

CITY OF RUNNELLS

Mayor: Clinton Webster (28) Mayor Pro-Tem: Austin Henry (28)

City Council Members

Austin Henry (28) JoAnn Bohn (30) Abby Hawkins (30) Erin LaBelle (28) Tiffany Phillips (28)

Tentative AGENDA

Council Meeting

Tuesday January 13th, 2026 - 7:00 PM

Runnells Community Center

Americans with Disabilities Act Compliance: If there is anyone wishing to attend the meeting that may require special assistance in being able to participate in this meeting, please advise the City Hall of your needs 48 hours prior to the meeting.

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Public Comments:

If you wish to address the City Council on an item on the agenda, please address the council and give your name and address for the public record before discussing your item with (2 minutes to talk). Council is not required to discuss these items and cannot take official action on items not on the agenda.)

5. Consent Agenda:

All items listed in Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered after the other items listed on the agenda.

- a. Bill/Claims dated 12-09-2025
- b. December 2025 Financials
- c. December Council meeting Minutes
- d. Library Board Meeting Minutes
- e. Keystone Statement

6. Petitions and Communications:

- a. Library Board
- b. Park Board
- c. Beautification Committee

7. Old Business:

- a. Wastewater Treatment Facility Project Update
- b. Brown Street Crosswalk Project Update
- c. Discussion on adding Cell Phone for city clerk
- d. Park Cameras

8. New Business:

- a. Resolution 2026-03 Approving board assignments
- b. Resolution 2026-04 Approving Metro Waste Rate
- c. Resolution 2026-05 Approving heating and cooling community center
- d. Resolution 2026-06 approving pay application wastewater treatment plant
- e. Motion to approve DOT approval for Tyler Inman/Tyler will attend meeting
- f. Motion to Set public hearing for Tax Levy March 24th, 2026

9. Report of Officers:

- a. Mayor
- b. Council Members
- c. Legal Counsel
- d. Public Works
- e. City Clerk- City Hall will be closed January 19th Holiday

10. Boards and Commissions:

- a. Emergency Management Commission (Abby Hawkins, Erin LaBelle)
- b. Mud, Camp and Spring Creek WMA (Devin Gaudette, Austin Henry)
- c. Metro Waste Authority (Clinton Webster, Tiffany Phillips)
- d. Planning and Zoning Commission (Austin Henry)

11. Closing Comments

12. Adjourned

CLAIMS REPORT
Vendor Checks: 12/09/2025- 1/12/2026

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
C.L. CARROLL CO.	WWTF pay application		30,000.00	8741	12/19/25
Casey's General Stores	Gas Card		1.95	8742	1/12/26
Des Moines Water Works	utilities community center		234.75	8743	1/12/26
EFTPS	FED/FICA TAX		1,041.30	8347938	12/22/25
IPERS	IPERS		910.87	8347936	12/22/25
JEO CONSULTING GROUP	WWTF engineering		5,258.75	8744	1/12/26
KEYSTONE SAVINGS BANK	council/mayor training	1,174.71		8745	1/12/26
KEYSTONE SAVINGS BANK	check desk cityhall	117.04	1,291.75	8347939	12/17/25
MEDIACOM	cityhall internet/phone		233.95	8746	1/12/26
MELISSA LINDQUIST	contract cleaning comm center		400.00	8747	1/12/26
Metro Waste Authority	Curb it & Garbage		2,781.20	8748	1/12/26
MidAmerican Energy	MONTHLY UTILITY BILLS		1,078.91	8749	1/12/26
MIDWEST OFFICE TECHNOLOGY	Printer maint/ toner		49.90	8750	1/12/26
Polk Co Auditor's Office	Election cost		859.65	8751	1/12/26
POLK CO EMERG MANAGEMENT	28E Agreement emergency manage		228.50	8752	1/12/26
POLK CO PUBLIC WORKS	109 Brown street ditch work		19,070.80	8753	1/12/26
PRIORITY ONE HEATING	clement grant		19,849.18	8754	1/12/26
SAFE BUILDING COMPLIANCE	405 E McKinney trade Permit		75.00	8755	1/12/26
Skinner Law Office, P.C.	Legal		2,002.50	8737	12/09/25
SNYDER & ASSOCIATES	crosswalk polk county grant		4,889.65	8756	1/12/26
TK CONCRETE INC	Cirpa gr78909.34 Pc 19724.34		98,636.68	8738	12/09/25
TREASURER-STATE OF IOWA	STATE TAX		60.53	8347937	12/22/25
	Accounts Payable Total		188,955.82		
 Payroll Checks					
	001 GENERAL		439.50		
	600 WATER		111.09		
	610 SEWER		259.23		
	Total Paid On: 12/16/25		809.82		
	001 GENERAL		2,236.99		
	Total Paid On: 12/22/25		2,236.99		
	001 GENERAL		2,285.92		
	600 WATER		284.64		
	Total Paid On: 1/02/26		2,570.56		
	Total Payroll Paid		5,617.37		
	Report Total		194,573.19		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	32,377.66
110	ROAD USE TAX	19,718.94
125	TAX INCREMENT FINANCING	4,849.18
302	CAP PROJ - LOST	103,526.33
600	WATER	439.18
610	SEWER	360.65
611	SEWER CAP PROJ - LOST	33,301.25

