

**Minutes
City of Griswold
Regular Council Meeting
Council Chambers, August 16, 2010 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: Adams, Rink, Wyman and Bergstrom.

Motion by Rink to approve the agenda with the exception of moving item E under consent agenda to the first item under Old business and moving item D under New Business to the first item to discuss under New Business. Item A under New Business is corrected to Resolution 8-2011 Set Public Hearing for SRF Planning and Design Loan. Item Q under New Business moved to fourth item under New Business. Item G under New Business is also amended to state 621 Main Street. Seconded by Adams. Approved 4-0.

Carlisle entered 6:05

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

- a. Minutes of the July 12th regular meeting
- b. Minutes of the July 29th special meeting
- c. Claims
- d. Approval of Liquor License Renewal #BC00029262 – Casey's

Seconded by Adams. Approved 5-0.

PUBLIC HEARING.

Mayor Putnam opened the **Public Hearing for Disposal of Property at 516 Main Street**. There being no written or oral comments from the public, the hearing was closed.

Mayor Putnam opened the **Public Hearing on the Amendment to Zoning Ordinance, Article V, Section 501.11**. There being no written or oral comments from the public, the hearing was closed.

DEPARTMENTAL REPORTS

- a. **Water & Public Works** – Written Report submitted. Water Supt. Kevin Jipsen stated the Fire Hydrant at 511 4th St. has been completed.
- b. **Library** – MSA will be giving the Library Board a cost comparison of remodeling the building next door versus replacing with a new building.
- c. **Community Building** – Written Report submitted.
- d. **Treasurer** – The Council received a report on the city's CD's, some of which will be maturing in the next couple months. City Manager, Jessica Kinser is to look into different avenues that may result in higher interest rates for the city.

COMMITTEE REPORTS

Councilwoman Adams attended the meeting for the Cass County Public Safety Commission and reported that they are requesting a new E911 mapping system.

ORDINANCES

Motion by Rink approving the **First Reading and waiving the Second and Third on Ordinance 4-2010 – An Ordinance Amending the Zoning Ordinance and Subdivision Regulations of the City of Griswold, IA, 1970, by Amending Article V, Section 501.11 Pertaining to Permitted Uses in the Commercial District**. Seconded by Carlisle. Roll Call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.

OLD BUSINESS

- E. Motion by Carlisle allowing Legend's a onetime extension on the hours the band plays to 12:30 a.m. Seconded by Bergstrom. Approved 5-0.
- a. Motion by Carlisle to **Purchase the Pump for the Upper Lift Station** from MC Sales in the amount of \$6,192.00. Seconded by Rink. Approved 5-0. The pump to be replaced will be stored at the Maintenance Shed and used for parts.

NEW BUSINESS

- D. A inquiry letter was sent to **Non-Sewer Residents** to see if there was any interest in having City sewer extended to their property. A few citizens came to the Council with questions of how this would be done and at whose expense. After discussion and input from citizens, this matter will be looked into at a later time.

