

The Palo City Council met in open session Monday, June 19th, 2023, 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, Jen Welton, Pete Hagstrom, and Kendra Klooster. Andrea Rahe was absent. Others Present: Lenna Goodale, City Clerk; Clark Robertson, Public Works; Dan Morgan, City Attorney; and Michelle Cheever, City Engineer.

Motioned by Hagstrom, seconded by Klooster to approve the agenda. 4 Yeas, 0 Nay. Motion carried (4-0).

Brekke motioned to approve the consent agenda. Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0).

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABC DISPOSAL SYSTEMS, INC	WASTE	10443.48
ALLIANT ENERGY	GAS & ELECTRIC	4330.78
ALTORFER INC	GENERATOR	336.00
ANDERSON-BOGERT	ENGINEERING	27034.50
ANNE HAGIE	PAVILION REFUND	40.00
ROB SAND,AUDITOR OF STATE	FY22 AUDIT	11907.81
BRECKE INC.	VALVES REPAIR	3114.32
CEDAR RAPIDS MUN. UTIL.	SEWER USAGE	14109.31
CENTER POINT AUTO PARTS	FUSES	2.16
CINTAS CORPORATION	CH-COMM CENTER	1520.21
CITY OF FAIRFAX	INSPECTOR	7536.45
COMMERCIAL LIGHTING	LIGHTS	580.49
CONSOLIDATED ENERGY CO (INC)	FUEL	85.60
CRAWFORD QUARRY CO	LIME STONE	1491.40
CYNTHIA STIMSON	MENTOR	73.46
D & K PRODUCTS	SPRAYER	90.63
DELTA DENTAL OF IOWA	DENTAL INSURANCE	204.90
EFTPS	FED/FICA TAX	3086.58
EFTPS	FED/FICA TAX	2586.10
FIRE SERVICE TRAINING BUREAU	TRAINING	50.00
FRIEDA COONROD EMBROIDERY	UNIFORMS	80.00
GAZETTE COMMUNICATIONS, INC.	LEGAL PUBLICATION	456.38
GWORKS	ANNUAL SUBSCRIPTION	3386.67
HAWKINS, INC.	CHEMICALS	2347.94
HYDRA FAB	TRUCK REPAIR	497.75
IMWCA	WORKER'S COMP	1768.00
IOWA DEPARTMENT OF REVENUE	WATER SALES TAX	199.42
IOWA DEPARTMENT OF REVENUE	WET TAXES	1464.38
IOWA LEAGUE OF CITIES	DUES	30.00
IOWA LEAGUE OF CITIES	DUES	1150.00
IOWA ONE CALL	LOCATES	43.20
IOWA STATE UNIVERSITY	JULY INSTITUTE	528.00
IPERS	IPERS	3922.80
IPERS	ADJUSTMENT	0.01
ITS	TECHNOLOGY	811.00
JACK'S CONCRETE INC	TRAIL	1800.00
JETCO, INC.	LIGHTING REPAIR	10804.00
JOHN DEERE FINANCIAL	SUPPLIES	827.37
JORDAN MEYERS	TRAINING	91.74
JOSHUA DESPARD	FD HOTEL	115.40
KENWOOD RECORDS MGT INC.	RECYCLE BIN	15.90

