

POSTVILLE COMMUNITY SCHOOL DISTRICT • MINUTES JUNE 10, 2024

Postville Community School District Regular Meeting of the Postville School Board 06/10/2024 - 05:30 PM Lobby

Postville CSD Fine Arts Center MEETING MINUTES

Attendees Voting Members Teresa Berg, Board Member Travis Koenig, School Board President Greg Lage, School Board Vice-President Eric Meyer, Board Member 1. Call to Order The meeting was called to order at 5:30 pm by President Travis Koenig. 2. Welcome Visitors a. Crystal Duffy request to address the board. Crystal Duffy addressed the board regarding the Heart & Soul Action Plan. 3. Approval of Agenda Motion made by: Eric Meyer Motion seconded by: Greg Lage Voting: Unanimously Approved 4. Items to be Removed From the Consent Agenda 5. Consent Agenda Motion made by: Greg Lage Motion seconded by: Eric Meyer Voting: Unanimously Approved a. Approval of Minutes Approve the minutes from the May 13, 2024, regular board meeting. b. Monthly Bills and Monthly Fi-

nancial Reports Approve the financial reports and invoices (reviewed by Greg Lage). c. Hires Approve the hire of: Teacher: Kyle Baird - High School Social Studies TLC 7/8 Grade Advisor Scheduling Support - Lindsey Schultz TLC 9-12 Advisor Scheduling Support - Emily Neal TLC 7/8 READ Time Support - Aleya Grimes TLC High School Scheduling Support - Denise Mauss Elementary BLT - Marissa Davis Kimberly Mucia - Asst. High School Girls Basketball Kelsey Mucia - Asst. HS Volleyball Kelsey Mucia - Asst. HS Girls Basketball Sara Sanderson - Asst. HS Girls Basketball Todd Neal - SkillsUSA Advisor Kayla Rupard - FCCLA Advisor Tami O'Hare-Junior Class Sponsor Brad Mohs - Substitute Bus Driver d. Resignations Approve the resignation of: Bryan Mueller - HS Asst. Boys Soccer Coach. e. Transfers f. Acceptance of Donations/Gifts to the District g. Open Enrollment Applications h. Early Graduation Requests i. Volunteers j. Fundraiser Approval Approve the fundraising requests: Thespians - Contact local businesses

Thespians - Carnival games at Big Four Fair 6. Reports a. Superintendent Mr. Knudtson provided information about the end of the year celebrations and activities. i. Report b. Principals Mrs. Schutte shared information about the elementary building's end of the year activities. A staff wellness grant for \$1000 has been received. 7. Discussion Items a. District Career and Academic Plan 2024-2025 The board reviewed the 2024-2025 District Career and Academic Plan. b. District Building Projects - The board reviewed possible building projects. 8. Action Items a. Policy Items Motion to approve the 2nd reading of presented policies 405.02, 411.02, 504.5, 504.5R2, 704.01, 704.06, 704.06R1, 706.01, 706.02, 706.03, 706.03R2, 707.01, 707.02, 707.03, 707.04, 707.06. Motion made by: Teresa Berg Motion seconded by: Greg Lage Voting: Unanimously Approved b. Rise Academy Rental Agreement Motion to approve the 2024-2025 Rise Academy Rental Agreement. Motion made by: Greg Lage Motion seconded by: Eric Meyer Voting:

Teresa Berg - Abstain Travis Koenig - Yes Greg Lage - Yes Eric Meyer - Yes c. Postville Child Care Center Sharing Agreement Motion to approve the 2024-2025 agreement with Postville Childcare Services for shared services. Motion made by: Greg Lage Motion seconded by: Eric Meyer Voting: Unanimously Approved d. Teacher Leadership and Compensation Staffing for the 2024-2025 School Year Motion to approve the TLC staffing as presented for the 2024-2025 school year. Motion made by: Teresa Berg Motion seconded by: Greg Lage Voting: Unanimously Approved e. Request to hire Position - Bilingual Licensed Teacher Motion to approve a bilingual licensed teaching position. Motion made by: Greg Lage Motion seconded by: Teresa Berg Voting: Unanimously Approved f. D&N Fencing Project Motion to approve the quote from D&N fencing in the amount of \$11,530 to complete the fencing project. Motion made by: Eric Meyer Motion seconded by: Travis Koenig Voting: Unanimously Approved g. Apple Buy Back