- a. Motion by Adams to approve **Resolution 8-2011-A Resolution to Set Public Hearing Date for Entering into a Loan and Disbursement Agreement**. Date set for September 13, 2010. Seconded by Wyman. Roll call ayes: Carlisle, Wyman, Rink, Bergstrom and Adams. Nays: none. Motion carried.
- b. MSA Representative, Justin Vogel went over the map of the **Sanitary Sewer Collection System** specifically designed for Griswold. Kinser reminded the Council of the Sewer Open House to be held August 24th; this will be for information to the public only, and comments from the public will be taken.
- c. Kinser proposed to the Council, a **Sanitary and Storm Sewer Maintenance Plan** that was put together by the Public Works/Utilities Committee. Council directed Kinser to do an RFP making sure the company who responds will be able to do emergency calls.
- Q. Street Supt. Landon Preston reported on some **Standing Water Issues** on the city streets. Motion by Carlisle to begin the repairs on Scott Street and on the 700th and 900th block of Whitney. Seconded by Rink. Approved 5-0
- e. Motion by Carlisle to approve **Resolution 4-2011-Disposal of Real Property** making the minimum bid \$1,000.00. Seconded by Rink. Roll call ayes: Wyman, Bergstrom, Adams, Carlisle and Rink. Nays: none. Motion carried.
- f. After discussion on **516 Main , Request for Proposal**, Council directed the City Manager to release the request.
- g. Motion by Carlisle **Not to Approve the Purchase of 621 Main St**. Seconded by Rink. Approved 5-0.
- h. Rescue Captain, Julie Kline approached the Council about looking into **Purchasing a New Ambulance in Fiscal Year 2012**. Kline is to move forward with getting 3 bids.
- i. Motion by Adams to accept the low bid from Masker Plumbing, more than \$12,000 lower than the second bid received, for the **Installation of New Water Meters**. The contract is to include a penalty if the deadline is not met. Seconded by Wyman. Approved 5-0
- j. A **Quote for the Code Red Notification System** was given to the Council. Council agreed it would be nice but not necessary.
- k. Motion by Rink to go ahead with the **Main Street Improvement Refunding Bond** as presented. Seconded by Carlisle. Approved 5-0
- l. Motion by Wyman to adopt **Resolution 5-2011-Adopt Community and Organizational Goals through December 31, 2011**. Seconded by Carlisle. Roll call ayes: Rink, Adams, Wyman, Bergstrom and Carlisle. Nays: none. Motion carried.
- m. Motion by Carlisle to approve **Resolution 6-2011-Housing Rehabilitation Grant Contractor Payments**. Seconded by Wyman. Roll call ayes: Bergstrom, Adams, Carlisle, Rink and Wyman. Nays: none. Motion carried.
- n. Motion by Carlisle to **Appoint Paul Stein and Julie Adams to the Housing Rehabilitation Grant Committee**. Seconded by Wyman. Approved 4-0 with Adams abstaining.
- o. Motion by Wyman to authorize Kinser to write a **Rebuild Iowa Office Smart Planning Matching Grant** pledging \$5,000 towards a Comprehensive Plan. Seconded by Rink. Approved 5-0
- p. Motion by Carlisle to approve **Resolution 7-2011-Approve Investment Transfers**. Seconded by Bergstrom. Roll call ayes: Carlisle, Adams, Rink, Wyman and Bergstrom. Nays: none. Motion carried.
- r. Motion by Rink approving the **Partnership Agreement with SWIPCO for Sustainable Communities Regional Plan**. Seconded by Adams. Approved 5-0
- s. Kinser approached the Council with information to provide the employees with **Short Term Disability Benefits**; the Personnel Committee will review this and come back to the Council with a recommendation.
- t. Motion by Adams to allow the City Clerk and City Manager to attend the **South West Iowa Clerk's Association Meeting** on August 19th. Seconded by Bergstrom. Approved 5-0

PUBLIC COMMENTS

Janet Reed asked what Masker's bid was for the Water Meter Installation; the bid was \$58.00 per meter with an estimated quantity of 509 meters.

MESSAGES AND PAPERS FROM THE MAYOR/ CITY MANAGER

Kinser gave the council information on a Flood Seminar to be held in Red Oak September 21st. This event is free to the public and is designed to help people understand how residents and local leaders can better plan and prepare for future flooding.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Councilman Rink stated he has seen the seven page draft report for flood control to be submitted by the NRCS.

Motion by Wyman to adjourn; seconded by Carlisle. Approved 5-0 8:16 p.m.

Jerry Putnam
Mayor

Marylyne Dickinson
City Clerk

CLAIMS

ANSWERS	SUPPORT TERMINAL SERVER	\$195.00
ATLANTIC MOTOR SUPPLY	HYDROLIC HOSE/AMBULANCE	\$26.96
ATLANTIC NEWS-TELEGRAPH	ADVERTISING	\$54.00
BAKER & TAYLOR	BOOKS	\$330.26
BARCO MUNICIPAL PRODUCTS, INC.	HANDICAP SIGN	\$62.16
BASE	TPA FEES	\$31.25
BOB'S MOWING	FERTILIZER	\$610.00
CAPPEL'S	FIRE TRUCK PARTS	\$89.80
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$402.73
CASS COUNTY ABSTRACT CO., INC.	LIEN SEARCH	\$125.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$3.40
CINDY MILLER	BOOKS-REIMBURSEMENT	\$85.04
CITY OF GRISWOLD	POSTAGE	\$122.60
DAVID RIFFEY	FLOOR CARE	\$205.00
DIAMOND VOGEL	PAINT FOR STREET LINES	\$574.20
EMC INSURANCE CASUALTY CO.	UTV INSURANCE	\$128.00
FOLLETT SOFTWARE COMPANY	LIBRARY COMPUTER SUPPORT	\$24.08
GREATAMERICA LEASING CORP.	COPIER LEASE	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$170.19
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$736.57
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$1,444.14
GRISWOLD GOLF & COUNTRY CLUB	COUNCIL WORKSESSION LUNCH	\$87.69
GRISWOLD LIBRARY	PETTY CASH	\$5.52
GRISWOLD LUMBER	MATERIALS & SUPPLIES	\$161.15
HAWKINS WATER TREATMENT	CHEMICALS	\$108.75
IKON FINANCIAL SERVICES	COPIER LEASE	\$131.16
IOWA DEP OF NATURAL RESORCES	ANNUAL NPDES PERMIT FEE	\$210.00
IOWA LEAGUE OF CITIES	CONFERENCE TRAINING-MAYOR	\$175.00