MICROBAC LABORATORIES, INC. C/	TESTING	323.00
KIRVAN ENTERPRISES	LMI	14950.00
KOCH OFFICE GROUP INC.	COPIERS	293.73
LAURA MYRES	REFUND RENTAL	80.00
LEDGENDS STEEL MFG	TRUCK BED	1420.00
LENNA GOODALE	MILEAGE	78.74
LINN COUNTY REC	STREET LIGHTS	259.32
LRS PORTABLES OF IOWA	CLYMER PARK	143.00
LYNCH DALLAS PC	LEGAL FEES	3409.30
MATT SWEHLA	98 DALE LEE DR	970.00
MENARDS-MARION	SUPPLIES	89.91
MILES WYATT	FD TRAINING/MILES/PER DIAM	313.56
MILES WYATT	ADDRESS STAMP	16.04
MUNSON ELECTRIC INC	FLOW METER	660.00
NCL OF WISCONSIN INC	TESTING	805.01
OFFICE EXPRESS INC	SUPPLIES	46.95
PALO COMMUNICATIONS	PHONE/FAX/INTERNET	638.62
PALO SAVINGS BANK	TRUCK/TRACTOR	16050.00
PLUNKETT'S PEST CONTROL INC.	PEST CONTROL	80.25
RED LION RENEWABLES	SOLAR PANELS	6434.64
REXCO EQUIPMENT INC.	SKID MAINT	434.63
ROTO-ROOTER INC.	LIFT STATION	1500.00
SCHMINKE EQUIPMENT LLC	TRUCK REPAIR	76.46
SERENITY WINDOWS SIDING	LMI 207 VINTON ST	18439.25
SIMMERING-CORY & IOWA COD	CODIFICATION	1800.00
SKY FORD CHRYSLER	MAINT TRUCK	205.81
SMARTCOVER SYSTEMS	RENEWAL	2914.00
STATE CHEMICAL SOLUTIONS	CHEMICALS	1599.99
UHS PREMIUM BILLING	HEALTH INSURANCE	2732.81
US BANK	SUPPLIES/TRAINING	1745.23
US CELLULAR	CELL PHONE	356.11
US POSTAL	POSTAGE	440.00
VIKING INDUSTRIAL PAINTIG	QUARTERLY PAYMENT	4952.00
WEX BANK	FIRE DEPT FUEL	456.46
WHITE CAP, LP	COLD PATCH	50.56
Accounts Payable Total		203729.52
Total Paid On: 5/26/23		10321.38
Total Paid On: 6/09/23		8422.85
Total Payroll Paid		18744.23
***** REPORT TOTAL *****		222473.75

May 2023

General Fund	43,962.58
Road Use	19,393.29
Employee Benefits	1,384.90
L.O.S.T	21,422.67
TIF	1,332.58
Debt Service	10,473.06
Water Fund	32,931.63
Sewer Fund	44,913.11

Total Revenue:	175,813.82
General Fund	76,414.08
Road Use Fund	10,437.21
Employee Benefits	4,586.03
Debt Service	324,409.95
ARPA	7,565.00
Water Fund	23,421.18
Sewer Fund	161,005.53
Total Expenses:	607,838.98

Linn County Deputy Tindal gave the sheriff's report. There were 47 calls and met the required 87 hours.

Goodale gave the Clerk's report. 45 penalties, 20 courtesy calls, 1 shut off. Goodale had a meeting with EMA meeting for recovery support. Meeting with Spear Financial and Dorsey & Whitney for Prairie Vista Phase II. Proceeding will start next month. Goodale attending the Linn County Trails & Bikeway meeting. At the MPO Executive meeting, we recommend the Policy Board to approve the TIP (Transportation Improvement Program) draft and service agreement with City of CR Finance Department. At the MPO Policy Board, it was approved, the TIP Draft FY24-27 and the service agreement. Discussed Safe Routes to school in the Linn-Mar area. Sent disc golf brochure to commercial businesses. June is the end of the month, the end of 2nd qtr. and end of the fiscal year.

Robertson gave the Maintenance report. Cut, trimmed, and watered trees. Fixed sewer line. Finished landscape in front of city hall. Sprayed weeds. Installed 8 smart points for water meters. Still waiting on 25 more smartpoints that are back ordered. Cleaned the creek by well #2. Did monthly and qtr. water samples. Water usage is down from last year. Averaging 100,000-120,000. Rotor Rooter will be here tomorrow for lift stations. Running test on Blairs Ferry lift stations for grease build up. Worked on the splash pad and weed whip. Had two water checks. One dragon fly is by the pond. The other will be up this week at Memorial Park. Fixed the red truck, doors at city hall. Alliant moved power at city hall for ditch work. Getting quotes on skid loaders. All handheld equipment has been serviced. Basketball hoop in the community center has been fixed. Will be starting on Minors Dr trail & Ball field next to Casey's. Fixed stop signs. Brekke shared a letter from a Palo resident that she received. She acknowledged Robertson and his department for stepping up when their sewer line broke this weekend. She reached out to Robertson, and he put a plan together. They were able to get the sewer line fixed Monday. She thanked Robertson and his department.

