

REGULAR MEETING WITH A PUBLIC HEARING MINUTES

A Regular Meeting with a Public Hearing was held on Tuesday, March 24, 2026 at 7:00 P.M. at Sabula City Hall, 411 Broad Street, Sabula, Iowa.

The meeting was open to the public in City Hall.

Present: Mayor Curtis Johnson, Dave Ward, Mike O'Hara, Jeremy Diercks, and Scott Hibbard.

Absent: Erica Shoemaker.

Others present: Lynn Parker, Evan Nixon, Travis Woodhurst, John Mangler, Sandra Kempter, Dan Pieffer, Ryan Johnson, Lindsey Rittmer, Steven Cotton, and Amanda Dupont.

Mayor Johnson called the meeting to order at 7:00 p.m.

Public Hearing

M. O'Hara made a motion to open the public hearing; seconded by D. Ward. All ayes. Motion carried.

Solicitation of comments for the City's Community Development Block Grant- Water & Sewer Application Wastewater Treatment Facility Improvements – None received

- a) NEED: The city's treatment plan was originally constructed in 1965 and underwent upgrades in 1981. The treatment plant is outdated, and several components of the facility are in poor condition. The City cannot get parts for repairs, the facility has no backup generator, and the disinfection system is in poor condition. Improvements to the existing treatment process must be made to address safety concerns, to repair aging infrastructure, and to ensure the facility meets current standards. The proposed improvements are anticipated to be completed in 2027.
- b) HOW PROJECT WILL BE FUNDED: The proposed improvements will be in the amount of \$2,138,000 including construction, engineering and administrative fees. The City has submitted a State Revolving Fund (SRF) application and has been approved for a loan in the amount of the total project costs, including \$900,000 forgivable loan. SRF - \$1,638,000; CDGB- \$500,000.
- c) DATE THE CDBG APPLICATION WILL BE SUBMITTED: The Community Development Block Grant ("CDBG") application will be submitted to Iowa Economic Development Authority ("IEDA") no later than May 22, 2026.
- d) REQUESTED AMOUNT OF FEDERAL FUNDS: The total amount of CDBG funds requested will be \$500,000
- e) ESTIMATED PORTION OF FEDERAL FUNDS THAT WILL BENEFIT LOW- AND MODERATE-INCOME PERSONS: 63.03% percent of the funds or \$1,347,581 will benefit low-to-moderate income persons residing in the City Sabula

- f) WHERE THE PROPOSED ACTIVITIES WILL BE CONDUCTED: The WWTF updates will be completed inside the footprint of the existing wastewater treatment plant property, with most improvements taking place inside of the actual structure of the plant. All located on the island.
- g) PLANS TO MINIMIZE THE DISPLACEMENT OF PERSONS AND BUSINESSES RESULTING FROM FUNDED ACTIVITIES. By design, no displacement will occur.
- h) PLANS TO ASSIST PEOPLE ACTUALLY DISPLACED. By design, no displacement will occur; however, if displacement is necessary, the city agrees to fully comply with the Uniform Relocation Act and Section 104(d).
- i) THE NATURE OF THE PROPOSED ACTIVITY. The proposed project consists of the following: rehabilitation of a City-owned campground lift station; the replacement of the existing treatment plant grit chamber piping, pump, and valves; the replacement of the decanters and pump piping for the Sequencing Batch Reactor; the replacement of a chlorine system with a UV system; the upgrading of ventilation to the blower room; and the addition of an emergency generator for standby power.

Solicitation of comments for the City's Community Development and Housing Needs Assessment – None received

Community Development and Housing Needs of LMI Persons

1. Maintenance to Water/Sewer Systems. **A**
2. Maintain awareness of water quality and water pressure requirements in the community by replacing old mains when feasible. **A**
3. Rehabilitate existing housing. Provide for acquisition, demolition where rehabilitation is not feasible. **B**
4. Promote construction of affordable housing. **C**
5. Make wastewater improvements in the City. **A**
6. Maintain and improve streets. **B**
7. Rehabilitate owner-occupied housing. **B**
8. Encourage homeownership in the City. **B**
9. Continue to provide supportive services to lower income residents. **B**

