

BURT CITY COUNCIL MINUTES

March 26, 2026

The Burt City Council met in regular session at 6:00 p.m. on March 26, 2026, in the Burt Council Chambers. Mayor Wood presided with the following members answering roll call: Jahnke, Richter, Myhre, Diekhuis, O'Leary. Employees Fitzgerald and Jahnke were in attendance as well as twelve visitors.

Myhre made the motion to accept the consent agenda.

1. Motion to approve the agenda.
2. Motion to approve payment of bills.
3. Motion to approve Minutes.
4. Motion to approve financial statements.
5. Motion to approve resolution 2026-07, transfers
6. Motion to approve Resolution 2026-08, destruction of records
7. Motion to approve Resolution 2026-09, a resolution for reliability plan
8. Motion to approve application from Cloud Wine LLC, liquor license and event lease permit
9. Motion to approve application from K & H Coop Oil Company (Classic Stop) for renewal of beer and Sunday sales permit

O'Leary second the motion. Roll call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary Nays: None. Motion Carried

The public hearing on the proposed CDBG Water/Sewer Fund application to IDED for a Wastewater System Improvement project was opened at 6:04 PM. Chris Diggins, NIACOG staff, presented the following:

The need for the activity has been identified by the City Council, city staff, residents and businesses of the City for several years due to the age of the system, increasing operations and maintenance costs and IDNR reports indicating "significant increases of influent flows...".

The proposed activities will be funded with a combination of CDBG funds and a State Revolving Fund (SRF) Loan from the Iowa Department of Natural Resources.

The application has a due date of May 22, 2026.

The City of Burt is requesting \$500,000 in CDBG funds.

62.7% low- and moderate-income persons, according to an income survey completed in June, July and August of 2025 will benefit from the project. Therefore 62.7% or \$313,500 of federal funds will benefit LMI persons.

The proposed activities will be conducted along the sanitary sewer interceptor easement, and the lift station adjacent to the Wastewater Treatment Lagoon Facility. There will also be manhole work and rehabilitation throughout the community.

There will be no displacement of persons or businesses, as a result, of funded activities.

Not applicable. (Plans to assist persons actually displaced)

The project includes mobilization, Sanitary Sewer Interceptor replacement including manholes, lift station replacement, valves, meter, demo of existing equipment, fence replacement, sanitary manhole rehabilitation throughout the community, restoration, mobilization as well as engineering, legal and administration.

Following review of the information above and the proposed application, the Mayor asked for questions. Hearing none, Diggins presented a Community Development and Housing Needs Assessment (CDHNA) created for a most recently a CDBG Water Treatment Facility project in addition to a previous CDBG Housing Rehabilitation project, as well as summarizing community, housing and economic development activities that

have taken place over the last several years. Many of the previous identified needs and activities are still relevant. Those present also determined the priority (high, medium, low) of each of the needs and proposed activities listed. The 2026 Burt CDHNA is as follows:

CITY OF BURT - COMMUNITY DEVELOPMENT AND HOUSING NEEDS ASSESSMENT

Major housing and community development needs of low and moderate income persons in Burt:

1. Wastewater Infrastructure improvements, specifically addressing the failing manholes throughout the community; the Sanitary Sewer Interceptor line and manholes to the lagoon and lift station replacement and associated needs. **HIGH**
2. Assistance to low-income families in owning and maintaining safe, decent, and affordable housing. **HIGH**
3. Assistance in the availability of safe, decent, low-income rental housing for the elderly and for young working families. **HIGH**
4. Expanded opportunities of affordable housing in the \$80,000 - \$120,000 range. **MEDIUM**
5. Efforts to assist elderly and low-income households with their rehabilitation needs. **HIGH**
6. Ongoing infrastructure improvements such as water distribution, electric distribution system and roadway repair. **HIGH**

Other major community development and housing needs:

1. Wastewater, water, storm sewer and electric infrastructure improvements for the community. **HIGH**
2. Revitalization of the downtown business district. **MEDIUM**
3. Attract new businesses to the community. **MEDIUM**
4. Developing strategies that would stimulate the construction of single-family homes to attract new families and grow the community. **MEDIUM**
5. Demolition of vacant dilapidated residences to aid in attracting new housing and improvements to existing housing. **HIGH**