Andrew Lutter gave the Fire Department's report. 19 calls. 5 car accidents, 1 mutual aid fire, 2 grass fires, 2 water rescues, 1 CO2 call, 1 fire alarm, 6 medical and 1 down powerline. Tomorrow's training will be vertical ventilation at the fire department.

Mayor Van Kerckhove gave Mayor's report. Attended the MPO Executive meeting and the MPO Policy Board meeting with Goodale. The MPO will be funding our bridge repair at 80% for Hwy 94 and 1st St bridges. Construction will start in 2026. Mayor thanked the maintenance team.

Mayor Van Kerckhove opened the agenda related audience comments at 6:40 pm. Mayor closed comments at 6:41 pm.

Dean Brehm updated council on the Duane Arnold Solar I & II project. Brehm thanked Klooster for visiting the site and invited the rest of the council. Will be finishing seeding cover crop on phase I. Will plant the permanent vegetation this fall. Installing the access road through the site for Phase I and will be moving into work on Phase II which will be visible on Palo Marsh Rd the first week of July. July 1 will be installing projection piles, which the panels will mount to, this process will increase noise during working hours. The working hours for the project are Monday-Friday 6 a.m. to 6 p.m. and Saturday work hours from 7:30 am -3:30 pm. They will restrict noisy activities to the established 7 a.m. to 5 p.m. window Monday – Friday and between 8:00 am – 3:00 pm on Saturdays per Brehm follow up email correcting the working hours. Office trailers have been set up on site which means less traffic to and from the Palo office on 1st St. Working with Linn County Secondary Roads to install temporary signage. Installing panels in Phase I will last two months.

Robertson gave information on Gee Asphalt. They do airport runways. It's a sealant over the seal coat or cement. There are three different weights to choose from. This would last between 5-8 years. Robertson would like to try a section of high flow traffic area. More discussion was had regarding Gee Asphalt. The product is not chip seal but an overlay. Hagstrom stated that he was impressed with Gee Asphalt when he had a meeting with them. Motioned by Welton, seconded by Hagstrom to approve LL Pelling Co for chip sealcoat for \$17,787.30. 4 Yeas, 0 Nay. Motion carried (4-0). Motioned by Brekke, seconded by Hagstrom to approve Gee Asphalt to not to exceed \$10,000. 4 Yeas, 0 Nay. Motion carried (4-0).

Agenda request from Bronson Taylor regarding community center rental for Kurt Odekirk fundraiser to be waived. The fundraiser will be September 30 for a cornhole bag tournament. This will be open to the public. Motioned by Brekke, seconded by Klooster to waive the rental fee. 4 Yeas, 0 Nay. Motion carried (4-0).

Agenda Request- Packingham Refund. Resident was not present. Morgan explains to the council that the council sold the property to Packingham's and had strange assessor numbers and legal description due to the property having satellite dishes on it. The information was initially filed with the sale and didn't have the correct legal description. It's been corrected. The Packingham's now have the full title. The recorder's office charged them \$55 to re-record their information. They feel they should not have paid for that and are looking for reimbursement from the city. Brekke asked if the city had collected both the fees. Morgan stated the county collected the fees. Brekke and Klooster both feel the seeking of a refund is coming to the wrong place. Brekke stated since it was not paid to the city, there is nothing to refund and needs to direct at the recorder's office. Brekke motion not to extend the refund. Hagstrom seconded. 4 Yeas, 0 Nay. Motion carried (4-0).

