

CITY OF PANORA  
City Council Meeting

**REGULAR MEETING MINUTES FOR MONDAY, FEBRUARY 23<sup>RD</sup>, 2026 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, Blake Michelsen, and Mark Sheeder. Tom Flanery was absent. Staff attending were John DeLavernne-EMS Director, Ismael Galvan-Public Works Director, Doug Long-Electrical Superintendent, Alex Olsen-Paramedic, 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** – Dorr made a motion to approve the agenda, seconded by Sheeder. Motion carried unanimously.

**III. Public Forum** – None

**IV. Consent Items** – Dorsett moved to approve the minutes of 02-09-26 Regular Meeting, seconded by Sheeder. Motion carried unanimously.

**V. Council Business**

A. Sheeder made a motion to open the public hearing to hear comments regarding the proposed FY 2025-2026 Budget Amendment #1, seconded by Dorr. With the roll being called, the motion carried unanimously. Mayor Thornberry asked if any comments were submitted. Administrator Grossman replied there were none. Hearing no other comments, Mayor Thornberry asked for a motion to close the public hearing. Dorsett made a motion to close the hearing, seconded by Michelsen. With the roll being called, the motion carried unanimously.

B. Resolution 26-11 was then considered, approving the FY 2025-2026 Budget Amendment #1. Dorr made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

C. Amendment #2 to the Local Planning and Administrative Assistance Contract for CDBG Contract #23-HSGU-005 with Region XII COG was considered. Dorsett made a motion to approve, seconded by Dorr. With the roll being called, the motion carried unanimously.

D. A water meter access policy was discussed with Public Works Director Galvan.

E. Resolution 26-06, approving amendments to the Utility Customer Service Manual, including the adoption of the water meter access policy will be considered at a future meeting.

F. The FY 27 Budget was discussed.

G. Resolution 26-12, setting a public hearing date relating to the Property Tax Levy Hearing was considered. Sheeder made a motion to set the hearing for March 23<sup>rd</sup>, at 5:30 p.m. at Panora City Hall, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

H. Resolution 26-13, approving pay changes for City Employees was discussed. Dorr made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

I. A 12-month CD Investment was considered to set aside the developer payment for the Clay Street project to Panora Fiber. Dorsett made a motion to approve the funding into the CD with an initial investment of \$40,000, seconded by Sheeder. With the roll being, the motion carried unanimously.

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J. EMS Director DeLavergne presented to the council and updated Bloodborne Pathogens Exposure Control Plan. He explained going forward this will be updated annually. Sheeder made a motion to approve, seconded by Michelsen. With the roll being called, the motion carried unanimously.

K. Council Member Michelsen introduced an ordinance entitled: “Ordinance No. 362 Title 111 Community Protection, specifically Chapter 4 Traffic Code, specifically Section 3-4-44 Parking During a Snow Emergency.”

It was moved by Council Member Michelsen and seconded by Council Member Dorsett that the ordinance be now adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Michelsen, Sheeder

Nays: None.

Whereupon the Mayor declared the motion duly carried and declared that said ordinance had been given its initial consideration.

It was moved by Council Member Dorr and seconded by Council Member Michelsen that the statutory rule requiring said ordinance to be considered and voted on for passage at two City Council meetings prior to the meeting at which it is to be finally passed be suspended and that said ordinance be regarded as having been considered and voted on for passage at two prior Council meetings. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Michelsen, Sheeder

Nays: None.

Whereupon the Mayor declared the motion duly carried.

It was moved by Council Member Dorr and seconded by Council Member Michelsen that the ordinance entitled: “Ordinance No. 362 Title 111 Community Protection, specifically Chapter 4 Traffic Code, specifically Section 3-4-44 Parking During a Snow Emergency,” be now put upon its final passage and adoption.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Michelsen, Sheeder

Nays: None.

Whereupon the Mayor declared said ordinance duly adopted and signed approval to said ordinance as follows:

**ORDINANCE NO. 362**

Mayor Curtis Thornberry

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AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF PANORA, IOWA, by amending Title 111 Community Protection, specifically Chapter 4 Traffic Code, section 3-4-44 Parking during Snow Emergency.

**BE IT ENACTED** by the City Council of the City of Panora, Iowa;

**SECTION 1.**

3-4-44 PARKING DURING SNOW EMERGENCY.

1. No person shall park, abandon, or leave unattended any vehicle on any public street, alley, or City-owned off-street parking area that is not zoned Business Commercial (BC) during the period of time when snow is falling and for a period of forty-eight (48) hours after cessation of snowfall, unless after cessation of snow fall the snow has been removed or plowed from said street, alley, or parking area and the snow has ceased to fall.

2. Except on the west side of North 1st Street, no person shall park, abandon or leave unattended any vehicle on any public street, alley, or City-owned off-street parking area that is zoned Business Commercial (BC) between 1:00 a.m. and 7:30 a.m. when snow is falling or 'within forty-eight (48) hours after cessation of snowfall, unless after cessation of snowfall the snow has been removed or plowed from said street or alley and the snow has ceased to fall.

3. Parking is allowed on the west side of North 1st Street between Main Street and Market Street any time including during and after snowfall. (Ord. 236 — Oct. 07 Supp.)

**SECTION 2. REPEALER.** All ordinances or parts of ordinances that conflict with this ordinance are hereby repealed.

**SECTION 3. SEVERABILITY CLAUSE.** If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged as invalid or unconstitutional.

**SECTION 4. WHEN EFFECTIVE.** This Ordinance shall be in effect from and after the later to occur of its final passage, approval and publication as provided by law.

**Passed and approved February 23, 2026.**

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Curtis Thornberry, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Grossman, City Clerk

CLERK'S CERTIFICATE

Mayor Curtis Thornberry

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I hereby certify that the foregoing Ordinance No. 362 was published as required by law on the  
\_\_\_\_\_ day of \_\_\_\_\_ 2026.

SIGNED

\_\_\_\_\_  
Lisa Grossman, City Administrator

**VI. Information Items.** Public Works Director Galvan and Administrator Grossman provided verbal reports to the Council.

Mayor Thornberry asked for a motion to adjourn. Michelsen made a motion to adjourn at 6:02 p.m., seconded by Dorr. With the roll being called, the motion carried unanimously.

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Curtis Thornberry, Mayor

ATTEST:

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Lisa Grossman, City Administrator