Planned or potential activities to address housing & community development needs

1. Apply to IEDA for CDBG Water/Sewer Funds for the first phase of wastewater system infrastructure improvements. **HIGH**
2. Continue to seek strategies that would aid in the rehabilitation of existing housing. **MEDIUM**
3. Continue to promote the City's tax abatement program to encourage new construction and improvements to existing structures. **HIGH**
4. Continue to offer the current incentive program, which encourages the demolition of dilapidated buildings on Main Street in an effort to keep the downtown area attractive to potential owners/occupants. **HIGH**
5. Continue efforts at infrastructure and community betterment improvements in

order to attract new people and enhance the quality of life for all residents and business owners **HIGH**

6. Continue to work with and support the Kossuth County Economic Development Corporation in their housing, community, and economic development efforts.

MEDIUM

Following discussion of the proposed project application and development of the Burt 2026 CDHNA, a motion was made by Richter, seconded by O'Leary to close the public hearing. All present voted aye and the motion passed unanimously.

A motion was made by O'Leary, seconded by Jahnke to approve Resolution #2026-10 to submit the CDBG application, commit local funds, adopt Policies Forms, Documents as listed and name the grant administrator if successful in the application. All present voted aye and the motion passed unanimously.

Jahnke made the motion to authorize the mayor to sign the contract with NIACOG. Richter seconded the motion. Roll call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary Nays: None. Motion Carried

Diekhuis made the motion to authorize the mayor to sign the Schedule A form. Myhre seconded the motion. Roll Call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary Nays: None. Motion Carried

The council voted unanimously to allow V. Koestler to start fund raising for trees west of town.

The council voted unanimously to set the public hearing to adopt the budget for April 14, 2026, at 6pm.

Diekhuis made a motion to accept the first reading of Ordinance 251, the water rate ordinance. O'Leary made the second motion. Roll call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary. Nays: none. Motion carried.

Diekhuis made a motion to accept the first reading of Ordinance 252, the sewer rate ordinance. Jahnke made the second motion. Roll call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary. Nays: none. Motion carried.

Jahnke made a motion to accept the second reading of Ordinance 253, the electric rate ordinance. O'Leary made the second motion. Roll call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary. Nays: none. Motion carried.

O'Leary made a motion to accept the second reading of Ordinance 254, the garbage rate ordinance. Myhre made the second motion. Roll call vote. Ayes: Jahnke, Richter, Myhre, Diekhuis, O'Leary. Nays: none. Motion carried.

O'Leary made a motion to continue the free dumpster program, continuing the stipulation that if their bill is delinquent, they will not receive a free dumpster. Diekhuis seconded the motion. All in favor. Ayes: all. Nays: none.

Employee Fitzgerald requested to go into Closed Session at 650 p.m. per Iowa Code 21.5 (1)(j) To discuss employee review. The minutes of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed. Move into Closed Session. Others present in the Closed Session were Employee's Fitzgerald, and Jahnke. Council came out of closed session at 7:02p.m.

Diekhuis made the motion to accept Resolution 2026-11, setting wages. Richter seconded the motion. Roll call vote. Ayes: Richter, Myhre, Diekhuis, O'Leary. Nays: none. Abstained: Jahnke Motion carried.

Mayor Wood adjourned the meeting at 7:14 pm.

/S/ Kelly Fitzgerald

FEBRUARY RECEIPTS

General: \$1,417.31; Post Office: \$841.15; Ambulance: \$71.73; Fire Truck: \$5.61; Burt Summer Celebration: \$2,471.38; Library: \$210.23; Road Use: \$4,213.82; Employee Benefit: \$64.32; L.O.S.T: \$5,118.25; Water: \$16,130.23; Sewer: \$10,080.76; Electric: \$42,913.57; Solid Waste: \$ 5,934.09

FEBRUARY DISBURSMENTS

General: \$15,809.57; Post Office: \$125.00; Burt Summer Celebration: \$445.00; Library: \$2,975.98; Burt Bulletin: \$102.29; Road Use: \$7,151.85; Employee Benefit: \$1,514.24; Debt Service: \$10,255.58; Water: \$10,261.13; Sewer: \$26,321.72; Electric: \$31,228.33; Solid Waste: \$ 3,588.92.