

City of Larchwood
Special City Council Meeting Minutes
March 23, 2026

1. Call to Order

Mayor Ken Kerkvliet called the meeting to order at 5:33 p.m.

Roll Call

Council Members Present: Ned Hodgson, Tanner Tracy, Terry Viereck, Candie Medema, Ted Underberg

Mayor: Ken Kerkvliet

City Employees Present: Jessica Hoberg

Community Members Present: Rachel Potter, Shane Reinke, Nancy Kerkvliet, Cher Underberg, Tammy Van Hill

2. Public Comments

No public comments were accepted at this meeting.

3. Reports from Standing Committees

None.

4. Unfinished / Old Business

New Community Center Update

An economic development group met with residents of Northern Acres. No negative feedback was reported.

Map & GIS Proposals Update

DGR (Rock Rapids) is expected to provide a proposal by the next meeting.

Strategic Planning Update

Mayor Kerkvliet reported that he spoke with BEI Strategic Planning. BEI offers additional services beyond what ISU Extension and Outreach provide, including development of an equipment replacement plan, investment strategies, and debt capacity planning.

Motion: Underberg moved to approve the BEI Strategic Planning process and the Financial Revenue Services
Seconded by Tracy.

Motion carried unanimously.

Zoning Commission Update

Mayor Kerkvliet proposed these members be on the zoning commission: Sandi DeSmet, Jessica Hoberg, Paul Fluit, Rachel Potter, and Shane Reinke.

Motion: Hodgson moved to approve the Zoning Commission members as presented.

Seconded by Viereck.

Motion carried unanimously.

Delinquent Accounts Update

Jessica Hoberg will seek additional training prior to initiating delinquent account procedures.

Budget Update

No new updates were reported.

Stop Sign at Fell & Hyland

Discussion was held regarding differing speed limits entering and exiting town and whether signage adjustments are needed. Hodgson will present the stop sign ordinance at the Supervisor meeting on March 24, 2026, and will also verify the City's authority regarding speed limit signage adjustments.

Motion: Hodgson moved to approve Ordinance 2026-13 (Stop Sign at Fell Street and Hyland Drive).

Seconded by Medema.

Vote:

Ayes – Hodgson, Medema, Tracy, Viereck

Nay – Underberg

Motion carried.

5. New Business

Meeting Compensation Clarification

Discussion was held regarding compensation for additional meetings. It was clarified that council members will not be compensated for attending meetings as community members, but only when representing the City in an official capacity.

6. Reports – Special Committees / Boards / Agencies

None.

7. Consent Agenda

Items included:

- Minutes – March 9, 2026

Motion: Tracy moved to approve the Consent Agenda.

Seconded by Medema.

Motion carried unanimously.

8. Comments / Other Matters

- Next Regular Council Meeting – April 13, 2026 at 5:30 p.m.
 - Budget Public Hearing reminder
-

9. Closed Session (Iowa Code 21.5(1)(i) – Real Estate)

Motion: Tracy moved to enter closed session.

Seconded by Hodgson.

Entered closed session at 6:08 p.m.

Motion: Hodgson moved to end closed session.

Seconded by Medema.

Closed session ended at 6:28 p.m.

10. Adjournment

Motion: Tracy moved to adjourn the meeting.

Seconded by Hodgson.

Meeting adjourned at 6:30 p.m.