Other Community Development and Housing Needs

1. Continue planning efforts to identify areas of deficient public amenities such as street, water, sewer, storm sewer, electric utility, etc. **A**
2. Continue to encourage the rehabilitation of existing housing. **B**
3. Continue efforts to stimulate the development of owner- and renter-occupied housing units. **B**
4. Continue efforts to create and support recreational opportunities in the community. **C**
5. Continue to stimulate redevelopment of the central business district. **C**
6. Undertake efforts to increase recreational opportunities of all citizens. **C**
7. Continue efforts to create or add employment opportunities within the city through recruitment of and service to existing sectors of the industrial, retail, commercial and tourism economics. **C**

Planned or Potential Activities to Address Housing and Community Needs

1. Apply to IEDA CDBG and SRF funds to make improvements to the water system. **B**
2. Apply to IEDA CDGB and other funding sources for sewer improvement projects. **A**
3. Maintain adequate utility rates to ensure systems maintenance. **A**
4. Apply to IEDA/IFA for Home Ownership Assistance programs. **B**
5. Apply to IEDA Housing Program for additional owner-occupied rehabilitation programs. **B**
6. Utilize existing plans, engineering studies, and staff to identify and set priorities for public works needs and continue to seek funding of the needs identified. **A**
7. Continue discussions and cooperation with IDOT and others in transportation projects. **C**
8. Work as a community to improve appearance of the city in general. **B**

** - All Needs and Actions will be ranked by the City Council. The rankings are A = Extremely High; B = Very High; C = High; D = Low*

No comments received in the Clerk's office, written or oral. The assessment was updated at the Sabula City Council Meeting on March 24, 2026.

M. O'Hara made a motion to close the public hearing; seconded by D. Ward. All ayes. Motion carried.

Regular Council Meeting

D. Ward made a motion to open the regular council meeting; seconded by M. O'Hara. All ayes. Motion carried.

Deletions – None

Citizen Concerns – None

Visitors with Business – Amanda Dupont – ECIA, Grants Coordinator, updated mayor/council on the status of the CDBG grant. She was here to ensure that the required paperwork for the grant was approved and to answer any questions that they may have.

Consent Agenda

M. O'Hara made a motion to approve the Consent Agenda; seconded by D. Ward. All ayes, motion carried. Items on the consent agenda were: Minutes from 2/23/26, 2/24/26, 3/3/26, and 3/17/26. March claims and payroll, Approve reimbursement of up to \$150 to Lindsey Rittmer/Community Club for the Easter Egg Hunt, Adoption of Resolution #1386, Authorizing the Purchase of a Radio detection RD7200 Receiver, Approve Spring Clean Up Date for June 6, 2026, and place on file the financial statements and expenditure and revenue report for February.

Agenda

Resolution #1388-1, City of Sabula's Community Development Block Grant- Water & Sewer Application Waste Water Treatment Facility Improvements

M. O'Hara made a motion to approve Resolution #1388, City of Sabula's CDBG Grant- Application Waste Water Treatment Facility Improvements; seconded by J. Diercks. All ayes, motion carried.

Resolution #1389-1, City of Sabula's Community Development and Housing Needs Assessment

M. O'Hara made a motion to approve Resolution #1389, City of Sabula's Community Development and Housing Needs Assessment; seconded by D. Ward. All ayes, motion carried.

Resolution #1390, City of Sabula's Affirmative Fair Housing Policy

D. Ward made a motion to approve Resolution #1390, City of Sabula's Affirmative Fair Housing Policy; seconded by M. O'Hara. All ayes. Motion carried.

Resolution #1391, City of Sabula's Code of Conduct Policy

D. Ward made a motion to approve Resolution #1391, City of Sabula's Code of Conduct Policy; seconded by M. O'Hara. All ayes. Motion carried.

Residential Anti-Displacement and Relocation Assistance Policy

D. Ward made a motion to adopt the City of Sabula's Residential Anti-Displacement and Relocation Assistance Policy; seconded by J. Diercks. All ayes. Motion carried.

Resolution #1392, City of Sabula's Equal Opportunity Policy Statement

D. Ward made a motion to approve Resolution #1392, City of Sabula's Equal Opportunity Policy Statement; seconded by M. Hibbard. All ayes. Motion carried.

Resolution #1393, City of Sabula's Excessive Force Policy

J. Diercks made a motion to approve Resolution #1393, City of Sabula's Excessive Force Policy; seconded by D. Ward. All ayes. Motion carried.

