CITY OF CARLISLE REGULAR CITY COUNCIL MEETING MINUTES

April 13, 2026; 6:30 P.M.
Carlisle 100 N 1st Street, Carlisle, IA

Elected Officials present; Mayor Dan Carver, Rudy Cataldo, Andrya Carter, Beth Sauter, and Tracey McAvoy. Absent; Krista Beck. Determined there was a quorum present. Also present; City Admin. Deven Markley, City Clerk Shalee Crispen, Finance Mgr Taheton Stephens, Attorney Robert Stuyvesant, Fire Chief Cory Glover, Electric Sup. Don Miller, Police Chief Matt Koch, Parks and Rec Dir. Mason McMillen, and Public Works Sup. Tony Rhinehart. Mayor Carver called the meeting to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

Katie Farrell with the Carlisle Chamber gave update on upcoming events. Coffee & lunch and learns with Coffee being June 4, 2026 at Kiln Room, May 12, 2026 lunch and learn, April 23, 2026 after hours social at El Gran Amigo, and ribbon cutting for Sunset Lounge being April 30, 2026.

DEPARTMENT REPORTS & OTHER PRESENTATIONS

The Greater Carlisle Community Foundation presented grant awards to Parks & Rec, Library, PD, Natural Heritage Foundation, and Middle River Friends Church. Crispen presented quarterly report highlighting job duties, challenges, and needs within the clerk's office. Stephens presented quarterly report highlighting job duties, challenges, and needs within the financial manager's office.

CONSENT AGENDA & POSSIBLE ACTION (Council may pull any item on consent agenda for separate action) Motion by Cataldo, seconded by McAvoy, to approve consent agenda correcting bill amount to $92,874.81. Motion carried unanimously on a roll call vote 4-0.

Approval of Bills in Amount of $92,092.01

Approval of Council Minutes for March 23, 2026 Regular Council Meeting

Approval of Council Minutes for March 23, 2026 Special Council Meeting

Approval of Amended Council Minutes for February 23, 2026 Regular Council Meeting

Approval of Amended Council Minutes for February 25, 2026 Special Council Meeting

Approval of Resolution 20260413001 fixing date for a meeting on the proposition to authorize a Loan Agreement and the issuance of Notes to evidence the obligations of the City thereunder

Approval of 2026 Bridge Inspection Program Agreement

Approval of Pay Application #7 For Public Library Renovation Project To DDVI Inc. In Amount Not To Exceed $293,938.04

Approval of North Park Court Expansion Quote To Mike Killen Construction In Amount Not to Exceed $13,385.00

Approval of Tobacco License Renewal For Fareway Located At 1115 Bluestem Drive, Carlisle, IA 50047-9403

Approval of Tobacco License Renewal For Dollar General Store 13737 Located At 1015 Bluestem Drive, Carlisle, Iowa 50047

Approval of Resolution 20260413002 Approving 2026 City Council Goals

OLD AND NEW BUSINESS & POSSIBLE ACTION

Staff noted ongoing conversation with Joe Schettler from Edward Jones and questions from Linda Freese at Twisted Mane regarding business taxes. Council member Carter noted that Freedom Self Storage had questions and was directed to talk to Warren County. Motion by McAvoy, seconded by Carter, to close Public Hearing on FY2027 Budget. Motion carried on a roll call vote 4/0.

Deven spoke on budget process. Council member Carter confirmed what was agreed upon for the approved budget larger ticket items in general fund include 10 hours for library employee, 3 head guards and 1 manager for aquatics, and a 9th police officer. The revenues to cover the general fund requests include ARPA funds, LOSST for the police department requests, and pulling surplus funds from utility reserves. Deven noted Mayor Carver spoke with Council Member Beck and she is in support of the budget. The need to look further into revenue sources before the next budget cycle was noted by multiple council members. Motion by Sauter, seconded by Cataldo, Discussion and Possible Action On Resolution 20260413003 Approving FY2027 Budget Motion carried on a roll call vote 4/0.

Deven spoke about a staff proposal to lift many parking restrictions on several lots downtown through the School Street Phase 3 Project. Council discussed concerns with timing and monitoring changes to the rules. Discussion was had regarding an ordinance change and when to bring it back before Council given the changing timelines involved with construction. Stuyvesant suggested the police chief could suspend the rules with an emergency parking order. Motion by McAvoy, seconded by Cater, to table Discussion and Possible Action On Proposed Parking Changes Downtown Related To School Street Phase 3 Project to next Council meeting. Motion carried on Unanimous consent 4-0.

Chief Glover noted that the station paging system called Locution was purchased by Warren County under a previous director. The County did not pay for installation as the details and cost varied by Fire and EMS department throughout the county. The quote before Council was to finish install and remedy issues. Council asked if this would fully resolve the issues and if there were any significant work left. Glover noted this would get it working and no additional work was foreseen. Motion by McAvoy, seconded by Carter, to approve Quote For Locution For Fire Department Monitoring System in the amount of $7,756.00. Motion carried unanimously on a roll call vote 4-0.