	TOTAL FUNDS	194,573.19

BALANCE SHEET
CALENDAR 1/2026, FISCAL 7/2026

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING - GENERAL	22,365.48-	582,071.75
002-000-1110	CHECKING - ARP	.00	.00
110-000-1110	CHECKING - ROAD USE	19,683.44-	204,045.55
111-000-1110	CHECKING I-JOBS	.00	.00
112-000-1110	CHECKING - EMPLOYEE BENEFIT	480.79-	16,116.28
119-000-1110	CHECKING - EMERGENCY FUND	.00	36,779.58
121-000-1110	CHECKING-LOCAL OPTION SALES	.00	7,271.46
125-000-1110	CHECKING - TIF	4,849.18-	16,674.18-
167-000-1110	CHECKING - COM DISASTER GRANT	.00	.00
200-000-1110	CHECKING-DEBT SERVICE	.00	14,713.26
302-000-1110	CHECKING-CAP PROJECT LOSST	4,889.65-	3,327.21
430-000-1110	CHECKING	.00	.00
600-000-1110	CHECKING - WATER	240.64-	35,009.87
601-000-1110	CHECKING- WATER CAP PROJ LOSST	.00	66,684.81
610-000-1110	CHECKING - SEWER	70.50	112,293.00
611-000-1110	CHECKING-SEWER CAP PRJ-LOSST	.00	12,341.47
	CHECKING TOTAL	52,438.68-	1,073,980.06
125-000-1111	CHECKING - LMI TIF	.00	24,304.31
	LMI TIF CHECKING TOTAL	.00	24,304.31
611-000-1112	WASTE WATER CAP IMP FUND	.00	246,086.47
	WASTE WATER CAP IMP FUND TOTA	.00	246,086.47
611-000-1113	SRF CASH	.00	101,310.65
	SRF CASH TOTAL	.00	101,310.65
611-000-1114	GO BOND	3,301.25-	8,301.25-
	GO BOND TOTAL	3,301.25-	8,301.25-
001-000-1130	SAVINGS - GENERAL	.00	21,384.36
001-000-1131	SAVINGS - LIBRARY	.00	.00
600-000-1130	SAVINGS - WATER RESERVE	.00	23,835.30
610-000-1130	SAVINGS - SEWER RESERVE	.00	69,740.43
	SAVINGS TOTAL	.00	114,960.09
168-000-1160	SAVINGS BOND	.00	1,167.60
	SAVINGS/CD'S TOTAL	.00	1,167.60

Handwritten notes:
 +24304.31 + 246086.47 + 101310.65
 - 8301.25 + 1822.46 + 85630.47
 = 1531833.17

BALANCE SHEET
CALENDAR 1/2026, FISCAL 7/2026

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1170	CD - GENERAL	.00	15,669.10
600-000-1170	CD - WATER	.00	3,098.03
610-000-1170	CD - SEWER	.00	23,454.33
	CD'S TOTAL	----- .00	----- 42,221.46
001-000-1180	CAPITAL IMPROVEM- PARK	.00	11,822.46
	Park Cap improvement TOTAL	----- .00	----- 11,822.46
	TOTAL OF ALL CASH	55,739.93-	1,607,551.85

BUDGET REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FIRE TOTAL	18,000.00	.00	18,000.00	100.00	.00
	BUILDING INSPECTIONS TOTAL	2,000.00	75.00	2,067.24	103.36	67.24-
	MISC PROTECTION SERVICES TOTA	1,900.00	30.45	517.78	27.25	1,382.22
	ANIMAL CONTROL TOTAL	500.00	.00	407.00	81.40	93.00
	PUBLIC SAFETY TOTAL	22,400.00	105.45	20,992.02	93.71	1,407.98
	STREETS TOTAL	79,700.00	20,026.80	41,518.00	52.09	38,182.00
	STREET LIGHTING TOTAL	7,000.00	647.16	4,448.25	63.55	2,551.75
	TRAFFIC CONTROL & SAFETY TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	35,000.00	2,781.20	20,183.63	57.67	14,816.37
	PUBLIC WORKS TOTAL	121,700.00	23,455.16	66,149.88	54.35	55,550.12
	WATER,AIR,MOSQUITO CONTRO TOTA	2,000.00	.00	.00	.00	2,000.00
	HEALTH & SOCIAL SERVICES TOTA	2,000.00	.00	.00	.00	2,000.00
	LIBRARY TOTAL	24,157.00	397.52	10,830.22	44.83	13,326.78
	PARKS TOTAL	57,750.00	403.19	13,086.02	22.66	44,663.98
	COMMUNITY CTR/ZOO/MARINA TOTA	16,051.00	15,847.79	21,500.24	133.95	5,449.24-
	CULTURE & RECREATION TOTAL	97,958.00	16,648.50	45,416.48	46.36	52,541.52
	COMMUNITY BEAUTIFICATION TOTA	6,000.00	.00	1,559.19	25.99	4,440.81
	ECONOMIC DEVELOPMENT TOTAL	.00	4,849.18	16,674.18	.00	16,674.18-
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	COMMUNITY & ECONOMIC DEV TOTA	6,000.00	4,849.18	18,233.37	303.89	12,233.37-
	MAYOR/COUNCIL/CITY MGR TOTAL	4,504.00	.00	2,079.12	46.16	2,424.88
	CLERK/TREASURER/ADM TOTAL	76,050.00	2,673.95	31,595.81	41.55	44,454.19
	ELECTIONS TOTAL	1,100.00	859.65	859.65	78.15	240.35
	LEGAL SERVICES/ATTORNEY TOTAL	12,000.00	.00	6,533.25	54.44	5,466.75
	CITY HALL/GENERAL BLDGS TOTAL	25,651.00	2,698.20	16,934.91	66.02	8,716.09
	TORT LIABILITY TOTAL	32,000.00	.00	.00	.00	32,000.00
	OTHER GENERAL GOVERNMENT TOTA	.00	.00	.00	.00	.00
	GENERAL GOVERNMENT TOTAL	151,305.00	6,231.80	58,002.74	38.33	93,302.26
	SEWER/SEWAGE DISPOSAL TOTAL	30,000.00	.00	3,454.99	11.52	26,545.01
	DEBT SERVICE TOTAL	30,000.00	.00	3,454.99	11.52	26,545.01

BUDGET REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	STREETS TOTAL	.00	4,889.65	123,659.33	.00	123,659.33-
	CAPITIAL PROJECTS TOTAL	.00	4,889.65	123,659.33	.00	123,659.33-
	WATER TOTAL	6,350.00	401.86	2,487.66	39.18	3,862.34
	SEWER/SEWAGE DISPOSAL TOTAL	1,258,240.00	3,301.25	269,795.10	21.44	988,444.90
	ENTERPRISE FUNDS TOTAL	1,264,590.00	3,703.11	272,282.76	21.53	992,307.24
	TRANSFERS IN/OUT TOTAL	96,326.00	.00	63,949.15	66.39	32,376.85
	TRANSFER OUT TOTAL	96,326.00	.00	63,949.15	66.39	32,376.85
	TOTAL OF ALL EXPENSES	1,792,279.00	59,882.85	672,140.72	37.50	1,120,138.28

