CITY OF CARLISLE REGULAR CITY COUNCIL MEETING MINUTES

July 27, 2026; 6:30 P.M.
Carlisle 100 N 1st Street, Carlisle, IA

Elected Officials present; Mayor Dan Carver, Andrya Carter, Beth Sauter, Rudy Cataldo, and Tracey McAvoy constituting a quorum. Krista Beck arrived at 6:33pm. Also present; City Admin. Deven Markley, City Clerk Lauren Gardner, Atty Robert Stuyvesant, Police Chief Matt Koch, Public Works Dir. Tony Rhinehart, Lib. Dir. Stacy Goodhue Parks, Parks Director Mason McMillen joined at 7:30p. Mayor Carver called the meeting to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

No comments received.

DEPARTMENT REPORTS & OTHER PRESENTATIONS

Lauren "Libby" Gardner was sworn in as City Clerk.

CONSENT AGENDA & POSSIBLE ACTION Motion by Carter, seconded by Beck, to approve consent agenda with changes to the minutes and pulling library bill for further discussion. Motion carried unanimously on a roll call vote 5-0.

Approval of Bills in the amount of $150,834.73 with the library bill in amount of $4,835 pulled for further discussion
Corrections to Council minutes for July 13th, 2026 to reflect that Mason McMillen was present
Corrections to Council Minutes for July 22nd, 2026 to reflect that Don Miller was not present

OLD AND NEW BUSINESS & POSSIBLE ACTION

Discussion on Resolution 20260727001on approving Change order #5 for Public Library Renovation Project. Mayor Carver presented photos to the Council of the building and the exterior walls that need replacement and noted the brick and insulation panel. Gladys Peterson from ISG explained that since they did not have the documentation for that section of the original walls this was not an expected issue when they started the project. Proposed that demolition up to the steel structure, keep the structure, increase the insulation and bring the building up to current energy code. Rich Piper with DDVI was also present to answer questions from the council. Mayor Carver asked why metal paneling was chosen over brick. Peterson explained that metal paneling will allow a layer of air barrier that will protect the wall and add ventilation. Piper explained that they cannot move forward with the work as is without risk to the future of the structure. Carver asked why they decided to go with the metal panels. Peterson explained it was due to line space dimension, energy, thermoperformance, maintenance and materials. McAvoy questioned whether it was the most economical option but understands that time is also a concern. Carter asked about what we have in contingency and if we are looking at pulling from the bond, what else can be cut? Are there other costs that can be cut to avoid taking too much from the bond? Markley explained there were things in the contract that per tuckpointed to allow for some of these things. Carter asked for other numbers to see where there may be room for cuts. Cataldo asked for Markley to explain the numbers. Markley explained that the resolution only included the 2025A bond and not the 2026A bond. McAvoy stated that in a planning meeting there was discussion on how to cover costs. Do they have an idea of how much all of this will cost? We need to have the numbers so that we do not have to delay the project. Carter asked why there was no attempt to get the numbers before the meeting. Markley replied that there was but that it was important to get the packet to Council. He asked how much it would impact the project to delay two weeks for them to gather the numbers so council can review.

Piper said it would push the project back two weeks. As far as credits, 90-95% of the materials for the project have been purchased already. McAvoy asked about line items regarding the marquee and Piper advised that the marquee was an expense that could be pulled now if necessary and then dealt with later if necessary. He also noted that with the metal panels it will cut on the masonry costs but would need to go back to get numbers. Carter stated that she understood that these are just estimations, but she would like to see actual answers on what is being asked and if it truly saves money. McAvoy asked if there was any landscaping that could be cut. McAvoy and Carter both stated that a change order would be helpful to be able to decide. Carver asked what would be most helpful to show and how Council would like it presented. Beck stated that until the job is complete, they must assume that other things may come up and would like to see a list of options so that it can be discussed. Carter agreed and said that we need to look at what can be potentially cut and would prefer not to touch the bond so that it is there for any unexpected expenses. Beck asked that this be reviewed later with other ideas and options so they can look at reductions and not cutting things entirely. McAvoy agreed that reduction was the plan not cut entirely and that he also does not want to touch the bond again and would like to use the rest of the premium to buy down the debt of the bond instead but understands that the wall needs to be fixed. Markey said they would need to get that information to council. McAvoy asked what this would add to the project timeline to table the resolution until the next council meeting. Piper said this will add 12 weeks. Piper said that because it makes sense to turnover all at the same time, they are at a standstill until the change order is approved. McAvoy asked Stacy Goodhue how this will affect her department as far as finishes. Goodhue stated that they will have to pay for space to store them until they can be moved in. McAvoy asked if the items were delivered to the library, if they could be stored there in the more finished areas? Piper said that should be possible with the timeline. Carter stated she would like in a two-week turnaround time, to see options with a $45,00 negative so that there is space for any other unexpected items that might come up. Carter made motion to table resolution 20260713001 with direction to staff to look at a list of potential deduction options. Beck seconded the motion. Motion to table resolution 20260713001 until next meeting passed 4-0-1. Carter voted Yes. Beck voted Yes. Sauter voted Yes. McAvoy voted Yes. Cataldo abstained.

