

# CITY OF PANORA

## City Council Meeting

### **REGULAR MEETING MINUTES FOR MONDAY, FEBRUARY 26<sup>TH</sup>, 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, Blake Michelsen, and Mark Sheeder. Tom Flanery was absent. Staff attending John DeLaverigne-EMS Director, Kylee Kasperbauer-Paramedic, Doug Long-Electric 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** – Dorsett made a motion to approve the agenda, seconded by Sheeder. Motion carried unanimously.

**III. Public Forum** – None

**IV. Consent Items** – Dorr moved to approve the minutes of 02-12-24 Regular Meeting, a Special Class C Retail Alcohol License (5 Day) for Lucky Wife Wine Slushies T9, Winetime, LLC (Julie Maddox) and a Class C Retail Alcohol License w/ Outdoor Service for Pedal-In, Adalynn, LLC seconded by Michelsen. Motion carried unanimously.

**V. Council Business**

A. Lauren Mortensen, with Region XII COG, went through the Hazard Mitigation Plan and discussed potential updates to the plan. The council will approve the changes at an upcoming meeting.

B. Chris Arganbright, with Bryton Insurance, gave an update on the coverage lines and policies the City has with EMC insurance. She discussed recent industry changes and options to buy down specific deductibles.

C. A review was held regarding the FY25 Budget.

D. Resolution 24-06 was then discussed, setting a public hearing date relating to the Property Tax Levy Hearing. Michelsen made a motion to approve the hearing date for April 8<sup>th</sup> at 5:30 p.m. at Panora City Hall, seconded by Dorr. With the roll being called, the resolution carried unanimously. The hearing will be the only item at this meeting. The regular council meeting will be held 15 minutes after the adjournment of the public hearing meeting.

E. Resolution 24-07 was also considered, approving pay changes for City Employees, effective July 1<sup>st</sup>. Dorsett made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

F. A discussion was held regarding utility rate recommendations from PFM.

G. Council Member Dorr introduced the first reading of an ordinance entitled “Ordinance No. 352. An Ordinance amending the City Code of the City of Panora, Iowa, by amending provisions related to water service charges.”

It was moved by Council Member Dorr and seconded by Council Member Dorsett that the aforementioned Ordinance be now received, placed on file and read by the City Clerk, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Michelsen, Sheeder

Mayor Curtis Thornberry

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Nays: None

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

H. The Audubon Ambulance and Health Care Transportation Services Agreement was discussed with EMS Director DeLavergne. No additional action was taken.

I. Resolution 24-08 was considered, approving a revision to the 2016 Employee Handbook Relating to Benefits for Full Time EMS Employees. Dorr made a motion to approve, seconded by Sheeder. With the roll being called, the resolution carried unanimously. Vacation, Sick time, and Personal time were adjusted to match the 56-hour work week for those employees.

**VI. Information Items.** Paramedic Olsen gave a maintenance update on the ambulance fleet. Administrator Grossman provided a verbal report to the Council.

Mayor Thornberry asked for a motion to adjourn. Dorsett made a motion to adjourn at 6:55 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