

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, November 13, 2025, at 7pm at the Collins Area Community Center, 219 Main St.

2. ROLL CALL- Mayor Brett Comegys asked for Roll Call. Council Members present: Stacy Howell, Dawnell Kennedy, Stephanie Smith, Marissa Welch. Absent- Dawn Pasquariello. Guests- Preston Moon, Alex Rainey, Steve & Tonia Hopkin, Aaron & Makayla Fisher, Angela Rhoades, Mark Atwood, Barry Starmer, David Canova, Zac Parry, Craig Harens, Kurtis Bower, Deputy Jackson Thompson. City personnel present: City Clerk Katie Baldwin, Public Works Director Darren Kennedy, Library Director Sara Coree.

3. APPROVAL OF POSTED AGENDA- Motion by Kennedy to approve, 2nd by Smith, All Ayes, M/C

4. CONSENT AGENDA: October 14, 2025 Minutes, October Cash Report, October Revenue Report, October Expense Report, October Treasurer's Report, November Bills- Motion by Kennedy to approve, 2nd by Welch, All Ayes, M/C

5. OCTOBER SHERIFF'S REPORT- Deputy Thompson didn't have anything to report, and council didn't have anything either.

6. PUBLIC FORUM: Angela Rhoades said she has seen flood mitigation strategies in other towns so the drains on streets don't get blocked with debris, and wondered if Collins could do the same.

OCTOBER 2025

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY/IPL	GAS/ELECTRIC	2,338.42
ARNOLD MOTOR SUPPLY	CYLINDER RENT	135.00
BADGER METER, INC.	SEPTEMBER METER FEES	0.27
KATIE BALDWIN	MILEAGE, PARKING, MTG. REIMBURSE	522.40
CARDMEMBER SERVICE	CH, LIB, CWC, PWD PURCHASES	3,136.60
CENTRAL IOWA BROADBAND	CWC PHONE/INTERNET	230.25
CENTRAL IOWA BROADBAND	CITY HALL PHONE/INTERNET	178.03
CENTRAL IOWA BROADBAND	FIRE STATION PHONE/INTERNET	141.90
CENTRAL IOWA BROADBAND	CACC INTERNET	141.90
CENTRAL IOWA BROADBAND	LIBRARY PHONE/INTERNET	225.19
CITY-CWC WATER	CWC WATER/SEWER	89.31
CJ COOPER & ASSOC., INC.	ADMIN & CLEARINGHOUSE FEES	350.00
CLEAR CREEK RENOVATIONS	SCHTF- 11 4TH ST.-DECK	3,875.00
SARA COREE	MILEAGE REIMBURSEMENT	26.60
DAKOTA SUPPLY GROUP	BOOM LIGHT, TOOL BOX, WRENCH	454.44
IOWA DEPT.OF NATURAL RESOURCES	COLLINS IA 2025 WATER MAIN	121.10
DOOR AND FENCE STORE INC	PWD SHOP SERVICE DOOR REPAIR	2,004.66
EFTPS	FED/FICA TAXES	2,908.99
GARBAGE GUYS	GARBAGE SERVICES	2,353.00
IOWA ONE CALL	LOCATES	36.00
IPERS	IPERS	1,931.85
IOWA STATE UNIVERSITY	FY26 RADIO SUBSCRIBER FEES	3,990.46
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	558.67
JOHN DEERE FINANCIAL	SKID LOADER LEASE	1,151.45
JOHN DEERE FINANCIAL	TRACTOR LEASE PAYMENT	614.24
MICROBAC LABORATORIES, INC.	WATER TESTING	81.00
LAWSON PRODUCTS	FOAMER & WASHERS	135.66
MACQUEEN	FIRE DEPT.CHEMGUARD DIR.ATTACK	240.00
MARSHALL COUNTY LANDFILL	LANDFILL FEES	2,293.86
MENARDS-AMES	SHOP & PARK SUPPLIES	384.01
MENARDS-AMES	CITY BUSINESS SIGN MATERIALS	387.55

MID IOWA PLANNING ALLIANCE	FY25 DUES	75.00
MSA PROFESSIONAL SERVICES INC	WATERMAIN ENGINEER- ARPA GRANT	10,417.58
NEW CENTURY FS	PWD VEHICLES- FUEL	3,239.52
PLUMB SUPPLY COMPANY - AM	SHOP SUPPLIES	6.72
POSTMASTER	OCTOBER UB POSTAGE	61.38
SAFEGUARD BUSINESS SYSTEMS	BUSINESS CHECKS	409.77
STORY COUNTY TREASURER	SHERIFF FY26 2ND QUARTER	8,684.78
TREASURER - STATE OF IOWA	SEPTEMBER WET TAXES	710.21
TREASURER - STATE OF IOWA	OCT.WET TAXES	694.55
U.S.CELLULAR	PWD LAPTOP INTERNET	64.79
WASTE MANAGEMENT	RECYCLING	1,458.00
PAYROLL	OCTOBER	9,620.84
REPORT TOTAL		66,480.95

