

City of Agency, Iowa
Council Meeting
March 12, 2026

The regular meeting of the Agency City Council was called to order at 7:00 pm by Mayor Jake Johnson at City Hall. Council members in attendance were Lane Morrison, Sara Jane Douglas, Jim Lind, Steve O'Brien, and Taylor Wolkenhauer. Also present were City Clerk Angel Schafer, Public Works Director Fred Clubb, Library Director Kathy Caldwell, Randy Knaak, Deb Knaak, Jeffery Hamann, Alan Novak, Fire Chief Jason Knaak, Becca Durlinger, Tom Munley, Ann Munley, and Connie Lind.

APPROVE OR AMEND AGENDA:

Ms. Douglas motioned to approve the Agenda. Second by Mr. O'Brien. All Ayes. Motion passed.

CONSENT AGENDA

Ms. Douglas motioned to approve the Consent Agenda. Second by Mr. Wolkenhauer. All Ayes. Motion passed.

COMMITTEE REPORT

FINANCE – Ms. Douglas advised that she has completed her second reconciliation.

STREETS, ALLEY, WATER & SEWER COMMITTEE – Mr. Morrison advised that he has driven around town looking for potholes. He further advised that Mr. Clubb had made patches on Hazel Street and Caylor Street. Mayor Johnson advised that he was going to make a list of potholes.

HEALTH & SANITATION – Mr. Lind provided advice to the council suggesting everyone eat healthy.

BUILDING & GROUNDS & PARKS – Mr. Wolkenhauer advised that the bottom rung of the climbing ladder at the park had been repaired by Mr. Clubb. He asked if anything could be done to repair the ADA table due to it being bent. Fire Chief Knaak advised that he would be able to reinforce the table.

Library Board – Mr. Wolkenhauer read aloud a prepared statement from the library director.

Fire Board – No Update

PERMITS – None

MAYOR/COUNCIL COMMENTS: None

OLD BUSINESS

BRUSH CUTTER ESTIMATES

Three estimates were provided to council to review prices on a new brush cutter.

Mr. Morrison motioned to approve the purchase of a brush cutter from Greiner Implement. Second by Mr. Lind. Roll call vote.

Ayes: Morrison, Wolkenhauer, Douglas, O'Brien, Lind

Nays: None.

Absent: None.

Purchase of brush cutter from Greiner Implement approved.

LIBRARY RESTROOM ESTIMATES

Two estimates were provided to council to review prices on the repair of the ceiling in the library restroom.

Mr. Morrison motioned to approve the estimate provided by Andrew Birch. Second by Mr. Wolkenhauer. Roll call vote.

Ayes: Lind, O'Brien, Morrison, Wolkenhauer, Douglas

Nays: None.

Absent: None.

Estimate provided by Andrew Birch for repair of ceiling in library restroom approved.

IMWCA FIREFIGHTER CRITERIA

Mr. Morrison motioned to approve the signing of the IMWCA Firefighter Criteria agreement. Second by Ms. Douglas. Roll call vote.

Ayes: O'Brien, Douglas, Lind, Wolkenhauer, Morrison

Nays: None.

Absent: None.

IMWCA Firefighter Agreement approved.

NEW BUSINESS

BUILDING PERMIT – VARIANCE REQUEST AT 120 N. OAK STREET

Mayor Johnson suggested to table the vote until all of the questions that council had would be answered.

Mr. O'Brien motioned to table the vote until questions were answered. Second by Ms. Douglas. Roll call vote.

Ayes: Douglas, Lind, Wolkenhauer, Morrison, O'Brien

Nays: None.

Absent: None.

Vote has been tabled until next meeting.

MAINTENANCE BUILDING

Mr. O'Brien suggested that the city look in to lifting the current maintenance building up to replace the deteriorated posts. Mr. Wolkenhauer suggested that the city look in to selling the building to someone who will tear it down. Mr. Morrison advised that he wasn't in favor of that option due to the timeline. Mr. Morrison suggested that Mr. Clubb take the building down. Mr. Wolkenhauer requested to hold a special meeting to review the sealed bids due to the tight timeline. A special meeting of March 26th will be set at 7:00 pm to review the sealed bids. Council reviewed the sealed bid packet that will be sent out.

Mr. Morrison motioned to approve the sealed bid packet. Second by Ms. Douglas. Roll call vote.

Ayes: Wolkenhauer, Morrison, O'Brien, Lind, Douglas

Nays: None.

Absent: None.

Sealed Bid packet will be submitted.

