

**Minutes
City of Griswold
Regular Council Meeting
Council Chambers, February 15, 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 and Adams. Absent: Carlisle

Motion by Rink to approve the agenda. Seconded by Bergstrom. Approved 4-0.

Motion by Rink to approve the following items under the Consent Agenda with the correction of the January 3rd

Special Meeting minutes to reflect Carlisle making the motion to adjourn:

- a. Minutes of January 3rd special meeting
- b. Minutes of January 10th regular meeting
- c. Claims
- d. December and January Treasurer's Report

Seconded by Bergstrom. Approved 4-0.

PUBLIC COMMENTS

There were no public comments.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**.
- b. Robin Drake, **Library** Board President gave an update on the progress they are making with MSA.
- c. City Clerk Marylynne Dickinson gave an oral report on the **Community Building**.
- d. The **Rescue Annual Report** was passed out and presented by Julie Kline, Rescue Captain.

COMMITTEE REPORTS

Councilwoman Adams attended the **Public Safety Commission** meeting and submitted a written report.

Flyers were passed out for Storm Spotter Training on March 2nd.

City Manager Jessica Kinser updated the council on the **Housing Rehabilitation Program**. Ten applicants have been approved and 5 alternates selected.

ORDINANCES

- a. Motion by Wyman to approve the **First Reading of Ordinance 1-2011-Outside Metered Water Service**. Seconded by Adams. Roll call ayes: Adams, Rink, Bergstrom and Wyman. Nays: none. Motion passed.
- b. Motion by Rink to approve the **First Reading of Ordinance 2-2011-Outside Metered Water Rates and Exemption from Sewer Charges**. Seconded by Adams. Roll call ayes: Wyman, Bergstrom, Rink and Adams. Motion passed.

OLD BUSINESS

- a. Motion by Rink to accept the low bid from Peck Trucking & Excavation in the amount of \$1190.00 for the **demolition of 803 Main St**. Seconded by Wyman. Roll call ayes: Rink, Adams, Wyman and Bergstrom. Nays: none. Motion passed.
- b. Motion by Wyman to accept Pierce Pump's low bid of \$880.00 for the **disposal of 803 Main St**. Seconded by Rink. Roll call ayes: Bergstrom, Rink, Adams and Wyman. Nays: none. Motion carried.

NEW BUSINESS

- a. Motion by Rink to approve **RDG's proposal for Tier 2 Site Cleanup for 811 Main St**. Seconded by Adams. Approved 4-0
- b. Council discussed **strategy for disposing properties in the 800 block of Main St**. Census of Council is to wait until both 803 and 811 Main are ready for disposal before holding a public hearing and starting the disposal process.
- c. Kinser updated the Council on the **501 Main St. electric bill**.
- d. Motion by Adams to have the **next regular meeting** March 7th instead of March 14th with insurance presentations starting at 5:00 p.m. Seconded by Rink. Approved 4-0
- e. Motion by Rink to set the **Public Hearing for FY2012 Budget** for March 7th at 6:00 p.m. Seconded by Adams. Approved 4-0
- f. Motion by Rink approving **Ardent Lighting as the vendor for the Baseball Field Lighting Project**. Seconded by Wyman. Approved 4-0
- g. Motion by Bergstrom to have the City Attorney draft a **Statement of Responsibility** for the Legion upon the start of the Library project for expansion. Seconded by Rink. Approved 4-0

