

Minutes
City of Griswold
Regular Council Meeting
Council Chambers, November 17, 2008 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: Bergstrom, Shields, Rink, Carlisle, Wyman.

Motion by Wyman to approve the agenda; seconded by Bergstrom. Approved 5-0.

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

- a. Claims
- b. October Treasurer's financial report.

Seconded by Shields. Approved 5-0.

Water Department. Written report submitted by Water Supt. Kevin Jipsen. He said while fixing a sanitary sewer service line in the 200 block south of Main St., the contractor found 4 service lines connected to the sewer main through one Y connection. The contractor would like to repair the lines by leaving the two properties on the north connected and the two on the south connected with one line connected to the sewer main from each side. The property owners would still have the option to have their own individual service line going to the main. Motion by Wyman to write a letter to each of the property owners giving them the option to either keep the two properties on their side of the alley connected and split the cost of the repairs between the four properties or install an individual service line; second by Shields. Approved 5-0.

Jipsen requested approval to hire part-time help as needed while he uses some of his vacation and comp time. Rink stated this was necessary due to Mitch Kline quitting earlier that day.

Motion by Shields to authorize Kevin Jipsen to hire someone part-time as necessary; second by Wyman. Approved 5-0.

Jipsen reported there are two water shut off valves that need repaired. He said the repairs can wait or the city can hire a contractor to do the work. Council questioned what the cost would be and whether the contractor could use the city's equipment. Kevin said he thought it would be around \$85.00 an hour and should only take one day if there were no problems. Motion by Shields to hire a contractor to repair the water shut off valves at a cost not to exceed \$1,000; second by Rink. Approved 5-0.

Library Annual Report. Librarian Cindy Miller, reviewed the Library Annual Report.

Committee Reports. Shield reported he met with a representative from ADT security.

Employee Evaluation Process. Rink has met with all the employees regarding the employee evaluation process. Suggestions made by the employees were to include an Action Plan if an employee had ratings in the first two sections and to have each Council member fill out an evaluation for every employee and compile the results into one evaluation then meet as a whole in a closed session. Rink said he felt the Action Plan should be done regardless of an employee's rating so the employee would know what is expected of them. Motion by Shields to adopt the employee evaluation process as proposed with the addition of an Action Plan section and to have the council fill out individual evaluation forms for each employee and compile the results, then meet as a group in a closed session (if requested by the employee); second by Bergstrom. Approved 5-0.

Sanitary/Storm Sewer Repairs. Motion by Rink to have City Clerk Ridlen and Water Supt. Jipsen write up proposal requests for engineering firms to draw up plans for the proposed

sanitary/storm sewer repairs. The proposal requests are to be approved by the Mayor, Council members Shields and Bergstrom before they are sent out; second by Wyman. Approved 5-0. City Clerk Ridlen will look into obtaining funds through the State Revolving Fund.

Open Burning Request – Jim Wyman. Clerk Ridlen said Fire Chief, Jim Wyman would like the council to allow residents to burn their yard waste on their property the weekend after Thanksgiving. Motion by Carlisle to allow open burning from Friday, November 29th through Sunday, November 30th from 8:00 a.m. to 5:00 p.m. each day. Residents are to be reminded that burning is not allowed on the street, alley or sidewalks; second by Wyman. Approved 5-0.

Tax Certificate – 803 Main St. Clerk Ridlen said a tax certificate for 803 Main St., the Chuck Wagon was sold at tax sale to Dr. Leonard of Atlantic. The city had purchased the tax certificate back in January and was under the understanding that they would be notified of any other tax certificates. Ridlen said the city could contact Dr. Leonard and offer to purchase the certificate for what he has paid, which is \$413, along with interest. Motion by Shields to offer to purchase the tax certificate from Dr. Leonard for \$413 plus interest; second by Rink. Approved 5-0.

Public Comments. Moy Bejare asked if any results were received from the speed trailer; what the city was doing about moving the burn pile and how the County has money to help with a \$800,000 project to work on Turkey Creek, but has no money to clean the “No Name Creek” north of town. Council responded there were reports generated from the speed trailer and moving of the burn pile is still being looked at. Shields said the city would need to go to the County with some type of cost for cleaning up the “No Name Creek”.

Messages and Papers from the Mayor. Representatives from NRCS and FDA will be at City Hall on Monday, November 24th at 9:00 a.m. to give an update on the Flood Mitigation Plan for north of Griswold.

Propositions and Remarks from Council Members. Shields asked if the notification for disposal of the property at 907 2nd Street was complete. Clerk Ridlen said she is working on it. Rink suggested that with the resignation of Mitch Kline, the council consider hiring someone at an hourly rate to work part-time and grade the alleys, read meters, help with snow removal, do the mowing and make repairs to the playground/park. Matter will be placed on the next agenda.

Motion by Carlisle to adjourn the meeting; seconded by Shields. Approved 5-0 7:19 p.m.

Jerry Putnam
Mayor

Dawn Ridlen
City Clerk