

Mayor Pro Tem Jennifer Kalstabakken called the special meeting of the City Council of the City of Lime Springs to order in the Lime Springs Community Center on March 26, 2025 5:30 pm.

Member(s) present: Jeff Burnikel, Jennifer Kalstabakken, John Heisler, Mike Levenson, Richard Cottrell.

Absent: Mayor Rick Kirkpatrick

City Employees: Kendall Fox (Public Works Director), Jane Tibbals (City Clerk)

Visitor(s): Jeff Siegenthaler, Brody Malone (Howard Co Emergency Management Coordinator), Cole Barrett (Upper Iowa Explorerland Regional Planner)

PLEDGE OF ALLEGIANCE recited.

Agenda: Heisler motioned to approve the Agenda with Levenson 2nd. All 5 Voted Yes. The Agenda was Approved.

Hazard Mitigation Plan: Cole Barrett presented an updated Hazard Mitigation Plan for Howard County and what the City's profile is in that plan. Cole explained that the plan for Lime Springs encompassed the zip code 52155 and not just City limits. The plan was last updated in 2017. He went over the risks and the local capability to respond to the risks identified. One item that stood out from other local cities in the County is that Lime Springs still has the only manual warning siren. Brody Malone said that he could check into this further and get back to Lime Springs to see what is involved to get siren upgraded. Council brought up Dust Control as hazard in Lime Springs as well as lack of adequate Water Storage. The water storage is something that is being worked on by the City with help from City's engineers, but this takes time & money. Cole went thru each of the 2017's previous actions and asked for status of each as well as if still continue to keep them in the plan or make changes. Brody suggested to keep the action in broad terms, and may help with grants later. Council suggested a few changes and combined a few of the actions but most of them were kept. Cole explained that the completed plan will be submitted to FEMA.

ClerkBooks Software Upgrade: Current City's accounting software is in need of upgrade. Currently using QuickBooks with added ClerkBooks module. ClerkBooks has a stand-alone program for one time price of \$ 5,600. There is a monthly charge of approx. \$114.27. The conversion wait list is out until February 2026. The updated software has the capability of viewing the reports outside of the office. QuickBooks does have an annual license fee over \$ 1,000. Levenson motioned to go with upgraded ClerkBooks Software with Burnikel 2nd. All 5 Voted Yes. Motion Approved for purchase of ClerkBooks Software for \$ 5,600.

Lighting on Main Street: City had a \$ 3,900 quote for a replacement pole including delivery but not installation. Council said no and asked for other options. Options suggested was attaching lights to the library, the gazebo, or putting a pole in Kitchen Park. Council will continue to research.

City Property for Sale: Burnikel asked Council regarding the Willard Street property where the 2 buildings were removed, if City is interested in selling or not and at what cost? It was explained that the property would have to be advertised and opened for bid. Heisler asked if there could be a stipulation put on what would be built and it was explained that bids could be rejected for any reason. Jane will check with City Attorney and with Jason Passmore for City's directions.

Other: Dust Control was mentioned – that maybe someone could contact Five Star to see what their plans are regarding potential dust control this season. AED Defibrillator in the Community Center, Cottrell asked if it is working correctly. Jane can check with the Community Center Board for assistance. Levenson mentioned 2 fire hydrants that need fixing, one across the street from Fire Station and one by CIA. Cottrell asked about fire door between Library and City Shop. Levenson asked that wall be determined if fire wall or fire rating before putting door in and getting a quote for. Kalstabakken asked if boilers finished for SALC & Library and Kendall answered that they should have been finished today by Obrien's. Kendall continued that he needs to follow up by sending notice

to inspector to let him know that these were completed. Council asked status of City truck repairs and Kendall responded that it should be completed by Friday or Monday. Council emphasized maintenance schedules need to be followed.

Leverson motioned to adjourn with Burnikel 2nd. All 5 Voted Yes. Meeting adjourned 7:14 pm.

Rick Kirkpatrick, Mayor

Jane Tibbals, City Clerk