

COUNCIL MINUTES
REGULAR SESSION
January 5, 2026

Charles City City Council met in regular session on January 5, 2026 at 6:00 p.m. in the Zastrow room of the Public Library. Mayor Dean Andrews presided and the following Council Members were present: Phillip Knighten, Patrick Lumley, Krista Noah, Jeff Otto, and Phoebe Pittman. Also present were City Administrator Tyler Trout, City Engineer John Fallis, and City Attorney Brad Slotter.

Citizen comments - none.

Mayor Andrews welcomed everyone to the meeting.

Motion by Knighten, second by Pittman to approve the agenda. Ayes- 5.

Motion by Lumley, second by Pittman to approve the minutes of the December 10 planning session and December 15 regular meeting. Ayes- 5.

Motion by Knighten, second by Pittman to approve the consent calendar. Ayes- 5.

The consent calendar consisted of the following- Approval of Class C Retail Alcohol License for DDEF LLC dba DeRailed; Approval of Ownership Updates for Kwik Trip Inc #468; and the Payment of Claims (including those approved by other boards):

<u>CHECK</u>	<u>VENDOR</u>	<u>TOTAL</u>
88842	ANNETTE DEAN	\$23.96
88843	BAKER & TAYLOR BOOKS	\$343.96
88844	CAROL CASE	\$1,603.00
88845	COREY HAWKE	\$422.00
88846	HY-VEE INC	\$46.36
88847	IOWA POETRY ASSOCIATION	\$12.75
88848	KANOPY INC	\$80.00
88849	MICK GAGE PLUMBING & HEATING	\$790.00
88850	MIDAMERICAN ENERGY	\$1,970.47
88851	MIDWEST TAPE	\$26.99
88852	NEWBAUER INC	\$37.00
88853	OMNITEL COMMUNICATIONS	\$240.62
88854	STAPLES ADVANTAGE	\$82.31
88855	VISA	\$128.31
88856-88857	CC PAYROLL ENDING 12/13/25	\$101,530.35
88858	CITY OF CHARLES CITY	\$752.97
88859	CC PUBLIC EMP HEALTH PLAN	\$37,001.91
88860	EMC NATIONAL LIFE-SUPPLEM	\$6.00
88861-88862	CC PAYROLL ENDING 12/27/25	\$111,229.68
88863	CITY OF CHARLES CITY	\$0.40
88864-88866	EMC NATIONAL LIFE-SUPPLEM	\$6.00
88867-88868	DELTA DENTAL	\$2,754.36
88869-88870	VSP	\$543.37
88871	MUTUAL OF OMAHA	\$1,067.57
88872	CAMBREX CHARLES CITY INC	\$59,388.27

