CITY OF CENTERVILLE

REGULAR SESSION MEETING MINUTES
November 16, 2026

Mayor O'Connor called the meeting to order at 6:00 p.m.

Roll Call - Present: Brauman, Creagan, Hoffman, and Kruzic. Absent: Hamilton

Mayor O'Connor led the Pledge of Allegiance.

Hoffman moved, Brauman seconded, to approve the presented agenda. Ayes: All. The motion carried.

No Public Comments were provided.

Brauman moved, seconded by Creagan, to approve the consent agenda as presented, which includes the following: Approval of Minutes of November 2, 2026, Regular Council Meeting; Approval of Committee/Board Minutes: Airport Commission Meeting 10-12-2026; Library Board Meeting 10-14-2026; Approval of Beer/Liquor License(s): Hy-Vee LE001473 (ownership amendment), Hy-Vee Fast & Fresh Express LE003142 (ownership amendment); Approval of Tobacco License(s): Hy-Vee 871091030 (ownership amendment), Hy-Vee Fast & Fresh Express 871056007 (ownership amendment); Approval of Res. 2026-4280 – FY27 Transfer of funds from LOSST Infrastructure Fund (128) to (660) City Airport Fund; Approval of Res. 2026-4281 – FY27 Transfer of funds from Sewer Bond Sinking Fund (611) to Sewer Revenue Reserve Fund (612); Approval of Res. 2026-4282 – FY27 Transfer of funds from Sewer Improvement Reserve (613) to Sewer Revenue Reserve Fund (612); Approval of Res. 2026-4283 – Acquisition of the Property Located at 303 E. Washington; Approval of Purchase Agreement with Ottumwa Regional Hospital for Power load system for Ambulance 4-69; Approval of FY28 Intergovernmental Transfer for GEMT Program; Approval of FY28 Provider Participation Form for GEMT Program; Approval of Resignation of Bill Buss from the Chariton Valley Transportation Planning Affiliation (CVTPA – RPA 17) Technical Advisory Committee (TAC); Approval of Mayor's Appointment of Nancy Buss as the Technical Representative to the Chariton Valley Transportation Planning Affiliation (CVTPA – RPA 17) Technical Advisory Committee (TAC); Approval of Mayor's Appointment of Kris Hoffman as the Policy Representative to the Chariton Valley Transportation Planning Affiliation (CVTPA – RPA 17) Executive Policy Board; Approval of Resignation of Ryan Stober from the Municipal Waterworks Board effective December 15, 2026; Approval of Mayor's Appointment of Garrett Owens to the Municipal Waterworks Board effective December 15, 2026 with a term ending August 1, 2029; Approval of Res. 2026-4284Authorizing the Purchase of Firefighter Turnout Gear for Centerville Fire Rescue through the SAFER Grant; Approval to Proceed with Alley Vacation Process – Selvy; Approval of State Auditor Engagement Letter; Approval of Res. 2026-4287 Amendment No. 2 to the FY27 Salary Resolution; Approval of Res. 2026-4288 Approving the Final TIF Rebate Payment to C &C Machining, Inc. and Acknowledging the Completion of

the Economic Development Incentive Agreement. Roll Call Vote As Follows: Ayes: Brauman, Hoffman, and Kruzic. Nays: None. Absent: Hamilton. Motion passes.

Hoffman moved, seconded by Brauman, to approve the bills as presented. Ayes: All. Motion carried.

Kruzic moved, seconded by Brauman, to approve the October 2026 Financial Report. Ayes: All. Motion carried.

Departmental reports highlighting the City Administrator's activities, the Public Works Department, and the Library were presented.

Brauman moved, seconded by Kruzic to approve the updated City of Centerville Employee Handbook. Roll Call Vote as follows: Ayes: Brauman, Hoffman, and Kruzic. Nays: None. Absent: Hamilton. Motion passes.

Kruzic moved, seconded by Hoffman, to approve Res. 2026-4278 Adopting Artificial Intelligence (AI) Use Policy for Employees of the City of Centerville, IA. Roll Call Vote As Follows: Ayes: Brauman, Hoffman, and Kruzic. Nays: None. Absent: Hamilton. Motion passes.

Creagan moved, seconded by Brauman, to adopt Res. 2026-4285, Setting the Time and Place for a Public Hearing for Amendment No. 1 to the Fiscal Year 2027 Annual Budget. Roll Call Vote As Follows: Ayes: Brauman, Hoffman, and Kruzic. Nays: None. Absent: Hamilton. Motion passes.

