Mitchellville City Council Proceedings
May 4, 2026
Regular Meeting Minutes

The Mitchellville City Council met for a regular meeting on May 4, 2026, at the Mitchellville Community Center, 120 Second St NE, Mitchellville, IA 50169.

Mayor Jensen called the Regular Meeting to order at 6:00 PM, roll call showed members present: Brand, Lunn, Zook, Kyle. Turner was absent. City Attorney John Fatino of Whitfield & Eddy Law firm was present as well. Motion made by Zook, seconded by Brand to approve the Tentative Agenda with the amendment to remove item 8-discussion and possible action approving plat of survey request – Parcel 2026-42 of lot 2. Ayes: Zook, Lunn, Brand, Kyle Motion carried. Motion made by Brand, seconded by Zook to Approve the Consent Agenda Approving: Expense Claims of $79,525.09 and Payroll Claims of $56,662.61 including 1 Regular Payroll. Minutes for April 20,2026 Public Hearing Ordinance 2026-002, April 20, 2026, Public Hearing Ordinance 2026-001, April 20, 2026, Regular meeting & April 29, 2026, Public hearing for Fiscal Year 2027 Budget Adoption. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Brand motions to enter closed session, seconded by Zook. Ayes: Zook, Lunn, Brand, Kyle. Motion carried.

Brand motions to return to open session with no action, seconded by Kyle. Ayes: Zook, Lunn, Brand, Kyle. There were no public commenters regarding agenda items. Council heard from Jean Redman regarding their water bill during high reading months. City Clerk/Interim City Administrator Parks will be reviewing bill calculations and reaching out to set up a meeting for further discussion. Brand motions to approve Mediacom's right of way permit which was accompanied by a recommendation letter from Mitchellville's city engineers Veenstra & Kimm. Seconded by Zook. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Lunn excuses herself from conversation regarding water plant bids due to potential conflict of interest. Kyle confirmed that the quote is still valid as it had expired according to the paperwork. Parks confirmed it was still valid. Brand makes a motion, seconded by Zook to sign Electric Pumps quote for the flow meters, valves, and actuator phase of Water Rehabilitation plan. Ayes: Zook, Brand, Kyle. Lunn abstained. Turner not present. Motion carried. Council had a brief discussion regarding City owned property at Jet and Center. Lunn clarified that this current discussion item is not to discuss a prior year's proposal to build a new fire station in this area. That is a different parcel of land. Brand made a motion, seconded by Zook approving Mitchellville's city engineers, Veenstra & Kimm begin platting the area out. Ayes: Zook, Lunn, Brand, Kyle. Motion carried.

At the previous meeting, council promoted current employee Jason Battin to Public Works Assistant Director. It was questioned on whether the vacant position should have been posted for 10 days to follow 35c requirements due to the position being vacant for quite some time. Brand made a motion to reconsider the previous motion appointing Jason Battin as Public Works Assistant Director, seconded by Zook. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Zook made a motion to appoint Jason Battin as the Interim Assistant Director to provide stability for the water facility projects, seconded by Brand. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Brand made a motion, seconded by Kyle for the city clerk to post a Public Works Assistant Director vacancy. Ayes: Zook, Lunn, Brand, Kyle. Motion carried.

Lunn and Turner were the two members on the hiring team for the City Administrator and Public Works Superintendent vacant positions. Lunn asked how council would like her to proceed as Turner had submitted a post-dated resignation. She asked if reposting was needed. Mayor Jensen said no to reposting as we had already received applications and only reposted if there was no interest remaining by current applicants. Lunn made a motion, seconded by Brand to post for seasonal Public Works openings. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Zook suggested that members of council and mayor should receive submitted applications and try to narrow it down to top five. Parks mentions that it may be beneficial to repost as it has been a while since original ads were posted and so that the postings could be shared to more locations with updated information. Kyle makes a

motion to repost, seconded by Zook. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Zook asks that the deputy clerk applicants get contacted to see if there is still interest and to move forward on those interviews. At the next meeting council will select the interview committee and move forward with the interview process.

Council discussed current FOIA process and rates. It is also asked how to proceed with elected officials being able to make requests with no fee versus what should be charged for. Zook states that there are some items that they can find on their own and should not be asking the city clerk for. Fatino explains that the proposed resolution is for records request made by residents that require legal review only. The process as to whether a fee should apply to elected official's records requests is a separate discussion. Brand makes a motion, seconded by Kyle for the city clerk to draft an official city resolution based on Whitfield & Eddys drafted resolution for citizens records requests that require legal review. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Brand makes a motion, seconded by Zook, for the city clerk to draft an elected official's policy for records request to be addressed at the next meeting. Ayes: Zook, Lunn, Brand, Kyle. Motion carried.

