

December 8, 2025

The Larchwood City Council met for a Regular Meeting on Monday, December 8, 2025. Council members in attendance were: Mayor Snyders, Ned Hodgson, Lauren Steers, Tanner Tracy, Candie Medema and Shane Reinke. Others in attendance were: Jessica Hoberg, Matt Bouwman, Zach Majeres, Tony DeSmet, Austin DeSmet, Ken Kerkvliet, Ted Underberg, Carla Manning, Mike & Kristie Steen, Rachel Potter and Angela Merk. Sandi DeSmet attended via phone. Mayor Snyders led with the Pledge of Allegiance and called the meeting to order at 5:30 pm.

Matt Bouwman gave his Maintenance Report which included: Checking lagoon, cemetery and tree pile. Tapped down curb stops on Main Street, took pickle ball nets down and capped holes, cut down trees at the park, picked up and hauled out leaves from park. Put missing cover on light pole on Main Street. Converted street lights to LED on Southview and Park Drive. Cleaned up concrete from Street light repair on Sports Loop Drive, sharpened chain saw blades. Fence work done at tree dump, worked on generator, fixed wheel on mower deck, fixed PTO on broom. Worked on dump truck and sanding truck. Put up Christmas lights and made some new fixtures, got snow blower and broom set up for tractor. Snow removal and many more miscellaneous items.

Bills in the amount of \$144,556.31 for the City and \$20,592.15 for payroll were approved on motion by Reinke, second by Medema. Roll call vote: all ayes. Claims Reports were reviewed and signed by Mayor & Council, Bank Reconciliation, Time Sheets and Invoices reviewed and signed by Mayor.

Golf Cart/E-bike Ordinances: the City has reviewed several Ordinances from other cities in the area. This is a new County-wide process that would be beneficial to the Sheriff's office to have them all the same. We will continue to work with them to develop a universal ordinance for Lyon County.

Lauren & Jessica spoke with the Council on the installation of the new computers. There are some things to fix as we go but are happy with the speed and new technology that they will bring us. They are still working on a new website and hope to have it up and running by the beginning of the year.

Spay/Neuter Costs: Jessica has checked into the Trap-Neuter-Release program for grant funding. Programs must provide the following for each cat: Spay or neuter surgery, Rabies vaccination, Core vaccinations, Ear notch and a small tattoo for identification, Flea and tick treatment. Pricing would be \$232 male and \$287 female each. The Council decided that going ahead with this program would not fix the problem of cats running around and defecating on yards, so they decided not to move forward with the problem.

Shane asked Sandi to put a thank you on Facebook to the Lyon County Riverboat Foundation for the grant that the City has received for the Community Center.

Information was received from our City Attorney in regard to annexing the property that the City of Larchwood has purchased (Parcel H in the SW ¼ of Section 29, T100N, R47W). This Application will be sent to the Secretary of State, County Board of Supervisors, each affected public utility and the IA DOT. There will be a Public Hearing on the Matter at the January 13, 2026 meeting that will be published in the *West Lyon Herald*.

Ned wanted to know what the fine was for not shoveling snow off sidewalks. There is no distinct fine. The Council would like to add it to the Ordinance that if not shoveled within 12 hours for businesses and

24 hours for residents, there would be a onetime verbal warning and then the City would remove the snow and charge a \$150.00 fine for each occurrence. This Amendment to the Ordinance will be voted on at the January 13, 2026 meeting.

An informal resolution has been received by the Iowa Public Information Board on the manner of the formal complaint by Crystal Davis to the City of Larchwood. The City Council has agreed to comply with all terms of the Informal Resolution which include:

1. This Informal Resolution will be formally approved at a meeting of the Larchwood City Council. The City will include a copy of this Informal Resolution in its meeting minutes and will provide IPIB staff with a copy of the minutes demonstrating approval.
2. In adopting this Informal Resolution, the City acknowledges the standard described in IPIB's analysis as the appropriate standard for emergency items to be added to a tentative agenda for a meeting that which was otherwise held with proper notice.
3. Pursuant to Iowa Code 21.7, the City will rescind any ordinance or policy which would prevent members of the public from using recording devices during open session meetings of the Larchwood City Council. If no such ordinance or policy exists, the City will provide a written statement to IPIB which certifies that.
4. The City will formally recertify its approval of the grant application from the September 8, 2025 meeting during a future open session meeting of the Larchwood City Council, with sufficient and timely agenda notice. Fulfillment of this term will not void the original resolution or make it retroactively invalid.
5. Members of the Larchwood City Council will complete training on Iowa's open meetings and public records laws. This training will be arranged by the City and conducted with IPIB staff during a open session meeting.

Upon showing proof of compliance, the IPIB will dismiss this complaint as successfully resolved.

Resolution 2026-10 City Street Financial Report was approved on motion by Tracy, second by Hodgson. Roll call vote: all ayes.