REVENUE REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
001-210-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-290-4500	DMW - GARBAGE REVENUE	37,000.00	.00	17,153.08	46.36	19,846.92
001-290-4501	CURB IT REVENUE	.00	.00	.00	.00	.00
001-410-4700	LIBRARY DONATIONS	.00	.00	153.00	.00	153.00-
001-410-4701	Library - State Funding	4,800.00	.00	2,753.92	57.37	2,046.08
001-410-4702	GRANTS - LIBRARY	.00	.00	.00	.00	.00
001-430-4430	CONCESSION REVENUE	1,500.00	.00	720.00	48.00	780.00
001-430-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-430-4795	PARK BOARD DONATIONS	.00	.00	.00	.00	.00
001-460-4466	Private Grant	.00	.00	.00	.00	.00
001-460-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-650-4466	Private Grant	.00	.00	.00	.00	.00
001-650-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-660-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-660-4720	INSURANCE SETTLEMENTS	.00	.00	.00	.00	.00
001-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
001-910-4831	Tranfer in	.00	.00	.00	.00	.00
001-950-4000	PROPERTY TAXES	168,526.00	.00	85,962.00	51.01	82,564.00
001-950-4003	PROPERTY TAXES - AG LAND	645.00	.00	347.55	53.88	297.45
001-950-4008	PROPERTY TAXES - CIVIC CENTER	.00	.00	.00	.00	.00
001-950-4013	PROPERTY TAXES - INSURANCE	31,641.00	.00	15,981.92	50.51	15,659.08
001-950-4100	BEER/LIQUOR PERMITS	600.00	.00	599.06	99.84	.94
001-950-4105	CIGARETTE PERMITS	.00	.00	75.00	.00	75.00-
001-950-4110	BUILDING PERMITS	1,400.00	75.00	2,987.80	213.41	1,587.80-
001-950-4300	INTEREST REVENUE	34,800.00	.00	19,310.45	55.49	15,489.55
001-950-4310	RENT - COMMUNITY CENTER	5,400.00	575.00	5,625.00	104.17	225.00-
001-950-4311	RENT - CELL TOWER	12,100.00	1,038.18	7,267.26	60.06	4,832.74
001-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	3,537.86	.00	3,537.86-
001-950-4463	TIER 1	.00	.00	2,365.30	.00	2,365.30-
001-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	204.45	.00	204.45-
001-950-4700	MISC REVENUE	200.00	.00	19,273.93	9,636.97	19,073.93-
001-950-4705	BEAUTIFICATION FUNDS	.00	.00	.00	.00	.00
	GENERAL TOTAL	298,612.00	1,688.18	184,317.58	61.72	114,294.42
002-815-4402	American Rescue Plan	.00	.00	.00	.00	.00
002-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
	ARP TOTAL	.00	.00	.00	.00	.00
110-210-4430	ROAD USE TAX REVENUE	64,000.00	.00	32,865.15	51.35	31,134.85
110-230-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
	ROAD USE TAX TOTAL	64,000.00	.00	32,865.15	51.35	31,134.85

REVENUE REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
111-210-4433	I-JOBS REVENUE	.00	.00	.00	.00	.00
	I-Jobs TOTAL	.00	.00	.00	.00	.00
112-950-4000	PROPERTY TAXES - EMPLOYEE BEN	18,787.00	.00	9,500.88	50.57	9,286.12
112-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	329.60	.00	329.60-
112-950-4463	TIER ONE	.00	.00	220.36	.00	220.36-
112-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	20.96	.00	20.96-
	EMPLOYEE BENEFITS TOTAL	18,787.00	.00	10,071.80	53.61	8,715.20
119-950-4000	PROPERTY TAXES	1,483.00	.00	.00	.00	1,483.00
119-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
119-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00
119-950-4464	COMM/IND PROP TAX REPLACE	.00	.00	.00	.00	.00
	EMERGENCY FUND TOTAL	1,483.00	.00	.00	.00	1,483.00
121-910-4830	TRANSFER IN	.00	.00	21,039.75	.00	21,039.75-
121-950-4090	LOCAL OPTION TAX	100,337.00	.00	50,180.85	50.01	50,156.15
	LOCAL OPTION SALES TAX TOTAL	100,337.00	.00	71,220.60	70.98	29,116.40
125-950-4050	TIF REVENUES	.00	.00	.00	.00	.00
125-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
125-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00
	TAX INCREMENT FINANCING TOTAL	.00	.00	.00	.00	.00
167-130-4440	REVENUE COM DISASTER GRANT	.00	.00	.00	.00	.00
	COMMUNITY DISASTER GRANT TOTA	.00	.00	.00	.00	.00
168-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
168-950-4300	INTEREST	.00	.00	.00	.00	.00
168-950-4705	PRIVATE SOURCE CONTRIB	.00	.00	.00	.00	.00
	CENTENNIAL CELEBRATION TOTAL	.00	.00	.00	.00	.00

REVENUE REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
200-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
200-950-4000	PROPERTY TAXES	29,664.00	.00	15,521.79	52.33	14,142.21
200-950-4463	Tier 1	.00	.00	347.95	.00	347.95-
200-950-4464	COMM/IND PROP TAX REPLACE	.00	.00	33.09	.00	33.09-
	DEBT SERVICE TOTAL	29,664.00	.00	15,902.83	53.61	13,761.17
302-210-4440	STATE GRANTS/Reimbursements	.00	.00	.00	.00	.00
302-210-4445	IOWA DOT CIRPA Grant	.00	.00	737.20	.00	737.20-
302-210-4465	COUNTY CONTRIBUTIONS/GRANT	.00	.00	47,699.94	.00	47,699.94-
302-910-4830	TRANSFER IN	12,188.00	.00	5,363.70	44.01	6,824.30
	CAP PROJ - LOST TOTAL	12,188.00	.00	53,800.84	441.42	41,612.84-
430-430-4500	PARK CAP IMPROVEMENT	.00	.00	.00	.00	.00
430-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
	PARK CAPITAL IMPROVEMENT TOTA	.00	.00	.00	.00	.00
600-810-4300	INTEREST REVENUE	200.00	.00	67.17	33.59	132.83
600-810-4500	DMWW - WATER REVENUE	6,700.00	.00	3,224.26	48.12	3,475.74
600-810-4510	BULK WATER (QUARTER MACHINE)	.00	.00	.00	.00	.00
600-810-4700	MISC WATER REVENUE	.00	.00	.00	.00	.00
	WATER TOTAL	6,900.00	.00	3,291.43	47.70	3,608.57
601-910-4830	TRANSFER IN	12,187.00	.00	5,363.66	44.01	6,823.34
	WATER CAP PROJ - LOST TOTAL	12,187.00	.00	5,363.66	44.01	6,823.34
610-815-4300	INTEREST REVENUE	500.00	.00	196.55	39.31	303.45
610-815-4500	DMWW - SEWER REVENUE	46,600.00	.00	22,928.39	49.20	23,671.61
610-815-4700	MISC SEWER REVENUE	.00	.00	.00	.00	.00
	SEWER TOTAL	47,100.00	.00	23,124.94	49.10	23,975.06
611-699-4820	PROCEEDS FROM DEBT/LOAN P&D	.00	.00	.00	.00	.00
611-750-4440	WTFAP Grant Revenue	.00	.00	.00	.00	.00
611-815-4441	SRF REVENUE	.00	.00	.00	.00	.00

