

The Palo City Council met in open session Tuesday, February 20, 2024, at the Palo Community Center in the Council Chambers. Mayor Van Kerckhove led those present in the pledge of allegiance then called the meeting to order at 6:30 PM. Councilmembers present: Angie Brekke, Doug Hanover, Kendra Klooster, and Darren Stoltenberg. Pete Hagstrom was absent. Others Present: Lenna Goodale, City Clerk; Clark Robertson, Public Works; and Chris Philipp, Zoning Administrator. Michelle Cheever, City Engineer was via telephone. Motioned by Brekke, seconded by Hanover to approve the agenda. 4 Yeas, 0 Nay. Motion carried (4-0). Hanover motioned to approve the consent agenda and Sanders alcohol license for Ducks Unlimited. Stoltenberg second. 4 Yeas, 0 Nay. Motion carried (4-0).

## CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABC DISPOSAL SYSTEMS, INC	SOILD WASTE	10,694.74
AEC CONTRACTING INC	LMI GRANT	5,529.00
ALLIANT ENERGY	GAS & ELECTRIC	9,871.93
ANDERSON-BOGERT	ENGINEERING	9,361.93
ANDERSON-BOGERT	ENGINEERING	750.00
BLAIRS FERRY TIRE & AUTO	TIRES	1,024.04
BREMAC MATERIAL HANDLING	PALLET RACKING	477.12
C4 OPERATIONS BACKGROUND	BACKGROUND CHECK	23.00
CEDAR RAPIDS MUN. UTIL.	SEWER USAGE	13,890.89
CINTAS CORPORATION	FEB AED	570.11
CITY OF FAIRFAX	INSPECTOR	3,444.78
CJ COOPER & ASSOCIATES INC	DRUG TESTING DOT	90.00
CONSOLIDATED ENERGY CO	FUEL	1,407.44
CONVEYOR ENG. & MFG CO.	CUTTING EDGE	3,387.00
CR AREA STORAGE	DISC REFUND	1,000.00
CYNTHIA STIMSON	MENTOR	637.98
DALTON PENNINGTON	PER DIEM MILEAGE	283.09
DELTA DENTAL OF IOWA	DENTAL INSURANCE	215.30
ECICOG	LMI GRANT	1,500.00
EFTPS	FED/FICA TAX	3,323.20
EFTPS	FED/FICA TAX	2,955.61
FIRE SERVICE TRAINING BUREAU	TRAINING	1,050.00
FUTURE LINE TRUCK EQUIPMENT	CUTTING EDGE	435.40
GAZETTE COMMUNICATIONS, INC.	LEGAL PUBLICATION	306.99
GEE ASPHALT SYSTEMS INC.	MOBILIZATION	6,160.00
HAWKEYE COMMUNICATION INC.	REPLACE MINI MOD	415.11
HAWKEYE FIRE & SAFETY CO	CO2 MONITOR	75.00
HUNTER LEAVEN	PER DIEM MILEAGE	237.47
INTERSTATE BILLING SERVICE, IN	FILTERS	296.13
IOWA DEPARTMENT OF REVENUE	JAN SALE WET TAX	1,787.28
IOWA ONE CALL	LOCATES	11.70
IOWA PUMP WORKS INC.	PUMP REPAIR	9,071.99
IPERS	IPERS	3,862.36
IPERS	ADJUSTMENT	-0.02
IPERS	ADJUSTMENT	-0.02
ITS	TECHNOLOGY	548.00
JEFF GIBBONS	NAME PLATE SUPPLIES	75.75
JOHN DEERE FINANCIAL	SUPPLIES	460.74
KENWOOD RECORDS MGT INC.	RECYCLE BIN	15.90
KOCH OFFICE GROUP INC.	COPIER	122.95

