

City of Kinross
City Council Meeting Minutes
May 12, 2026 – 7:00 P.M.

Call to Order:

The City Council meeting was called to order by Mayor B. Mast at 7:00 P.M.

Roll Call:

Council Members Present: C. Gehman, L. Mast, C. Sanderfeld

Council Members Absent: L. Gillispie, M. Lingard

Also Present: Mayor B. Mast, Interim Clerk, J. Stutzman

Motions and Approvals

Resignation:

A motion was made by L. Mast to accept the resignation of city employee, T. Wildeboer.

Motion seconded by C. Sanderfeld.

All council members present voted in favor. Motion carried unanimously.

Clerical Services:

A motion was made by C. Sanderfeld to approve the engagement of OCT Solutions, represented by J. Stutzman, to provide clerical services for the City of Kinross in the capacity of interim Clerk. Motion seconded by C.

Gehman. All council members present voted in favor. Motion carried unanimously.

Agenda and Minutes:

A motion was made by C. Gehman to approve the meeting agenda, seconded by L. Mast.

All council members voted in favor. Motion carried unanimously.

A motion was made by C. Gehman to approve the minutes with clerical updates to be provided by J. Stutzman, Seconded by L. Mast.

All council members voted in favor. Motion carried unanimously.

Mayor's Report

Mayor Mast reported that the City Cleanup event was successful

Public Comment

(Limited to 5 minutes) – No public comments were made.

Public Hearing Action Items

None.

Pay Bills

A motion was made by L. Mast to approve payment of bills, seconded by C. Sanderfeld.

All council members voted in favor. Motion carried unanimously.

Discussion was held regarding the City's annual insurance rate. C. Gehman offered to contact SE Iowa Insurance to obtain a quote for next year. A copy of the current insurance policy was provided to C. Gehman for review.

Old Business

1. **Nuisance Property update:** Discussion held; Mayor B. Mast reported action has been taken.
2. **Bank Statements:** Signed; no reconciliation from QuickBooks. Tabled.
3. **City Financials:** Tabled
4. **Spring Clean Up Follow Up:** Event deemed successful. Discussion held on improving flyer wording for future events.
5. **Fall Gathering:** Tentative dates discussed - October 3rd or 10th. A special meeting may be scheduled in July to finalize details. Tabled.
6. **Road Signs (Broadway St.):** Mayor B. Mast reported signs and longer posts have been ordered; expected arrival May 21.
7. **Code Violation – Beachy Municipal Infraction:** After discussion, a motion was made by C. Sanderfeld to direct the City attorney to send a letter. Seconded by L. Mast. All council members voted to approve. Motion carried unanimously.
8. **Ordinance Book Update:** No updates. Mayor Mast will follow up.
9. **Code Enforcer Update:** Tabled.
10. **Grants (House Numbers and Fire Hydrants):** No fire hydrant grant available; house numbers tabled.
11. **Delinquent Sewer Bills:** Assessment process underway.
12. **Ordinance to Reduce Council from Five to Three members:** Tabled.

New Business:

1. **City Clerk Listing:** Discussion held. Job posting to appear on the City website, Facebook page and in the local newspaper. Resumes will be accepted through July 10, with interviews potentially following the July meeting.
2. **Payroll:** First-quarter payroll was not submitted. Council unanimously agreed to combine with second-quarter payroll. Discussion held on pro-rating April's pay for the previous City Clerk; council unanimously voted to issue payment for the full month of April.
3. **Council Communications/Clerk Books:** The City is unable to join the waitlist until necessary updates have been completed.
4. **Library Box:** Tabled
5. **Adjournment:** A motion to adjourn was made by L. Mast and seconded by C. Gehman. Meeting adjourned at 8:21 P.M.

FOR PERIOD April 21st, 2026 – May 12th, 2026

<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>
\$ 32.57	Alliant Energy-City Hall	\$ 36.58	WRWA
\$ 308.98	Alliant Energy-Street Lights	\$ 210.00	Cox Sanitation
\$	Russ	\$ 200.00	Savings Transfer
\$	Lynch Dallas Legal	\$ 81.18	US Cellular
\$ 2,755.00	Noel Insurance	\$	Payroll
\$	Ipers	\$	Micro soft renewal/QB
\$	Central Iowa Union		
Total	\$ 3,624.31		

Next Meeting:

The council will meet next for their regularly scheduled meeting on **June 9, 2026, at 7:00 P.M.** in City Hall.

Mayor Ben Mast

J. Stutzman, Interim Clerk