

# CITY OF PANORA

## City Council Meeting

### **REGULAR MEETING MINUTES FOR MONDAY, NOVEMBER 13<sup>TH</sup> 2023 AT 5:30 P.M.**

**I.** Mayor Thornberry opened the council meeting at 5:42 p.m. and called Roll. Council members present were Roger Dorr, Brian Dorsett, Shane Gliem, and Blake Michelsen. Tom Flanery was absent. Staff attending were John DeLaverne-EMS Director, Doug Long-Electric Superintendent, Tony Monthei-Public Works Director, Logan Wolf-Part time Paramedic, and Lisa Grossman-City Administrator. The meeting was accessible electronically thru GoToMeeting as allowed by Section 21.8 of the Iowa Code. As posted, prior to the meeting at 5:15, Council Members toured Region XII's duplex at 311 NW 4<sup>th</sup> Street and the HFI Home at 305 NW 2<sup>nd</sup> Street.

**II. Approval of Agenda** – Gliem made a motion to approve the agenda, seconded by Dorr. Motion carried unanimously.

**III. Public Forum** – None

**IV. Consent Items** – Dorsett moved to approve the minutes of 10-23-23 Regular Meeting and a Class C Retail Liquor License for the Owl's Nest, Blue Skyz Inc., seconded by Gliem. Motion carried unanimously.

**V. Council Business**

A. Jeremy Schlee of Snyder & Associates provided an update on the Jackson Street Project.

B. Resolution 23-29 was discussed, approving Tom Arganbright to the Airport Authority Board. Michelsen made a motion to approve, seconded by Dorr. With the roll being called, the resolution carried unanimously.

C. The FY 2022-2023 Annual Urban Renewal Report was considered. Dorsett made a motion to approve, seconded by Gliem. With the roll being called, the motion carried unanimously.

D. Resolution 23-30 was also discussed, obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations in the next fiscal year. Gliem made a motion to approve, seconded by Dorr. With the roll being called, the resolution carried unanimously.

E. A discussion was held on a preventative maintenance agreement for generator inspections from Interstate Power Systems.

F. Resolution 23-31 was then considered, approving a 3-year service agreement with Interstate Power Systems for generator inspections with an annual payment amount of \$19,057.35. Michelsen made a motion to approve the agreement, seconded by Dorr. With the roll being called, the motion carried unanimously.

G. A discussion was held regarding a proposal from The Reserves Network regarding recruitment services for open employment positions. Administrator Grossman will look for comparative firms to bring back for discussion with the Council.

H. Resolution 23-32 was considered, approving a lease agreement with Lee White for use of his 2017 CASE TR270 Skid Loader during snow removal events. Dorsett made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

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I. A discussion was held regarding the Advisory Board's County EMS proposal. Grossman and staff were instructed to work with the public safety committee to draft a counter proposal in contract form to send back to the board for consideration.

### **VI. Financials.**

A. Gliem moved to approve the bills payable which included Pay Application #8 for the Jackson Street Improvements Project, seconded by Dorr. With the roll being called, the motion carried unanimously.

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

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

Mayor Thornberry asked for a motion to adjourn. Gliem made a motion to adjourn at 6:33 p.m., seconded by Michelsen. 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