REVENUE REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
611-815-4442	GO BOND REVENUE	500,000.00	.00	228,822.83	45.76	271,177.17
611-815-4500	CHARGES/FEES FOR SERVICES	169,671.00	.00	68,785.14	40.54	100,885.86
611-815-4520	WASTE WATER CAP IMP FEE	.00	.00	.00	.00	.00
611-815-4820	PROCEEDS FROM DEBT/LOAN	676,096.00	.00	.00	.00	676,096.00
611-910-4830	TRANSFER IN	71,951.00	.00	32,182.04	44.73	39,768.96
	SEWER CAP PROJ - LOST TOTAL	1,417,718.00	.00	329,790.01	23.26	1,087,927.99
	TOTAL OF ALL REVENUE	2,008,976.00	1,688.18	729,748.84	36.32	1,279,227.16

REVENUE & EXPENSE REPORT
CALENDAR 1/2026, FISCAL 7/2026

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-410-6010	WAGES - LIBRARY	292.50	6,783.25	12,685.00	5,901.75
001-410-6110	FICA, MEDICARE - LIBRARY	.00	.00	.00	.00
001-410-6130	IPERS - LIBRARY	.00	.00	.00	.00
001-410-6160	WORKER'S COMP - LIBRARY	.00	.00	.00	.00
001-410-6210	DUES-SUBSCRIPTIONS	.00	250.00	.00	250.00-
001-410-6230	TRAINING AND MILEAGE	.00	.00	.00	.00
001-410-6498	MISC GRANT EXPENSES	.00	.00	.00	.00
001-410-6499	LIBRARY DONATIONS EXPENSES	.00	.00	.00	.00
001-410-6502	LIBRARY BOOKS, MAG, VIDEO, ETC	.00	2,382.65	4,020.00	1,637.35
001-410-6504	OFFICE EQUIPMENT - LIBRARY	55.03	255.04	2,583.00	2,327.96
001-410-6506	OFFICE SUPPLIES - LIBRARY	.00	.00	2,400.00	2,400.00
001-410-6508	POSTAGE - LIBRARY	.00	.00	300.00	300.00
		=====	=====	=====	=====
	LIBRARY EXPENSES	347.53	9,670.94	21,988.00	12,317.06
		=====	=====	=====	=====

BANK CASH REPORT 2026

BANK NAME FUND GL NAME	DECEMBER CASH BALANCE	JANUARY RECEIPTS	JANUARY DISBURSMENTS	JANUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	JAN BANK BALANCE
KEYSTONE SAVINGS BANK						
BANK						1,534,833.17
001	604,437.23	3,525.28	25,890.76	582,071.75		
001	11,822.46	0.00	0.00	11,822.46	27,010.34	
002	0.00	0.00	0.00	0.00		
110	223,728.99	35.50	19,718.94	204,045.55	19,888.82	
111	0.00	0.00	0.00	0.00		
112	16,597.07	0.00	480.79	16,116.28		
119	36,779.58	0.00	0.00	36,779.58		
121	7,271.46	0.00	0.00	7,271.46		
125	11,825.00	0.00	4,849.18	16,674.18		
125	24,304.31	0.00	0.00	24,304.31	4,849.18	
167	0.00	0.00	0.00	0.00		
200	14,713.26	0.00	0.00	14,713.26		
302	8,216.86	0.00	4,889.65	3,327.21	4,889.65	
430	0.00	0.00	0.00	0.00		
600	35,250.51	65.59	306.23	35,009.87	284.64	
601	66,684.81	0.00	0.00	66,684.81		
610	112,222.50	70.50	0.00	112,293.00		
611	12,341.47	0.00	0.00	12,341.47		
611	246,086.47	0.00	0.00	246,086.47		
611	101,310.65	0.00	0.00	101,310.65		
611	5,000.00	0.00	3,301.25	8,301.25	33,301.25	
					4,593.41	
<hr/>						
KEYSTONE SAVINGS BANK TOTALS	1,504,942.63	3,696.87	59,436.80	1,449,202.70	85,630.47	1,534,833.17
<hr/>						
CD-GENERAL						
BANK						15,669.10
001	15,669.10	0.00	0.00	15,669.10		
<hr/>						
CD-GENERAL TOTALS	15,669.10	0.00	0.00	15,669.10	0.00	15,669.10
<hr/>						
CD-WATER						
BANK						3,098.03
600	3,098.03	0.00	0.00	3,098.03		
<hr/>						
CD-WATER TOTALS	3,098.03	0.00	0.00	3,098.03	0.00	3,098.03
<hr/>						
CD-SEWER						
BANK						23,454.33
610	23,454.33	0.00	0.00	23,454.33		
<hr/>						
CD-SEWER TOTALS	23,454.33	0.00	0.00	23,454.33	0.00	23,454.33
<hr/>						
<hr/>						
TOTAL OF ALL BANKS	1,547,164.09	3,696.87	59,436.80	1,491,424.16	85,630.47	1,577,054.63
<hr/>						

OUTSTANDING TRANSACTION REGISTER

12/01/2025 TO 12/31/2025

MOD CODE	BANK NO	NAME	NUMBER	DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
1						KEYSTONE SAVINGS BANK	STATEMENT DATE: 12/31/2025					
AP	CHK	8734	12/08/25	06/26	OREILLY AUTO				169.88			
PR	CHK	8740	12/16/25	06/26	WEBSTER, CLINTO				69.19			
AP	CHK	8741	12/19/25	06/26	C.L. CARROLL CO.				30,000.00			
BK	ETR	8347940	12/22/25	06/26					806.00			