88873	HY-VEE INC	\$268.08
88874	MM REAL ESTATE HOLDINGS LLC	\$7,974.00
88875	MOLSTEAD DEVELOPMENT AGREEMENT	\$17,888.97
88876	ZOETIS SERVICES LLC	\$163,700.64
88877	911 CUSTOM LLC	\$313.00
88879	ARNOLD MOTOR SUPPLY LLP	\$1,861.04
88880	ARNOLD MOTOR SUPPLY LLP	\$70.20
88881	AMERICORPS SENIORS	\$200.00
88882	CALHOUN-BURNS & ASSOCIATES	\$1,000.00
88883	CARQUEST AUTO PARTS	\$722.96
88884	CHARLES CITY AREA DEV CORP	\$90.00
88885	CHARLES CITY ELECTRONICS	\$64.98
88886	CHARLES CITY PRESS INC	\$855.63
88887	CHOSEN VALLEY TESTING	\$4,000.00
88888	CIRCLE K COMMUNICATIONS INC	\$6,095.62
88889	COUNTRYSIDE CONSTRUCTION II	\$31,923.50
88890	D&L CAR CARE	\$981.82
88891	DO IT ALL SERVICES LLC	\$530.00
88892	DON'S TRUCK SALES INC	\$1,702.27
88893	FARMCHEM	\$22.51
88894	FLOYD COUNTY ENGINEER	\$54.66
88895	HOLDEN HILLEGAS/H&R LAWN CARE	\$80.00
88896	HOCKENSON PLUMBING	\$119.68
88897	IOWA DEPT OF NATURAL RESOURCES	\$100.00
88898	IDOT-CASHIER'S OFFICE	\$15.16
88899	IDOT-CASHIER'S OFFICE	\$1,023.62
88900	IOWA DEPT OF REVENUE	\$112.40
88901	IOWA ONE CALL	\$145.00
88902	J ENTERPRISE LLC	\$54.00
88903	JOHN DEERE FINANCIAL	\$53.97
88904	JOHN A HOWE	\$690.00
88905	KEISER PROPERTIES, LLC	\$1,200.00
88906	LESSIN SUPPLY COMPANY	\$303.77
88907	LESSIN SUPPLY COMPANY	\$212.46
88908	M-PRINTS	\$44.00
88909	MAINSTAY SYSTEMS INC	\$156.00
88910-88914	MIDAMERICAN ENERGY	\$40,536.78
88916	MIKE MOLSTEAD MOTORS INC	\$235.20
88917	MIKE MOLSTEAD MOTORS INC	\$78.65
88918	MIKE'S C&O TIRE INC	\$1,893.20
88919	MSA PROFESSIONAL SERVICES	\$128.00
88920	NOAH, SMITH, SLOTER, ELLINGSON	\$750.00
88921	NORTH IOWA LAWN & SPORTS	\$19.93

88922	THE NORTHWAY CORPORATION	\$56,508.95
88923	O'REILLY FIRST CALL	\$48.69
88924	OMNITEL COMMUNICATIONS	\$15,000.00
88925	OMNITEL COMMUNICATIONS	\$414.87
88926	PAWS HUMANE SOCIETY	\$1,550.00
88927	PERRY NOVAK ELECTRIC INC	\$371.14
88928	PERRY NOVAK ELECTRIC INC	\$289.94
88929	PETROBLEND CORP	\$705.26
88930	PITNEY BOWES SUPPLIES	\$182.58
88931	POWERPLAN	\$398.32
88932	RADAR ROAD TEC-J ESHELMAN	\$110.00
88933	SADLER POWER TRAIN INC	\$258.25
88934-88936	SCHUETH ACE HARDWARE	\$647.87
88937	SDS BINDERWORKS	\$600.00
88938	SUPERIOR LUMBER INC	\$70.62
88939	T&W GRINDING & COMPOST SERVICE	\$8,364.00
88940	TROJAN TECHNOLOGIES	\$12,543.76
88941	TRUCK CENTER COMPANIES EAST	\$2,839.43
88942	UNITED STATES CELLULAR	\$1,002.88
88943	VERIZON	\$120.03
88944	WATER ENVIRONMENT FEDERATION	\$178.00
88945	WESTRUM LEAK DETECTION	\$750.00
ACH	ACCESS SYSTEMS LEASING	\$145.69
ACH	AMAZON CAPITAL SERVICES	\$155.77
ACH	CROELL INC	\$1,879.51
ACH	ACCESS SYSTEMS LEASING	\$345.60
ACH	AHLERS & COONEY PC	\$620.00
ACH	BERGLAND & CRAM INC.	\$12,490.10
ACH	ELECTRIC PUMP	\$2,023.50
ACH	FGP STIPENDS/MILEAGE DEC 2025	\$393.40
ACH	GENERAL TRAFFIC CONTROLS	\$3,805.00
ACH	GHD SERVICES INC	\$3,910.12
ACH	GRAINGER	\$6,826.09
ACH	HACH COMPANY	\$2,266.16
ACH	HAWKINS INC	\$2,158.65
ACH	MARCO TECHNOLOGIES LLC	\$91.97
ACH	METERING TECHNOLOGY SOLUTIONS	\$2,498.00
ACH	MISSISSIPPI LIME COMPANY	\$12,153.79
ACH	SJE RHOMBUS	\$270.00
ACH	SPRING STREET PROPERTIES	\$1,400.00
E-PAY	AFLAC	\$1,327.44
E-PAY	BANCORPSV	\$97.31
E-PAY	BUSINESS CARD	\$2,437.47

