

The Paullina City Council met in regular session on Monday, September 16, 2024, at 5:30 in the Council Chambers, City Hall, 127 South Main St, Paullina, Iowa. Mayor Marlin Sjaarda called the meeting to order at 5:30 pm. Roll Call was taken. Council Members present: Jean Unrau, Nichole Jacobs, Carol Honkomp, and Dennis Werkmeister. Steve Heeren absent. Staff present: Utility Superintendent Kelly Top, City Clerk Michelle Wilson, Police Chief Nathan Bremer.

Motion by Jacobs second by Honkomp to approve Agenda. All ayes. Motion carried.

City Announcements: New utility rates will be effective October 15th. Clerk Wilson reminded residents to please clean up after their dogs when walking them.

Dennis Werkmeister asked that the approving of MRES 5th Grade Program be removed from the Consent Agenda. Motion by Honkomp, second by Unrau to approve Consent Agenda with the removal of MRES 5th Grade Program. All ayes. Motion carried. Consent Agenda: Approve minutes from 9/3/24 City Council Meeting, approve minutes from 9/5/24 Special City Council Meeting, approve 9/5/24 City Council Workshop Minutes, approve payment of claims, receive August Financial Reports, approve August Treasurer's Report.

MRES 5th Grade Program was addressed. Questions were answered. Motion by Jacobs, second by Unrau to approve the MRES 5th Grade Program. All ayes. Motion carried.

Presentations: Nichole Jacobs gave a brief presentation on Fall Festival. Motion by Honkomp, second by Unrau?? to approve Resolution No. 52 to approve street closures for Paullina Chamber of Commerce Fall Festival on October 26, 2024, from 2:00 pm to 7:00 pm. Streets: E Broadway from Main to Mickley St, S Main from Broadway St to City Hall. The intersection will be half open on NW to allow traffic flow to N Main businesses. Roll call taken. All Ayes. Heeren absent.

Old Business: Motion by Werkmeister, second by Jacobs to approve bid to demolish and clean-up city property at 430 S Main St. After discussion, motion by Werkmeister, second by Unrau to table the original motion to approve bid. All ayes. Motion carried.

Motion by Jacobs, second by Unrau to approve resolution No. 53 proposing assignment of easement and setting of public hearing to assign and convey a perpetual, non-exclusive right to use a portion of the easement, described as follows, The South Fifty (50) feet of that part of the Northwest Quarter (NW 1/4) of Section Eight (8), Township Ninety-four (94) North, Range Forty (40) West of the 5th P.M., lying north of the right of way of the Chicago and North Western Railway Company, subject to established highways, to Northwest Iowa Power Cooperative, for the installation, operation, maintenance, repair, and replacement of an electrical transmission line. Roll call was taken. All ayes. Heeren absent. Motion carried.

Clerk Wilson gave a brief update of the S Main/E Broadway St lots. Brian Feltman leveled as much as he could, much more fill dirt is needed. Discussion was held on how to keep unauthorized dumping from happening. Superintendent Top will place some sort of barricade at each entrance to the property. Jacobs gave an update on her contact with Paullina Development regarding the S Main/E Broadway St lots. Jacobs, Werkmeister and Sjaarda met with Paullina Development to share ideas on this property and also additional housing development options. Additional meetings will take place and it was recommended that other members of Council attend.

Clerk Wilson gave an update on the old Iowa State Bank building. A group of realtors went through the bank building and gave their opinions. A workshop or special meeting will take place soon to discuss sale of city properties. Wilson will reach out to City Attorney Halverson to clarify the process of selling of all available city properties.

Jacobs updated the Council on the Pocket Park. Jacobs would like to utilize the CAPS program for potential ideas in conjunction with the city park.

Mayor Sjaarda spoke to the Council regarding the City's top priorities: Lagoon pond 1, east lift station, new line along S Wood St, City Hall, fire station, bonding, E Broadway property, fire protection needs, electrical

generation and housing development. Sjaarda reminded Council to keep all of these in mind as the City moves forward.

Motion by Unrau, second by Honkomp to approve Resolution No. 54 to hire Bryson Martindale for a full-time Apprentice Lineman starting at \$25.00 per hour. Roll call was taken. All ayes. Heeren absent.

Motion by Werkmeister, second by Jacobs to approve O'Brien County Snowtrackers Groomed Trail System. All ayes. Motion carried.

Motion by Jacobs, second by Unrau to accept Deputy Clerks Alex Griggs resignation effective October 4th, 2024. All ayes. Motion carried.

Unrau, Honkomp, Bremer and Sjaarda all met with the Sutherland City Clerk, Mayor and new part-time police chief. Sutherland is using part-time officers to cover the policing in town, and with our difficulties in finding a second officer, looking at part-time officers vs. a second officer may fit our needs. Motion by Werkmeister, second by Unrau to authorize pursuing the filling of our second officer position with part-time positions. All ayes. Motion carried.

Jacobs shared with the Council what she learned going to Grant Writing 101 that was offered by Iowa State Extension Office. Jacobs stated the class was very informative and it was worth going. Jacobs will share information with Council and City Clerk.

Mayor Sjaarda shared with Council the City's Code for penalty policy. Council was asked to review for potential updates.

Reports: Superintendent Top that the new switchgear building is complete, Trent Trudeau now has his CDL, numerous locates were done, and a few more trees have been taken down. Top also stated that Josh Biery will be attending training to obtain CEU's, more hydrants have been flushed and work is being done on storm drains. Top will follow-up with the state on the bike path repair schedule, continue work on downtown street lights and street rock clean-up. City Clerk Wilson updated the Council with the number of planes utilizing the airport (46 landings per Airport Director Brian Feltman). Wilson also presented the Council with 2 invoices from BEI. More information is being requested by Wilson and Council to justify those invoices. Mayor Sjaarda shared with Council that the Board of Adjustment recently had a meeting for a variance request. Sjaarda reminded Council that any building permit that has a variance must go through the Board of Adjustments. Sjaarda also shared that per City code, the 5-member board is to have a 5-year overlapping term, and therefore one board members would end every year. An agenda item regarding the board members will be added at a later date. The current members will finish out the year, and starting next year, overlapping terms will begin. Bruce Billick was named the new Chairman of the Board of Adjustment replacing Mike Hohbach. Chief of Police Bremer reported that Homecoming Parade went well and thanked Top and the other city workers for their help in setting up parking barriers on S Willow St. Bremer also reported that the restricted parking on one side of S Willow was very helpful.

Motion by Jacobs, second by Unrau to adjourn the meeting at 7:31 pm. All Ayes. Motion carried.

Mayor

Marlin Sjaarda

Attest

Michelle Wilson, City Clerk