LENNA GOODALE	NOV-FEB MILEAGE	295.58
LIFE TIME FENCE COMPANY INC.	DISC REFUND	1,000.00
LINN COUNTY AUDITOR	PRIMARY ELECTION	1,461.40
LINN COUNTY REC	STREET LIGHTS	312.11
LINN COUNTY SHERIFF'S OFFICE	CONTRACT FOR SERVICES	10,440.00
LYNCH DALLAS PC	LEGAL	1,556.00
MARK RALSTON	DISC REFUND	1,000.00
MENARDS SOUTH INC.	SUPPLIES	293.31
MENARDS-MARION	SUPPLIES	69.95
MICROBAC LABORATORIES INC	TESTING	4,070.70
MIDAMERICAN RESEARCH CHEMICAL	SUPPLIES	213.22
MIKE LEAVEN	PER DIEM	125.38
MILES WYATT	PER DIEM HOTEL	790.36
NETOM ENTERPRISES CORPERATION	METAL DOOR	75.00
NCL OF WISCONSIN INC	TESTING	677.40
NORTHWAY WELL & PUMP CO.	DISC REFUND	250.00
P & K MIDWEST	TRACTOR WIPERS	317.90
PALO COOPERATIVE TELEPHONE	TELEPHONES	655.82
PALO COOPERATIVE TELEPHONE	DISC REFUND	250.00
PALO SAVINGS BANK	DISC REFUND	1,000.00
PALO UNITED METHODIST CHURCH	DISC REFUND	250.00
PETER DURIN	DISC REFUND	17,500.00
PLUNKETT'S PEST CONTROL INC.	PEST CONTROL	80.25
R&P CONSTRUCTION LLC	LMI GRANT	15,000.00
RED LION RENEWABLES LLC	SOLAR PANELS	499.31
RELIANCE STANDARD	LIFE INSURANCE	79.80
ROTO-ROOTER INC.	DISC GOLF	1,000.00
SAFELITE AUTOGLASS	WINDSHIELD	486.83
SENSUS USA INC	SOFTWARE METERS	1,949.94
SHAWN LAFLER	PER DIEM	34.84
STATE CHEMICAL SOLUTIONS	CHEMICALS	1,647.99
TITAN DISC GOLF	DISC REFUND	250.00
TRENT MILLER	FD TRAINING	142.51
UHS PREMIUM BILLING	HEALTH INSURANCE	2,451.51
US BANK	SUPPLIES	1,091.81
US CELLULAR	CELL PHONE	355.70
US POSTAL SERVICE	POSTAGE	415.10
WEST SIDE AGENCY INC	DISC REFUND	1,000.00
WEX BANK	FIRE DEPT FUEL	112.72
Accounts Payable Total		164,572.33
Total Paid On: 1/19/24		10,171.80
Total Paid On: 2/02/24		8,999.24
Total Payroll Paid		19,171.04
***** REPORT TOTAL *****		183,743.37
GENERAL		79,630.82
ROAD USE		24,397.48
EMPLOYEE BENEFITS		1,904.93
TIF		22,029.00
ARPA		371.25
WATER		30,728.54

SEWER	24,681.35
TOTAL FUNDS	183,743.37

**January 2024**

General Fund	26,912.42
Road Use	16,471.18
Employee Benefits	159.76
L.O.S.T.	17,833.36
TIF	898.86
Debt Service	388.57
Water Fund	39,892.80
Sewer Fund	59,682.45
<b>Total Revenue:</b>	162,239.40

General Fund	58,180.17
Road Use Fund	18,304.80
Employee Benefits	4,815.73
TIF	19,536.00
Debt Service	500.00
ARPA	9,015.00
Water Fund	37,735.87
Sewer Fund	23,372.40
<b>Total Expenses:</b>	171,459.97

No Deputy or discussion for Linn County Sheriff Report.

Goodale gave the clerk’s report. 81 penalties, 18 courtesy calls, 3 shut offs, 15 nuisance letters. Had meeting with IMWCA. Our work claims are going down. Our rating is .95. Working with Clark on letters for residents on DNR lead pipes. Budget workshop was held January 29. The city was awarded two grants from Aureon, \$200 for park swing seats, and \$350 for playground mulch. Following up on backflow properties. Working on disc golf refund and letters. Had two MPO meetings. One meeting they commended Michelle Cheever and gave praise how she is conscious of the city budget and funding. Not tying up the MPO money when the city is not ready to move forward allowing the MPO to give money to other cities.

Robertson gave the maintenance’s report. Burnt brush pile at the boat ramp. Removed all the dead ash tree stumps, will be burning tomorrow. Brecke will be working on the Blairs Ferry lift station. Need to pull the pump to replace the chains. Will continue cutting trees out of the ditches. Trash pumps have been serviced for the year. The Community Center generator needed 10 gallons of coolant. Installed smart points. Did a water check. Getting quotes on mowers. Blairs Ferry and main lift station have been cleaned by Roto Rooter and degreased. Working with Ryan for tree placement on the disc golf area. Working on the old fire station for more shop space. Replaced frozen water meter. Working on the lead pipe survey and getting quotes on chip seal for this year.

