



CITY COUNCIL MEETING MINUTES

PLACE: City Hall, 120 Short Street, Panorama Park, Iowa

DATE: August 10, 2023

TIME: 7:00 p.m.

1. WELCOME

a. **CALL TO ORDER-** The meeting was called to order at 7:02 p.m. by Mayor Chris Gilbert.

b. **PLEDGE OF ALLEGIANCE**

c. **ROLL CALL** - Council Members present: S. Perry, S. Rice, T. Huber

Council Members Absent: D. Smith

Residents present: Beth Elmore, Jacque Krause, Rodney Krause, Ellen Steiger, Betty Leach, Josh Lauritzon, Mandi Lauritzon, Ronald Rice

d. **AGENDA APPROVAL** - S. Rice requested that the maintenance contract for city hall generator be added to the agenda as Discussion and Approval item 8a. A motion was made by S. Rice and seconded by T. Huber. All ayes. The motion was approved.

2. PUBLIC COMMENTS TO THE COUNCIL

No comments from the public

3. COUNCIL MEMBER NOMINATION AND APPROVAL

A motion was made by S. Rice and seconded by S. Perry to appoint Jacque Krause to fill the city council vacancy. All ayes. The motion was approved.

4. OATH OF OFFICE: COUNCIL MEMBER

Mayor Gilbert swore in Jacque Krause as city council member.

5. MAYOR'S REPORT

Mayor Gilbert stated that Sue Fitzgerald at 730 Park Ave. approached him about her adjoining property owner at 740 Park Ave. cutting down trees in order to expand his driveway. Mayor Gilbert acknowledged that the adjacent owner did not need permits to cut down trees and expand the driveway at the property. A letter will be sent to 730 Park Ave. to address the concern.

No progress has been made on hiring a paid city clerk. S. Rice will reach out to nearby communities to research the possibility of a 28E agreement.

6. COMMITTEE REPORTS

S. Rice and J. Krause proposed sending a fall newsletter informing residents of the upcoming election, explaining the granting of permits and where to find ordinances, and describing the process to make a complaint or pose a question to the city council.

7. REVIEW/APPROVAL OF THE CONSENT AGENDA

a. July 13, 2023 Council Meeting Minutes.

b. July, 2023 Financial Statements.

c. Payment authorization of August, 2023 Claims.

A motion was made by T. Huber and seconded by S. Perry. All ayes. The motion was approved. Claims Report attached.

8. DISCUSSION AND APPROVAL

a. **Annual Generator maintenance contract.** S. Rice presented the Electric Doctor's quote and after discussion, roll call was made to approve the contract: J. Krause Aye, T. Huber Aye, S. Perry Aye, S. Rice Aye. Contract approved.

- b. **Variance request for 717 Park Avenue.** Mayor Gilbert clarified the city council's ability to grant variances in Panorama Park as a Restricted Residence District, Code 155.08. J. Lauritzon and M. Lauritzon re-presented their variance request for their shed. J. Krause asked why a permit was not sought, and Lauritzon's stated they did not believe they needed a permit. A permit is required under ordinance 156.02. In addition, under ordinance 155.12 the structure is not to project beyond the sideline of the principal building. The Lauritzon's stated that their property does not allow for the shed to be placed in compliance with the ordinance. The adjacent property owner, R. Rice, stated that the shed poses a hazard due to the storage of combustible materials near the house on his property at 711 Park Ave. Under ordinance 155.22 a two thirds majority approval of all the council is required to grant a variance. After discussion, roll call to grant the variance was made: T. Huber Aye S. Perry Aye J. Krause Nay S. Rice Recused. Variance was not granted.
- c. Preliminary Building Permit request for 717 Park Avenue was not addressed due to the failure to grant a variance for the structure.

9. **ADJOURNMENT** A motion was made by S. Perry and seconded by T. Huber. All ayes. The motion was approved. The regular Meeting of the City Council was formally adjourned at 8:13 p.m.

THE COUNCIL MEETING MINUTES FOR AUGUST 10, 2023 WERE PASSED BY THE COUNCIL AND APPROVED THIS 14TH DAY OF SEPTEMBER, 2023.

Approved:



Attest:



CLERK/TREC

CLAIMS BY VENDOR

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
063023	BROOKS LAW FIRM GENERAL REPRESENTATION	001-640-6411	619.50	619.50	1491	8/11/23
071923	IOWA AMERICAN WATER WATER (CITY HALL)	001-650-6374	14.78	14.78	1490	8/02/23
253035	IOWA ONE CALL LOCATES	001-299-6490	10.80	10.80	1492	8/11/23
541881417	MIDAMERICAN ENERGY ELECTRIC/GAS (CITY HALL)	001-650-6371	29.21	29.21	1493	8/11/23
542470385	STREET LIGHTING	110-230-6378	61.50	61.50	1494	8/11/23
0400-002276180	WELLS FARGO REPUBLIC GARBAGE & RECYCLE	001-290-6499	846.72	846.72		
080123	MEDIACOM INTERNET (CITY HALL)	001-650-6373	34.99	34.99		
KWIKSTAR 071423	KWIKSTAR (GASOLINE)	001-650-6320	22.02	22.02		
MENARDS 072023B	MENARDS ITEMS RETURNED	001-650-6320	133.84-	133.84-		
MENARDS 072323A	MENARDS OVERCHARGE CREDIT	001-650-6310	68.79-	68.79-		
USPS 080123	USPS POSTAGE	001-699-6508	5.01	5.01		
	REPORT TOTAL			=====		
				1,441.90		
	PAID TOTAL			735.79		
	SCHED TOTAL			706.11		

FUND	NAME	TOTAL
001	GENERAL	1,380.40
110	ROAD USE T	61.50
	TOTAL	=====
		1,441.90