Motion to approve the sale/disposition of obsolete computers to B&W Liquidations. Motion made by: Teresa Berg Motion seconded by: Travis Koenig Voting: Unanimously Approved h. Safety Equipment Transfer Motion to approve the annual Safety Equipment transfer of funds from the general fund to the activity fund in the amount of \$7,010.84. Motion made by: Teresa Berg Motion seconded by: Eric Meyer Voting: Unanimously Approved i. SU Equipment Maintenance Insurance Motion to approve the SU Equipment Maintenance Proposal for the 2024-2025 school year. Motion made by: Eric Meyer Motion seconded by: Greg Lage Voting: Unanimously Approved j. MFL MarMac Transportation Director Sharing Agreement Motion to approve the Transportation Director Sharing Agreement with MFL MarMac for the 2024-2025 school year. Motion made by: Eric Meyer Motion seconded by: Teresa Berg Voting: Unanimously Approved k. FY25 Bread and Milk Provider Selection Motion to approve Pan-O-Gold as the bread vendor and Prairie Farms as the milk vendor for the 2024-2025 school year.

Motion made by: Teresa Berg Motion seconded by: Greg Lage Voting: Unanimously Approved l. Imagine Learning Edgenuity Purchase Motion to approve the purchase of Edgenuity Software from Imagine Learning for the 2024-2025 school year. Motion made by: Teresa Berg Motion seconded by: Greg Lage Voting: Unanimously Approved m. Appointment of New Board Member Motion to appoint Maria Vazquez to fill the vacancy on the Postville School Board to complete the remainder of the term which expires December 2025. The oath of office was administered. Motion made by: Eric Meyer Motion seconded by: Greg Lage Voting: Unanimously Approved 9. Items for the Next Board Meeting The next meeting will be held on Monday, July 1st, at 5:00 pm, in the Fine Arts Center Lobby. Note: Change in day and time. 10. Adjournment Motion to adjourn the meeting at 6:37 pm. Motion made by: Greg Lage Motion seconded by: Eric Meyer Voting: Unanimously Approved Published in the Postville Herald on June 19, 2024.

POSTVILLE COMMUNITY SCHOOL DISTRICT • JUNE 10, 2024 INVOICES

Table with 2 columns: Item Description and Amount. Includes categories like GENERAL FUND, Lawn Care, Legal Services, and various utility bills.

Table with 2 columns: Item Description and Amount. Includes categories like Refund, Electric Motor Shop, Maint Suppl., and various insurance and membership fees.

Table with 2 columns: Item Description and Amount. Includes categories like Refund, Leonardo or Trinna Navarro, Tech Deposit, and various school-related expenses.

Table with 2 columns: Item Description and Amount. Includes categories like Santiago or Eilsa Cordero, Tech Refund, Shauna Horns, and various supplies and services.

Table with 2 columns: Item Description and Amount. Includes categories like FFA Supplies, North Fayette Valley High School Girls Track, Pleasant Valley Sports Club, and various school and community supplies.

Table with 2 columns: Item Description and Amount. Includes categories like Lunch Refund, Grazyd, Russell Lunch Refund, Green, Amanada Lunch Refund, and various other food and activity expenses.

CITY OF POSTVILLE • ORDINANCE NO. 696-24 ADDING NEW CHAPTER 124 (MOBILE FOOD VENDORS)

