

Kanawha City Council  
Proceedings from May 12, 2026

The Kanawha City Council met in regular session on Tuesday, May 12, 2026. Council members present were Dana Kraft, Tim Lodin, Jessica Fowles and Phyllis Jordanger. Chad Lang attended at 6:35 p.m. Also present were Mayor Randy Yeakel, City Clerk Barb Baker and Superintendent of Public Works Ryan Oleson. Mayor Yeakel called the meeting to order at 6:00 p.m.

Jordanger made a motion to accept the consent agenda. Seconded by Fowles. All were in favor. Motion carried.

1. Motion to approve the agenda
2. Motion to approve the Minutes
3. Motion to approve the Clerk's Report
4. Motion to approve payment of bills
5. Motion to approve Special Class C Retail Alcohol License for Lucky Wife Wine Slushies

The following report was given to the Council:  
May 2025 expenditures:

Ag Source	Water Testing	\$137.65
Alliant Energy	Electric	\$4,175.64
Amazon	Bins, timecards, misc.	\$248.84
Amsterdam Cemetery	½ Expense 2026	\$5,275.00
Axon	Body Cam Storage	\$114.00
Column	Publications	\$292.96
Comm 1	Communications	\$612.47
Delta Dental	Benefits	\$269.00
DSG	Coupling, pipe	\$1,127.26
Garner Leader	Publications	\$320.93
Gold Eagle	Fuel	\$288.65
Hancock County	Protective Services	\$10,000.00
Hawkins	Chemicals	\$20.00
In Step Flooring	Reset monument stone	\$70.00
ISU	MPI Classes	\$575.00
K.C. Nielsen	Transmission/Bar Oil	\$119.36
Lodin Lawncare	Spring Tilling/Thatching	\$500.00
Lodin Lawncare	Tilling/Level track	\$100.00
MCI	Communications	\$37.55
Municipal Maintenance	Chlorine Conversion	\$552.76
Ryan Oleson	Reimbursement	\$376.33
Pitney Bowes	Postage/ Lease	\$410.29
Postmaster	Postage	\$134.20
Principle	Benefits	\$80.12
R & M	Water Shut off's	\$82.00

Swenson's- FD	Hammer	\$52.99
Swenson's	Grass Seed	\$188.10
Team Lab	Road Patch, bugs	\$3,383.00
US Cell	Communications	\$208.01
VISA	Regist., Microsoft, Banners	\$1,722.09
Visual Edge	Printer	\$14.95
Wellmark	Benefits	\$3,309.65
Wells Fargo	Printer	\$127.30
IPERS	April	\$2,032.58
IRS-941, FED/FICA Tax	April	\$3,046.19
WET	April	\$578.41
Total Payroll	April	\$13,331.76

The 2<sup>nd</sup> Readings of Ordinance #041426-1 and Ordinance #041426-2 were had. These ordinances deal with water and sewer rate increases.

Jordanger then read, offered, and moved the adoption of the following:

#### RESOLUTION 2026-7

##### A RESOLUTION ADOPTING A COMPUTER SYSTEMS SECURITY POLICY

WHEREAS, the City of Kanawha utilizes computerized systems, including the Banyon financial software system, to conduct essential City operations; and

WHEREAS, proper internal controls over computer systems are necessary to safeguard financial data, ensure accuracy of financial reporting, promote operational efficiency, and comply with applicable laws and regulations; and

WHEREAS, the City has identified the need to formalize policies related to password security, system access, and workstation controls;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kanawha, Iowa, that:

##### Section 1. Policy Adoption

The City hereby adopts a Computer Systems Security Policy which includes the following minimum requirements:

- Unique user accounts; password sharing is prohibited
- Passwords must be at least eight (8) characters and changed every 60–90 days
- Password history shall be maintained to prevent reuse
- Accounts shall be locked after three (3) unsuccessful log-in attempts
- Computers shall utilize automatic time-out or lock features
- Employees must log off or lock unattended workstations
- Access to Banyon and financial systems shall be limited based on job duties

##### Section 2. Data Protection

- Financial and operational data shall be backed up daily
- Backups shall be stored securely off-site or in a cloud-based system
- Antivirus and system updates shall be maintained

Section 3. Administration

The City Clerk, with assistance from the City's IT provider, is responsible for implementation, oversight, and annual review.

