

CITY OF PANORA

City Council Meeting

REGULAR MEETING MINUTES FOR MONDAY, FEBRUARY 12TH, 2024 AT 5:30 P.M.

I. Mayor Thornberry opened the council meeting at 5:30 p.m. and called Roll. Council members present were Roger Dorr, Brian Dorsett, and Blake Michelsen. Tom Flanery and Mark Sheeder were absent. Staff attending Joyce Calmer-Deputy City Clerk, John DeLavergne-EMS Director, Kylee Kasperbauer-Paramedic, Doug Long-Electric Superintendent, Alex Olsen-Paramedic, Derek Porsch-Police Officer 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 – Dorsett made a motion to approve the agenda, seconded by Dorr. Motion carried unanimously.

III. Public Forum – None

IV. Consent Items – Dorr moved to approve the minutes of 01-22-24 Regular Meeting, a Special Class B Retail Native Wine License for Bella Sorella Boutique, SJB Enterprises LLC, and a Class E Retail Alcohol License for Hometown Foods, Reinhart Bros Inc seconded by Michelsen. Motion carried unanimously.

V. Council Business

A. Susanne Gerlach, with PFM, gave a financial update and rate recommendations for the Council to consider.

B. An engagement letter for general legal services for Ahlers & Cooney was considered. The firm is utilized by the IAMU and can be used as an additional legal resource. Current legal counsel would still be engaged first. Michelsen made a motion to approve the engagement letter, seconded by Dorr. With the roll being called, the motion carried unanimously.

C. A water users' agreement for 2892 HWY 44 for Todd & Lisa Johnson was considered. Dorr made a motion to approve, seconded by Dorsett. With the roll being called, the motion carried unanimously.

D. EMS Director DeLavergne presented a department recommendation regarding the Audubon Ambulance and Health Care Transportation Services Agreement. After a discussion, Mayor Thornberry directed DeLavergne to reach out to the CEO of Audubon Hospital to discuss the department's concerns as well as potential options for the council to consider at the next meeting regarding the contract.

E. DeLavergne also presented a department recommendation regarding EMS Vacation/Sick/Personal Time changes to the Employee Handbook. The department would like to match the amount allotted to the work schedule for EMS. After a discussion, Administrator Grossman was directed to draft a resolution for the Council's consideration at the next meeting.

F. Resolution 24-04 was discussed, amending procedures related to the Procurement Policy. Michelsen made a motion to approve, seconded by Dorsett. With the roll being called, the resolution carried unanimously.

G. Resolution 24-05 was considered, approving a sales contract from Danko Emergency Equipment Co. for a 250 Gallon XL Skid Unit for the fire department. Dorr made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

h. The FY25 Budget Workshop was held.

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VI. Financials.

- A. Michelsen moved to approve the bills payable, seconded by Dorr. With the roll being called, the motion carried unanimously.
- B. Dorsett moved to approve the monthly financials, seconded by Dorr. With the roll being called, the motion carried unanimously.

VII. Information Items. Administrator Grossman provided a verbal report to the Council.

Mayor Thornberry asked for a motion to adjourn. Michelsen made a motion to adjourn at 6:58 p.m., seconded by Dorr. With the roll being called, the motion carried unanimously.

Curtis Thornberry, Mayor

ATTEST:

Lisa Grossman, City Administrator