ORDINANCE NO. 696-24 AN ORDINANCE ADDING NEW CHAPTER 124 (MOBILE FOOD VENDORS) TO THE POSTVILLE, IOWA CODE OF ORDINANCES BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF POSTVILLE, IOWA: SECTION 1. PURPOSE. The purpose of this ordinance is to add a new chapter to the Code of Ordinances regulating the operation of mobile food vendors within the corporate limits of the City of Postville, Iowa. The purpose of said regulations is to protect the health, safety and welfare of the citizens of Postville and ensure fair commercial opportunities for mobile and permanent food vendors. SECTION 2. CHAPTER ADDED. Chapter 124 is added to the Code of Ordinances as follows. CHAPTER 124 MOBILE FOOD VENDORS 124.01. DEFINITIONS. For use in this Chapter, the following definitions shall apply: 1. "Mobile food unit" means any type of annually licensed food establishment that is a readily movable vehicle (on wheels), that is self-propelled (driven), or can be pulled or pushed (pushcart) to a location and used for the vending of food or beverage items to the general public. 2. "Mobile food vendor" means a person engaged in the business of selling prepared food or beverages from a mobile food unit. 3. "Person" means natural persons, corporations, firms, and organizations of any description, whether acting in person or through agents, employees, or other persons. 124.02 LICENSE REQUIRED. No person shall sell or offer for sale or otherwise engage in business as a mobile food unit within the City without having first obtained a license to operate as such. A mobile food license is a special license and is required in addition to any other required City business license or state license the person may hold or be required to hold. A separate mobile food unit license is required

for each mobile food vehicle from which business is conducted in the City. Mobile food unit licenses are not transferable or assignable. The license issuance shall be approved by the City Clerk. All licenses expire December 31st. If said license calls for establishment or operation in a public park, then approval must be granted by the City Council prior to City Clerk's approval. 124.03 APPLICATION. At least 3 business days prior to the first day any sale is made, an application in writing shall be filed with the City Clerk for a license under this ordinance. A copy of the Iowa retail sales tax permit, food inspection report, state issued food license, and appropriate insurance certificate must accompany the application. A nonrefundable license fee is due for each applicant as listed in 124.05. 124.04 INSURANCE REQUIRED AND CRIMINAL HISTORY REPORT. 1. Before a license under this chapter is issued, applicant shall provide to the City Clerk proof of liability insurance, including commercial general liability insurance coverage and automobile liability insurance coverage. Commercial general liability insurance shall include coverage for bodily injury, death and property damage with limits of liability of not less than one million dollars per occurrence and aggregate combined single limit. Automobile liability insurance coverage shall include coverage for bodily injury, death and property damage with limits of liability of not less than one million dollars per occurrence, combined single limit. Certificates of insurance shall provide that the policy or policies have been endorsed to provide 30 days advance notice of cancellation for non-payment of premium and that these notices shall be provided to the City Clerk's office by email, facsimile or mail. Cancellation of required insurance automatically revokes and terminates the mobile food unit license to operate in Postville unless other insurance policies are provided in a timely manner to the City.

2. The application signed by the applicant authorizes the City to perform a Department of Criminal Investigation criminal history report/record for applicant from the state of applicant's residence for the previous five years to include pending charges. 124.05 LICENSE FEES. Applicant shall pay the following fee to the City Clerk prior to the issuance of any license: 1. Annual mobile food unit: \$150.00 2. Single event mobile food unit: \$50.00 124.06 LICENSE ISSUED. If the City Clerk finds the application is completed in conformance with the requirements of this chapter, the facts therein are found to be correct, and the insurance certificate and State licenses are in compliance, the Clerk shall issue a license and charge a fee as determined by Sections 124.05. 124.07 EXCEPTIONS. 1. Temporary mobile food units associated with a public celebration or special event hosted by a public body, community organization, charitable organization, patriotic organization, religious organization, educational institution or similar entity are exempt from the licensing provisions of this chapter provided the unit's participation is by invitation or contract with the host or sponsoring organization and provided the unit displays proof of its authorization to operate in Iowa and required health inspection certification. 2. Temporary mobile food units selling only fresh produce are exempt. 124.08 GENERAL REGULATIONS. 1. In order to operate in the City, mobile food units shall possess and maintain at all times all necessary licenses and permits from the Iowa Department of Inspections and Appeals as well as the City's required permits and licenses. 2. At all times mobile food units shall operate in compliance with all applicable food, health and sanitation laws and shall comply with all health department regulations re-

