City of Spirit Lake
Regular City Council Meeting 5:30 p.m.
Tuesday, December 9, 2025
City Council Chambers
Present: Mayor Bice. Councilmembers: Kofoot, Brockmeyer, Chappas, Mensing.
Meeting called to order by Mayor Bice.

MINUTES

Motion by Kofoot seconded by Brockmeyer to approve the minutes of the November 25th regular meeting. Motion carried unanimously.

BILLS

Motion by Kofoot seconded by Brockmeyer to approve the bill list for the month of December, 2025. Motion carried unanimously.

MEDICAL REIMBURSEMENT	MEDICAL REIMBURSEMENT	$993.85
ALLIANT ENERGY/IPL	UTILITIES	$19,139.65
AT & T MOBILITY	PHONES	$1,105.97
BLACK HILLS ENERGY	UTILITIES	$1,839.00
CENTRAL BANK	CREDIT CARD CHARGES	$2,016.22
MIDWEST TECHNOLOGY	PHONES	$262.96
PREMIER COMMUNICATIONS	INTERNET	$154.18
3 D BUILDERS	PAINT	$1,050.00
A1 WOODWORKING	REMOVE LAMINATE	$1,205.00
ACCESS SYSTEMS	SHIPPING FEES	$12.99
ALLIANT ENERGY/IPL	UTILITIES	$1,101.40
AMANDA SMITH	DEPOSIT REFUND	$68.95
AMAZON CAPITAL SERVICES	BOOKS	$1,765.80
ARNOLD MOTOR SUPPLY	PART	$48.49
BECK ENGINEERING, INC	ENGINEERING	$48,946.25
BLACK STRAP INC	ROAD SALT	$2,499.56
BOJI PORTABLE TOILETS	CLEAN POT	$150.00
CASELLE, LLC	2025 SUPPORT	$798.32
CEMSTONE CONCRETE MATERIALS	CHICAGO AVE	$464.00
CENTER POINT LARGE PRINT	LARGE PRINT	$316.26
CERTIFIED TESTING SERVICE INC	TESTING - POP 3RD ADD	$4,267.50
CITIBUSINESS CARD	FRIENDS	$1,012.92
CITY CLERK	UTILITIES	$200.32
CITY LAUNDERING CO	MATS	$156.74
CITY OF SPENCER	HIRING COOP	$243.28
COHRS CONSTRUCTION, INC.	SAND	$156.00
CRANE SALES & SERVICE-SFSD	INSPECTIONS	$2,044.77
CREATIVE FORMS & CONCEPTS	DISCONNECT NOTICES	$1,321.24
D&K REPAIR	TIRES	$255.00
DICKINSON CO AIRPORT AUTHORITY	FY26 SUPPORT DEC	$500.00
DICKINSON CO NEWS	MINUTES	$590.62
DICKINSON COUNTY MUSEUM	FY26 SUPPORT	$5,000.00
DMACC	TRAINING - DUHN & MULDER	$950.00
FICK'S ACE HARDWARE	PARTS	$595.63
GALE GROUP	LARGE PRINT	$79.71
HACH COMPANY	TESTING	$290.94

