CITY OF CARLISLE REGULAR CITY COUNCIL MEETING MINUTES

May 11, 2026; 6:30 P.M.
Carlisle 100 N 1st Street, Carlisle, IA

Elected Officials present; Mayor Dan Carver, Krista Beck, Andrya Carter, Beth Sauter, and Tracey McAvoy constituting a quorum. Rudy Cataldo joined at 7:20 pm. Also present; City Admin. Deven Markley, Finance Mgr Taheton Stephens, Atty Robert Stuyvesant, Electric Sup. Don Miller, Public Works Dir. Tony Rhinehart, Police Chief Matt Koch, Parks and Rec Dir .Mason McMillen, Lib. Dir. Stacy Goodhue, Utility Billing Clerk Gabby Breheny. Mayor Carver called the meeting to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

None were received

DEPARTMENT REPORTS & OTHER PRESENTATIONS

Rhinehart gave quarterly public works update including asphalt patches, work with contractor on concrete patches, and mowing roadside ditches and next 30 days. Paving army post road and 50 seconds to begin in May. Several larger projects coming up are grinder pedestal replacements in Avon, as well as manhole adjustments as some have settled. Reinhart noted a well #5 issue that required replacement of the pump. That replacement should be taking place Thursday.

CONSENT AGENDA & POSSIBLE ACTION Motion by Carter, seconded by McAvoy, to approve consent agenda amending the bills to $135,708.15 by pulling Hammerand bill, amending the April 27 minutes to remove Rhinehart attendance, and pulling Fireworks contract from consent. Motion carried unanimously on a roll call vote 4-0.
Approval of Bills in Amount of $138,847.82
Approval of Council Minutes for April 27, 2026 Regular Council Meeting
Approval of Warren County GIS Contract Renewal
Approval of Police Department Printer Purchase and Services Contract As Proposed (Option 2)
Approval of $0.78 Per Hour DNR Grade 1 Water Treatment Certification Pay For Andrew Hockins
Approval of Alcohol License Ownership Update for Dolgencorp LLC
Approval of Tobacco Permit Renewal for Casey's General Store #14
Approval of Tobacco Permit Renewal for Casey's General Store #3404
Approval of Tobacco Permit Renewal for Casey's General Store #1676

OLD AND NEW BUSINESS & POSSIBLE ACTION

McAvoy noted that due to his involvement with the 4th of July, he requested item J be removed from consent. Motion by Carter, second by Beck, to approve contract with J&M for fireworks and amount not to exceed $16,000. Ayes: Carter, Beck, Sauter. Nayes: none. Abstain: McAvoy. Motion carried.

Markley noted by state and city code, a city clerk was required. Stuyvesant agreed. Mayor Carver asked what duties it would include. Markley noted several duties had already been temporarily reassigned to other staff leaving signatures for resolutions, contracts and possible ordinances as the main issue. Carter noted concerns with Markley becoming clerk noting workload as a main concern. Stuyvesant noted it was a temporary position until a permanent replacement could be found. McAvoy asked if Stephens would be willing to serve as clerk. Stevens replied no. Markly noted if job descriptions could be turned around and position posted by June 1 he would expect 4 to 8 weeks from that time before replacement could be found. Sauter asked if any other employees would be willing to step into the position. None

responded. Mayor Carver noted Markley had not asked for compensation for filling the role, though other employees may ask if tasked with the clerk duties. Sauter asked if council member could serve as city clerk. Stuyvesant responded no. Mayor Carver asked if there were other cities who had administrators acting as clerks. Stuyvesant and Susanne Gerlach noted multiple towns but thought they were generally smaller. Motion by McAvoy, second by Beck to pass resolution appointing Markley as acting city clerk. Ayes. McAvoy. Back. Sauter. Nayes: Carter. Motion carried.

Markley noted McAvoy, Stuyvesant, and Markley had meeting with Butlers regarding previously approved tax abatement. Council had previously agreed to city paying years one and two of tax abatement and years 3 through 5 were approved under the regular tax abatement terms due to the timing of tax collections. Markley noted the situation created complications for the Butlers causing significant hardship. They approached the city and asked if a change could be made regarding timing of the payments. Markley noted the only impact to the budget would be timing of an amendment which would be required either this year or next regardless. Sauter noted concern about making special exceptions and changing terms of an agreement. McAvoy noted this was not increasing the amount Butlers would get but rather changing the timing. Carter echoed concerns about exceptions and changing original terms. Motion by McAvoy, second by Beck, to approve making estimated payment in May with a third true up after County calculates tax bills in July. Ayes: McAvoy, Beck, Carter. Naye: Sauter.