Discussion and possible action on Change order #6 for Public Library Renovation Project in Amount not to Exceed $4,423.03. Carter noted that the change order is labeled 6 but also has one section that is listed change order 5 and wanted to make sure that it only lists change order number 6 and it needs to be corrected. Asked if the order had been brought to council. McAvoy explained that they added sprinklers to the bulkhead to bring it to code. It was a minor change to the reveal to look better and caused the sprinkler need. Carter asked why the change order was not brought to council. Markley stated that staff have the authority to approve up to $10,000. McAvoy asked how long ago the change was made. Piper advised around 30 days ago. It was done to continue to move the project forward. Carter questioned why the change order was labeled #6 if it had to be approved before change order #5. Piper stated this is an example of an RFI – it was shared with the team of subs, and they had to check it. They followed it up with a paper trail and emails going back and forth. Otherwise, they would have to hold, and it would be a special change order every week. This was to keep the project moving forward. Cataldo motioned to approve the change order. McAvoy seconded. Motion to approve change order #6 was approved unanimously by roll call vote 5-0.

Library bill pulled from council bills for further discussion at this time. Carter asked if this was a deposit request and if so, what is it for? Goodhue stated that LFI is having to do things in order of what is ordered and what is repaired. Things have started, signed off on. But did not know if fabrication had started yet. Carter asked if the baby garden could be put on hold to save money if that would cut down on the deposit amount. Goodhue stated that they would have to check because they already approved the quotes. Markley stated that it depends on how the contract reads. If the signature locks in the cost or payment, would need to table the request until next meeting to get the information. Carter motioned to table LFI bill in the amount of

$4,835.19. Beck seconded the motion. Motion passes 3-1-1. Carter voted Yes. Beck voted Yes. Sauter voted Yes. McAvoy voted No. Cataldo Abstained.

Discussion on Ordinance No. 817 Presented by Councilman Cataldo and Police Chief Koch. Cataldo explained that due to cities surrounding changing ordinances they used language from the Iowa Code for the definitions in the ordinance. If Des Moines passed an ordinance, we would need to keep ours similar because we share a trail. This was the bicycle ordinance but has been updated to be a personal transportation ordinance. Mayor Carver asked about some of the big changes. Cataldo explained that it differentiated what is an electric bike, what is a scooter, etc. Taking into account the trails, hills, and roads. We needed to define what is what. Who can ride it and where. Electric bikes get into different classifications. It would be difficult for officers to delineate unless there was a clear label. This is to keep kids safe and make sure they are not getting hurt. McAvoy asked if Chief Koch has any major concerns that stand out. Chief Koch said if you look at the different sections of enforcement there are three sections. They can cite the user for the first and second offence. Can hold the parents accountable with a stairstep approach. They could also impound the device but that's not the favored option due to storage and liability potential costs. The sections give the officers options. The dollar amounts for fines are in line with what other cities are doing. McAvoy asked if they have delt with citing minors under 16 years old or had any issues with that. Chief Koch said that the issue comes with having to report motor vehicle operation without a driver's license and that would impact the kids if they would try later to go and get a license. He would prefer to handle things at the city level. McAvoy asked how they could be sure that they are issuing citations to the correct individual. Chief Koch stated that they can track that. Carter asked about the option to issue a warning before a citation. Chief Koch explained that the officers can use their discretion. The accident changed things and they are trying to ease into it. Cataldo explained that verbiage in the ordinance matters. Using 'may' instead of 'shall' allows for officer's discretion. Attorney Robert Stuyvesant asked about Section 76.02.01of the Ordinance and if they would go after a manufacturer for this and Chief Koch said no. Carver suggested that this being an ordinance with a lot of hot button issues, he would encourage council to do all three readings, so the public has the opportunity to review it. Carter stated she would like to get the ordinance out and enforced. Carver stated that he does not know of any other cities that have waived the 2nd and 3rd readings. Cataldo said that was partially due to the language from the Iowa Bicycle Coalition. Chief Koch said it would give the police department a chance to do an educational campaign as school starts up. McAvoy stated that since the accident we have seen fewer ebikes. When this was first brought up, they were all over, but that changed. McAvoy made a motion to approve the first reading. Beck seconded. Motion passed by roll call vote 5-0.