BANK TOTAL								.00	31,045.07		.00	
DEPOSITS-CHECKS								31,045.07-				

**Runnells City Council Meeting minutes
Dec 9th, 2025 7:00 PM Community Center**

Called to Order: Mayor Webster 7:01

Roll Call Mayor Webster, Gaudette, Phillips, Henry, Hawkins, LaBelle, Clerk Curry, Legal Wright

Approved agenda: Gaudette/Henry

Gaudette, Henry, Phillips, Hawkins ayes, LaBelle Nay motion approved (4,1)

Consent agenda Henry/Gaudette all ayes 0 nays motion passed (5,0)

New Business:

Ordinance 2026-01 motion Henry/Hawkins, Henry, Hawkins, Phillips, Gaudette ayes, LaBelle Abstained

Ordinance 2026-01.2 Hawkins/Henry motion All ayes 0 nays motion passed (5,0)

Remove Gaudette off Bank account motion Gaudette/Phillips Henry, Hawkins, Phillips, LaBelle ayes Gaudette Abstain passed (4,0,1)

Adding Webster/Henry to bank account motioned Gaudette/LaBelle ayes Hawkins, Phillips, Gaudette, LaBelle Henry Abstain passed (4,0,1)

Motion to approve change order crosswalk Gaudette/Henry all ayes 0 nays passed (5,0)

Resolution 2025-55 pay application crosswalk Phillips/Gaudette all ayes 0 nays passed (5,0)

Motion to use clement grant for community center heating and cooling Hawkins/Henry all ayes 0 nays passed (5,0)

Adding phone for city clerk tabled for work meeting in January

Resolution 2025-67 Pay application WWTF Henry/Phillips all ayes motion passed (5,0)

Resolution Park board motioned Hawkins/Phillips all ayes motion passed (5,0)

Resolution 2025-68 Plat of survey Phillips/Henry all ayes motion passed (5,0)

Adjournment: 7:56 PM Henry/Gaudette all ayes motion passed (5,0)

Claims: Backyard Adv 2250.00, Caseys 1.95 Computer Res 67.50 EFTPS 939.77
IMWCA 179.00 IA finance auth 31147.02 IPERS 738.40 JEO 3287.50 Keystone
CC627.52 Medicom 234.04 M Lindquist 500.00 Menards 24.90 Metro waste Auth
2781.20 MidAmerican 932.47 Midwest Off Tech 49.90 Oreilly's 169.88 Snyder
13069.15 Summit Fire Pro91.41 State of IA 60.28 AP total 57151.89 Payroll
11/24/2025 1885.14 payroll 12/08/2025 1680.79 total 3565.93 report tot 60717.82
general 12228.47 RUT 985.68 Debt serv 3454.99 Cap Proj13069.15 Sewer
27692.03 Sewer cap Proj 3287.50

Attested, Tami Curry

RUNNELLS COMMUNITY LIBRARY

BOARD MEETING MINUTES APPROVAL

Date of Meeting: 01/06/2026

Minutes Prepared By: Melissa Vick-Smith

The undersigned President and Secretary of the Runnells Community Library Board hereby acknowledge that they have read the attached minutes from the meeting held on the date indicated above and verify that these minutes accurately reflect the discussions, decisions, and actions taken during said meeting.

By signing below, we officially approve these minutes to be entered into the permanent record of the Runnells Community Library.

Approval Signatures:

President:

Signature:



Date:

1-6-26

Name (printed):

Shoshanna Swanson

Secretary:

Signature:



Date:

01/06/26

Name (printed):

Melissa Vick-Smith

These approved minutes will be made available to the public in accordance with applicable open records laws.

Runnells Community Library Board Meeting Minutes

Date: January 6, 2026 Time: 6:30pm

Location: Runnells Community Library, 6575 SE 116th St, Runnells, IA 50237

ShoShanna Swanson, President (City, 8/27), Melissa Vick-Smith, Secretary (Country, 9/27), Bob Berg, Treasurer (City, 9/28),
Megan Freel (City, 9/28) Tiffany Phillips, Library Liaison

Director

Mission Statement: To support lifelong learning and enhance the quality of life in the community

Americans with Disabilities Act compliance: If there is anyone wishing to attend the meeting that may require special assistance in being able to participate in this meeting, please advise the city hall of your needs 48 hours prior to the meeting

Library Hours: Tuesday 4-7 30pm, Thursday 4-7 30pm, Saturday 9am-12pm **Website:** runnells lib ia us

*****Note:** If you wish to address the Runnells Community Library Board on subjects pertaining to the meeting agenda, please contact the clerk of the meeting as reached. If you wish to address the Runnells Community Library Board on an item not on the agenda, please advise the clerk and state your name and address for the public record before discussing your item. The Runnells Community Library Board is not required to discuss these items and cannot take official action on items not on the agenda.

1. **Call to Order:** ShoShanna called the meeting to order at 6:42pm.

2. **Board Members Roll Call:**

2.1	ShoShanna Swanson - Board President	2.4	Megan Freel - Board Member - Present
	Present	2.5	Joanna Robinson - Librarian - Present
2.2	Melissa Vick-Smith - Board Secretary	2.6	Tiffany Phillips - Library Liaison - Not Present
	Present		
2.3	Bob Berg - Board Treasurer - Not Present		

3. **Approval of Prior Month Meeting Minutes:** ShoShanna motions to approve the December Meeting Minutes and Megan seconds the motion. All Approve.

4. **Approval of the Meeting Agenda:** ShoShanna motions to approve the January Meeting Agenda and Melissa seconds the motion. All Approve.

