

Minutes
City of Griswold
Regular Council Meeting
Council Chambers, October 11, 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: Rink, Wyman, Bergstrom, Adams and Carlisle

Motion by Wyman to approve the agenda with the removal of the Treasurer's Report on the Consent Agenda and the removal of Item H- Veteran's Day for Employees under New Business. Seconded by Rink. Approved 5-0.

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

- a. Minutes of the September 13th regular meeting
- b. Claims with the addition of two invoices from the Griswold American and Peebles Plumbing and Heating.

Seconded by Rink. Approved 5-0.

PUBLIC HEARING.

- a. Mayor Putnam opened the **Public Hearing for Ordinance 7-2010- Amending Water Rates**. City Manager Jessica Kinser gave an overview of the proposed water rates, increasing from \$3.52 per 1,000 gallons to \$4.41 per 1,000 gallons, no increase in bulk water, metered water for outside of the City as \$4.41 per 1,000 gallons with a \$27.63 surcharge, and a surcharge of \$5.00 for city residents. Lee Wyman questioned whether or not the city was able to break even, build reserves, or use reserves with the proposed rates. Bob Reimers questioned how often large dollar expenses occur in the water system. There being no further written or oral comments from the public, the hearing was closed.
- b. Mayor Putnam opened the **Public Hearing for Ordinance 8-2010- Amending Sewer Rates**. City Manager Kinser gave an overview of the proposed sewer rates, changing from a flat fee of \$33.04 to a fee based upon usage of water at \$3.69 per 1,000 gallons with usage over 100,000 to be charged a rate of \$2.00 per 1,000 gallons, and a surcharge of \$14.90 per meter per month. Lee Wyman stated that he believed his sewer charge should be higher because of issues with the sanitary sewer system and asked if rates would increase if a project on the sewer system is completed and if the proposed surcharge will build reserves. Mr. Wyman also questioned the affordability of the sewer fees based upon water usage for families of four or more individuals. Bob Reimers questioned how the highest water users in the City would be impacted by the proposed sewer rates. There being no further written or oral comments from the public, the hearing was closed.
- c. Mayor Putnam opened the **Public Hearing on the 2010 All-Cass County Hazard Mitigation Plan**. Mike Albin with SWIPCO gave an overview of the plan sections and the goals and objectives listed for Griswold. There being no written or oral comments from the public, the hearing was closed.

DEPARTMENTAL REPORTS

- a. **Water & Public Works** – Written report submitted. Wyman questioned the status of the pumps at both lift stations. The lower lift station pumps were fixed on the Monday following the Sunday rain event. In the process of installing the new pump at the upper lift station, it was discovered that one of the other three pumps had taken on water. Both the pump from the upper lift station and the portable pump have been sent to MC Sales for repairs.
- b. **Library** – Library Board President Robin Drake reported that on October 1st all items were removed from 503 Main St. into a trailer owned by Craig Hansen for storage. A group of kids from the school helped with the move. Drake also mentioned a meeting of the Library's Technology Committee on October 28th.
- c. **Community Building** – Written Report submitted. Wyman asked Shiona about the cleaning of the dance floor and suggested another vendor in the area.

COMMITTEE REPORTS

Oral report given by Council member Adams on the Public Safety Commission.

ORDINANCES

- a. Motion by Wyman approving the **First Reading of Ordinance 7-2010-Amending Water Rates**. Seconded by Rink. Roll Call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.
- b. Motion by Rink approving the **First Reading of Ordinance 8-2010-Amending Sewer Rates**. Seconded by Wyman. Roll Call ayes: Rink, Bergstrom, Adams, Wyman and Carlisle. Nays: none. Motion carried.

OLD BUSINESS

- a. Motion by Rink to appoint **Josh Chambers as the third and final member of the Housing Grant Committee**. Seconded by Carlisle. Approved 4-0, with Adams abstaining because of her appointment to the Committee.

NEW BUSINESS

- a. Wyman updated the Council on the **Generator Room Project** at the Fire Station. The contractor is donating his labor and parts have been purchased from the Griswold Lumber. Construction should begin soon.
- b. Motion by Wyman to set the **Public Hearing for the Community Development Block Grant application** for October 18th, at 6PM. Seconded by Rink. Approved 5-0.
- c. Motion by Carlisle approving **Resolution 14-2011-Set Meeting Time and Place of City Council**. Seconded by Wyman. Roll call ayes: Rink, Wyman, Adams, Carlisle and Bergstrom. Nays: none. Motion carried.
- d. Motion by Wyman approving **Resolution 15-2011- Authorizing the issuance of General Obligation Refunding Bonds, Series 2010, and providing for the levy of taxes to pay the same**. Seconded by Adams. Roll call ayes: Adams, Bergstrom, Wyman, Carlisle and Rink. Nays: none. Motion carried.
- e. Motion by Rink to reject the bid of \$501.50 received for the **Yellow Dump Truck**. Seconded by Adams. Approved 5-0. This item will be placed on the next agenda for further discussion.
- f. Motion by Carlisle to award **RFQ 10-3 for Snow Removal** to the low bidders of Southwest Iowa Tiling and Peck Trucking and Excavating at the price of \$50 per hour on a shared basis. Seconded by Wyman. Approved 5-0.
- g. Kinser presented a written report on a **Stormwater Utility**. The Council was not interested in taking action to create a stormwater utility at this time.
- h. Kinser presented a written report on the **Third Quarter Progress on the Community and Organizational Priorities of the Council**.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Putnam wanted to thank Kevin Jipsen for his service with the City as his last day was October 8th. The Mayor also stated that the City had received a letter from a local business owner thanking Landon for his assistance with a water leak.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Rink would like to review Landon's job description and revise it to reflect his new duties.

