

Hamburg City Council Meeting Minutes
March 2, 2026

A regular meeting of the Hamburg City Council was held on April 6, 2026. The meeting was called to order by Mayor Harry Adams at 6:00 PM.

Roll Call: City Clerk Colleen Pelser conducted the Roll Call, and those present were Kent Benefiel, Rod Wilson, and Mike Stenzel.

Bill moved to approve the agenda, seconded by Mike, and all approved.

Kent moved to approve the meeting minutes of 3/2/2026, 3/24/2026, and 3/26/2026. Rod seconded, and all approved.

LIBRARY UPDATE: Katrina reported that the City Clerk had provided the library with a current copy of the city's ordinance for the library, and that she was working with the Clerk to reconcile outstanding balances from library expenses paid up until March 2026. Katrina has requested job descriptions for Library Director and Assistant Librarian and would like to hire a Library Assistant for approximately 20 hours weekly. There are two trees on the south side of the library that need to be cut down. Tuckpointing of the library is scheduled to begin in April. Efforts to arrange for new carpeting are ongoing. The library will be receiving a donation of \$941.69 from the Norma Jean Warner Revocable Trust, and the library received \$11,071 from the County for Rural Services. The library bought 16 new books in March. There were 188 visitors and 5 meetings.

CITIZEN PRESENTATIONS: Citizens asked about how the Council vacancy created by the passing of Earl Hendrickson will be filled, and requested that a special election be held. The Council stated that a special election will be requested. Jeff Schearer, member of the Fremont County Board of Supervisors, presented his efforts to change the districting of the County to re-apportion the districts and have district-specific elections for Supervisors.

ZONING BOARD APPOINTMENT: To fill the vacancy on the Zoning Board created by the resignation of Brad Yost, Mike proposed to appoint Arnold Emberton. A discussion followed, with citizens asking what are the City's rules for filling Zoning Board vacancies. Kim Johnson expressing an interest in serving. Bill moved to table the issue until the relevant ordinances could be reviewed. Mike seconded, and all approved. The issue was tabled.

NORTHBRIDGE ACRES HOUSING DEVELOPMENT: Mayor Adams announced that the City had received an electronic copy of the signed contract with Valley Corp to complete the infrastructure at the housing site. The Council discussed having the contract reviewed by the City Attorney. Bill moved to allow time for the Council to review the contract, and then to hold a special meeting on Thursday, April 9 th to vote on accepting the contract and to address the Zoning Board appointment. Kent seconded, and all approved. Colleen presented a form to request reimbursement from Iowa Economic Development Authority for \$1,408.86 in back property taxes which had been left unpaid during the Sherrieff sale of the housing development property. Bill moved to approve the reimbursement request, seconded by Kent, and a roll call vote was held with the following votes: Bill, Kent, Rod – yes; Bill – yes; Kent – yes; and Mike – yes. The motion was approved.

LICENSE/PERMIT APPROVALS: The Council reviewed a change in owner of Casey's General Store as part of their continuing permits to sell tobacco and alcohol, and also reviewed the alcohol and tobacco sales permit renewal for Dollar General. Bill moved to approve the license continuation and renewals, seconded by Kent, and all approved.

TOWN CLEANUP PROPOSAL: Colleen proposed to organize a town cleanup event on either May 16 th or May 23 rd . Shenandoah sanitation would provide two 20-yard dumpsters and one 10-yard metal container. They would not charge hauling fees, but would charge \$85 per ton for garbage and pay \$55 per ton for scrap metal. The City would organize volunteers with trailers to assist residents in moving trash. After discussion, it was decided that May 16 th would be the best day. Kent moved to approve the proposal for May 16 th , seconded by Bill, and a roll call vote was held with the following votes: Bill – yes; Rod – yes; Kent – yes; and Mike – yes.

BUDGET AMENDMENT: Colleen noted that there would need to be a budget amendment for FY26 because: 1) there had been large amounts of grant money coming in and out of the City, increasing the City's total recorded expenditures; and 2) because the FY26 budget underestimated both expenditures and revenues. Colleen requested that the Council schedule the budget amendment Public Hearing for May 18 th . Bill thought that the hearing should be sooner and moved to schedule it for Monday May 4 th at 6:00 PM. The motion was seconded by Kent, and all approved.

EMPLOYEE HANDBOOK: Colleen presented the new Employee Handbook and FMLA policy which had previously been reviewed and edited by the Council. Rod moved to approve the Handbook and FMLA policy, seconded by Mike, and a roll call vote was held with the following votes: Bill – yes; Rod – yes; Kent – yes; and Mike – yes.

ORDINANCE UPDATE: Colleen updated that she had been working with Iowa Codification, the contractor assisting with ordinance updates. She reported that the plan is to discuss open items at the next regular meeting on May 4 th . Kent requested that the City research sample ordinances to better address issues with dogs and dangerous animals.