E-PAY	CENTURYLINK	\$357.08
E-PAY	CNH INDUSTRIAL CAPITAL	\$327.00
E-PAY	DISH	\$102.12
E-PAY	EFTPS (PAYROLL TAXES)	\$57,656.08
E-PAY	IA PUBLIC EMPLOY RETIRE	\$43,983.62
E-PAY	IA WORKFORCE DEVELOPMENT	\$233.76
E-PAY	ICMA MEMBERSHIP RENEWALS	\$9,809.31
E-PAY	LEAF	\$101.93
E-PAY	MEDIACOM	\$814.15
E-PAY	MUNICIPAL FIRE & POLICE	\$46,480.51
E-PAY	QUILL CORPORATION	\$410.37
E-PAY	T-MOBILE FOR BUSINESS	\$1,347.20
E-PAY	TREASURER STATE OF IOWA	\$11,111.36
E-PAY	TREASURER, STATE OF IOWA	\$16,628.40
E-PAY	UMB BANK	\$250.00
	Total:	\$958,223.36

Mayor Andrews proclaimed the month of January 2026 as Slavery and Human Trafficking Prevention Month, and encouraged all citizens to become more informed on this growing problem, to be vigilant and report suspicious activity, and to work towards solutions to end trafficking in all its forms in our community. The proclamation was formally approved by a motion made by Pittman, seconded by Noah. Ayes- 5. Councilmember Knighten and Noah emphasized the importance of knowing the “signal for help,” a discrete gesture for victims in distress.

The Board, Commission, and Committee list was reviewed by mayor, council, and staff. City Administrator Trout will distribute a digital preference form for Councilmembers to indicate their interest in specific assignments, to be discussed at the January 14 planning session. Mayor Andrews re-appointed McKenna Lloyd and Larry Michehl to the Historic Preservation Committee for another term. Motion by Knighten, second by Pittman; Ayes-5. Additionally, a motion was made by Lumley and seconded by Otto to re-appoint Scott Nolte and Dana Sullivan to the Park & Recreation Board, and to appoint Bob Kloberdanz to the vacancy left by Chris Eldridge. It was noted that Mr. Kloberdanz will concurrently serve on the Board of Adjustment. Mayor and Council thanked all for their willingness to serve. Ayes-5.

The City Council received the initial collective bargaining proposals between the City and Teamsters Local 234 regarding the successor agreement for Public Works personnel. In accordance with Iowa Code Section 20.17(3), this item serves as the required public posting of the initial exchange. A tentative agreement has been reached, but remains pending further procedural steps before being brought to the Council for a formal vote. No action was taken.

City Clerk Lentz reported that city staff and Attorney Slotter have been corresponding with Bryen Laffoon, the court-appointed receiver for Pure Prairie Poultry, regarding the fulfillment of assessed utility charges approved by Council on September 15, 2025. An initial payment was received at the end of December. Lentz also noted changes to the upcoming schedule: the next planning session will be held on Wednesday, January 14, 2026. Due to the holiday, the second regular meeting of the month has been moved to Wednesday, January 21, followed by a budget workshop on Thursday, January 22. The next week will be budget workshops on Tuesday, January 27 and Wednesday, January 28. All budget workshops will start at 5:30pm.

City Administrator Trout gave a brief budget report. He and City Clerk Lentz have finished reviewing budgets with all department heads, and are working on calculations and presentation materials. Trout noted that the legislative session begins January 12, he is planning on working with lobbyists at the League to schedule future meetings with representatives.

Councilmember Lumley questioned the list of boards, noting several that are no longer active. He asked if these should be removed and inquired about the official process for eliminating them from a council liaison perspective. Mayor Andrews noted that since members are no longer being appointed, the boards would eventually be phased out, and the list will be updated at an upcoming regular meeting.

Motion by Pittman, seconded by Lumley to adjourn at 6:17pm. Ayes- 5

Dean Andrews, Mayor

Attest: _____
Brittney Lentz, City Clerk