

City of Elk Run Heights
Regular Council Meeting
November 11, 2025 – 5:00 p.m.
Located at Eddis Winstead Council Chambers

The City Council of the City of Elk Run Heights, Iowa met in regular session, according to law, the rules of said Council and prior notice given to each member thereof, in the Council Chambers of City Hall of Elk Run Heights, Iowa at 5:00 p.m. on the above date. Council members present in order or roll call: Rodden, Galbraith, Bass, Sallis, Wilson. Quorum present.

Sallis/Bass to approve the November 11, 2025 agenda. Ayes-Five. Motion carried.

Wilson/Sallis to approve of the Consent Agenda: a. Approve the October 14, 2025 regular meeting minutes and October 28, 2025 special meeting/budget workshop minutes b. Approval of Department reports: Building Inspection, Library, PeopleService, and Police c. Review of the Fiscal Year 2025 Street Finance Report. Ayes-Five. Motion carried.

Sallis/Bass to approve of the Resolution Calendar: a. Resolution 4277 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #9 to Owen Contracting, Inc.; in the amount of \$268,500.45 for the Gilbertville/Lafayette Road Reconstruction Project b. Resolution 4278 authorizing the payment of bills. Roll call vote: Ayes-Five.

Public discussion: Craigs Wells of 117 Linda Avenue presented an example sign up for a model car show that he would like to host at Creek Days. Wells stated that entry fees and trophies can be up to the city. He recommended having the model car show at the same time as the car show.

Review of FY25 Annual Financial Report

Wilson/Bass to approve of mayor signing agreement with Neapolitan Labs. City attorney stated that she is comfortable with the contract. Ayes: Four. Nays: One- Galbraith

Discussion: Part time deputy clerk. Mayor Smock asked where the council was at regarding previous conversation about hiring a part time clerk because some residents are upset when we have to close for trainings or personal time. Rodden stated that residents have expressed to him that it would only be worth it if it would extend office hours to close later in the day. Sallis said the clerk is entitled to use her time off. Bass and Sallis both offered to fill in to take utility bills if needed. Bass suggested having someone just to fill in when the clerk is gone for vacation, is sick, or has training/conference. Council agreed this was a good idea.

Bass/Rodden to approve resolution 4279 setting clerk compensation. Roll call vote: Ayes- Five.

Public Works updates/reports: Tom Lentzkow gave an update that the water is off for the season at the park. Concrete is poured for the pickleball courts. The buildings at city hall have all been repainted and look great. Public works has put the salter/sander on the one ton in preparation for winter.

Engineer Reports. Jon Tienda from Willet Hoffmann stated that the mainline of Gilbertville Rd is poured except for the speed table. They are currently working on the sidewalk benches and aprons. Over the weekend, there was a mishap with the saw that resulted in curb and gutter getting messed up- This will be fixed at the contractors expense.

Attorney points of discussion. Heather Prendergast stated that the ticket case that she has been fighting in court on behalf of the city was appealed but not in time, so it was dismissed. She also explained that her hourly rate was increasing.

Council points of discussion. Wilson asked what residents should do if another resident is harassing them. Mayor Smock and city attorney Heather Prendergast both suggested contacting law enforcement. Mayor Smock said that she will reach out to the Evansdale Police Chief about this particular situation.

Mayor's points of discussion. The mayor and council congratulated Travis Rodden and Melinda Thomas on being elected. Mayor Smock informed council that the city's Laserfiche account that holds all scanned documentation within it was out of storage and that it would be an additional \$315 per year for another 100GB. Smock asked the council if they would be interested in pursuing a garbage can ordinance about leaving bins by the road for an extended period of time due to a few complaints that have been made. Council did not think it was necessary. Smock reminded the council of the BHC Street Machines car show that will be happening at Mayor's Park in May of 2026. Discussion about helping facilitate the BHC Street Machines car show was had. Smock asked if anyone would be interested in being a volunteer for the Creek Days committee. Heather Sallis and Melinda Thomas will help. Poyner Elementary has asked for the city's help with supplying students in need with Christmas gifts. The clerk will gather more information and give it to council. Past clerk Julie Eastman made a request to have the vacation she left behind paid out. Smock explained that Eastman still helps in the office when she can. Council decided against paying out while realizing the city may have to pay her regular rate to moonlight at the office. Heather Prendergast agreed that that would be a better choice.

Wilson/Sallis to adjourn at 6:02pm. Ayes-Five. Motion carried.

Attest:

Lisa Smock, Mayor

Cheyenne Plummer, City Clerk