Rhinehart presented information on sewer camera to attach to existing sewer jet/vacuum truck. He noted that the City currently hires in videoing as needed. This would provide a tool to visually check progress of cleaning and view potential issues prior to them growing. McAvoy asked about possibility of camera getting stuck. Rhinehart noted they had length monitors and other means to find it. Carter noted it would pay for itself in approximately 2 years based on data Rhinehart provided on frequency of hiring contractors. Discussion was had about paying for it in current budget vs. out of next budget. Motion by Carter, seconded by Cataldo, to approve Quote For Sewer Camera for inspections in the amount of $13,695.00 to be taken out of current budget with amendment. Motion carried unanimously on a roll call vote 4-0.

Rhinehart presented multiple locations identified for sidewalk ramp improvements in the Sunridge neighborhood. 8 locations were identified as needing improvement for either failed concrete in the street or non-compliant ADA crosswalks. Council discussed what ADA

compliant ramps entail. Rhinehart noted that the 2 sites involving the street had been pre-approved by Markley due to them not being only sidewalks. McAvoy asked about the budgeted amount in LOSST sidewalks. Markley noted there was $52,000 budgeted for expense. Motion by Carter, seconded by McAvoy, to approve Sunridge Neighborhood Sidewalk Ramp Improvements. Motion carried unanimously on a roll call vote 4-0.

Motion by Carter, seconded by Sauter to remove from table. Motion carried on a roll call vote 4-0. Markley noted department heads had put together their policies and sent them to him. He compiled the similarities and differences into a chart in the packet. Carter noted she saw potential take home needs for public safety and utility departments but not parks. Sauter agreed. Cataldo noted he would like it to provide flexibility for potential things that pop up. McAvoy noted a balance was needed to allow for regular use around town not directly related to city business like stopping at Casey's for a drink versus using for more personal-oriented stops. McAvoy asked Markley if there was an agreement with any department heads to allow us as a employee benefit. Markley said no. McMillen said there were many after hours events and over 80 times he has come in after hours excluding pool call ins. McAvoy noted there should be a way to avoid that coming out of employee's expenses. Mileage reimbursement was suggested as a solution that may be more cost effective. Sauter noted the original discussion was surrounding a disagreement on policy interpretation between Markley and her. She felt vehicle use had turned into an employee benefit and wanted to limit that. She noted that she was fine with flexibility as there may be situations that call for take home vehicles. McAvoy noted that due to the risks involved with take home vehicles, his company puts a dollar value on the ability and considers it a benefit. Cataldo said he wants staff to write policy with council direction and would prefer Markley and department heads remain to have discretion instead of coming to Council for frequent approvals. McAvoy said he thought Council seemed to agree on being comfortable with Markley having discretion but finding a way to change the policy to not allow regular use of take home vehicles except for public safety. Motion by McAvoy, seconded by Carter to table subject to allow staff to draft policy language. Motion carried unanimous consent vote.

Markley presented a project tracking list containing multiple projects and items currently in discussions. He noted that there has been several conversations at various levels of the organization regarding how to accomplish the recently set council goals and the project list. He noted that there were different options on how to tackle it but one that kept coming up was using a committee structure to get some of the work and conversations going before they get to the whole Council. Council discussed the desire for a workshop to prioritize the items on the list and identify how they fit into the larger goals. It was noted the workshop could also identify if Council wanted to utilize committees or some other structure for conversations and identify the rules for those groups. Council suggested they could prioritize the list individually to prepare. Markley suggested he could get the details put together for an agenda for a 2 hour workshop and Mayor Carver could work on getting a date set.

CITY STAFF REPORTS

Markley spoke on meeting with Parks Sup. Mason McMillen and Jenna Batten at South Park. Markley also spoke on the passing of Howard Goodhue and his time on the planning and zoning commission.

COUNCIL REPORTS

Carter spoke on retirement party and ribbon cutting. Also, spoke on having a tour from Public Works Sup. Tony Rhinehart and doing a ride along with the PD and encourages other Council

members do this as well. Cataldo spoke on wanting to come to City Hall one day to help out and shadow. Mayor Carver spoke on MIAG at the Bondurant Fire Department, small town downtown meeting, Officer Palmer's retirement and thanked him for his time, along with update on union negotiations. Carver noted two proclamations will be coming, one for local news day and one for Arbor Day.

UPCOMING EVENTS AND INFORMATION OF NOTE TO COUNCIL

Chamber After Hours Social – El Gran Amigo – April 23 - 4:30 pm

Army Post Road/SE 64th Street asphalt (Polk County Project) est. start in May

Motion by McAvoy, seconded by Carter, to enter into Closed Session Subject To Iowa Code 21.5 (c) at 9:06 P.M. Motion carried unanimously on a roll call vote.

Motion by Carter, seconded by Cataldo to close closed session. Motion carried on unanimous consent 4-0.

Mayor Carver called for action on closed session. No action was taken.

Motion by Cataldo, seconded by Carter, to adjourn the meeting at 9:37P.M. Motion carried by unanimous consent 4/0.

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Dan Carver, Mayor

_____
Shalee Crispen, City Clerk
NOTE: Minutes are unofficial until approved by Council-final approval may include corrections as necessary.