

The Stanhope City Council met in Regular Session Tuesday, October 14, 2025 at the Stanhope Community Building starting at 6:00 p.m. Mayor Pro Tem Young called the meeting to order with Council Members: Jill Haman, Mindy Hetland, Doug Sogard and Kempton Young present. Council member Beau Jensen absent.

Members of the public present: Devin Hensley, Polly Hays, Roger Hays, Tim Daly, Peggy Phipps, Phil Phipps, William Watts, Kelly Wirtz, Trinity & Jill Sneed, Paul Hetland, Gary Green, Lucy Haman, Officer Caleb Morton, Carlyle Peterson, Paul Block, Robert Johnson, Suzanne Sogard, David Staples, Brian Wilcox and Lucy Haman.

APPROVE CONSENT AGENDA: Motion to approve was made by councilman Hetland and seconded by Haman. Motion carried. Councilman Jensen absent.

- Approval of the agenda for October 14, 2025
- Approval of City Council minutes of September 9, 2025
- Approval of City Council Special Meeting minutes of September 29, 2025
- Approval for the payment of claims
- Approval of financial reports for period of 9/1/2025 – 9/30/2025 – present day
- Approval for Resolution 2025-6 Resolution Authorizing the Hiring of a City Clerk. Motion was made by Hetland and seconded by Haman. Roll Call vote. All saying Aye and Mayor Pro Tem Young abstaining and councilman Jensen absent.
- Council Member Hetland read a statement on behalf of the three council members who conducted interviews at the September 29, 2025 City Council Special Meeting. She outlined the qualifications and strengths that Jori Young possesses and congratulated her on accepting the position.

PETITIONS, COMMUNICATIONS, REQUESTS:

- Carlyle Peterson addressed the council members regarding his property. He stated that there is some junk remaining on the trailer and the two junk cars that he put a temporary shelter over. He asked if he could have more time, perhaps through the winter to continue to clean-up the property. He indicated that he has been to court four times and has an upcoming court date. He asked if EJS Chief Morton would sign off on the citation and allow him more time. EJS Chief Morton spoke that the matter is in the hands of the magistrate and encouraged Mr. Peterson to continue to work on the clean-up. Mayor Pro Tem Young suggested that the three of them meet at the property soon, to discuss the matter. All parties agreed to a meeting in the near future at the property.
- Robert Johnson addressed the council members and indicated that a building of his that was previously in the City Right of Way has been removed.

GENERAL AGENDA

- **WINS AND RECOGNITIONS:** Council member Haman brought to council attention some wins and recognitions going on around Stanhope and wished council member Sogard a Happy Birthday. Council Member Haman thanked Robert Johnson for donating some bike racks for the Fire Station. Council member Hetland shared that there is going to be a Chili Cook off on November 1st at the Stanhope Fire Station. All proceeds go to the Fire/EMS department.
- **UPCOMING ELECTION/NEW COUNCIL MEMBER TRAINING/OPEN MEETINGS TRAINING:** Mayor Pro Tem Young presented the council and public with information that went into effect in July of 2025. All newly elected officials will need to attend Open Meetings Training after elected.
- **DISCUSSION ON 425 ADAMS ST:** Mayor Pro Tem Young addressed the past-due balance on the property. The payment agreement for the property has expired. The owners have been presented a

new payment plan that complies with the Stanhope Municipal Utilities Payment Agreement, which states a 12 month Payment agreement to pay off overdue balance.

- **450 OHIO ST. – OVERPAYMENT/REFUND:** The previous homeowner had a credit on their account. The property has been sold and an application for new service was accepted for the new homeowner. A Motion to issue a refund check was made by Council member Hetland and seconded by council member Haman. All in favor and motion carried.
- **UPDATE ON ELECTRICAL AUDIT:** Mayor Pro Tem Young presented the council with information from the audit. He stated that there had not been an increase in the electrical rate since 2014. A copy of the Cash Flow Projection, dated August 7, 2025 was made available to those in attendance. The recommendation from the audit firm is to have a 3% increase the first year and a 2% increase in the following years. Next month will be the First Public Reading.
- **CITY CLERK TRAINING:** City Clerk, Jori Young presented three upcoming trainings that she would like to attend. City Finance 101 through the League of Cities, \$50.00 in Oelwein, Iowa October 31, 2025; 2025 Budget Workshop through the league of Cities, Virtual, \$60 to attend on November 25, 2025, and Iowa's Living Roadways Celebration November 7, 2025, free to attend in Ames. There is a Free Grant Writing 101 session included. A motion was made by Haman and seconded by Sogard to allow clerk Young to attend these trainings. All in favor, mayor Pro Tem Young abstained and councilman Jensen was absent. Motion carried.
- **PARK INSURANCE CLAIM UPDATE:** Mayor Pro Tem Young updated the council on the progress of the claim. A bid to replace all damaged tables with polyurethane tables vs. a combination of wood and polyurethane tables was discussed along with the bid from Bill Murry to repair remaining damage to the bingo stand, jungle gym, and shelter house. These numbers will be turned in to the insurance company. A motion was made by Council Member Sogard to approve the bids and was seconded by council member Haman. All in favor, motion passed.
- **CIT SOLUTIONS UPDATE:** Mayor Pro Tem Young stated that the CIT project is almost complete. Hwy 17 mapping still needs to be completed mapping and cleaning. Approximately \$9,500 remains to complete that portion of the project. The CIT report provided the city with suggested repairs and things that need to be fixed; including fixing clay tiles, break outs, gaps in pipes and tree root concerns. There are few that would need to be dug to repair. Mayor Pro Tem Young asked the council what direction they wanted to go. Community member Suzanne Sogard asked if there were any grants available to help pay for the project, he stated yes, but is too late for this year and will look into it for next year. This project will be on the agenda for next month.
- **Coffee & Quilters –** Community Center cleaning day. Clerk Young updated the council that these groups would like to do a deep clean of the Community Center and maybe clean out some flower beds outside this fall. They appreciate the fellowship that they have when they get together in the Community Center and as a thank you to the City, they want to give back by giving it a good clean. No date has been set for this yet.
- **Liquor License update:** The city was notified on September 15th that a merchant in town did not renew liquor license but is currently not selling liquor.