Dry Creek Dr draining issues that were tabled at last month's meeting were discussed. There are four areas of concern. Cheever stated the culverts don't need to be moved up and that the ditches need to be cleaned out. She explained you don't want to move the culverts up because now you're going to detain water in areas where you don't want to detain. A lot of rocks have been installed which are done on top of the ground and have not been excavated down so the water isn't moving through the rocks correctly. More discussion was held. Motioned by Brekke, seconded by Hagstrom to approve Ralston Construction quote for \$11,501.87. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Welton, seconded by Hagstrom to approve **Resolution 061923A** authorizing the transfer of funds to the sewer sinking account per bond requirement. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Welton, seconded by Hagstrom to approve **Resolution 061923B** authorizing the transfer of funds to the water and sewer reserve accounts. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Welton, seconded by Hagstrom to approve **Resolution 061923C** authorizing the transfer of funds for the payment to debt service. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Hagstrom to approve **Resolution 061923D** setting the time and place for a public hearing for the purpose of the City of Palo Zoning Code pertaining to zero lot minimum sizes. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Hagstrom to approve **Resolution 061923E** directing the clerk to publish Notice of Hearing on the adoption of the proposed "Code of Ordinances of the City of Palo, Iowa". 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Hagstrom to approve Iowa Codification Online Ordinance for \$1200. 4 Yeas, 0 Nay. Motion carried (4-0).

Consider Ordinance 57-2023 Amending the Official Zoning District Boundaries of Certain Properties of the Central Business District from C2 to C3. Mayor Van Kerckhove opened the public hearing at 7:31 pm. Motioned by Welton, seconded by Hagstrom to open public hearing. No discussion. Motioned by Welton, seconded by Hagstrom to close at 7:32 pm. Discussion was had. Philipp stated that this came up due to a sale of a property and it was brought to his attention that C3 are asking for daylight hours only for businesses. He is suggesting leaving Brogan's out of this ordinance change as the first legal description as HOLLENBECKS W2' LOT 4 & ALL LOT 5 BLK1. Brogan's fits better in C2. More discussion was held. Motioned by Brekke, seconded by Klooster to introduce, and approve the first reading of ORDINANCE 57-2023 AN ORDINANCE AMENDING THE OFFICIAL ZONING DISTRICT BOUNDARIES OF CERTAIN PROPERTIES OF THE CENTRAL BUSINESS DISTRICT FROM C2 TO C3. REMOVING HOLLENBECKS W2' LOT 4 & ALL LOT 5 BLK1. Roll call. Motion carried (4-0). Motioned by Brekke, seconded by Klooster to suspend the rules requiring an ordinance be voted on for passage at two council meetings prior to this meeting with respect to ORDINANCE 57-2023. Roll call. Motion carried (4-0). Motioned by Brekke, seconded by Klooster to approve the final passage and adoption with respect to **ORDINANCE 57-2023 AN ORDINANCE AMENDING THE OFFICIAL ZONING DISTRICT BOUNDARIES OF CERTAIN PROPERTIES OF THE CENTRAL BUSINESS DISTRICT FROM C2 TO C3. REMOVING HOLLENBECKS W2' LOT 4 & ALL LOT 5 BLK1. Roll call. Motion carried (4-0).**

Consider Ordinance 58-2023 Amending Chapter 165 (the Official Zoning Map). Mayor Van Kerckhove opened the public hearing at 7:33 pm. Motioned by Welton, seconded by Hagstrom to open public hearing. Resident, 201 Vinton St. voiced concerns regarding his

property that has been zoned commercial and map showing residential. Stated he pulled permit with Linn County. Motioned by Welton, seconded by Hagstrom to close at 7:34 pm. More discussion was held. Motioned by Klooster, seconded by Hagstrom to introduce, and approve the first reading of ORDINANCE 58-2023 AN ORDINANCE AMENDING CHAPTER 165 (THE OFFICIAL ZONING MAP). Roll call. Motion carried (4-0). Motioned by Klooster, seconded by Hagstrom to suspend the rules requiring an ordinance be voted on for passage at two council meetings prior to this meeting with respect to ORDINANCE 58-2023. Roll call. Motion carried (4-0). Motioned by Klooster, seconded by Hagstrom to approve the final passage and adoption with respect to **ORDINANCE 58-2023 AN ORDINANCE AMENDING CHAPTER 165 (THE OFFICIAL ZONING MAP)**. Roll call. Motion carried (4-0).