Cataldo joined at 7:20pm.

Choose anchor lock with PFM stated bids were taken this morning on 2026A GO bond funding the rest of the library and School St. project. The city received 5 bids. The winning bid came back with an interest rate of 3.990% from Northland Securities out of Minnesota. The bid also included excess funds which could be used on these projects or to help pay for future bonded projects. Suzanne noted she was quite pleased with the City receiving a rate .4 basis points under what was expected without having a rating. She noted that rate is in line with a AAA bond rating. Motion by Carter, second by Beck to receive and file bid document. Motion carried on a roll call vote 5-0. Motion by Beck, Second by Sauter to approve Resolution directing sale of $2,980,000 (subject to adjustment for terms of offering) general obligation capital loan notes Series 2026A. Motion carried on a roll call vote 5-0.

Markley noted April 13, 2026 regular City Council meetings were completed. Motion by Carter, second by McAvoy to approve minutes as presented. Motion carried on a roll call vote 5-0.

Carter noted council had previously talked about being involved at farmers market. She had worked with Markley to ensure use of City tent, table, and tablecloth. She proposed council members rotating weekends with the goal being having a city booth at least one Saturday per month. Council noted desire to get the dates on the city's Facebook page. McAvoy asked about mayor and staff attendance. Carter noted attendance was voluntary, but all were invited. Mayor Carver noted he may have an interest in attending. Council gave direction to Markley to coordinate dates for council to sign up.

Motion by Cataldo, second by back to remove CIP quotes from table. Carter noted concern that items were not in packet until Sunday. Ayes:, Cataldo, Beck, Sauter, McAvoy, Nayes: Carter. Mayor Carver mentioned several council members wanted additional quotes, so the city sought proposals from several consultants. Staff heard back from Midwest Planning Alliance (MIPA), Midwest Municipal Consultants, and Kirkham Michael. Two other quotes were solicited but did not receive response. McAvoy noted long term interest in seeking software. Rhinehart mentioned working with Andrew Collings at MIPA in the past and noted his high level of professionalism and work quality. Motion by McAvoy, second by Beck, to approve quote from MIPA and amount not to exceed $5000.00. Ayes: McAvoy, Beck, Sauter, Cataldo. Nayes: none. Abstain: Carter. Motion carried.

Markley noted the 28e agreement with the school to cover half of the cost of a shared fuel depot. School had received bids and would be taking that to the school board tonight. Markley noted the city had not finalized the funding scheme it would use for the project but had a few bills from the School on the project. He noted staff's suggestion was to create a project fund and utilize LOSST and utility funds to fund that project fund. If the price included removal of the current tank as well as potential contaminated dirt. Markley noted it did include tank removal and dirt removal was priced out in the contract. Cataldo noted leaning towards creation of a fund for things like this. Motion by McAvoy, second by Carter to create project fund and direct staff to create transfer resolution. Motion carried on the roll call vote 5-0.0

CITY STAFF REPORTS

Carter requested an update from McMillen on North Park pickleball court. McMillen mentioned three small sections outside main basketball court needed improved with extra work done to prevent extra adjustments later. He noted Killen Construction offered some in kind work on the project. Stuyvesant noted closing on the 140 Jefferson Street property for the lift station.

COUNCIL REPORTS

McAvoy noted Summer Kickoff is May 27 from 5-7pm. Carter asked about pursuing performance review improvements with outside partner. Sauter mentioned if seeking outside assistance she preferred multiple quotes. Mayor Carver noted National Police Week, an upcoming library tour, Pool opening on May 29th, as well as a neighborhood meeting for the School St. project on May 21st.

Motion by McAvoy, seconded by Carter, to enter into Closed Session For the Evaluation of City Administrator Under Iowa Code Section 21.5(1)(i) at 8:07 P.M. Motion carried unanimously on a roll call vote.

Motion by Carter, seconded by Beck to close closed session at 9:56 P.M. Motion carried on unanimous consent 5-0.

Motion by Beck, seconded by Carter, to adjourn the meeting at 9:57 P.M. Motion carried by unanimous consent 5-0.

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Dan Carver, Mayor

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Deven Markley, Acting City Clerk

NOTE: Minutes are unofficial until approved by Council-final approval may include corrections as necessary.