Kruzic moved, seconded by Hoffman, to adopt Res. 2026-4279, Designating Centerville Fire Rescue as the Administrator of the City's Rental Housing Inspection Program, and Establishing Rental Permit and Inspection Fees. Roll Call Vote As Follows: Ayes: Brauman, Hoffman, and Kruzic. Nays: None. Absent: Hamilton. Motion passes.

Kruzic moved, seconded by Brauman, to adopt Res. 2026-4286 Establishing an Interim Extreme Cold Emergency Framework and Directing the Development of a Permanent Ordinance. Roll Call Vote As Follows: Ayes: Brauman, Hoffman, and Kruzic. Nays: None. Absent: Hamilton. Motion passes.

Moved by Brauman, seconded by Hoffman, to adjourn the meeting at 6:55 pm until 6:00 pm on Monday, December 7th, 2026, for the regular City Council meeting. Ayes: All. Motion carried.

Jason Fraser, City Administrator

Mike O'Connor, Mayor

CITY OF CENTERVILLE
312 East Maple St, PO Box 578
Centerville, IA 52544
www.centerville-ia.org
Phone: (641) 437-4339 Fax: (641) 437-1498

City Administrator Report 11/16/2026

Below is the list of significant items that the City Administrator and City Hall are actively working on.

Council Goal Setting: As part of the FY28 Budget process, the administrator has reached out to Theia Consulting to determine the cost of updating our council goal setting. Theia Consulting provided this support for the last Council Goal Setting Session. This would likely occur in late January or February.

Service Request Form: The City has added an online service request form to our website and Facebook. This is meant as an entry point for issues or concerns that are seen in the community. It primarily focuses on service issues to address, such as Dead Animals in the street or potholes, but also allows broader notes to be provided to the City. Residents can also email CityHall@centerville-ia.org or call City Hall with concerns. The survey can be found at: www.surveymonkey.com/share/7f81fe22-dba3-42b8-a474-692c7278693b

Airport Hangar Project: The pre-construction meeting with McClure Engineering and Jim Barton Construction took place on August 26, 2026. Construction of a new 80' x 80' hangar at the airport is slated to begin in March of 2027. The project is estimated at $930,000, with 95% covered by an FAA grant.

FY26 Audit Update: The City has begun work with Abdo Financial Services to resolve systemic issues highlighted in the FY25 Audit report. This work will be completed in preparation for completing our FY26 Audit.

State of Iowa Special Examination: City Hall staff meet with the representatives of the State Auditor's Office to discuss the Citizen Petition for Special Examination. The actual petition is considered a closed record at least until after the special examination is completed. An audit engagement letter was included in the consent agenda for the services provided by the state. No specific cost estimate was provided, but it will likely be around $10,000, with a tentative completion timeframe of January 2027.

Data Center Policy Framework: The administrator is working on a plan to research the best way to address concerns and opportunities that data centers present. A draft of the proposed policy research plan and committee will be included at the December 6th City Council meeting. This is not intended to be anti- or pro-data center but aims to bring a group together to provide information to the council if a data center proposal comes to our community.

CITY OF CENTERVILLE
312 East Maple St, PO Box 578
Centerville, IA 52544
www.centerville-ia.org
Phone: (641) 437-4339 Fax: (641) 437-1498

Capital Project Plan: Work is underway to develop our capital project plan. We will present this to the Council at a budget session in December.

Policy Updates: An update to the Centerville Employee Handbook is included with the November 16th meeting packet.

Sale of Firetruck: The City is in conversation with the Mystic Volunteer Fire Department about selling one of our fire trucks, which is slated for replacement in November. Council action will be presented in December on this item

(S) Stabilization: The Code Enforcement Department and the rental inspection program are conducting ongoing stabilization efforts. City Hall began transitioning the rental inspection process in-house with the Fire Department in 2027. Additional Council action is needed to finalize the transition. This winter represents the final round of the initial three-year rental inspection cycle.