Bergstrom stated that he had not seen the job posting for the Public Works Assistant in the Atlantic News Telegraph. Kinser will double check this.

Motion by Adams to adjourn; seconded by Carlisle. Approved 5-0 7:28 p.m.

Jerry Putnam
Mayor

Marylynn Dickinson
City Clerk

	CLAIMS 9/14/10 - 10/12/10	
BARCO MUNICIPAL PRODUCTS, INC.	STREET SIGNS	\$94.22
BASE	TPA FEES	\$31.25
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$700.21
CAPPEL'S	BOLTS/LIFT STATION	\$44.67
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$520.08
CASS COUNTY ABSTRACT CO., INC.	LEIN SEARCH	\$210.00
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT	\$5,073.82
CASS COUNTY TREASURER	516 MAIN PROPERTY TAXES	\$274.00
CENTRAL IOWA DISTRIBUTING INC.	BUILDING SUPPLIES	\$182.45
CITY OF ATLANTIC	LAB TESTING	\$35.00
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	\$110.00
DAKOTA SUPPLY GROUP	METERS	\$68,021.22
DATA TECHNOLOGIES	FALL USER GROUP MTG	\$95.00
DAVID RIFFEY	FLOOR CLEANING	\$180.00
DEVO PROPERTIES	REIMBURSEMENT	\$201.84
GREATAMERICA LEASING CORP.	COPIER LEASE	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$196.08
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,298.44
GRISWOLD LUMBER	MATERIALS & SUPPLIES	\$189.30
HACH COMPANY	CHEMICALS/SUPPLIES	\$419.52
HAWKINS WATER TREATMENT	CHEMICALS	\$380.11
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$505.83
HEIMAN FIRE EQUIPMENT	FITTINGS/ADAPTORS	\$778.05
HSBC BUSINESS SOLUTIONS	TOOLS	\$1,408.66
IMFOA	FALL CONFERENCE	\$100.00
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	\$135.00
IOWA LEAGUE OF CITIES	WORKSHOP	\$100.00
IPERS	IPERS	\$2,303.15
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$27.00
JESSICA KINSER	TRAVEL TO DNR OFFICE	\$109.50
JOYCE BROS. AUTO SUPPLY	TOOLS	\$1,304.56
KEYSTONE LABORATORIES, INC.	LAB TESTING	\$34.80
LANDON PRESTON	TRAVEL/METER PICK UP	\$100.00
LINWELD	CHEMICALS	\$66.50
MARYLYNNE DICKINSON	TRAVEL/PARTS FOR LIFT STATION	\$16.50
MASKER PLUMBING, INC	METER INSTALLATION	\$7,134.00
MC SALES, INC	DOOR MOTOR/ LIFT STATION	\$5,817.98
MEDIVAC-ATLANTIC	MUTUAL AID	\$600.00
MIDAMERICAN ENERGY	UTILITIES	\$2,984.72
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OTTO,LAWRENCE & WIEDERSTEIN	OCTOBER RETAINER	\$693.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$1,158.39
POSTMASTER	POSTAGE	\$380.18
QUILL CORPORATION	TONER	\$557.75
RETURNED CHECKS	RETURNED ACCT #474000	\$120.00

SOUTHWEST IA PLANNING COUNCIL	CODE OF ORDINANCES	\$1,500.00
SOUTHWESTERN COMMUNITY COLLEGE	MINI JAMBOREE	\$120.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TRUE NORTH COMPANIES, LC	AD&D RENEWAL	\$558.60
VERIZON WIRELESS	MONTHLY SERVICE	\$45.56
WHITE POLE RD CELLULAR LLC	SERVICE CALL/KEYS	<u>\$58.50</u>
	TOTAL CLAIMS	\$107,163.44

PAYROLL CHECKS

1	GENERAL	\$1,649.27
110	ROAD USE TAX	\$673.39
140	COMMUNITY BLDG	\$454.67
600	WATER	\$1,664.90
610	SEWER	<u>\$1,183.10</u>
	PAYROLL CHECKS ON 9/02/2010	\$5,625.33

1	GENERAL	\$1,554.45
110	ROAD USE TAX	\$673.39
140	COMMUNITY BLDG	\$156.93
600	WATER	\$1,245.06
610	SEWER	<u>\$1,012.45</u>
	PAYROLL CHECKS ON 9/16/2010	\$4,642.28

1	GENERAL	\$1,504.22
110	ROAD USE TAX	\$786.86
140	COMMUNITY BLDG	\$223.39
600	WATER	\$1,501.95
610	SEWER	<u>\$1,155.70</u>
	PAYROLL CHECKS ON 9/30/2010	\$5,172.12

TOTAL \$15,439.73

FUND TOTALS

GENERAL	\$22,328.52
ROAD USE TAX	\$5,868.09
EMPLOYEE BENEFITS	\$25.00
COMMUNITY BLDG	\$1,938.55
RESCUE FUND	\$3,393.21
WATER	\$87,447.89
SEWER	<u>\$15,249.35</u>

REPORT TOTAL \$122,603.17