IOWA ONE CALL
 IPERS
 J Q OFFICE EQUIPMENT
 J.D. WYMAN SERVICE
 JESSICA KINSER
 JOYCE BROS. AUTO SUPPLY
 KEMP WELDING & REPAIR
 KENT PIERSON
 KEYSTONE LABORATORIES, INC.
 LINWELD
 MED-TECH RESOURCE, INC
 MIDAMERICAN ENERGY
 NISHNA VALLEY CYCLE, INC
 NISHNABOTNA VALLEY REC
 OLSEN'S OUTDOOR POWER
 OTTO,LAWRENCE & WIEDERSTEIN
 PARTY POOPERS
 PHYSICIAN'S CLAIMS COMPANY
 POSTMASTER
 QUILL CORPORATION
 ROLLING HILLS BANK & TRUST
 RUSH ELECTRIC
 SERVICE MASTER OF SW IOWA
 SOUTHWEST IA PLANNING COUNCIL
 STATE LIBRARY OF IOWA
 TBS PLUMBING
 TOWN & COUNTRY SANITATION
 TREASURER, STATE OF IOWA
 TRUE NORTH COMPANIES, LC
 VERIZON WIRELESS

NOTIFICATIONS	\$27.90
PAYMENT	\$950.44
LEASE AGREEMENT	\$27.00
FIX AIR CONDITIONER	\$121.50
MILEAGE/GRANT CLINIC	\$49.80
UTV SUPPLIES	\$60.43
TREE ROD	\$47.00
TOKEN REFUND	\$44.52
LAB TESTING	\$69.60
CHEMICALS	\$62.00
MEDICAL SUPPLIES	\$202.16
UTILITIES	\$3,370.05
UTV FLAG	\$13,071.85
CEMETARY - ELEC/GAS	\$24.63
MOWER PARTS	\$479.28
RECORD AFFIDAVIT	\$614.00
PORTABLE TOILETS	\$150.00
DAY SHEETS	\$254.18
POSTAGE	\$305.47
SUPPLIES	\$516.13
FED/FICA TAX	\$1,541.61
CITY BANDSTAND	\$270.58
CARPET CLEANING	\$480.06
DUES, MEMBERSHIPS	\$675.00
LIBRARY DUES -MEMBERSHIP	\$56.17
SERVICE CALL	\$30.00
MONTHLY SERVICE	\$81.00
STATE TAX	\$303.00
MONTHLY PREMIUMS	\$268.64
MONTHLY SERVICE	<u>\$45.62</u>
TOTAL	\$30,581.27

PAYROLL CHECKS

GENERAL	\$1,626.36
ROAD USE TAX	\$673.39
COMMUNITY BLDG	\$193.34
WATER	\$1,860.04
SEWER	<u>\$1,135.63</u>
PAYROLL CHECKS ON 7/08/2010	\$5,488.76

GENERAL	\$1,682.90
ROAD USE TAX	\$729.78
COMMUNITY BLDG	\$388.30
WATER	\$1,883.82
SEWER	<u>\$1,192.02</u>
PAYROLL CHECKS ON 7/22/2010	\$5,876.82

PAYROLL TOTAL \$11,365.58

GENERAL	\$10,601.28
ROAD USE TAX	\$4,659.69
EMPLOYEE BENEFITS	\$154.18
COMMUNITY BLDG	\$2,040.04
RESCUE FUND	\$1,092.63
RESTRICTED GIFTS	\$150.00
PW VEHICLE REPLACEMENT	\$7,809.57
WATER	\$8,652.34
SEWER	<u>\$6,787.12</u>
CLAIMS REPORT TOTAL	\$41,946.85