- h. Motion by Wyman approving **Resolution 27-2011-Set Year for Determining Cost of Living** as a calendar year. Seconded by Bergstrom. Roll call ayes: Rink, Bergstrom, Adams and Wyman. Nays: none. Motion carried.
- i. Motion by Adams approving **Resolution 28-2011-Performance Increase for Landon Preston**. Seconded by Bergstrom. Roll call ayes: Rink, Bergstrom and Adams. Nays: Wyman- he feels it is redundant given the raise Landon received not too long ago. Motion carried.
- j. Motion by Wyman approving **Resolution 29-2011-Approve City Clerk Job Description**. Seconded by Bergstrom. Roll call ayes: Adams, Wyman, Rink and Bergstrom. Nays: none. Motion carried.
- k. Motion by Bergstrom approving **Resolution 30-2011-Set Pay for City Clerk**. Seconded by Adams. Roll call ayes: Bergstrom and Adams. Nays: Wyman and Rink-the amount proposed is too much. Motion failed.
- l. Motion by Wyman approving the purchase of **refrigerators for the Community Building** from W&S Appliance- one 18 cubic ft. freezerless refrigerator at \$1025 and one 25 cubic ft. refrigerator/freezer at \$850. Seconded by Bergstrom. Approved 4-0
- m. Motion by Wyman approving **Resolution 31-2011-Adopt Rental Contract for Community Building**. Seconded by Bergstrom. Roll call ayes: Rink, Bergstrom, Adams and Wyman. Nays: none. Motion carried.
- n. Motion by Adams approving the **Concessionaire's Agreement with the American Legion Post 508** with the recommended changes by the City Attorney for item eight and the recommended changes by the Legion for items 12 and 13. Seconded by Bergstrom. Approved 4-0
- o. Motion by Wyman approving **Resolution 32-2011-Adopt Community Building Policy/Procedure 001& 002**. Seconded by Adams. Roll call ayes: Wyman, Rink, Bergstrom and Adams. Nays: none. Motion carried.
- p. Motion by Wyman for the City to apply for a **Sam's Club Membership**. Seconded by Bergstrom. Approved 4-0

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Putnam commented on all the compliments he has received for the good job Landon and Jonathan have been doing on the streets.

Kinser also commented the Sidewalk Grant Griswold received was actually for \$60,680 and not the amount stated in the Atlantic News Telegraph.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Rink read a paragraph out of the Iowa Outdoor Magazine about Viking Lake.

Bergstrom stated the Census is out and reported that Griswold lost three, Griswold's population is now 1036.

Motion by Adams to adjourn; seconded by Rink. Approved 4-0. 7:19 p.m.

Jerry Putnam
Mayor

Marylynn Dickinson
City Clerk

ACCOUNTS PAYABLE CLAIMS

ARDENT LIGHTING GROUP L.L.C.	34% OF CONTRACT	\$27,200.00
ATLANTIC ANIMAL HEALTH CENTER	BOARDING FEES	\$90.00
ATLANTIC MOTOR SUPPLY	PARTS	\$76.71
BADGER BODY & TRUCK EQUIPMENT	NEBRASKA TAX	\$25.20
BAKER & TAYLOR	BOOKS	\$353.34
BARCO PRODUCTS COMPANY	BIKE RACKS	\$937.70
BASE	PREMIUM REIMBURSEMENT	\$430.57
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$222.06
BROWN ELECTRIC CO.	LIFT STATION REPAIRS	\$682.69

