

CITY OF PANORA

City Council Meeting

REGULAR MEETING MINUTES FOR MONDAY, JANUARY 24TH, 2022 AT 5:30 P.M.

I. Mayor Parker opened the council meeting at 5:30 p.m. and called Roll. Council members present were Brian Dorsett, Shane Gliem, Stan Landon, and Curtis Thornberry. Tom Flanery was absent. Staff attending Brent Christofferson-Water Plant Superintendent, Doug Long-Electrical Superintendent, Tony Monthei-Public Works Director, and Lisa Grossman-City Administrator. The meeting was accessible electronically thru GoToMeeting as allowed by Section 21.8 of the Iowa Code.

II. Approval of Agenda – Landon made a motion to approve the agenda, seconded by Gliem. Motion carried unanimously.

III. Public Forum – Jason Clark, owner of the building at 1301 E Church Street, provided his support for a daycare to be located at this property despite it not meeting the zoning for the Light Industrial District and that a Special Exception permit is being submitted to the City for consideration. Shawn Holloway, superintendent of Panorama School district submitted an emailed letter, which Mayor Parker read to the Council, also expressing his support for a daycare at this location.

IV. Consent Items – Dorsett moved to approve the minutes of 01-10-22 Regular Meeting, seconded by Landon. Motion carried unanimously.

V. Council Business

A. Gabe Nelson with Snyder & Associates was present to discuss the design plans for the Jackson Street Improvements. A public information meeting is being held on January 27th for affected property owners of the project. Nelson also provided a timeline for approval of bid documents and the overall bidding process.

B. Brent Christofferson discussed a quote he obtained for replacement of the sludge basin pump at the water plant. The previous equipment is 31 years old and the whole system needs to be replaced. Thornberry made a motion to approve the quote for \$19,122, seconded by Landon. With the roll being called, the motion carried unanimously.

C. Resolution 22-02 was considered, approving Procurement Policies and Procedures for the City of Panora Community Development Block Grant Subrecipient. Thornberry made a motion to approve, seconded by Dorsett. With the roll being called, the resolution carried unanimously.

D. A discussion was held on Resolution 22-03, approving members to City Boards. Landon made a motion to reappoint Chris Hastings to the Planning & Zoning Board, Ellen Campbell and Mark Humphreys to the Board of Adjustment, and to appoint Roger Dorr to the Airport Authority Board, seconded by Gliem. With the roll being called, the resolution carried unanimously.

E. Region XII COG submitted an annual funding request for the Housing Trust Fund in the amount of \$1000. Thornberry made a motion to approve the \$1000 request, seconded by Dorsett. With the roll being called, the motion carried unanimously.

F. Doug Long presented a request to purchase a pickup truck for the electric department. He recommended the city order a new 2022 Chevy Silverado 2500 with a purchase price of \$34,694 as the price was comparable to the same type of used vehicle. After a discussion,

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Landon made a motion to approve the vehicle purchase, seconded by Dorsett. With the roll being called, the motion carried unanimously.

VI. Information Items. Administrator Grossman provided a verbal report to the Council. The FY23 Budget Workshop was held but was not recorded. The Council Handbook was signed as being reviewed and was also not recorded.

Parker asked for a motion to adjourn. Thornberry made a motion to adjourn at 7:30 p.m., seconded by Dorsett. With the roll being called, the motion carried unanimously.

Patrick Parker, Mayor

ATTEST:

Lisa Grossman, City Administrator