HAWKINS, INC	CHEMICALS	$2,343.20
HEARTLAND RADAR, LLC	ANNUAL RADAR CERT	$360.00
IA ONE CALL	LOCATES OCTOBER	$159.50
IA POLICE CHIEF ASSN	MEMBERSHIP	$125.00
IMWCA	FY26 PREMIUM 7 OF 8	$2,710.00
INGRAM LIBRARY SERVICES	CHILDREN'S BOOKS	$262.79
INT'L ASSC OF CHIEFS OF POLICE	ANNUAL MEMBERSHIP	$220.00
IOWA LAKES REGIONAL WATER	UTILITIES	$73.90
JENNINGS AUTO PARTS	DIESEL TREAT	$119.70
JENNINGS TOW & REPAIR LLC	TIRES	$35.00
KAPCO, INC	SHIPPING FEES	$45.37
KRIS MULDER	REIMB EXAM FEE	$83.54
KWIK TRIP INC	FUEL - NOVEMBER	$11,307.04
LAKES MARKETING AND PRINT	FOLD & STUFF BILLS	$424.36
LAKES REGIONAL HEALTHCARE	VACCINE	$60.00
LAWSON PRODUCTS INC.	PARTS	$647.51
LISA'S BAKE SHOP	EMPLOYEE RECOGNITION	$271.25
LOOKOUT BOOKS	BOOKS	$159.70
MARCO	COPIES	$123.72
MICHAEL TODD & COMPANY	POSTS & ANCHORS	$2,157.02
MIDWEST TAPE LLC	DVDS & HOOPLA	$641.91
NEW TEC	WIPER MOTOR	$237.45
NORTHWEST IA SPRINKLER	28TH STREET	$3,591.39
O'REILLY AUTOMOTIVE INC	ANTIFREEZE	$296.86
OVERDRIVE INC	EBOOKS/AUDIO	$245.84
PETTY CASH - POLICE DEPT	OFFICE SUPPLIES	$53.06
PLUNKETT'S PEST CONTROL	PEST CONTROL	$97.21
PREMIER COMMUNICATIONS	PHONE & INTERNET	$251.87
PRODUCTIVITY PLUS ACCOUNT	TIRE ASSEMBLY	$4,416.27
SAM SMITH	CHESS	$250.00
SISCO	DECEMBER FEES	$56.73
SJE-RHOMBUS	TERMINAL	$3,635.00
STEVEN LENDE	DECALS	$1,128.00
STEWART JAMES CHISHAM	BOOK	$23.00
STIVERS FORD	2026 FORD	$46,900.00
THE WATERFRONT	EMPLOYEE RECOGNITION DINNER	$2,370.46
TIGER PRIDE LAWN CARE	SPRAYING	$253.62
TITAN MACHINERY	BOBCAT SNOWBLOWER	$7,750.00
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	$2,500.00
ULINE	TRACTION CLEATS	$191.63
VANDER HAAG'S, INC.	WHEEL	$494.68
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 11/1-11/15	$20,555.10
WERTS ENTERPRISES LLC	WINDOW CLEANING	$25.00
ZACH POELAERT	CLOTHING ALLOWANCE	$163.00
STATE REVOLVING FUND	BOND INTEREST & FEES	$14,330.00
EFTPS	FED/FICA TAX	$31,391.48
PAYROLL	PAYROLL	$83,961.55
TOTAL		$349,103.23

LIQUOR LICENSE

Motion by Kofoot seconded by Brockmeyer to approve ownership changes for Caseys Marketing Company. Motion carried unanimously.

MAYORAL APPOINTMENTS

Motion by Brockmeyer seconded by Mensing to approve the mayoral appointments of Shane Brevik as Spirit Lake Police Chief; and the mayoral appointment of Gregg Owens as City Attorney. Motion carried unanimously.

COUNCIL APPOINTMENTS

Motion by Mensing seconded by Kofoot to approve the appointments of Gregg Owens as City Administrator and Amanda Harskamp as Deputy City Clerk. Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION RE CHRISTMAS EVE HOLIDAY

Motion by Kofoot seconded by Mensing to approve amending the Employee Manual to add Christmas Eve as a paid holiday. Motion carried unanimously.

CANCELLATION OF SECOND REGULAR MEETING OF DECEMBER

Motion by Brockmeyer seconded by Chappas to approve cancellation of the second regular council meeting on December 23rd. Motion carried unanimously.

ADJOURNMENT

Motion by Chappas seconded by Brockmeyer to adjourn the meeting. Motion carried unanimously.

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Kevin Bice, Mayor

ATTEST:

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Gregg L. Owens, City Administrator