (city hall), 223.26
Windstream (pump), 73.76
AT&T (pump), 43.61
Martensdale Petty Cash, 125.00
Titan Machinery (dump truck), 1,895.65
Windstream (fire), 267.27
Mid-American Energy (utilities), 572.40

Auto Payments

IRS (Donna, Zach federal taxes), 2,735.03
IPERS (Donna, Donna), 1,558.49
Wright Express Fleet (fuel city), 448.47
IA Dept. of Rev (Aug. sales tax), 463.51
IA Dept. of Rev (Aug. WET tax), 397.29
Warren Water (water purchase), 5,118.75
City State Bank (automatic water payments), 25.00
USDA (sewer loan payment), 2,780.00

Sewer Lagoon Pump Station Account

On Track Construction (sewer lagoon pump project), 242,611.62
SEH Engineering (sewer lagoon pump project), 2,700.00

Martensdale Rescue Dept.**September 2025 Disbursements**

Rich Wheeldon (reimbursement), 116.72
O'Reilly Auto (supplies), 9.67
Heartland Flags, 108.00
Verizon (ipad), 35.01

Auto payments

Linde Gas (oxygen), 140.01

Deposits

Quick Med Claims, 134.01

City of Martendale**September 2025 Revenues**

Warren County (lien on property payment), 695.00
Water-sewer collections, 1,487.66
Water-sewer collections (auto payments), 1,710.07
Water-sewer collections (DOT garage), 57.60; 119.07
Warren County (property taxes), 8,561.46
Jefferson Twp. (fire), 3,061.74
VanMaanen (permit for school), 75.00
Water-sewer collections, 6,450.31
State of Iowa (Road Use Tax funds), 6,478.44
Water-sewer collections 4,689.64
Water-sewer collections (auto payments), 1,482.78
Water-sewer collections, 2,039.16
Water-sewer collections, 774.43
State of Iowa (1 cent tax), 5,734.12
Water-sewer collections, 986.68
Water machine sales, 292.30
Water-sewer collections, 503.06