SHIPPING CONTAINER

Mr. Clubb requests a shipping container be delivered to the park so that he can begin to empty out the

current maintenance building. Mr. Clubb provided prices for the shipping container. Mr. Clubb requested the 40' shipping container with end door.

Ms. Douglas motioned to approve the shipping container. Second by Mr. Wolkenhauer. Roll call vote.

Ayes: Morrison, Wolkenhauer, Douglas, O'Brien, Lind

Nays: None.

Absent: None.

40' shipping container with end door approved.

SAND AND SALT SHED

Mr. Clubb requested to replace the sand and salt shed due to it's deteriorating condition. Mr. Clubb provided two estimates to council.

Mr. O'Brien motioned to approve the purchase of the salt and sand shed from Tri State Carports.

Second by Ms. Douglas. **Roll call vote.**

Ayes: Lind, O'Brien, Morrison, Wolkenhauer, Douglas

Nays: None.

Absent: None.

Purchase of salt and sand shed from Tri State Carports approved.

POSTAGE

City Clerk Schafer provided a spreadsheet with a breakdown of postage costs for a month. The breakdown included purchasing from USPS and Pitney Bowes.

Purchase of postage from Pitney Bowes failed.

NEWSLETTER ADVERTISING

Several community members spoke about the importance of the newsletter. Mrs. Lin advised that the community is blessed to have a newsletter to tell the community about whats going on in town. She uses the newsletter to make announcements at church. Mrs. Munley appreciates that the church is mentioned. Mrs. Munley further explained that she doesn't get on Facebook so she appreciates seeing the newsletter. Pastor Peavey spoke about how the newsletter isn't an endorsement for the church it speaks about all of the community events and in the future the church will not include the suggested donation amount. Mrs. Munley suggested that the newsletter could be revenue for the city if they allowed people to advertise in it. Mayor Johnson suggested that surrounding communities should be allowed to advertise as well. He further suggested that 501C3 should be able to advertise for free and businesses would pay. Mr. Morrison suggested that businesses wishing to advertise in the newsletter would be responsible for their own designing and printing and then pay \$100.00 to be included in the newsletter.

Mr. Morrison motioned to allow businesses to advertise in the newsletter for \$100.00 a month and the business must create their own design and are responsible to print the copies Non Profits will be free. Second by Mr. Wolkenhauer. Roll call vote.

Ayes: Douglas, Lind, Wolkenhauer, Morrison, O'Brien

Nays: None.

Absent: None.

Newsletter advertising approved.

ELECTRONIC SIGN

Mr. Morrison suggested that businesses could pay to advertise on the electronic sign for \$25.00 a month. Non profits, birthdays and anniversaries should be shared for free.

Mr. Morrison motioned to allow advertising on the electronic sign by businesses for \$25.00 a month. Non profits, birthdays and anniversaries will be free. Second by Mr. Wolkenhauer. Roll call vote.

Ayes: Wolkenhauer, Morrison, O'Brien, Lind, Douglas

Nays: None.

Absent: None.

Abstain: None

Electronic Sign advertising is approved.

SET PUBLIC HEARING FOR MAX TAX LEVY

Mr. O'Brien motioned to approve the public hearing for max tax levy on April 9th at 7:00 PM. Second by Ms. Douglas. Roll call vote.

Ayes: Morrison, Wolkenhauer, Douglas, O'Brien, Lind

Nays: None.

Absent: None.

Public Hearing for max tax levy is scheduled for April 9th at 7:00 PM.

NUSIANCE COMPLAINTS

City Clerk Schafer presented two complaints that had been received from the community. The first request is to make South Hazel Street a no parking zone due to the farm machinery that travel the road daily. There is a homeowner who parks his work truck on the street and this causes the farm machinery to pull over in to the neighbor's yard tearing up the grass. Sheriff Phillips advised that the road should be made no parking. Mr. Wolkenhauer advised that the traffic has greatly slowed down since the homeowner began to park his work truck on the road. Mayor Johnson advised that the road is a farm to market road and feels that it should be made a no parking street. The second complaint is about the intersection of Burlington and College Street. The homeowners vehicle at this house partially blocks the view out on to College Street when you are sitting at the intersection. Mr. Lind suggested that a stop sign be put at that intersection making it a 4 way stop. Sheriff Phillips suggested that as stop sign be placed at the intersection of College and Front Street instead.

PUBLIC FORUM:

Mr. Novak asked that the agenda be placed on the website on Monday before 12:00 pm.

ADJOURNMENT- Mr. Morrison motioned to adjourn. Second by Mr. Lind. All Ayes. Meeting adjourned at 8:51 PM

Jake Johnson, Mayor

Attest: Angel Schafer, City Clerk