FUND	REVENUES	EXPENSES
GENERAL	56,551.97	18,303.95
LIBRARY	0.00	2,735.80
WELLNESS CENTER	2,072.88	1,648.04
ROAD USE TAX	5,186.73	8,069.29
EMPLOYEE BENEFITS	0.00	0.00
EMERGENCY LEVY	0.00	0.00
LOCAL OPTION SALES TAX	8,702.41	0.00
DEBT SERVICE	18,566.04	0.00
TIF	72,840.72	0.00
2019/20STREETIMPR.	0.00	0.00
CACC & PARKS CAP. PROJECTS	0.00	233.59
SCHTF-OOR GRANTS	0.00	3,875.00
FEMA/STATE DERECHO	0.00	0.00
AMERICAN RESCUE PLAN ACT	0.00	10,538.68
DETENTION POND	0.00	0.00
214 MAIN STREET PROJECT	0.00	0.00
WATER	13,832.15	5,018.62
WATER SINKING	0.00	0.00
SEWER	16,700.26	9,181.59
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,845.91	6,876.39
TOTAL FUNDS	200,299.07	66,480.95

TRANSFERS

SEWER TO SEWER SINKING- 5,955.00
WATER TO WATER SINKING- 2,890.00

7. Preston Moon from MSA presented their water main engineering reports. Due to the amount of grant money the City has for this project, and the projected costs that MSA gave council for each water main, the City will need to move forward with only putting the south water main out to bid. Motion by Kennedy to approve MSA to re-work their engineering and bidding proposals and contracts to only include the south water main and present this information at the December council meeting, 2nd by Howell, All Ayes, M/C

8. Motion by Welch to approve the Saylorville Dam Snowmobile Club's request for permission to mark and maintain the trail through Collins, with extra signage along the route going through Collins along Hwy 65, to try to prevent problems with homeowners along the route, 2nd by Smith, Roll Call- Smith, Welch, Kennedy- Ayes, Howell- Nay, M/C

9. Discussion with homeowner at 406 Main Street regarding shed and home occupation. Motion by Smith to give a 30-day grace period on fines for the shed being out of compliance, 2nd by Welch, All Ayes, M/C. Homeowner will request a variance to the Board of Adjustment and will submit a building permit for the December council meeting.
10. Council gave guidance to Clerk to send a letter to 408 Main Street regarding replacing their sidewalk.
11. Motion by Welch to approve fence permit- 307 1st Avenue, 2nd by Smith, All Ayes, M/C
12. Tabled to January meeting- council meeting recording policy
13. Tabled to December meeting- FY25 Urban Renewal Report
14. Motion by Kennedy to approve FY25 Annual Financial Report, 2nd by Welch, All Ayes, M/C
15. Motion by Kennedy to approve Resolution 2025-19. "Resolution to transfer funds for the fiscal year ending June 30, 2026", 2nd by Smith, Roll Call- All Ayes, M/C
16. Set dates for budget workshop meetings- January 15th at 5:30pm and February 5th at 5:30pm
17. Motion by Kennedy to have Public Works Director purchase all materials needed, and construct the food court pads/parking lot area at the west Trailside Park behind the baseball field next to the Heart of Iowa Nature Trail, with expenses approved up to \$24,500, paid for with Story County TIF grant funding, 2nd by Howell, All Ayes, M/C
18. Table to December meeting- purchasing business name plaques for city business sign on highway- Story County Community Foundation grant
19. Motion by Smith to approve adding Marrissa Carpenter to the Library Board, 2nd by Welch, All Ayes, M/C
20. Motion by Kennedy to approve Collins-Maxwell CSD Yearbook Sponsorship (\$50), 2nd by Smith, All Ayes, M/C
21. Council gave guidance to Clerk to send a letter to 700 1st Ave. #7 regarding dog off property and dog bite
22. **REPORTS- Mayor-** Made City Code videos using an AI program and he can make videos for any section of the code. Received a \$10,000 Story County Community Foundation grant for the business sign on Hwy 65. **Kennedy-** None. **Smith-** One more food truck for the year next Monday. Gave guidance to Clerk to send a letter and a \$50 fine to both 313 2nd Avenue and 223 Main Street for junk cars at both properties. **Howell-** Asked for a mass email to go out and a post on City Facebook page stating that we need 2 members for Board of Adjustment and 2 members for Planning and Zoning. **Welch-** None. **Library-** Written and verbal. **CWC-** Written. **City Clerk-** A resident reported that there have been kids with dogs on the pickleball courts. Historical Society asked if they can have the old Collins Betterment Committee books. Registration for the Iowa League of Cities Municipal Leadership Academy for elected officials is open, if anyone is interested in attending. **PWD-** Written and verbal.
23. **ADJOURNMENT- 9:52pm** Motion by Kennedy, 2nd by Smith, All Ayes, M/C