

**Minutes
City of Griswold
Regular Council Meeting
Council Chambers, January 10, 2011
6:00 p.m.**

The Griswold City Council met in regular session at City Hall. Mayor Putnam called the meeting to order at 6:00 p.m. Council present: Rink, Wyman, Bergstrom, Adams and Carlisle.

Motion by Rink to approve the agenda. Seconded by Adams. Approved 5-0.

Motion by Rink to approve the following items under the Consent Agenda:

- a. Minutes of December 8th regular meeting
- b. Minutes of the December 13th special meeting
- c. Claims
- d. Treasurer's Report

Seconded by Bergstrom. Approved 5-0.

PUBLIC COMMENTS

There were no public comments.

PUBLIC HEARINGS

- a. Mayor Putnam opened the Public Hearing for **Ordinance 1-2011-Outside Metered Water Service**. Janet Reed asked how much the meter would cost; anywhere from \$130 to \$150. Janet also asked if the homeowner would be responsible for the installation of the meter and wondered if \$10 is what was going to be the charge for every 1,000 gallons used; yes, homeowners would be responsible for installation and \$10 is the correct charge per thousand gallons used, as proposed. There being no more questions or comments, Mayor Putnam closed the Public Hearing.
- b. Mayor Putnam opened the Public Hearing for **Ordinance 2-2011-Outside Metered Water Rates and Exemption from Sewer Charges**. There being no questions or comments, Mayor Putnam closed the Public Hearing.
- c. Mayor Putnam opened the Public Hearing for the **Loan Agreement with Rolling Hills Bank and Trust for \$51,000 for Baseball Field Lighting**. There being no questions or comments, Mayor Putnam closed the Public Hearing.

DEPARTMENTAL REPORTS

- a. Written report submitted for the **Public Works Monthly Report**. Rink thanked Preston and Pilgreen for a job well done clearing the streets of snow.
- b. No report was given for the **Library**.
- c. Written report submitted for the **Community Building**. Community Building Manager, Shiona Putnam informed the Council that she had met with Jessica and Marylynne to hand over the 2011 calendar and answer any questions they had. Councilwoman Adams thanked Shiona for her service over the years, and the beautiful job done, stating "we will always be grateful to you for having done that".
- d. The **Rescue Annual Report** was tabled.

COMMITTEE REPORTS

Councilwoman Adams submitted a written report on the **Public Safety Commission** meeting she had attended.

ORDINANCES

- a. The **First Reading of Ordinance 1-2011-Outside Metered Water Service** was tabled.
- b. The **First Reading of Ordinance 2-2011-Outside Metered Water Rates and Exemption from Sewer Charges** was tabled.

NEW BUSINESS

- a. Mayor Putnam made the **2011 Appointments**. Each committee consists of two Council members and the Mayor. Appointments are as follows:

Mayor Protempore– Phil Rink.

General Administration Committee – Gary Bergstrom and Phil Rink.

Finance Committee – Julie Adams and Jared Wyman.

Personnel Committee – Julie Adams and Gary Bergstrom.

Public Works Committee – Kevin Carlisle and Jared Wyman.

Motion by Wyman to approve the 2011 Mayoral Appointments. Seconded by Rink. Approved 5-0

b. Carlisle made motion for the following **2011 Council Appointments**:

City Treasurer – Jessica Kinser

City Clerk – Marylynne Dickinson

City Attorney – David Wiederstein

Building Official - Landon Preston

Planning and Zoning Commission – Dustin Wyman and Diane Anderson

The City will advertise for the final vacancy.

Fire Chief – Jim Wyman

Rescue Captain - Julie Kline

Seconded by Adams. Approved 5-0

c. John Snodgrass, Water Tank Consultant for Utility Service Company, presented a maintenance program for the water tower and answered any questions from the Council. The agreement is for a seven year period, with the cost escalating based on the projected services needed during the agreement period. The total cost over seven years is \$146,407. Motion by Adams approving the **Water Tower Maintenance contract with Utility Service Company**. Seconded by Wyman. Approved 5-0

d. Motion by Rink approving the City to sign the agreement for the **Iowa Water/Wastewater Response Network**. Seconded by Adams. Approved 5-0

e. Motion by Wyman approving the request for stop signs to be put up at **First & Madison, North and Southbound**. Seconded by Rink. Approved 5-0

f. Motion by Carlisle to add acell phone for the Public Works use to the current Verizon contract. Seconded by Rink. Approved 5-0

g. Motion by Rink approving **Resolution 26-2011-Resolution Authorizing a Loan Agreement and Providing for the Levy of Taxes to Pay the Same**. Seconded by Wyman. Roll Call ayes: Bergstrom, Carlisle, Wyman, Rink and Adams. Nays: none. Motion carried.

h. Motion by Adams approving the **Proposed FY2012 Tax Levy** at the rate of 12.34225 for the purpose of constructing the FY2012 budget. Seconded by Wyman. Approved 5-0

i. **Meeting Dates for January, February and March** are as follows:

January - committee meetings to be set as needed

February - 15th Regular Meeting- 6:00 p.m.

28th Special Meeting to approve Budget- 6:00 p.m.

March- 14th Regular Meeting

j. Council went over the **Progress Report on Council Priorities**.

k. Council went over the **Energy Audit Performed by MidAmerican Energy**. There was discussion of purchasing residential refrigerators to replace the current commercial refrigerator in the kitchen of the Community Building and to replace the older coolers used for the bar. Wyman would like to see some quotes before moving forward with a purchase.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Putnam thanked Shiona for the past 17 years as Community Building Manager.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Rink wanted to make sure the tree at 411 4th St. is still on the list to take care of.