5. **Public Input:** None

6. **Financial:**

6.1 Approve Keystone Credit Card bill in the amount of \$55.03. The next statement's closing date is January 23, 2026.

6.1.1 ShoShanna motions to approve the Keystone statement as listed above and Melissa seconds this motion. All approve.

6.1.2 Roll Call Vote: ShoShanna Swanson -Y, Melissa Vick-Smith - Y, Megan Freel - Y

6.2. Future orders to be placed:

6.2.1. Amazon order approve up to \$140

6.2.2. WalMart order approve up to \$70

6.2.3. ShoShanna Motions to approve the above amounts. Melissa seconds this motion. all approve

6.2.4. ShoShanna S- Y, Megan F-Y, Melissa VS-Y

7. **New Business:**

7.1. Open director position - discussion

7.1.1 Applicant A, B, C, D - discussion

7.1.2 Exit Procedure - read and bring edits - all approve

7.1.3 Exit Checklist - read and bring edits - all approve

7.1.4 Public Librarian - read and bring edits - all approve

7.1.5 Library Director - read and bring edits - all approve

- 7.1.6. Library Assistant Director - read and bring edits - edits needed
- 7.1.7. Interview Process - next steps - interviews will be set up with qualifying candidates. Letters will be sent to all applicants so they know if they were chosen for an interview or denied. ShoShanna will let us know when interviews are scheduled.
- 7.2. Public Library Standards - revised edition shared with all
- 7.3. FY Budget - next steps - working meetings?
- 7.4. Time sheets from 2025 - location - filed at Library
- 7.5. FY26 Open Access/Interlibrary Loan Reimbursement received from the state
- 7.6. Susan Conner - part time employee - all paperwork is complete
- 7.7. Easter Egg Hunt with Park Board - meeting- ask park board member
- 8. **Director's Report:**
 - 8.1. Meeting with Mr Bartels
 - 8.2. Patron Report and Reading log - Director's Report
 - 8.3. Current Events -
 - 8.4. Updates on last months activities:
 - 8.5. Updates on future programs: Valentine's make and take.
- 9. **Board Members:** Melissa - notes from City Council Meeting. Free Little Library
- 10. **Unfinished Business:**
 - 10.1. Install antivirus software on Library computer - Joanna completed
 - 10.2. Wal Mart Tax ID card - need credit card first
 - 10.3. Policies and Procedures ready for final review - will add and review with new procedures
- 11. **Council Update:**
 - 11.1. **Tiffany:** not present at meeting:
 - 11.1.1. Megan needs added as a board member on city website
 - 11.1.2. Any working meetings scheduled?
 - 11.1.3. An email will be sent with more questions
- 12. **Board Education:** None
- 13. **Final Remarks:** None
- 14. **Upcoming Meetings:**
 - 14.1. February 3, 2026 at 6:30pm
 - 14.2. March 3, 2026 at 6:30pm
 - 14.3. April 7th, 2026 at 6:30pm
- 15. **Adjournment:** ShoShanna motions to adjourn meeting at 9:00pm, Melissa seconds the motion
All approve.

Runnells Community Library Requisition

Date:

01/06/2026

Invoice Due By:

Vendor/Supplier:	1	Walmart	Dollar Amount	55.03	Acct#	6506
	2.		Dollar Amount		Acct#	
	3.		Dollar Amount		Acct#	
	4.		Dollar Amount		Acct#	
	5.		Dollar Amount		Acct#	
	6.		Dollar Amount		Acct#	
	7.		Dollar Amount		Acct#	
	8.		Dollar Amount		Acct#	
	9.		Dollar Amount		Acct#	
	10.		Dollar Amount		Acct#	
	11.		Dollar Amount		Acct#	
	12.		Dollar Amount		Acct#	
	13.		Dollar Amount		Acct#	
	14.		Dollar Amount		Acct#	

Approved By:

President

Secretary

Melissa Vick-Smith

Receipts Attached

Account #

001-410-6502 Library Books, Magazines, Videos

001-410-6504 Library Office Equipment

001-410-6506 Library Office Supplies

001-410-6508 Library Postage

001-410-6210 Dues and Subscriptions



December 2025 Statement 11/25/2025 - 12/23/2025

Page 2 of 2

CITY OF RUNNELLS
ERIN LABELLE (CPN 002164261)

Elan Financial Services ☎ 1-866-552-8855

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Transactions

Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
11/25	11/24	8638	WALMART.COM 800-925-6278 AR	\$55.03	
TOTAL THIS PERIOD				\$55.03	

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00

Company Approval *(This area for use by your company)*

Signature/Approval: _____ Accounting Code: _____

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

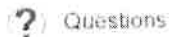
**APR for current and future transactions

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$0.00	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

Contact Us



Voice: 1-866-552-8855
TDD: 1-888-352-8455
Fax: 1-866-807-9053



Questions
Elan Financial Services
P.O. Box 6353
Fargo, ND 58125-6353



Mail payment coupon with a check
Elan Financial Services
P.O. Box 790408
St. Louis, MO 63179-0408



Online
myaccountaccess.com



Nov 23, 2025 order
Order # 201237102872721



- Swatch Thermaxx Fan Heater Plus 2 Extra Size Pouches (73902)
- Great Value Toilet Paper Soft Weave Writing Paper 2 Roll 27 oz
- Great Value Economy Disposable Paper Bowls, 20 oz, 50 Count
- Great Value Vanilla Protein Top, White, 16 oz

Rate	\$52.98
Gift	\$0.00
Env.	\$0.00
Shipping	\$0.00
Subtotal	\$52.98
Savings	-\$1.00
Total	\$51.98
Additional services	\$0.00
Tax	\$0.00

Subtotal

Savings

Additional services

Tax

Total

#1 \$55.03

Charge history View payment activity for this order >

Payment method

VISA Ending in 2208

Your payment method has a temporary hold for \$57.50. Amounted charges: 1 approval charge (14.99) + 10.00 + 32.51



December 2025 Statement

Open Date: 11/25/2025 Closing Date: 12/23/2025

Visa® Community Card

CITY OF RUNNELLS (CPN 002164261)

Account Ending in: #### #### 8966

Elan Financial Services

1-866-552-8855

BUS 30 ELN

1 4

15

New Balance	\$1,174.71
Minimum Payment Due	\$1,174.71
Payment Due Date	01/22/2026

Late Payment Warning: As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.

Activity Summary

Previous Balance	+	\$627.52
Payments	-	\$627.52 ^{CR}
Other Credits		\$0.00
Purchases	+	\$1,174.71
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$1,174.71
Past Due		\$0.00
Minimum Payment Due		\$1,174.71
Credit Line		\$5,000.00
Available Credit		\$3,825.29
Days in Billing Period		29

RECEIVED
1/2/26
TKP

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services CPN 002164261



24-Hour Elan Financial Services: 1-866-552-8855

☎ . to pay by phone
☎ . to change your address

000027964 MUSB20DD122425152992 01 10010000 028038 002



CITY OF RUNNELLS
ACCOUNTS PAYABLE
PO BOX 33
RUNNELLS IA 50237-0033

0047985100687589660001174710001174716

Account Ending in	#### #### 8966
Payment Due Date	1/22/2026
New Balance	\$1,174.71
Minimum Payment Due	\$1,174.71