CAPPEL'S	POST DRIVER	\$27.99
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$389.75
CASS COUNTY ENGINEER	SALT/SAND MIX	\$469.84
CASS COUNTY MEMORIAL HOSPITAL	SUPPLIES	\$168.25
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT FEBRUARY	\$4,583.34
CINDY MILLER	REIMBURSEMENT	\$486.10
CITY OF ATLANTIC	LAB TESTING	\$35.00
CITY OF GRISWOLD	POSTAGE	\$52.76
COLONIAL RESEARCH	BIO-BACS	\$350.29
DAKOTA SUPPLY GROUP	WATER METERS	\$1,057.51
ECKLE'S GROCERY STORE	SUPPLIES	\$76.70
EFTPS	FED/FICA TAXES	\$2,586.08
FASTENAL COMPANY	PARTS FOR DOORS	\$44.12
GREATAMERICA LEASING CORP.	COPIER LEASE	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS/ADS/ANNUAL FEE	\$347.74
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,268.49
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$1,506.47
GRISWOLD LIBRARY	PETTY CASH	\$46.01
GRISWOLD LUMBER	OPERATIONAL SUPPLIES	\$1,627.67
HAWKINS WATER TREATMENT	CHLORINE TANK	\$119.46
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$138.65
IKON FINANCIAL SERVICES	COPIER LEASE	\$142.94
IOWA ONE CALL	NOTIFICATIONS	\$25.20
IOWA WESTERN COMMUNITY COLLEGE	RECERTIFICATION KLINE/POPE	\$150.00
IPERS	IPERS	\$1,408.64
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$27.00
J.D. WYMAN SERVICE	OIL CHANGES/REPLACE REAR BULBS DAILY NONPAREIL/COMM. BLDG.	\$382.83
JESSICA KINSER	SUPPLIES	\$179.99
JOYCE BROS. AUTO SUPPLY	SUPPLIES	\$135.04
KEYSTONE LABORATORIES, INC.	LAB TESTING	\$47.30
LINDA TAULBORG	IEMSA MEMBERSHIP/MILEAGE/LODGING	\$466.05
MATHESON TRI-GAS INC	BLADES	\$83.10
MEDIVAC-ATLANTIC	MUTUAL AID	\$750.00
MIDAMERICAN ENERGY	UTILITIES	\$5,052.75
MSA PROFESSIONAL SERVICES INC	MAPPING	\$2,400.00
NISHNA VALLEY CYCLE, INC	SERVICE JAWS OF LIFE	\$75.72
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$23.42
OTTO, LORRENCE & WIEDERSTEIN	FEBRUARY RETAINER	\$600.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$732.92
POSTMASTER	POSTAGE	\$304.45
PUBLIC SAFETY CENTER	BATTERIES	\$182.28
QUILL CORPORATION	PHONES/SUPPLIES	\$345.37
RUSH ELECTRIC	REPAIR WELL HOUSE HEATER	\$72.92
SANDBOTHE FIRESTONE	BACKHOE REPAIR	\$2,137.94
SOUTHWEST IA PLANNING COUNCIL	DUES, MEMBERSHIPS	\$11,356.00
SOUTHWEST IOWA COALITION	MEMBERSHIP DUES 2011	\$250.00
SOUTHWEST IOWA TILING	TRUCKING	\$2,860.00
ST. LUKE'S DRUG AND ALCOHOL	ANNUAL DUES	\$30.00

SWICAA	ANNUAL DUES	\$20.00
TIFFANY BEEBE	WEEKLY SERVICE	\$210.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAXES	\$484.00
TREASURER, STATE OF IOWA	SALES TAX	\$3,925.00
TRUE NORTH COMPANIES, LC	MONTHLY PREMIUMS	\$108.42
UNIVERSITY OF IOWA	IMMI REGISTRATION FEE	\$410.00
UTILITIES SERVICE GROUP	CLEAN STORM SEWER	\$2,475.00
UTILITY SERVICE CO., INC.	ANNUAL PMT FOR TANK SERVICE	\$1,307.39
VERIZON WIRELESS	MONTHLY SERVICE/NEW LINES	\$172.78
WHITE POLE RD CELLULAR LLC	BLDG KEYS	<u>\$16.75</u>
	TOTAL	\$84,914.69

PAYROLL

1	GENERAL	\$1,611.69
110	ROAD USE TAX	\$525.42
140	COMMUNITY BLDG	\$108.82
600	WATER	\$1,162.42
610	SEWER	<u>\$1,162.44</u>
	PAYROLL CHECKS ON 1/06/2011	\$4,570.79

1	GENERAL	\$1,829.11
110	ROAD USE TAX	\$758.17
140	COMMUNITY BLDG	\$384.17
600	WATER	\$1,203.07
610	SEWER	<u>\$1,203.08</u>
	PAYROLL CHECKS ON 1/19/2011	\$5,377.60
	PAYROLL TOTAL FOR JANUARY	\$9,948.39

REPORT TOTAL \$94,863.08

GENERAL	\$18,658.03
ROAD USE TAX	\$8,715.46
EMPLOYEE BENEFITS	\$83.78
COMMUNITY BLDG	\$1,840.34
RESCUE FUND	\$3,570.60
2010 HOUSING PROJECT	\$9,586.00
CAPITAL IMPROVEMENT RESV	\$27,200.00
WATER	\$15,667.00
SEWER	\$9,541.87
FUND TOTALS	\$94,863.08