garding food service, food storage and preparation, food handling and food cooking and shall always have a valid inspection certificate or permit evidencing health department inspection and approval on display and easily visible to the mobile food unit's patrons in operation. 3. Permitted hours of operation for a mobile food unit is from 7:00 a.m. to 2:00 a.m. any day of the week. The mobile food vendor may sell any type of food or non-alcoholic beverage. The sale of nicotine, liquor, beer or wine is strictly prohibited. 4. No mobile food unit shall operate in a manner that violates the City Code concerning noise and public disturbance. A mobile food unit operator shall not call out to, cry out, shout out or otherwise communicate or make any noise or use any device to call attention to his or her unit's location and operation. 5. A mobile food unit is responsible for keeping and maintaining the area around and within fifty feet of the mobile food unit neat, clean and free from trash, debris, garbage and other hazardous conditions at all times regardless of whether the trash, debris or garbage originated from the operation of the unit or was left in the area by a pedestrian passersby or natural conditions. A mobile food unit shall provide adequate trash receptacles for the public for all garbage from its operation and from the accumulation of garbage in the area around his or her unit at all times the unit is in operation. At the close of its daily business, the mobile food unit must remove all garbage from the area and properly dispose of it away from the site of its operation. The garbage shall not simply be placed in nearby public garbage receptacles provided for use to the general public at large. 6. The license required by this chapter, the state sales tax permit and all licenses, permits, or certificates required to be displayed by State law, shall be posted on the mobile food unit so as to be readily visible to all persons conducting business with the mobile food unit.

7. Mobile food units shall only offer single service food utensils such as cups, straws, knives, forks, spoons, stirrers, plates, bowls, wrappers, containers, and similar utensils, and kept in a clean place and only used once in the service of food and/or beverage. 8. No mobile food unit shall be left at its operating location at the end of its business day and shall be removed to its base business operation location, unless associated with a multi-day event or festival. 9. No mobile food unit shall conduct operations at a location or in a manner that hinders, impedes or restricts access to a pay phone, mailbox, emergency call box, traffic control box, fire hydrant, entrance to a building or driveway, or any other similar infrastructure. 10. No mobile food unit shall conduct operations within 150 feet of any restaurant established in a building. 11. A mobile food unit operating on private property shall not encroach into any public sidewalk or public right of way. 12. A mobile food unit shall not violate parking regulations. 13. No mobile food unit is allowed on the grounds of any school unless it has been invited to be there as part of a school authorized function. 14. The City reserves the right to move a mobile food unit from any location if determined to be necessary for the provision of emergency or public services or in the interest of public safety, peace and welfare. 15. When operating on City local right of way - City streets, parks, parking lots, and public space - mobile food units must acquire signed permission from all front, side, and back facing business owners and provide a copy of same to City Clerk. 16. When operating on private property mobile food units must acquire signed permission from business owner and provide a copy of same to City Clerk. 17. Mobile food unit vendors agree to indemnify and hold harmless the City from and against any and all loss, cost, damages or claims

to persons or property, including property of the City, arising out of or claimed to have arisen out of the operation of a mobile food unit. In addition, mobile food vendors agree to defend, at no cost to the City, any such claims or lawsuits. The City may, at its option, join the defense of such claim or lawsuit without relieving the mobile food vendor from its obligations to indemnify, hold harmless and defend the City. 18. No mobile food unit shall conduct business in areas of the City at which they are not permitted or authorized. 19. Sales shall be conducted on the side of the mobile food unit away from moving vehicles. 20. No mobile food unit should provide or allow any dining area, tables, chairs, booths, benches, bar stools, stand-up counters, or similar furniture. 124.09 ENFORCEMENT AND PENALTIES. Any violation of this Chapter may be considered a municipal infraction under Chapter 3 of this Code of Ordinances. Additionally, failure to adhere to the regulations of this Chapter may be cause for revocation or suspension of a license to operate as a mobile food unit. SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. SECTION 4. SEVERABILITY. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional. SECTION 5. EFFECTIVE DATE. This ordinance shall be in effect after its final passage, approval and passage as provided by law. PASSED AND APPROVED this 10th day of June, 2024. /s/ Dennis Koenig, Mayor ATTEST: /s/ Darcy Radloff, City Clerk Published in the Postville Herald on June 19, 2024.