Amount Enclosed \$ _____

Elan Financial Services

P.O. Box 790408
St. Louis, MO 63179-0408



00027964 55927 0001-0002 DUSB20DD122425153043 00 L 00028038 URBESOME



December 2025 Statement 11/25/2025 - 12/23/2025
 CITY OF RUNNELLS (CPN 002164261)

Page 2 of 3
 Elan Financial Services (1-866-552-8855

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Transactions				CURRY,TAMI	Credit Limit \$3000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
12/03	12/02	8619	IOWA LEAGUE OF CITIES WWW.IOWALEAGU IA	\$220.00	_____
12/03	12/02	8011	IOWA LEAGUE OF CITIES WWW.IOWALEAGU IA	\$220.00	_____
12/15	12/12	6949	IOWA LEAGUE OF CITIES WWW.IOWALEAGU IA	\$220.00	_____
12/15	12/12	0176	THE HOME DEPOT #2104 DES MOINES IA	\$299.00	_____
12/16	12/15	3410	USPS PO 1879200737 RUNNELLS IA	\$160.68	_____
Total for Account ##### ##### ##### 9956				\$1,119.68	

Transactions				LABELLE,ERIN	Credit Limit \$1000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
11/25	11/24	8638	WALMART.COM 800-925-6278 AR	\$55.03	_____
Total for Account ##### ##### ##### 2208				\$55.03	

Transactions				BILLING ACCOUNT ACTIVITY	Amount	Notation
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Payments and Other Credits						
12/17	12/14	0192	PAYMENT THANK YOU	\$627.52cr	_____	
Total for Account ##### ##### ##### 8966				\$627.52CR		

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$5.22
Total Interest Charged in 2025	\$0.00

00027964 55925 0002-0002 DUS82000122425153043 00 L 000028038 UB28SONHE



December 2025 Statement

Open Date: 11/25/2025 Closing Date: 12/23/2025

Account Ending in: ##### 0587

Visa® Community Card

Elan Financial Services

1-866-552-8855

BUS 30 ELN

34

15

CITY OF RUNNELLS
DAVID BREESE (CPN 002164261)

New Balance	\$0.00
Minimum Payment Due	\$0.00
Payment Due Date	01/22/2026

Activity Summary

Previous Balance		\$0.00
Payments		\$0.00
Other Credits		\$0.00
Purchases		\$0.00
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$0.00
Past Due		\$0.00
Minimum Payment Due		\$0.00
Credit Line		\$1,000.00
Available Credit		\$1,000.00
Days in Billing Period		29

RECEIVED
1/2/26
TKD

00027965 51929 0001-0002 DUSB20DD122425152992 00 L 00028039 1828039E

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

This is not a bill, do not remit payment.

CPN 002164261



24-Hour Elan Financial Services: 1-866-552-8855

- ☎ to pay by phone
- ☎ to change your address

000027965 MUSB20DD122425152992 01 00110000 028039 002



CITY OF RUNNELLS
DAVID BREESE
PO BOX 33
RUNNELLS IA 50237-0033

THIS IS NOT A BILL.

This memo statement only reflects the current activity on your account. An invoice has been sent to the applicable central billing account for the company.

Thank you.



December 2025 Statement 11/25/2025 - 12/23/2025

CITY OF RUNNELLS
DAVID BREESE (CPN 002164261)

Elan Financial Services ☎ 1-866-552-8855

Important Messages

Federal law requires us to give you a notice regarding negative credit reporting. Please refer to the reverse of your statement for this important notice.

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00

Company Approval *(This area for use by your company)*

Signature/Approval: _____ Accounting Code: _____

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$0.00	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

Contact Us



Voice: 1-866-552-8855
TDD: 1-888-352-6455
Fax: 1-866-807-9053



Questions
Elan Financial Services
P.O. Box 6353
Fargo, ND 58125-6353



Mail payment coupon with a check
Elan Financial Services
P.O. Box 790408
St. Louis, MO 63179-0408



Online
myaccountaccess.com

00027965 55930 0002-0002 DUS820DD12242515304 3 00 L 00028039 U82830ME

RESOLUTION NO. 2026-03

A RESOLUTION APPOINTING MAYOR PRO-TEMP, COUNCIL COMMITTEES, AND EMPLOYEES

WHEREAS, it is required that a mayor pro-tem, council committees, and employees be legally appointed every two years.

BE AND IT IS HEREBY RESOLVED by the City Council of Runnells Iowa, that the Mayor recommends, and the following are hereby appointed:

Mayor: Pro-Tem: Austin Henry

Metro Waste Authority's Board of Directors:

Primary Board Appointment: - **Clinton Webster**

Board Alternate Appointment: **Tiffany Phillips**

Emergency Management/911 Commission:

Primary Board Appointment: **Abby Hawkins**

Board Alternate Appointment **Erin LaBelle**

Mud/Camp and Spring Creek Watershed Management Commission

Primary Board Appointment: **Devin Gaudette**

Board Alternate Appointment: **Austin Henry**

Park Board Council Liaison: JoAnn Bohn

Planning and Zoning Liaison: Austin Henry

Library Board: Tiffany Phillips

City Employees:

Public Works Director:

Dave Breese

City Clerk/Finance officer

Tami Curry

City Attorney

Cameron Wright

City Engineer

JEO Engineering

BE AND IT IS FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute the proper documentation necessary.

BE AND IT IS FURTHER RESOLVED that any Resolution in conflict herewith is hereby repealed.

BE AND IT IS FURTHER RESOLVED that this Resolution be effective January 13th, 2026 upon its passage and approval by the Runnells City Council.

PASSED AND APPROVED this January 13th, 2026.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
JoAnn Bohn				
Abby Hawkins				
Erin LaBelle				
Tiffany Phillips				

ATTEST:

CLINTON WEBSTER
MAYOR, CITY OF RUNNELLS

TAMI CURRY
CITY CLERK

Resolution 2026-04

BE IT RESOLVED by the City council of the City of Runnells, Iowa that:

WHEREAS, The City council, of the city of Runnells IA is changing the current billing rate for curb-it from the current rate of \$5.49 to \$5.92. The 96 Gallon garbage collection container is increasing from the current rate of \$12.13 to \$12.43 Making the total bill \$18.35

Any extra item that are set out will require a sticker from the Metro Waste Authority.

NOW THEREFORE, BE IT RESOLVED, THAT THE Runnells City Council Hereby Approves the new Metro waste and Curb-it rates to be in effect July 1,2026.