- **School Street Parking Lot Update** – Peggy Phipps asked if a more permanent barrier be constructed around the area in construction in advance of winter and snow plowing. Mayor Pro Tem stated that he'd have City staff come take a look at it and see how it could be improved on.
- **Bank Accounts Update Signers:** A motion was made by Hetland and seconded by Haman to approve City Clerk, Jori Young be added to all bank accounts at First State Bank.
Mayor Pro Tem Young and Council Member Jill Haman remain on the General Checking Account. They both were approved to open accounts, borrow money, endorse, assign, transfer, mortgage or pledge bills receivable and open & access a Safety Deposit Box with two (2) signatures. City Clerk Jori Young, Mayor Pro Tem Kempton Young & Council Member Haman can write checks and make withdrawals with one (1) signature required. Jori Young will be added to the ACH function and Safety Deposit Box; Vickie Anderson will be removed from all bank accounts, Safe Deposit Boxes and Certificates of Deposit, if applicable.
A roll call vote was taken. All stating aye. Mayor Pro Tem Young abstained and councilman Jensen was absent.
- **Fire & EMS** – Council approved for adding City Clerk, Jori Young and continuing Mayor Pro Kempton Young, Jill Haman and David Reed to open accounts with two (2) signatures required. Young, Haman or Read can write checks and make a withdrawal with one (1) signature required. Young & Haman can borrow money, enter into a safe deposit lease and access the Safety Deposit Box with two (2) signatures required. A motion was made by council member Hetland and seconded by council member Haman. Motion carried. Mayor Pro Tem Young abstaining and councilman Jensen absent
- **Halloween:** Mayor Pro Tem stated that the Trick-or-Treat for Halloween this year is proposed to be held on October 31, 2025 from 6:00 – 8:00 pm. A motion was made by council member Haman and seconded by council member Sogard. Motion carried.
- **Disconnect/Reconnect fee:** Mayor Pro Tem asked to table this until next month.
- **State Audit:** Mayor Pro Tem read excerpts of the recent State Audit stating some of the findings from The Audit is on file at the Stanhope City Clerk's office and is available for public inspection.
- **Fire/EMS 501(c)3:** Brian Wilcox from Stratford gave a presentation of the benefits of having fundraising money in a separate account. The Stanhope Fire & EMS are considering doing this as well. They would work with an attorney, with costs estimated at or around \$700.00. The 501(c)3 would provide an annual financial report to the City Council annually.
- **City Employees** – A discussion was had stating that all current and new full time and part time city employees need to punch in and out on city time clock. A motion was made by council member Haman and seconded by council member Sogard. Motion carried.
- **City office hours:** Council Member Hetland proposed changing the hours open to the public for the City Clerk position. City Clerk Young expressed that she hasn't been in the role long enough to make a recommendation as to what days should be working, closed office hours. This issue was tabled until the next City Council Meeting.
- **Hours for cleaning staff:** City Clerk Young will communicate with the custodian regarding winter hours. They are not cleaning in the park shelter right now, and their hours should reflect the reduced workload.

Ordinances and other Resolutions:

Mayor Pro Tem gave an update on the ordinance book. There will be one additional meeting to finalize and this will be on the agenda at the next City Council meeting.

MAYOR COMMENTS: Police board has hired a replacement officer. They will need to go through the academy. Police Chief Morton will keep the City of Stanhope updated. Mayor Pro Tem Young updated the council regarding the furnace and a/c not working. Two companies have worked on it. One company is preferred for

the repairs. Community member Suzanne Sogard asked if it would be more cost effective to replace the broken system. The estimate to fix the current system is \$17,000 - \$19,000. The system currently is very complex and was installed in 2011. A forced air system might be more appropriate for the cities needs. The Mayor Pro Tem will seek outside bids and have a Special City Council meeting in the near future.

- **ADJOURNMENT:** A motion was made by Hetland and seconded by Sogard to adjourn. All in favor. The meeting was adjourned at 8:28 p.m.

ATTEST:

Jori Young, City Clerk

Kempton Young, Mayor Pro Tem

Posting:

First State Bank, 600 Park Street, Stanhope, Iowa

United States Post Office, 605 Parker Street, Stanhope, Iowa

Stanhope Community Center, 600 Main Street, Stanhope, Iowa

Date of posting: 10/16/2025