(T): Housing Abandonments/Demolitions for 2026: Current list of properties: 116 N. 15th (condemned), 117 N. 21st (Condemned), 1201 E. Cottage (Condemned), 1229 S. 11th (demolished by owner), 1307 S. 16th (Condemned), 1405 S. 16th (Condemned), 1500 N. 14th (Condemned), 1606 Drake Ave. (Condemned), 1612 S. 23rd (Condemned) 1618 S. 19th (Condemned), 1700 S. 15th (Condemned), 1727 & 1725 S. Main (Condemned), 1710 S. 19th (Condemned) 1913 S. Main (Condemned); 206 S. 18th (Condemned); 303 E. Washington (Condemned, pending demolition), 404 N. 10th (Condemned), 405 S.12th (Condemned), 413 S. 15th(Condemned), 418-422 E. Van Buren (City-owned, pending demolition), 423 N. 20th (Condemned), 507 Haynes (demolished by owner), 507 W. Van Buren (Condemned), 516 N. 6th (Condemned), 522 N. 6th (condemned), 523 N. 4th (Condemned), 525 W. Van Buren (Demolished, Conveyed); 537 N. 7th (Condemned), 603 W. Jackson(Condemned); 605 E. State (City owned, pending demolition), 606 W. State (condemned), 609 W. Washington (Condemned), 612 W. Washington (Condemned), 623 N. 8th (Condemned); 701 S. 19th (Condemned), 809 S. 18th (Condemned), 813 S. 16th (Condemned, Pending City Acquisition), 814 S. 20th (city-owned, pending demolition), 815 E. Jackson (Condemned, pending demolition); 902 E. State (demolished, pending acquisition), 929 S. 11th (Condemned).

(T) Demolition Grant Program: 12 properties have been approved for the demolition grant**:** 1418 S. 20th, 1229 S. 11th, 714 S. 17th, 706 W. Maple, 505 N. Park, 1115 S. 18th, 109 N. 18th, 115 N. 18th, 1604 Drake, 724 W. Washington, 626 W. Van Buren, 108 ½ E. Maple. Based on the City's estimated demolition cost, this represents approximately $96,000 in cost avoidance to date.

(R)Renovate: Two structures acquired through the STAR program are currently being renovated by local contractors and groups (801 S. Main and 202 W. Wall). Renovations help remediate blighted structures while reducing the City's overall costs by avoiding City demolition.

CITY OF CENTERVILLE
312 East Maple St, PO Box 578
Centerville, IA 52544
www.centerville-ia.org
Phone: (641) 437-4339 Fax: (641) 437-1498

FISH (Financial Incentive to Stabilize Housing):
TIF Rebate: This program provides up to $9,000 in cash incentives to developers who construct or significantly renovate properties. The City recoups the incentive through TIF. To receive the rebate, the owner must complete a minimum valuation agreement and a City Occupancy Certification.

- Construction of new home at 908 S. 16th - $7,650
- Construction of new home at 620 N. 10th - $9,000
- Completion of Blight Remediation at 104 N. 13th – Amount Pending.

To date, the City has authorized $16,650 in rebates.

Public Works Department Report 11-16-26

- Distributed 17,118,000 gallons of water this month compared to 18,184,000 last month and 17,985,000 a year ago.
- Treated 24,202,000 gallons of wastewater this month compared to 24,784,000 last month and 16,666,000 a year ago.
- Completed monthly operating reports for IDNR- 3.
- Completed utility locates, daily work orders, water testing, and vehicle maintenance.
- Completed all utility locates- Alliant gas main projects have ramped back up- up to 50 locates on some days.
- Completed meter reading and shut-offs.
- Flushed dead-end hydrants per schedule.
- Water leaks- 1.
- Stop box repairs- 4.
- Rebuilt fire hydrant on North Park.
- Finished pouring continuous foundations at cemetery- 4 more, 8 total for the year.
- Installed culvert- 1.
- Street patches- 3.
- Sweeper- 8.
- Flushed dead end sewer collection system manholes- 138.
- Jetted 585' of sewer main and 2 culverts.
- Finished city pool winterization.
- Trash route- 4.
- Meetings- Department Head and Water Board.

Upcoming-

- House demolitions.
- Haul sludge from west plant.
- Soil samples.
- Street patches.

Drake Public Library Directors Report for November 2026

Adult Services

*Book Chat is reading "Remarkably Bright Creatures by Shelby Van Pelt" for the month of November. We will meet a week early, Wednesday, November 18th at 12:15 in the Swab Reading Room

*A local author visit with Margy McCarthy is being scheduled as soon as her book is ready at the printer

Children's Services

*Lakeview PTO Trunk or Treat was a huge success...we actually had to borrow a "cup of candy" from our neighbors to finish out the very fun evening

*Mondays: Storytimes at 10:30am and 4:00pm

*Thursdays: Drop in Craft Day starting at 3:45pm

*Perler Beads craft on Saturday, November 7th 10:30 - 12:00

Statistics from October

Circulations	2,510
Reference/Computer Help	145
Computer Users	197
Program Participants	
Adults	50
Children	605
WiFi Users	501
Meeting Room Usage	43
ILLs	47
Mometrix	12
Bridges/Libby	860

Opting Out of AI Content on Libby