Sandi asked the Council to start thinking about a Community Center Remodel where Jessica, Matt and Zach could have their own spaces, along with a file room and room for future. Right now the City Clerk's office is overwhelmed with files, boxes and personnel. There would be better flow if they each had their own space. Everyone will gather their ideas.

Christmas Bonus Checks: After discussion it was decided to give full-time employees \$800.00 as a bonus this year and part-time \$150.00 on motion by Tracy, second by Reinke. Roll call: Reinke-aye, Medema-aye, Tracy-aye, Steers-aye, Hodgson-nay.

The next meeting will be Monday, January 12, 2026 with the Iowa Public Information Board at 5:30 pm in the Larchwood Community Center. Next Regular Meeting will be Tuesday, January 13, 2026 at 5:30 pm in the Larchwood Community Center.

The meeting was adjourned at 6:16 pm on motion by Reinke, second by Steers.

Sandi DeSmet, City Clerk

*Sandi DeSmet*

Delta Dental-insurance \$ 107.42  
 Foundation-water/sewer testing \$ 30.00  
 IPERS-retirement \$ 443.96

One Office Solution-supplies \$ 47.44  
 Wellmark-group insurance \$ 1,185.35

**Sewer Fund \$2,611.19**

Access Systems-copier \$ 81.30  
 Delta Dental-insurance \$ 107.42  
 Foundation-water/sewer testing \$ 173.75  
 IPERS-retirement \$ 443.96

IRS-Fed/FICA tax \$ 571.95  
 One Office Sol-supplies \$ 47.45  
 Wellmark-insurance \$ 1,185.36

**Electric Fund \$94,362.13**

Access Systems-copier \$ 81.30  
 Alliance Comm-phone/internet \$ 295.15  
 City of Larchwood/utilities \$ 368.14  
 Delta Dental-insurance \$ 107.42  
 Green Eggs and Ram-equip/labor \$ 3,437.64  
 Iowa One Call-locates \$ 25.20  
 IPERS-retirement \$ 456.02  
 IRS-Fed/FICA tax \$ 587.49

Jacqui Grotewold-rebate \$ 100.00  
 Lyon REC-power \$ 68,738.98  
 Meyer Electric-Northern Acres \$ 18,302.40  
 One Office-supplies \$ 47.45  
 Verizon-cell phones \$ 129.58  
 Vision Metering-monthly fee \$ 500.00  
 Wellmark-insurance \$ 1,185.36

**Garbage Fund \$7,330.17**

Denny's Sanitation-residential svc \$ 7,330.17

**Payroll \$20,592.15**

General \$ 9,664.59  
 Water \$ 3,609.08  
 Sewer \$ 3,609.08  
 Electric \$ 3,709.40

Bills from 11/11/25-12/08/25 \$144,556.31 and Payroll: \$20,5092.15 were presented for payment and approved on motion by Reinke, second by Medema. Claims Reports were reviewed and signed by Mayor & Council. Time Sheets and Invoices were reviewed and signed by Mayor.

**General Fund \$20,200.88**

Access Systems-copier	\$ 81.30	Matt Bouwman-lights/cords	\$ 207.19
Ahlers & Cooney-legal	\$ 228.00	Midwest Alarm-key fobs	\$ 316.66
Alliance Comm-phone/internet	\$ 111.85	Ned Hodgson-mileage	\$ 42.00
City of Larchwood-utilities	\$ 3,193.99	New Century Press-publication	\$ 102.96
Delta Dental-insurance	\$ 107.42	One Office Solution-printer	\$ 242.65
Denny's Sanitation-city svc	\$ 174.00	Runnings-air comp/FD reimbursed	\$ 2,252.93
DRG Mechanical-parts/labor	\$ 420.48	Sandi DeSmet-ipads/ink	\$ 995.56
IPERS-retirement	\$ 1,196.56	Stone Group-architect	\$ 6,586.75
IRS-Fed/FICA tax	\$ 1,425.48	Ted Underberg-mileage	\$ 49.00
Jessica Hoberg-phone case	\$ 32.09	Wellmark-insurance	\$ 1,185.36
Lyon Co Treasurer-election	\$ 1,278.65		

**Road Use Tax \$5,593.94**

City-utilities	\$ 331.93	RR Machine-cut grates	\$ 216.02
Faber's Farm-tire repair	\$ 240.00	Runnings-lights/supplies	\$ 166.69
John Deere-parts	\$ 99.69	TK Repair-tire repair	\$ 165.80
Ramen Tree Svc-stump removals	\$ 2,500.00	Tony DeSmet-fuel barrels	\$ 500.00
Rapid Graphics-sign	\$ 400.00	VISA- supplies	\$ 781.25
Richarz Repair-parts	\$ 192.56		

**Northern Acres Addition \$4,777.50**

UMB Bank-interest \$4,777.50

**Water Fund \$9,650.50**

Access Systems-copier	\$ 81.30	IRS-Fed/FICA tax	\$ 571.95
Core & Main-supplies	\$ 560.83	Lyon & Sioux RW-water usage	\$ 6,622.25