

# CITY OF PANORA

## City Council Meeting

### **REGULAR MEETING MINUTES FOR MONDAY, SEPTEMBER 12<sup>TH</sup>, 2022 AT 5:30 P.M.**

**I.** Mayor Parker opened the council meeting at 5:30 p.m. and called Roll. Council members present were Brian Dorsett, Tom Flanery, Shane Gliem, Stan Landon, and Curtis Thornberry who attended electronically. Staff attending were Joyce Calmer-Deputy City Clerk, Doug Long-Electrical Superintendent, Tony Monthei-Public Works Director, 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 Flanery. Motion carried unanimously.

**III. Public Forum** – Marilyn Duke was present to ask the council to consider allowing a turquoise picnic table to be placed on the downtown square by the Random Acts of Kindness committee from the First Christian Church. After expressing some concerns regarding the square, Mayor Parker and staff advised a proposal to locate a picnic table at Michael Mills Park might be a better location. Duke will bring back a proposal for the council to consider utilizing that location.

**IV. Consent Items** – Dorsett moved to approve the minutes of 08-22-22 Regular Meeting and a Class C Liquor License, Outdoor Service, Sunday Sales for PJ's Drive In, Adalynn, LLC, seconded by Gliem. Motion carried unanimously.

**V. Council Business**

A. Karla Janning with Region XII COG was present to discuss an upper story housing CDBG grant application for 113 E Main that she is working on. With the City's permission, they would be the applicant and work with Region XII for administrative services if the grant was awarded. In addition, Janning discussed plans for the duplex project and the challenges with the construction on Clay Street.

B. Resolution 22-45 was then considered, approving a Local Planning and Administrative Assistance Contract with Region XII COG to submit a CDBG Grant Application for Upper Story Conversion to Housing. Landon made a motion to approve, seconded by Thornberry. With the roll being called, the resolution carried unanimously.

C. Dorsett made a motion to open the public hearing for the purpose of conducting a public hearing on the proposed plans, specifications, form of contract and estimate of cost for the proposed Jackson Street Improvements Project, seconded by Flanery. With the roll being called, the motion carried unanimously. No written or oral objections, statements, and evidence were filed. No individuals were present for the hearing. There being no further objections, comments, or evidence offered, the Mayor asked for a motion to close the hearing. Landon made the motion, seconded by Flanery. With the roll being called, the motion carried unanimously.

D. Resolution 22-46, finally approving and confirming plans, specifications, form of contract and estimate of cost for the Jackson Street Improvements Project was considered. Dorsett made a motion to approve, seconded by Thornberry. With the roll being called, the motion carried unanimously.

E. Bids were considered for the Jackson Street Improvements Project. Jeremy Schlee of Snyder & Associates was present to discuss the four bids received and make a recommendation.

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F. Resolution 22-47, was then considered, awarding the contract for the Jackson Street Improvements Project. Thornberry made a motion to approve Spring Lake Construction LLC, from Ankeny, IA in the amount of \$1,951,536.00, seconded by Landon. With the roll being called, the resolution carried unanimously.

G. A discussion was held regarding possible contract amendments for the Jackson Street Improvement Project.

H. Landon made a motion to open the public hearing for the purpose of conducting a public hearing on a Proposed Development Agreement with Panora Telecommunications, seconded by Flanery. With the roll being called, the motion carried unanimously. No written or oral objections, statements, and evidence were filed. No individuals were present for the hearing. There being no further objections, comments, or evidence offered, the Mayor asked for a motion to close the hearing. Dorsett made the motion, seconded by Landon. With the roll being called, the motion carried unanimously.

I. Resolution 22-48 was then discussed, approving a Development Agreement with Panora Telecommunications, Inc., Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. Landon made a motion to approve, seconded by Dorsett. With the roll being called, the resolution carried unanimously.

J. Landon made a motion to open the public hearing for the purpose of conducting a public hearing on the proposed Zoning Change to add a Residential Two District and to classify certain residential lots to this district, seconded by Flanery. With the roll being called, the motion carried unanimously. No written or oral objections, statements, and evidence were filed. No individuals were present for the hearing. There being no further objections, comments, or evidence offered, the Mayor asked for a motion to close the hearing. Dorsett made the motion, seconded by Flanery. With the roll being called, the motion carried unanimously.

K. Gliem made a motion to open the public hearing for the purpose of conducting a public hearing on the proposed amendment to Chapter 165 Zoning Regulations, relating to District and Supplementary District Regulations, seconded by Landon. With the roll being called, the motion carried unanimously. No written or oral objections, statements, and evidence were filed. No individuals were present for the hearing. There being no further objections, comments, or evidence offered, the Mayor asked for a motion to close the hearing. Landon made the motion, seconded by Gliem. With the roll being called, the motion carried unanimously.

L. Council Member Landon introduced the first reading of an ordinance entitled "Ordinance No. 348. An Ordinance amending the City Code of the City of Panora, Iowa, by amending Sections 165.20 Districts Established, 165.22 Agricultural District, 165.24 Residential District, 165.28 Arterial Commercial District, 165.30 Business Commercial District, 165.31 Historic Downtown Business Commercial District, 165.32 Light Industrial District, 165.34 Heavy Industrial District, 165.40 Supplementary District Regulations and adding a new section 165.25 Residential Two District."

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

Ayes: Dorsett, Flanery, Gliem, Landon, Thornberry

Nays: None

Mayor Patrick Parker

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Whereupon, the Mayor declared the motion duly carried.

It was moved by Council Member Landon that the statutory rule requiring an 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. The Mayor declared the motion died for lack of a second.

### **VI. Financials.**

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

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

Mayor Parker asked for a motion to adjourn. Flanery made a motion to adjourn at 6:45 p.m., seconded by Gliem. 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