

**Minutes
City of Griswold
Regular Council Meeting
Council Chambers, December 7, 2009 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: Shields, Rink, Bergstrom, Wyman and Carlisle.

Motion by Shields to approve the agenda; second by Wyman. Approved 5-0.

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

- a. Minutes of the November 16 regular meeting.
- b. Claims.

Second by Shields. Approved 5-0.

Reports:

Community Building. Written report submitted by Manager Shiona Putnam.

Public Works. Written report submitted by Public Works Director Kevin Jipsen. In addition, there is a citizen wanting to put in another driveway on his property which would require a storm sewer intake to be moved. Council wants the intentions written up by the citizen before anything can be decided. Rink complimented Jipsen and Preston for getting the snow off the streets.

City Hall. Written report given by Clerk Dickinson. Rink stated the deadline for resumes and cover letters were due December 4th, anything received in the office after that will not be accepted. The committee will meet December 14th at 6 pm in the council chambers to discuss the resumes.

Library. Library Board President Robin Drake informed the council that there will not have to be any structural revision to the bank building according to MSA's report. Robin also stated the evaluation for Cindy is complete and on file at the Library if the council would like to view it. She also wanted to know where the city was with getting a credit card: the credit card will be looked into further when a Manager is hired.

Committee Reports:

Safe Routes to School: Shields informed the council that Griswold was not accepted for the grant.

Old Business:

Depository Box Policy: Shields presented a recommendation for the policy of the depository box. A resolution will be written up and ready to be passed for the next meeting.

Clerk – Onsite Training: Motion by Shields to allow Betty Dory to mentor Clerk Dickinson at \$30.00 per hour plus mileage and meals. There will be a cap of \$2,000. paid out with the stipulation that the budget will be done and training on the treasurer's report will be completed. Second by Bergstrom. Approved 5-0.

New Business:

Annual Report Approval: Motion by Wyman to approve the Annual Report. Second by Shields. Approved 5-0

Employee Evaluations: Motion by Wyman for no pay increases for the next fiscal year. Motion died. After discussion Shields made motion for the council to complete their employee evaluations and meet with the employees before the next meeting. Evaluations will be put on the next agenda. Second by Carlisle. Approved 5-0.

Public Comments: Julie Adams commented on the City Clerk position taking at least 3 years to fully learn and the training the first year is important to understanding what needs to be done.

Messages and Papers from the Mayor. Mayor Putnam let everyone know the Flood Mitigation /Soil Conservation Group received \$190,000 for the grant applied for.

Propositions and Remarks from Council Members: Wyman informed the council the expense and revenue reports from the City and the Fire Dept. were on the table and the Rescue Dept did not submit a report. Shields wants to see a report from Jeremy with SWIPCO on how the Ordinances are coming.

Motion by Shields to adjourn. Second by Wyman. Approved 5-0 7:11 pm.

Jerry Putnam
Mayor

Marylynn Dickinson
Interim City Clerk