Motioned by Welton, seconded by Hagstrom to approve **Resolution 061923F** authorizing the assessment of unpaid nuisance abatement costs at 98 Dale Lee Dr. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Brekke, seconded by Welton to approve **Catalis**-GovOffice renewal website \$2000 for the first year. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Welton, seconded by Brekke to approve **Resolution 061923G** a resolution setting wages for appointed officers and employees of the city for FY23-24 starting July 1, 2023. 6% for Lenna Goodale and Clark Robertson. 5% for Allison Groff, Tammy Stearns, Dillon Brummer, Brandon Emrich, Bryan Matson, and Scott Hepker. 4 Yeas, 0 Nay. Motion carried (4-0).

Discussion was held. Motioned by Hagstrom, seconded by Klooster to approve the agenda request from American Legion allowing them to place Veteran of the Month facing NW of Blairs Ferry and Main St. North ball diamond. South of Casey's and waive the sign permit fee. 4 Yeas, 0 Nay. Motion carried (4-0).

Motioned by Hagstrom, seconded by Brekke to approve ABC allowing one extra Yardie for residents at \$10 more per month. 4 Yeas, 0 Nay. Motion carried (4-0). Residents are allowed to choose in July for the year.

Discussion had on the Well Siting Study for Water Treatment / Distribution System. Cheever said that she reached out to HDR to see if they wanted to bid on the project. They opted not to. Cheever will reach out to H.R. Green to see if the price would be the same as in January. The permit process to the DNR is a lengthy process. This will determine if the city can put in an additional well by the water tower or across town might be better location. Motioned by Brekke, seconded by Hagstrom to approve moving forward with H. R. Green well siting study.

Motioned by Welton, seconded by Hagstrom to approve US Geological Survey Annual Agreement in the amount of \$3250.

Motioned by Welton, seconded by Hagstrom to approve the water replacement heater at the community center for \$8227.

Cheever stated the minimum contribution changed from 20% to 25%. Motioned by Hagstrom, seconded by Welton to approve **Resolution 061923H** the State Recreational Trail (SRT) Application Resolution of Support. 4 Yeas, 0 Nay. Motion carried (4-0).

Mayor opens general audience comments at 8:21 pm. Resident at 201 Vinton St. stated Leigh Rogers helped the town with ideas regarding beautification. Would like to see five trees at Memorial Park.

Non-Palo resident at 6547 Benton Linn Rd. thanked the city clerk and Fire Department for their timely response to his request. He also expressed disappointment and frustration from the May 15 council minutes that did not include his name and was addressed as non-Palo resident. His address is outside of the city limits. He also listed his donated years of service for the Palo Volunteer Fire and the Benton Ambulance Service. He is submitting a speech that he gave to Linn County Board of Supervisors on May 30, 2023, regarding the two-mile radius of the city limits and the solar project. Mayor closed comments at 8:30 pm.

New Business- Brekke would like to see the American Legion flags at city hall. She would like to match Palo Savings Bank. Robertson will get quotes.

Old Business- Hagstrom and Van Kerckhove thanked Doug Hanover for lining up the paint for the American Legion and applying the first coat. Hanover also thanked Bill Zeller and Tony Hite for their help.

Goodale mentioned meeting with Clay at Westside Insurance regarding the city's liability with growth and the ice rink.

Motioned by Brekke, seconded by Welton to adjourn at 8:36 pm. Respectfully submitted by Lenna Goodale, City Clerk.

