

**CITY OF CLARKSVILLE**  
**CITY COUNCIL DEPARTMENT MEETING**  
**May 19, 2025**

The Clarksville City Council met in regular session on May 19, 2025 in the City Council Chambers at 6:30 p.m. with Mayor Jerald Heuer presiding and Council Members Ruth Saulsbury, Jessi Reints, Roger Doty, Jennifer Kielman and Taran Sherburne. The following Department Heads & employees were in attendance: Molly Bohlen, City Clerk, Kristen Clark, librarian, Jared Brunner, Maintenance, Rebecca Brown, Reserve Officer, Barry Mackey, Police Chief, John Wehling, Ambulance and Ryan McCully, Fire Chief.

Motion Reints, Sherburne to approve agenda for May 19, 2025. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Mayor Opens Public Hearing to Amend Current Budget for FY 2024-2025.

Motion Sherburne, Doty to open public hearing to Amend Current Budget FY 2024-2025. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None.  
No Written or Verbal Comments were presented.

Motion Kielman, Doty to close the public hearing to Amend Current Budget FY 2024-2025. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Motion Sherburne, Reints to approve Resolution 25-8 Amending Budget for FY 2024-2025. RCV/Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Motion Kielman, Reints to approve Consent Agenda of: April Monthly Expenditures & Reports, Minutes from 05/05/2025 & 05/07/2025. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Department Head Updates: Library: provided reports & happenings from April/May & upcoming events including Pioneer Day events, Summer Reading Program, Wonderful Wednesday, Kid Librarian, & Reading Assembly from today. Clark wanted to thank the Boy Scouts for helping remove leaves and debris from around the building. Fire Department: provided update on concrete for ice storage, replacement of lights and addition of outlets on the back of the Fire Station. Upcoming events include: Hydrant flushing and Pioneer Day events including the Beverage Garden layout. McCully asked council to consider approval of the following purchases: radios, electrical work and new gear for firemen.

Motion Sherburne, Kielman to approve location of additional beverage garden area to the west of the pump house. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Motion Kielman, Reints to approve the additional outlet installation behind the Fire Dept. totaling \$950. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Motion Reints, Kielman to approve purchase of additional radio for the amount of \$1300. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Motion Sherburne, Doty to approve purchase of turn out gear totaling ~\$3700. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None. McCully added that normally gear should be replaced every 10 years.

Ambulance: Wehling attended and provided an update with the changes that Waverly Health Center is making with their ambulance coverage. He states that he doesn't have a lot of specific information, but there is a meeting coming up and is hoping to gain more information. He has heard that they are changing from 24 hour shifts to 12 hour shifts and that currently they have at least 4 open positions. Reints inquired about what positions at Clarksville need volunteers. Wehling states that the ambulance is always needing volunteers for drivers, EMT, etc. He will also be speaking with Butler County Emergency Management about this situation. He states that he will keep council informed as more information becomes readily available.

Police: Brown presented monthly report for April including 136 calls for service. Brown also provided update on Body Armor. She will be getting fitted in Cedar Rapids on Thursday with Rangemasters and was quoted price between \$1300-1400.

Motion Sherburne, Kielman to approve Resolution 25-9 Wage Increase for Reserve Officer Rebecca Brown. RCV/Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None. Clerk pointed out that within the Resolution it states that pay would be retro-active to March 31<sup>st</sup> when certification was received.

Maintenance:

1. Chris & Jen Miller, 321 N. Adams, tear down existing home & build new home. Motion Sherburne, Doty to approve building permit at 321 N. Adams as presented by Maintenance. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None
2. Autumn Ferch & Levi Bond, 318 N. Baughman: adding garage to existing garage. Motion Sherburne, Doty to approve building permit at 318 N Baughman as presented by Maintenance including placement of concrete foundation due to size. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None
3. Isabella Mohn, 221 E Superior St.: adding wooden privacy fence, 6 feet tall. Maintenance was able to assist with locating pins. Motion Reints, Saulsbury to approve building permit at 221 E Superior St. as presented by Maintenance. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None
4. Annette Wittrock: adding wooden privacy fence and has located property pins, however neighbors did not sign off on building permit. Motion Kielman, Sherburne to approve building permit at 215 N Elizabeth as presented by Maintenance pending notification that she needs to stay 18 inches off property line. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None
5. Todd Fails: adding chain link fence to backyard. Motion Sherburne, Kielman to approve building permit at 541 W Wilmans as presented by Maintenance. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None
6. William Billington, 102 E Wilmans: wants to put up a fence around yard and adjoining neighbor's fence. Neighbor signed off approval. Motion Sherburne, Kielman to approve building permit at 102

E Wilmans as presented by Maintenance. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Motion Sherburne, Doty to approve advertising for Full time Maintenance Position. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Discussion of job description and advertising for Maintenance Position. Council spoke of changes to make to job description. Clerk will make changes.

Clerk was informed last week of increase in annual cost for census software which includes our meter reading software and technology updates. Sensus was contacted and willing to work with city on billing as this was an un-budgeted expense that was just sent last week.

Discussion of part time Maintenance hours in the absence of second Maintenance employee. Brunner is requesting that Council approve part time seasonal Maintenance staff to work increased hours until another person is hired. Council discussed.

Motion Kielman, Sherburne to approve seasonal Maintenance staff to work up to 30 hours until Maintenance position is filled. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Mayor Heuer and Brunner provided update regarding the extension of the Flood Dike and the work that will be starting with the help of Bruce Hoodjer. Saulsbury states that Dan Clark would have some helpful knowledge as she has spoke with him on this. Heuer states that he was able to speak with Bruce Lodge as they were working thru the process as well as Butler County Supervisors, Conservation Board and County Engineer.

City Rec presented by Clerk: Background Check Policy for City Rec Program.

Motion Kielman, Reints to approve Background Check Policy for City Rec Program as presented. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Discussion on Moving Food Truck location to W. Superior St. Council discussed the safety issues that could present themselves including semi traffic, parking, etc.


Motion Sherburne, Kielman to not approve moving the food truck location to West Superior St. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None


Bulk Water Rate Discussion. McCully added that City should check with DNR regarding regulations with backflow preventor.

Motion Kielman, Sherburne to approve Resolution 25-10 for Financial Transfers for FY 2024-2025. RCV/Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

Discussion of Clerk Certification and application process. Clerk states that the qualifications to apply for the certification for Municipal Clerk have been achieved and the application will be sent off the beginning of June.

Motion Doty, Sherburne to adjourn the regular City Council Meeting at 7:50 p.m. Ayes: Saulsbury, Doty, Sherburne, Kielman and Reints. Nays: None. Absent: None

  
Jerald Heuer, Mayor

Attest:   
Molly Bohlen, City Clerk