Discussion on Resolution 20260727002 Directing staff to proceed without collecting difference in employee insurance deductions. Markley explained that after reviewing payroll deductions it was discovered that 16 employees had deductions that were not changed in January when they were elected. The issue was corrected and moved forward and initially decided not to have the employees pay the difference. The correction was made in the last payroll cycle. The low dollar amount is $13, and the highest amount is $3,000. This resolution would give directions to proceed with not collecting those deductions. Carver explained that the system works like a spreadsheet. When it was done previously and someone changed the plan in the system it overrode the formula function and then kept breaking formulas. Carver commended Finance Mgr. Taheton Stephens for finding the issue and correcting them and going through every employee and formula to make sure they are done correctly. Carter asked what the total amount would be. Markley stated $11,422.00. Carter asked if anyone had brought the check errors to his attention. Markley said no. Carter asked where the money would come from. Markley said it would come from the partially self-funded fund. It pays out the premium. Carter asked if it was fair that the money was supposed to cover everyone equally if the city covers the costs. Markley stated that it was just to cover the medical and dental and vision. McAvoy asked if the glitch was corrected and are we now charging the correct amount? Are we reaching out the affected employees?

Markley said they reached out to a few of the higher cost affected employees to discuss and sent an email to all staff, but the issues have been fixed in the system. Sauter questioned if there were other issues because her paycheck had changed this last paycheck, questioned if there are more issues and will others come up in the future. Will it change tax withholdings? Markey stated that taxes are set up as tables within the system and if someone had unique withholding situations it would need to be entered manually. Carter stated she had not received her paystub to see the breakdown and was concerned that staff did not have paystubs. Markley asked staff in meeting if they had received paystub and all confirmed yes. Markley stated they would go through the system and double check everyone's withholdings. Beck stated that since it was the employers' error and had gone on so long before it was caught that the right thing to do would be to notify everyone involved about the issue, which has been done, and then to cover the cost of what was not withheld correctly. Carter asked if that was fair or if it would work out in the employees' favor? Markly stated that it would be taken from the Self-Funded pot and then need to be delt with by the city. Cataldo made a motion to approve the resolution. Carter Seconded the motion. The motion was approved on a roll call vote 5-0

CITY STAFF REPORTS

City Admin Markley stated that MIPA is getting CIP going and he will send out emails to staff later in the week to complete before end of next week.

Public Works Director Anthony Rhinehart provided an update on the school street project stating all the watermain and storm sewar is completed, and the water tests are done. They will start paving by the end of the week. There may be some lag on some of the sidewalks, but they will work on the ones that they can. The road will be open by August 21. 2026. Regarding the Sand filter, there was an error on the part of the vendor, and it only cost $8,000 instead of the $20,000 quoted. So that is a savings of $14,000 for us. It is a slow process to shovel sand out. Some paving was started and more is coming up in the next two weeks.

City Admin Markley reported that the Ballon Breakfast is net Wednesday at 7am. The cost to attend is $10. Mayor Carver will give a community update and then the organizers will give a county update. If any staff wants to sign up to let him know.

Atty Robert Stuyvesant gave an update on the Cemetery. He contacted the representative that handles Cemetery and since it is not a perpetual use cemetery, they just need a notice of when it changes ownership. He spoke with the assistant attorney about notices and public hearings, etc. regarding handovers. We need to get a deed and records as far as what is out there and any unused graves and then form the resolution. Markly advised he would reach out this week to Peggy Fogle for the information.

COUNCIL REPORTS

Councilman McAvoy asked Stuyvesant if he could bring up an item now for feedback that he will want to bring up as an agenda item for an upcoming agenda. Stuyvesant replied yes if it was a single item and not discussed without agenda item. McAvoy stated that he plans to bring up an item to reduce the Mayor and Council wages for the city. He would like to speak to each council member individually and get feedback. It will not affect the current council but will affect the next council. Markley asked if those conversations would constitute a quorum. Stuyvesant stated that if council were speaking one-on-one, it would be acceptable but there cannot be written messages (emails, texts, etc.) or group discussion. Beck asked if this item could be added to a council agenda in the fall.

Councilwoman Sauter brought up bank reconciliations and how they need to be done monthly. They need to be added to the council packets so council can review them. What is being done to get them up to date? City

Markley stated that Stephens is working on getting them up to date. Trying to complete each month in 2 weeks. To make sure that bank recs presented to the council are correct going forward.

Councilwoman Carter reported that she and Councilwoman Sauter were at the Farmers Market and several individuals approached with questions and issues on the school street project, community building parking, Avon water, stickers vs. magnets for people. Carter will be setting up conversations with Markley and Parks Dir. Mason McMillen about the community parking issue. Council has a CIP they will be looking at. Sauter stated that they were well received and several people approached with questions. Council will look at August and September markets to attend.

Mayor Carver gave an update on the meeting last week with Ahlers about TIF. Looking at options of what can be offered to businesses coming up. Carver is looking forward to presenting to council and will be making a report soon. He stated the meeting with 21 Century went well. He commended Rhinehardt for making the school street job go so smoothly. He stated that there was no department report on the agenda today because they are looking at the best way to go forward with it. Moving to more of a City Hall style format where department heads can discuss and explain why they are over/under and allowing for a work session before or after the meetings.

Next meeting will be August 10th at 6:30pm.

Councilman McAvoy motioned to adjourn. Seconded by Councilwoman Beck. Motion passed 5-0.

Meeting Adjourned 8:44pm.

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Dan Carver, Mayor

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Lauren Gardner, City Clerk

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