PASSED AND APPROVED this January 13th, 2026

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
JoAnn Bohn				
Abby Hawkins				
Erin Labelle				
Tiffany Phillips				

Clinton Webster, Mayor

Attest:

Tami Curry, City Clerk

RESOLUTION NO. 2026-05

RESOLUTION TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF RUNNELLS AND PRIORITY ONE HEATING AND COOLING FOR THE INSTALLATION OF HVAC SYSTEM AT THE COMMUNITY CENTER

WHEREAS, the City of Runnells would like to enter into an agreement with Priority One Heating and Cooling to install a HVAC system, for the amount of \$19849.18 (Agreement and proposal is attached to the Resolution).

BE AND IT IS HEREBY RESOLVED that the Runnells City Council directs the City of Runnells Mayor to sign an agreement effective January 13,2026 with Priority One Heating and Cooling and;

\$15,000.00 Clement Grant
\$4849.18 LMI funds

BE AND IT IS FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute the proper documentation necessary.

BE AND IT IS FURTHER RESOLVED that any Resolution in conflict herewith is hereby repealed.

BE AND IT IS FURTHER RESOLVED that this Resolution be effective January 13, 2026 upon its passage and approval by the Runnells City Council.

PASSED AND APPROVED this 13th day of January 13th. 2026.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
JoAnn Bohn				
Abby Hawkins				
Erin LaBelle				
Tiffany Phillips				

ATTEST:

CLINTON WEBSTER
MAYOR, CITY OF RUNNELLS

TAMI CURRY
CITY CLERK, CITY OF RUNNELLS



Priority One Heating and Cooling

City of Runnells
 108 Brown Street
 Runnells, IA 50237

☎ (515) 966-2042
 ✉ Tami.curry@runnellsia.com

INVOICE	#319
SERVICE DATE	Dec 29, 2025
PAYMENT TERMS	Upon receipt
DUE DATE	Dec 29, 2025
AMOUNT DUE	\$19,849.18

CONTACT US

107 Dodd St
 Runnells, IA 50237

☎ (515) 675-4445
 ✉ office@callpriorityone.com

INVOICE

Services	Qty
Install Furnace and Air Conditioner -Removal and haul away of old system -Installation of new equipment -Metal transition to existing plenum -New thermostat -Testing of new equipment -Flue piping/copper line set/Electrical/Condensate Drain/Gas line adapted to of replaced as needed.	1.0
Materials	Qty
EL297UH110XE60C Furnace-Gas/110Btuh/5T EL297UH110XE60C Furnace-Gas/110Btuh/5T	1.0
CK40CT-48C Coil 4.0 Ton R454B CK40CT-48C Coil 4.0 Ton R454B	1.0
EL16KC1-048-230 Single Stage EL16KC1-048-230 Single Stage	1.0
EL297UH070XE36B Furnace-Gas/70Btuh/3T EL297UH070XE36B Furnace-Gas/70Btuh/3T	1.0
CK40CT-36B Coil 3.0 Ton R454B CK40CT-36B Coil 3.0 Ton R454B	1.0
EL16KC1-030-230 Single Stage EL16KC1-030-230 Single Stage	1.0

Subtotal	\$19,074.00
Total Tax	\$775.18
sales tax (7%)	\$775.18
Job Total	\$19,849.18
Amount Due	\$19,849.18

See our Terms & Conditions

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RUNNELLS, IOWA
NO. 2026-06**

**RESOLUTION REGARDING COUNCIL APPROVAL TO APPROVE PAY APPLICATION FOR
PAYMENT NO. 27**

WHEREAS, City of Runnells, City Council is wanting to approve the contractor's application for Payment No. 27 for the 2023-24 Wastewater Treatment Facility Upgrades Projects.

WHEREAS, the city clerk has attached the list of items to be approved by council, engineering Application for Payment No. 27 has been signed by City engineer JEO for approval

BE AND IT IS HEREBY RESOLVED that the Runnells City Council approves the City clerk to pay the Engineer's Application for Payment No.27 in the amount of \$3301.25 from account 611-815-6797 GO BOND

PASSED AND APPROVED this 13th day of January, 2026

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
JoAnn Bohn				
Abby Hawkins				
Erin LaBelle				
Tiffany Phillips				

ATTEST:

CLINTON WEBSTER
MAYOR, CITY OF RUNNELLS

TAMI CURRY
CITY CLERK



Invoice

December 22, 2025

Project No: R171550.00

Invoice No: 170375

Invoice Amount: 3,301.25

Tami Curry
City of Runnells
110 Brown Street
PO Box 33
Runnells, IA 50237-0033

Project Manager Curtis Kampman
Project R171550.00 Runnells 2020 WWTF Replacement
Professional Services through December 12, 2025

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
Lump Sum Phase(s)					
Preliminary Design	\$79,000.00	100%	\$79,000.00	\$79,000.00	0.00
Final Design	\$89,500.00	100%	\$89,500.00	\$89,500.00	0.00
Bidding and Negotiation	\$7,200.00	100%	\$7,200.00	\$7,200.00	0.00
Construction Services	\$81,700.00	100%	\$81,700.00	\$81,700.00	0.00
Post Construction	\$10,000.00	100%	\$10,000.00	\$10,000.00	0.00
Redesign & Rebid	\$87,000.00	100%	\$87,000.00	\$87,000.00	0.00
Hourly Phase(s)					
Construction Administration Amendment			\$62,120.00	\$61,985.00	\$135.00
RPR Services			\$90,810.00	\$90,810.00	0.00
Post Construction Amendment			\$10,695.00	\$7,528.75	\$3,166.25
Total	\$354,400.00		\$518,025.00	\$514,723.75	\$3,301.25
Total Amount Due Upon Receipt :					\$3,301.25

RECEIVED
12/29/25
TKP

Tami Curry

From: Tyler Inman <tylerinman552@gmail.com>
Sent: Monday, January 5, 2026 3:36 PM
To: Tami Curry
Subject: Car Sales Runnells

Good afternoon

I wanted to follow up on our phone conversation. I sell cars online, I use eBay, Craigslist and marketplace. I sell clean low mileage vehicles. I do not have or sell junk. I also do not need a full blown car lot as I only have 3-5 cars at a time. This building would allow me to get my dealers license and be compliant with the DOT requirements. I also have a house here in town and enjoy the Runnells small town community and as a young entrepreneur I looked forward to my start up in Runnells.

Let me know if you have any other questions.

Tyler Inman
515-729-2466