Section 4. Effective Date

This resolution shall be in full force and effect upon its passage and approval.

Fowles then read, offered, and moved the adoption of the following:

RESOLUTION 2026-8

A RESOLUTION ADOPTING A DISASTER RECOVERY AND BUSINESS CONTINUITY PLAN

WHEREAS, the City of Kanawha relies on computer systems, including the Banyon financial software system, to conduct essential operations; and

WHEREAS, disruptions caused by disasters, system failures, or cyber incidents could impact the City's ability to provide services and maintain financial records; and

WHEREAS, it is necessary to establish a formal Disaster Recovery and Business Continuity Plan;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kanawha, Iowa, that:

Section 1. Plan Adoption

The City hereby adopts a Disaster Recovery and Business Continuity Plan.

Section 2. Critical Functions

The plan identifies essential services including:

- Utility billing and collections
- Financial accounting and payroll (Banyon system)
- Public communication
- Emergency coordination

Section 3. Data Backup and Recovery

- Critical data shall be backed up daily
- Backups shall be stored securely off-site or in a cloud-based system
- Systems shall be restored in order of operational priority

Section 4. Emergency Operations

- Operations may be relocated or conducted remotely if necessary
- Key personnel shall coordinate response and recovery

Section 5. Plan Maintenance

The plan shall be reviewed annually and updated as needed.

Section 6. Administration

The City Clerk, with assistance from the City's IT provider, is responsible for maintaining and implementing the plan.

Section 7. Effective Date

This resolution shall be in full force and effect upon its passage and approval

Council member Lodin moved approval of the appointment of Pam Zeigler to the Board of Directors, EMT Advisory Board. The motion was seconded by Jordanger. All were in favor. Motion carried.

Kraft made a motion approving the purchase of 8 additional light pole banners for Main Street. The motion was seconded by Lodin. All were in favor. Motion carried.

Discussion of accepting quotes for IT support was had. No action was taken at this time.

Jordanger moved approval of quote in the amount of \$18,000 to CIT Sewer Solutions out of current budget with the remaining amount of \$24,731.23 to come out of 26-27 FY budget for sewer repairs. The motion was seconded by Fowles. All were in favor. Motion passed.

Lodin made a motion approving the purchase of 4 garbage receptacles to be placed in parks. The motion was seconded by Lang. All were in favor. Motion carried.

Kraft made a motion approving the purchase of certificated payment software through First Citizens for acceptance of payments. The motion was seconded by Jordanger. All were in favor. Motion carried.

Council started discussion on goal setting. No action was taken.

Kraft moved approval of the Sheriff's report. The motion was seconded by Lodin. All were in favor. Motion carried.

The mayor's report included updates on ongoing efforts to explore police coverage options, addressing public complaints, abatements, and trees. Additional discussion included the rejection of the bank building donation.

The following is a summarized report from the Superintendent of Public Works: Park bathrooms are open and ready for the summer season. Trees in the park near the tennis court have been marked, with nine identified as dead. Three trees in the shelter park are showing signs of decline, though some leaves are still appearing on upper branches. New street patch material has arrived, and patching began on portions of North Main last week, with additional patching planned for this week. Justin and Ryan will begin replacing street signs this month. Discussion will take place with Ryan Walk regarding patching the street near the school. Another concrete project may be scheduled soon, which could allow the City to share minimum load requirements for materials.

There being no further business, Jordanger a motion was made for adjournment. The motion was seconded by Kraft. All were in favor. Motion carried.

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Barb Baker, City Clerk

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Randolph Yeakel, Mayor