Resolution #1394, City of Sabula's Language Access Plan

D. Ward made a motion to approve Resolution #1394, City of Sabula's Language Access Plan; seconded by J. Diercks. All ayes. Motion carried.

Resolution #1395, City of Sabula's Community Development Block Grant Procurement Policies & Procedures

S. Hibbard made a motion to approve Resolution #1395, City of Sabula's Community Development Block Grant Procurement Policies & Procedures; seconded by D. Ward. All ayes. Motion carried.

M. O'Hara made a motion to have Mayor Johnson sign the papers for the CDBG forms: Certificate of Compliance, HUD 424-B Federal Assurances, HUD 2880 Applicant Disclosure, and the Acknowledgement of Environmental Review; seconded by D. Ward. All ayes. Motion carried.

Set a public hearing date

D. Ward made a motion to set a public hearing date for April 28, 2026 for the Approval of FY26/27 Budget; seconded by J. Diercks. All ayes. Motion carried.

Resolution #1383, Determining an Area of The City to Be an Economic Development and Blighted Area

D. Ward made a motion to approve the Resolution #1383, Determining an Area of The City to Be an Economic Development and Blighted Area, And That the Rehabilitation, Conservation, Redevelopment, Development, or a Combination Thereof, of Such Area Is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating Such Area as Appropriate for Urban Renewal Projects; and Adopting Amendment No. 1 to the Urban Renewal Plan for the Sabula Urban Renewal Area; seconded by M. O'Hara. All ayes. Motion carried.

Resolution #1384, Authorizing the Execution of an Amendment to It's Gas Supply Agreement with PEFA, Inc in Connection with the Reset of the Available Discount in PEFA, Inc's Gas Prepayment Project; Approving the Issuance of Bonds By PEFA, Inc; And Related Matters

M. O'Hara made a motion to approve Resolution #1384, Execution of an Amendment with PEFA; seconded by D. Ward. All ayes. Motion carried.

Resolution #1385, Authorizing the Purchase of a Blinking Speed Sign

J. Diercks made a motion to approve Resolution #1385, Authorizing the Purchase of a Blinking Speed Sign; seconded by D. Ward. All ayes. Motion carried.

Sale of Crown Victoria

Chief Nixon asked council if they wanted to sell the spare squad noting that he was trying to do his part by cutting the deficit. M. O'Hara made a motion to keep the Crown Victoria; seconded by J. Diercks. All ayes. Motion carried.

River Front Property Leases

S. Hibbard made a motion to approve update to River front property leases; seconded by J. Diercks. Updates include dates of lease terms from March 1st to December 1st, establishing 1ft setback on sides, safety clarity, and indemnification acknowledgements. All ayes. Motion carried. Note* Property leases to be mailed Monday April 6th.

Tree Removal at Cemetery

S. Hibbard made a motion to approve tree cutting/removal at the Evergreen Cemetery of up to \$6,000; seconded by J. Diercks. All ayes. Motion carried.

Flood Insurance

S. Hibbard made a motion to table this item to do further research; seconded by J. Diercks. All ayes. Motion carried.

HVAC Police/City Hall

S. Hibbard made a motion to approve the quote from Clausen to finish the HVAC to the city office and police office; seconded by M. O'Hara. All ayes. Motion carried.

Service Opportunity

S. Hibbard made a motion to approve, the suggestion by Mayor Johnson, to start a program regarding all the loose/dead wires attached to utility poles/homes; seconded by M. O'Hara. All ayes. Motion carried. This will allow residents to work with city employees to remove their unused cable/internet connections. More information to come.

Mobile Food Vendor Fees

M. O'Hara informed council that he had been approached by a mobile vendor who stated that the cities fees were too high. He asked council to reconsider the costs stating that it may bring more vendors into town. M. O'Hara made a motion to set the annual fee to \$50; seconded by S. Hibbard. All ayes. Motion carried. Since this is an ordinance, an amendment will be presented at the next council meeting.

Department Reports

A motion was made by M. O'Hara; seconded by S. Hibbard to place on file the department reports. All ayes. Motion carried. Reports for March included the following: Mayor Report, City Clerk/Utility Billing, Public Works, Fire Department, and Police Department.

Adjournment

J. Diercks made a motion to adjourn the meeting; seconded by D. Ward. All ayes. Motion carried.

Curtis Johnson, Mayor

Lynn Parker, City Clerk