Council begins discussion on whether first responders could answer calls during working hours. Mayor Jensen stated that the previous attorney's opinion was that it wasn't a good idea to allow this. He deferred to current attorney Fatino. Fatino stated that Iowa Code does allow this in Iowa Code 100B.14.5, but it is a city decision. Zook, Brand, Kyle and Lunn support allowing as it could improve response time where minutes matter. Parks points out that there should be some guidelines set as to when they can respond and how the pay should be handled. Lunn shares that surrounding towns continue with city pay rate if they respond during work hours instead of their volunteer stipend. Mayor Jensen clarifies that it should only be for regular hourly pay, no overtime pay for this situation. Parks clarifies that outside of scheduled work hours they would get the stipend. Lunn asks that a resolution as well as a handbook amendment be presented at the next meeting. Parks requests that a motion be made to fulfill this request. Lunn makes the motion, seconded by Brand. Ayes: Zook, Lunn, Brand, Kyle. Motion carried.

Parks shares the updated figures from Metronet on what it would look like to consolidate the city's services into one provider. Brand makes the motion, seconded by Kyle to approve signing the contract to move all city internet and main phone lines to Metronet. Ayes: Zook, Lunn, Brand, Kyle. Motion carried. Regarding Amber Turners council seat becoming vacant as of May 20, 2026, Lunn motions to have the seat added to the upcoming special election that was requested by citizens after the appointment of Jerry Kyle to Konnor Trevallions' resigned council seat. Seconded by Brand. Ayes: Zook, Lunn, Brand, Kyle. Motion carried.

Lunn referred to a previous meeting's adoption of Ordinance 2026-002. She explained that the rationale for the change to City Code Chapter 18 was to align the city code with the State of Iowa code and to ensure the City Clerk position was a council appointed position. She then addressed Ordinance 2026-001. This amended Chapter 15 of city code, which referred to mayor appointments. She had received feedback from residents thinking this change was made as a personal attack taken against the mayor. The rationale behind this amendment was presented by oversight committees as we are one of very few cities that gave that much appointment power to one person. By having proper checks and balances in place the hope would be that it would help the city in years to come.

It was presented by Lunn that it had been asked if the fire department could take over the old police department side of the building as it is no longer being used. Parks stated contact is in the works to get all police related items removed. Once that is done council agreed that the fire department could proceed with utilization of the space.

Discussion began regarding Code of Ethics violations made by Mayor Jensen. Lunn restated a comment that Mayor Jensen had made during the previous meeting. She asks that it be put on record that his remark constitutes on unbecoming of office. It relies on a sexist stereotype and falls below the standards of the decorum required under Iowa law and the code of conduct as elected officials. Such conduct undermines the integrity of this body

and weakens public confidence in leadership. She only request acknowledgment of the inappropriateness of the comment and asks that corrective behavior and action be taken to ensure compliance with the code of the ethics moving forward. Mayor Jensen refers to a political comment made towards him at a previous meeting by Zook. It is clarified that Zook's comment was a political term. Lunn clarifies that even though Mayor Jensen's comment was directed at Zook it signals that women are acceptable punchlines and she will not stand for that. "Dually noted" was stated by Mayor Jensen. Lunn asked if that was his acknowledgement. "Dually noted" was stated by Mayor Jensen. Zook asks if that is acknowledgement for corrective behavior. Lunn points out that it certainly was not an apology. Mayor Jensen commented "dually noted.".

Library Director Trent Auer shared that summer reading program sign up would be active next week and more information will be shared soon. Matt Cleverley Deputy Fire chief asked that council clearly clarifies the question of City Employees who are also volunteer first responders being allowed to respond to calls during the workday. Zook confirms, "yes." Public Works Interim Assistant Director Jason Battin shared that work on well 1 is progressing and that they will move to well 3 once this current step is completed. They will be reading meters this week. It is mowing season and they will continue to get to everything as quickly as possible. He also thanks those that have been helping. Mayor Jensen asks if it has been decided to switch to all radio readers. This decision has not been made. Dean Brand shared that he attended his first library board meeting. He felt things went well. He updated council that the library director has been looking into door repair quotes. Parks reminded residents to contact City Hall with any ordinance or permit questions. Especially now that it is mowing and peak permit season. Public Works may be working late some nights to keep up with mowing and would be trying to balance out time to not accrue overtime hours as possible. Last week the water plant generator began acting up. They have been using a loaned unit as the old unit is discontinued and is not operable. Quotes came back to repair or replace. Repairing would cost more. She had consulted with Mayor Jensen to implement the purchasing policy rule to approve a new unit per the emergency clause. At the last meeting comments were made causing residents to question if their information that is at City Hall was considered public record. Parks confirmed that their personal information is considered confidential.

Open forum for public commenters began. Speakers were Bill Sowder, Jason Battin whom is a public works employee spoke as he remembered he was going to asks about a meeting being set with the city engineers so that street repairs could begin, LaBrent Lawler, Becky Bianchi, Don Berkey, Casey Hope, and Dean Brand who shared American Legions Memorial Day ceremony would be held at the cemetery on May 25 beginning at 9:45 AM if weather permits. The American Legion Hall will be the alternate location.

Brand motioned to adjourn, seconded by Zook. Ayes: Zook, Lunn, Brand, Kyle. Meeting adjourned 8:12 PM.

COPY

Tony Jensen, Mayor

ATTEST:

Jacobe Parks, City Clerk/Interim City Administrator