

City of Elk Run Heights
Regular Council Meeting
January 13, 2026 – 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, Thomas, Bass, Sallis (via phone), Wilson. Quorum present.

Bass/Wilson to approve the January 13, 2026 agenda. Ayes-Five. Motion carried. A. Rodden/Bass to approve of the Consent Agenda: Approve the December 9, 2025 regular meeting minutes. b. Approval of Department reports: Building Inspection, Library (NONE), PeopleService, and Police. c. Heather Prendergast's rate increase. Roll call vote: Ayes- Five. Motion carried.

Bass/Wilson to approve of the Resolution Calendar: a. Resolution 4286 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #11 to Owen Contracting, Inc.; in the amount of \$42,131.20 for the Gilbertville/Lafayette Road Reconstruction Project b. Resolution 4283 authorizing the payment of bills

Public discussion: Tim Ratchford of 403 Gilbertville Rd asked when items on the agenda can be asked about. Heather Prendergast stated that public discussion can be used to make comments on agenda items. She also stated that there will be no Q&A during public discussion. Pam Ratchford of 403 Gilbertville Rd asked for the agendas to be more detailed, asked the council to make sure we shop around for better deals when spending money and finally, presented council with a list of local mayor salaries for the council to go over before the budget workshop. Nikki Werning of 201 Shirley Ave asked when the sandbags and road closed sign will be picked up on Gilbertville Rd, Tom Lentzkow let her know that they had already been picked up.

Discussion of listing deputy clerk position- Mayor Smock asked the council for direction. Julie Eastman recommended that the city hire a part time deputy clerk at 20 hours a week for 1 year while the clerk learns the job as well as the new software. Bass suggested that the city have someone to fill in only when the clerk is gone, not someone part time 20 hours a week. Council ended up agreeing to hiring a deputy part-time 20 hours a week for 1 year.

Bass/Rodden to approve Resolution 4284 regarding security system policy. Ayes: Five.

Wilson/Bass to approve Resolution 4285 appointing and approving compensation for City Clerk. Ayes: Five.

Discussion of parking ordinance change regarding alley- Mayor Smock suggested lifting the 24-hour parking rule for only alleys and state that you can only park on the side of the alley adjacent to your own property. Jimmy Jewell of 134 Marie stated that if Bob Hertges pulled his van up by his garage, towards, his side of the alley, Jimmy would be able to safely back his camper in. Hertges and Jewell have come to an agreement. Council agreed to leave the ordinance as is.

Public Works and PeopleService updates/reports- Tom Lentzkow stated that public works did a lot of road patching Monday and Tuesday. They have used a lot of sand/salt materials.

Engineer Reports- N/A

Attorney points of discussion- Prendergast asked if Thomas had completed open meetings training. Thomas confirmed that she had one part left.

Council points of discussion- Rodden expressed gratitude towards public works for all of their hard work this year.

Mayor points of discussion- Mayor Smock informed council that the city will have to decide about how to handle pennies going forward in the office when taking payments. Prendergast suggested the clerk reach out to the state auditor for guidance on that.

Thomas/Sallis to adjourn at 5:40pm. Ayes-Five. Motion carried.

Attest:

Lisa Smock, Mayor

Cheyanne Plummer, City Clerk