

CITY OF PANORA

City Council Meeting

REGULAR MEETING MINUTES FOR MONDAY, APRIL 13TH, 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, Tom Flanery, and Blake Michelsen. Mark Sheeder was absent. Staff attending were Joyce Calmer-Deputy City Clerk, John DeLavergne-EMS Director, Kylee Kasperbauer-Paramedic, Doug Long-Electrical Superintendent, Alex Olson-Paramedic, and Lisa Grossman-City Administrator. The meeting was accessible electronically through 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 Flanery. Motion carried unanimously.

III. Public Forum – None

IV. Consent Items – Dorsett moved to approve the minutes of 03-23-26 Special Meeting and 03-23-26 Regular Meeting, seconded by Michelsen. Motion carried unanimously.

V. Council Business

A. Michelsen made a motion to open the public hearing for the proposed FY 2026-2027 Budget, seconded by Dorr. Motion carried unanimously. Mayor Thornberry asked if any written comments were submitted, Administrator Grossman replied there were none. Thornberry asked if there were any other comments, hearing none, he asked for a motion to close the hearing. Dorsett made the motion, seconded by Flanery. With the roll being called, the motion carried unanimously.

B. Resolution 26-18 was then considered, adopting the City of Panora Budget for the Fiscal year ending June 30, 2027. Dorr made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

C. Mayor Thornberry opened the public hearing to hear comments regarding a request to amend Section 5-4-20 (2) of the Zoning Ordinance related to Permitted Uses by adding a new subsection, M. Churches or accessory facilities. Carla Wood of 410 E. Clay Street, speaking as a current member of the Board of Adjustment, urged the Council to consider that this decision carries consequences for property taxes and noted that more suitable parcels exist for placing a church than those within the business park. Richard Shank of 5233 Panorama Drive spoke as a member of Hope Lutheran Church, stated the activities of the church are consistent with the traffic of the existing businesses in the business park and expressed his support for the change. Hearing no other comments, Thornberry asked for a motion to close the hearing. Flanery made a motion to close the hearing, seconded by Dorr. With the roll being called, the motion carried unanimously.

D. Council Member Dorsett introduced the first reading of an ordinance entitled “Ordinance No. 363. An Ordinance amending Title V City Zoning Ordinance, specifically Chapter 4 Zoning Regulations, section 5-4-20 Light Industrial District.

It was moved by Council Member Dorsett and seconded by Council Member Dorr that the 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:

Mayor Curtis Thornberry

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Ayes: Dorr, Dorsett, Flanery, Michelsen

Nays: None

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

E. Jen Smith and Susanne Gerlach of Public Financial Management were present to give a financial update regarding the City and provide rate recommendations for the upcoming year. Smith stated that the planned increase the council has already approved will be sufficient and the city has adequate financial reserves.

F. A request was submitted from Region XII regarding the previously approved LMI funding commitment for 113 E Main in the amount of \$5000 to TDS Properties, LLC. Flanery made a motion to approve, seconded by Dorr. With the roll being called, the motion carried unanimously.

G. Resolution 26-19 was discussed, approving an Urban Revitalization Tax Exempt application for 219 W Clay Street for Mike and Rhonda Stark. Michelsen made a motion to approve, seconded by Dorsett. With the roll being called, the resolution carried unanimously.

H. An updated Professional Building Inspection Services Agreement with Veenstra & Kimm, Inc was reviewed. Dorsett and Dorr expressed interest in reviewing other options for inspection prior to approving an agreement. Administrator Grossman will request the current fee schedule from Veenstra & Kimm, Inc. No action was taken on Resolution 26-20.

I. An amended agreement for ambulance and health-care transportation services with GCH was presented for consideration. EMS Director DeLavergne provided an overview of the proposed revisions. Mayor Thornberry then invited questions, comments, or suggested changes from the council. Hearing none, the mayor directed Administrator Grossman to determine the most appropriate process for submitting the updated agreement to the hospital board of trustees, with the public safety committee designated to present the request.

J. The development agreement with DG Panora, LLC, was reviewed following Guthrie County Hospital's recent purchase of the property from the Developer. Administrator Grossman reported that she had consulted with the City's bond attorney regarding available options. Because the Developer is no longer able to fulfill the terms of the agreement, the recommendation was to issue the final payment for the current year and include a letter formally confirming termination of the agreement. All future payments will be redirected to the county for distribution to the appropriate property-tax entities. The council directed Grossman to proceed accordingly.

K. Resolution 26-21 was considered, accepting a bid for underground utility construction agreement with Dirt Teck, LLC in the amount of \$178,825. In addition, the Council has the option to purchase a 4-year performance bond with an estimated cost of \$5000. Dorsett made a motion to approve the contract, and the performance bond, provided it is close to the estimate provided, seconded by Dorr. With the roll being called, the resolution carried unanimously.

L. A discussion was held regarding Resolution 26-22, approving an agreement with the Iowa DOT for Maintenance and Repair of Primary Road in Municipalities. Flanery made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

VI. Financials.

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

B. Flanery moved to approve the monthly financials, seconded by Michelsen. With the roll being called, the motion carried unanimously.

VII. Information Items. Administrator Grossman provided a verbal report to the Council. Dorsett gave an update on the EMS Advisory Committee. Mayor Thornberry provided a historical overview of Panora's water systems, outlining how the community's water infrastructure was established and how it has evolved over time.

Mayor Thornberry asked for a motion to adjourn. Flanery made a motion to adjourn at 6:57 p.m., seconded by Michelsen. With the roll being called, the motion carried unanimously.

Curtis Thornberry, Mayor

ATTEST:

Lisa Grossman, City Administrator