

# CITY OF PANORA

## City Council Meeting

### **REGULAR MEETING MINUTES FOR MONDAY, AUGUST 23<sup>RD</sup>, 2021 AT 6:30 P.M.**

**I.** Mayor Parker opened the council meeting at 6:30 p.m. and called Roll. Council members present were Brian Dorsett, Shane Gliem, Stan Landon, and Curtis Thornberry. Tom Flanery was absent. Staff attending Doug Long-Electric Superintendent 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** – None

**IV. Consent Items** – Thornberry moved to approve the minutes of 08-09-21 Regular Meeting, Dorsett by Landon. Motion carried unanimously.

**V. Council Business**

A. Landon made a motion to open the public hearing on the status of funded activities for the City of Panora, seconded by Gliem. The motion carried unanimously. A public hearing was held during the regular City Council Meeting on August 23, 2021 at 6:30 P.M. The notice of the public hearing was published in The News Gazette on August 12, 2021. A representative from Region XII Council of Governments, as grant administrator, provided a report on the status of the overall program. Panora received \$169,400 of CDBG funds to provide exterior rehabilitation assistance to four homeowners at or below 80% of the county AMI. A fifth project was added via addendum. The assistance is in the form of a 5-year forgivable loan and targets exterior housing sustainability issues. Qualified homeowners throughout the city limits are eligible for consideration. Construction is complete on the first two projects. Projects three and four are under construction and the fifth project is starting the environmental review process. All projects will be complete well ahead of the project completion date of 6/30/2022. Expenditures to date include \$100,965.82 in rehabilitation, \$18,040.51 in technical services and \$3,553.85 in administrative fees equaling 72% of the total CDBG funds. 100% of the funds spent benefit LMI households.

It was noted that the public has reasonable access to all local meetings, project records and other information relating to the use of these CDBG funds at either Panora City Hall or at the Region XII Council of Government building.

No comments were received. The Public Hearing was closed at 6:40 P.M. with Landon making that motion, seconded by Gliem. Motion carried unanimously.

B. Steven Brush from Van Wert Company was present to discuss a proposal for an Itron AMR System for electric and water meters. This system would allow the city to read meters remotely. The Council asked Brush questions regarding his proposal. No additional action was taken.

C. Administrator Grossman presented a cash flow analysis and tax analysis from Public Financial Management regarding a potential bond sale for street projects the City is planning. Grossman explained the cost estimates are within the availability of the City's debt limit.

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Grossman will have the engineering agreement for Snyder and Associates on the next agenda for consideration.

D. Bradley Hamilton rejected the City's real estate counter for 407 E Market and countered back with \$3200 subject to the City's same terms. The Council considered the offer.

E. Resolution 21-42 was then discussed, setting a public hearing on proposed conveyance of real estate. Thornberry made a motion to accept the proposal from Hamilton to purchase the lot for \$3200 with buyer paying all legal fees, requiring the lot be joined with 409 E Market for tax purposes, and setting a hearing on the proposed conveyance of real estate, seconded by Dorsett. With the roll being called, the resolution carried unanimously. The hearing was set for September 13<sup>th</sup> at 6:30 p.m. at City Hall.

F. The Public Safety Committee gave recommendations regarding hazardous locations in the city where no parking is being recommended.

G. Resolution 21-43 was then considered, establishing the following locations as no parking zones:

1. P-28/SE 3<sup>rd</sup> Street along the East and West sides of the street from the intersection of HWY 4/HWY44 South to City Limits
2. Panther Drive along the East and West sides of the street, except in designated parking spots along the football field
3. Oak Ridge Drive along the North and East sides of the street

Landon made a motion to approve, seconded by Gliem. With the roll being called, the resolution carried unanimously.

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

Parker asked for a motion to adjourn. Thornberry made a motion to adjourn at 7:45 p.m., seconded by Landon. With the roll being called, the motion carried unanimously.

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Patrick Parker, Mayor

ATTEST:

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Lisa Grossman, City Administrator