Motion by Carlisle to adjourn; seconded by Wyman. Approved 5-0. 7:15 p.m.

Jerry Putnam
Mayor

Marylynne Dickinson
City Clerk

ACCOUNTS PAYABLE CLAIMS

AUSTIN VINER	STREET REPAIR	\$284.00
BADGER BODY & TRUCK EQUIPMENT	CUTTING BLADES	\$360.00
BARCO MUNICIPAL PRODUCTS, INC.	RECYCLE SIGN/PARKING SIGNS	\$158.23
BARCO PRODUCTS COMPANY	BARRICADE	\$698.40
BASE	TPA FEES	\$31.25
BILL GILLELAND	SEWER REFUND	\$776.96
BOUND TREE MEDICAL, LLC	SUPPLIES	\$72.94
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$347.61
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT	\$4,583.34
CENTRAL IOWA DISTRIBUTING INC.	COMMUNITY BLDG SUPPLIES	\$86.15
CITY OF ATLANTIC	LAB TESTING	\$70.00
COLONIAL RESEARCH	CHEMICALS	\$2,015.35
DENISON SERVICE CENTER	DUMP TRUCK REPAIR	\$1,557.30
ECKLE'S GROCERY STORE	SUPPLIES	\$43.74
EFTPS	FICA 12/7/10	\$3,615.96
FASTENAL COMPANY	SCREWS	\$33.55
GADE INSURANCE	2006 INTERNATIONAL FIRE TRUCK	\$167.00
GREATAMERICA LEASING CORP.	COPIER LEASE	\$108.00
GRISWOLD AMERICAN	PUBLIC NOTICE/MINUTES/CLAIMS/ADS	\$479.87
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,096.15
GRISWOLD LUMBER	WELL HOUSE DOORS & KEYS	\$895.96
HACH COMPANY	CHEMICALS/SUPPLIES	\$953.81
HAWKINS WATER TREATMENT	CHEMICALS	\$347.19
IMFOA	DUES	\$30.00
IOWA ONE CALL	NOTIFICATIONS	\$20.70
IPERS	IPERS	\$1,820.98
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$27.00
JESSICA KINSER	REIMBURSE SPEAKERS	\$42.38
JOYCE BROS. AUTO SUPPLY	WIPER BLADES	\$27.00
JULIE KLINE	TRAINING	\$80.00
KEMP WELDING & REPAIR	PLATES FOR SIGN	\$46.00
KEYSTONE LABORATORIES, INC.	LAB TESTING	\$34.80
LINWELD	CHEMICALS	\$169.30
MC SALES, INC	SERVICE TO PUMP	\$835.00
MICHAEL TODD & COMPANY	TIRE CHAINS	\$683.44
MIDAMERICAN ENERGY	UTILITIES	\$4,688.34
MSA PROFESSIONAL SERVICES INC	SEWER COLLECTION DESIGN	\$16,410.00
NANCY PUTNAM	LIQUOR LICENSE REFUND	\$97.50
OLSEN'S OUTDOOR POWER	MOWER REPAIR	\$41.58
OTTO,LAWRENCE & WIEDERSTEIN	JANUARY RETAINER	\$600.00
PETERS LAW FIRM P.C.	LEGAL FEES	\$3,698.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$720.81
POSTMASTER	POSTAGE/PERMIT # FEE	\$313.42
QUILL CORPORATION	OFFICE SUPPLIES	\$86.33
RAYMOND COUSINS	LEASE PAYMENT	\$1,380.60
SANDBOTHE FIRESTONE	BRAKE REPAIR	\$290.90
SOUTHWEST IA PLANNING COUNCIL	HOUSING PROJECT ADMIN FEES	\$9,090.00

TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAXES	\$570.00
TRUE NORTH COMPANIES, LC	MONTHLY PREMIUMS	\$108.42
VERIZON WIRELESS	MONTHLY SERVICE	\$45.50
ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	<u>\$263.85</u>
	TOTAL	\$61,085.61

PAYROLL CHECKS

1	GENERAL	\$6,359.38
110	ROAD USE TAX	\$554.57
140	COMMUNITY BLDG	\$287.71
600	WATER	\$1,415.27
610	SEWER	<u>\$1,026.44</u>
	PAYROLL CHECKS ON 12/07/2010	\$9,643.37

1	GENERAL	\$143.11
110	ROAD USE TAX	\$313.06
600	WATER	\$442.76
610	SEWER	<u>\$442.77</u>
	PAYROLL CHECKS ON 12/14/2010	\$1,341.70

1	GENERAL	\$1,604.74
110	ROAD USE TAX	\$763.92
140	COMMUNITY BLDG	\$168.50
600	WATER	\$1,580.80
610	SEWER	<u>\$1,070.21</u>
	PAYROLL CHECKS ON 12/21/2010	\$5,188.17

TOTAL \$16,173.24

REPORT TOTAL \$77,258.85

FUND TOTALS

GENERAL	\$22,142.19
ROAD USE TAX	\$7,338.98
EMPLOYEE BENEFITS	\$83.78
COMMUNITY BLDG	\$1,073.71
RESCUE FUND	\$1,950.33
2010 HOUSING PROJECT	\$9,090.00
CAPITAL IMPROVEMENT RESV	\$16,410.00
WATER	\$10,256.68
SEWER	<u>\$8,913.18</u>
TOTAL	\$77,258.85