Andrew Lutter gave the fire department report. 14 calls, 2 Co2, 9 medical, 2 lift assists, and 1 mutual aid fire. CPR training tonight. Lutter went over the annual report that was given to council at the budget workshop.

Mayor Van Kerckhove gave the mayor’s report. Asked council to watch for email from city staff requesting support letters for grants. Requested council to take a minute to send support letters.

Mayor open agenda related audience comments at 6:40 pm. No discussion had. Closed comments at 6:41 pm.

Don Wilson gave Duane Arnold Solar I & II Update. Phase I - The project is energized, and we are currently in the middle of Hot Commissioning the site. Phase 2- Electrical work is ramping back up after the Winter lull, and we started back working on the Bore Pipe along Palo Marsh Road. Post installation is ramping back up and will continue through February 2024. PV module delivery is completed. Racking Install is ramping back up and will continue through February 2024. Hanover asked if the construction sign base be moved from the street area at night.

Motioned by Hanover, seconded by Brekke to approve **Resolution 022024A to set the public hearing FY25 Budget Tax Statement for**

**April 1 at 5:30 pm.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Klooster, seconded by Hanover to approve **Resolution 022024B to approve the Final Plat for Ralston Commercial Park First Addition.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Stoltenberg **to refund the request from D.R. Horton regarding six units in the Prairie Vista First Addition following the Linn County policy refunding 80% permit cost to capture staff time and expenses.** 4 Yeas, 0 Nay. Motion carried (4-0). Mayor asked Goodale to start the process to add to policy.

Cheever started the discussion regarding fences within drainage easements at Prairie Vista Phase I stated there should be some restrictions. Not allowing anything other than chain-link. No privacy slat in the chain-link fence. There should be some provision if homeowners are habitually not keeping their fence cleaned out, the city would need some type of clause they would need to remove their fence. Mark Ralston stated the city has not had any issues with a fence backing up water. The new subdivision went from one drainage ditch to take all the water on the south end to now there are six drainages, six different spots to take the water from the west and the north. Cheever also suggested any fence in the floodway cannot be allowed. Ralston addition is not in a floodway or the 500-year flood.

Motioned by Klooster, seconded by Brekke **to move forward allowing fences within the drainage easements in Prairie Vista.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Klooster, seconded by Brekke to approve **Resolution 022024C authorizing the transfer of funds to the Beautification Projects Fund.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Stoltenberg to approve **Resolution 022024D entering a 28E Agreement for Building Official Services with the City of Fairfax.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Klooster to approve **amending the October 2022 Personnel Policy and Procedure Manual of the City of Palo vacation for Full-time employees and retro the last year effecting the 5-year mark.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Hanover, seconded by Stoltenberg to approve **Resolution 022024F authorizing the transfer of funds to the Asphalt Overlay Capital Projects Fund.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Klooster, seconded by Hanover to approve **Pull Mechanical quote of \$3000 for the annual HVAC agreement.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Klooster, seconded by Stoltenberg to **approve \$100 fee for the community center rentals when tripping a breaker.** 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Stoltenberg, seconded by Brekke to **move forward on the City of Palo Multi-Hazard Emergency Operations Plan.** 4 Yeas, 0 Nay. Motion carried (4-0).

Mayor opens general audience comments at 7:27 pm. Mark Ralston, 3909 Lewis Bottom Rd voiced his concerns when the city is hiring other companies instead of his. Ralston informed the council there are many times that he does not bill the city for his services. Cleaning the boat ramp, removing the beavers from the creek and on Sunday he looked at a possible water main break and didn't bill anyone for these services. He stated he has always helped the city and would like the city to continue using his company for services. The mayor closed comments at 7:29 pm.

New business Robertson stated he will be getting quotes for a skid loader. Ralston suggested looking at Quick Attach out of MN. Brekke asked if all parks will be getting mulch. Robertson said yes. Brekke felt the city could get volunteers to help spread the mulch. Brekke asked if Darren would be able to do a city tour. She felt it was very helpful.

Motioned by Hanover, seconded by Klooster to adjourn at 7:33 pm. Respectfully submitted by Lenna Goodale, City Clerk.