PUBLIC WORKS UPDATE: Public Works Director Jarod Coy presented two bids to remove trees from around the Library and at the park overhanging the shelter: one from the Lumberjack Company for \$6,800, and one from RC Tree Service for \$7,000. Bill moved to approve the bid from the Lumberjack Company, seconded by Kent, and a roll call vote was held with the following votes: Bill – yes; Rod – yes; Kent – yes; and Mike – yes. Jarod requested hiring of a full-time seasonal employee for the summer time-period. The Council asked whether a year-round part-time employee would be better, and Jarod noted that the workload in the winter doesn't really require another employee, but the summer workload does. A pay rate was discussed, and Bill proposed \$15 per hour. Kent moved to approve the hiring at that rate, seconded by Bill, and a roll call vote was held with the following votes: Bill – yes; Rod – yes; Kent – yes; and Mike – yes. Jarod requested to begin having the current seasonal employee begin mowing. Kent moved to approve the request, seconded by Bill, and all approved. Jarod requested that the Public Works Department maintain the alley next to the Methodist Church that sits behind Casey's, because many residents use it as a cut-through, and maintenance would not favor any citizen because the alley does not provide any access to any private residence. Maintenance would consist of flattening the dirt and adding some gravel. Bill moved to approve the maintenance, seconded by Mike. A roll call vote was held with the following votes: Bill – yes; Rod – yes; Kent – yes; and Mike – yes.

CLAIMS: The Council reviewed claims and Colleen highlighted several items that were grant-reimbursed expenses, including: \$1,408.86 in back property taxes and \$15,000 for contractual services for the Northridge Acres housing development; and \$ 5,717.50, covered by the Street Storm Sewer Grant. Bill moved to approve the claims as discussed, seconded by Kent, and a roll call vote was held with the following votes: Bill – yes; Rod – yes; Kent – yes; and Mike – yes. The claims approved were:

VENDOR	REFERENCE	AMOUNT
275 FUEL	275fuel@gmail.com	1,058.74
5150 WINDOW CLEANING	CITY HALL WINDOW CLEANING	27.00
ACCESS LEASING	Copier	252.89
ACCESS SYSTEMS	Phones	442.74
AGRIVISION EQUIPMENT	parts	107.22
AMAZON BUSINESS	LIBRARY ACCOUNT	225.69
AQUA CHEMICALS	chemicals	5,068.90
BADGER METER	metering	133.37
BANK IOWA SHENANDOAH	LOAN INTEREST	13,337.31
COLUMN SOFTWARE PBC	Minutes	423.13
COUNCIL BLUFFS WATER	lab tests	50.00
EFTPS	FED/FICA TAX	2,985.29
FIRST INTERSTATE BANK	library supplies and books	81.58
FREMONT COUNTY LANDFILL	LANDFILL	1,871.81
FREMONT COUNTY SHERIFF	SHERIFF CONTRACT	9,406.00
FREMONT COUNTY TREASURER	Back Taxes Northridge Acres	1,408.86
HYDRO OPT. & AUTO. SOLUTIONS	WATER SYSTEM REPAIRS	928.75
IPERS	IPERS - REGULAR	4,198.68
JESSICA KUHN	library cleaning	100.00
LAMP RYNEARSON INC	Construction Contract Admin	15,000.00
MENARDS	leverlock	115.09
MID AMERICAN ENERGY	ELECTRIC	3,375.31
MIDWEST DATA CENTER	INTERNET SERVICES	437.94
MIDWEST VAC PROFESSIONALS	Street Storm Sewer Grant	5,717.50
MOBILE ACCOUNTING	Payroll	400.00
PAGE COUNTY LANDFILL	landfill	248.10
PAPER TIGER	SHREDDING	38.00
POST OFFICE	UTILITY POSTAGE	310.00
SHENANDOAH SANITATION	Trash	628.00
TREASURER, STATE OF IOWA	STATE TAXES	772.63
VERIZON	acc#442756722-00001	223.95
WILSON HANDYMAN	Library Basement Floor Repair	270.00
Accounts Payable Total		69,644.48
Payroll Checks		9,303.75
**** REPORT TOTAL ****		78,948.23
GENERAL		23,344.20
LANDFILL/GARBAGE		1,871.81
LIBRARY		3,252.07
ROAD USE TAX		5,005.41
LOCAL OPTION SALES TAX		13,337.31
ECONOMIC DEVELOPMENT		16,408.86
WATER		11,116.63
SEWER		4,611.94
TOTAL FUNDS		78,948.23

Bill moved to adjourn the meeting, seconded by Rod, and all approved. The meeting was adjourned at 7:25 PM.
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