

**Minutes**  
**City of Griswold**  
**Regular Council Meeting**  
**Community Building, June 14, 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 Wyman to approve the agenda. Seconded by Rink. Approved 4-0.

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

- a. Minutes of the May 17<sup>th</sup> regular meeting
- b. Claims with the addition of a \$14.29 claim to Griswold Lumber
- c. Approve Cigarette Permit applications – Casey’s General Store and Eckles Grocery
- d. Approval of Liquor License #LE0000850 – Eckles Grocery
- e. Approval of Transferring The Beer Permit to the Dance Site for Reunion – American Legion Post 508

Seconded by Wyman. Approved 5-0.

PUBLIC HEARING.

Mayor Putnam opened the **Public Hearing for Ordinance 3-2010 – An Ordinance Adopting the City of Griswold, Code of Ordinances, 2010**. There being no written or oral comments from the public the meeting was closed.

DEPARTMENTAL REPORTS

- a. **Water & Public Works** – Written Report submitted.
- b. **Library** – Library Board President, Robin Drake announced the Library will be having their annual Book Sale during Reunion and possibly a float for the parade.
- c. **City Hall** – Written Report submitted.
- d. **Community Building** – Written Report submitted.

COMMITTEE REPORTS

Councilwoman Adams gave a report on what benefits the Public Safety Commission brings to the city and recommended the City continue membership with the Commission.

ORDINANCES

Motion by Rink approving the **First Reading on Ordinance 3-2010 – An Ordinance Adopting the City of Griswold, Code of Ordinances, 2010**. Seconded by Adams. Roll Call ayes: Adams, Rink, Wyman and Bergstrom. Nays: none. Motion carried. Councilman Rink wanted to make sure the public knew the proposed Ordinances can be viewed at the City Hall or on the City Web Site at [griswoldia.govoffice2.com](http://griswoldia.govoffice2.com).

OLD BUSINESS

- a. **FY11 Wage Rates**-tabled.
- b. Melissa Leaming, owner of Mobile Munchies, would like to rent (with the possibility to purchase) the **lots at Highway 48 & 92** for next year. Motion by Wyman to sell the property. Seconded by Adams. During discussion Wyman stated his intention to rent the property to Mobile Munchies next spring if the City has not sold it by that time. Approved 4-0.
- c. Motion by Wyman to deny the **request for a deadline extension at 421 Main St**. Seconded by Adams. Approved 4-0.
- d. Discussion was held on what to do with **516 Main Street**. Councilman Wyman wants the City Manager to write up something for proposals to sell the property making sure a business plan and some type of rehabilitation plan will be in the request as well.

NEW BUSINESS

- a. SWIPCO Representative Jeremy Middents gave an **update on the Housing Grant** policies and procedures.
- b. Motion by Wyman approving **Resolution 18-2010 – Adoption of Policies for the Housing Grant**. Seconded by Rink. Roll Call ayes: Adams, Rink, Wyman, and Bergstrom. Nays: none. Motion carried.
- c. Motion by Rink to approve **Leamings request to use the sidewalk west of Mobile Munchies during Reunion for an Art Contest**. Seconded by Wyman. Approved 4-0.

d. Motion by Rink approving the following **Street Closings for Reunion:**

Friday Night

- Harrison to 1<sup>st</sup>
- 1<sup>st</sup> to Madison
- Whitney to Maple
- Maple to North
- North to Union
- Union b/t Hwy 92 & 2<sup>nd</sup>

Saturday and Saturday Night

- Harrison to Hwy 92
- Hwy 92 to Mills
- Whitney b/t Adams & Maple
- 5<sup>th</sup> b/t Clark & Montgomery
- Maple b/t Whitney & North

- Montgomery b/t 1<sup>st</sup> & Whitney
- Cass b/t Hwy 92 & 4<sup>th</sup>
- Union b/t 5<sup>th</sup> & 4<sup>th</sup>
- Cass b/t 92 & 2<sup>nd</sup>

Seconded by Adams. Approved 4-0

- e. Motion by Wyman approving **Resolution 19-2010 – Approve FY10 Transfer of Funds**. Seconded by Rink. Roll Call ayes: Rink, Bergstrom, Adams and Wyman. Nays: none. Motion carried.
- f. Motion by Wyman approving **Resolution 20-2010 – Approve Water and Wastewater Superintendent and Streets and Grounds Superintendent Job Descriptions**. Seconded by Rink. Roll Call ayes: Bergstrom, Wyman, Rink and Adams. Nays: none. Motion carried.
- g. Mayor Putnam appointed Victoria Jones to fill the vacancy on the **Planning and Zoning Commission**. Motion by Rink approving the appointment. Seconded by Wyman. Approved 4-0
- h. Motion by Adams to **un-appoint Matt Woods of Peters Law Firm as City Attorney**. Seconded by Rink. Approved 4-0
- i. Motion by Wyman to **appoint David Wiederstein of OTTO, LORENCE & WIEDERSTEIN P.L.L.C. as City Attorney**. Seconded by Adams. Approved 4-0
- j. Motion by Wyman approving **Resolution 21-2010 – Designated Funds for Payment of Public Safety**. Seconded by Bergstrom. Roll call ayes: Wyman, Rink, Adams and Bergstrom. Nays: none. Motion carried.
- k. Motion by Rink approving **Resolution 22-2010 – Authorization of Planning and Design Loan Application**. Seconded by Wyman. Roll Call ayes: Adams, Rink, Wyman and Bergstrom. Nays: none. Motion carried.
- l. Motion by Adams approving **Resolution 23-2010 – Authorization to Pre-Pay Specific Vendors** with the addition of Otto, Lorence, and Wiederstein for City Attorney retainer fees. Seconded by Wyman. Roll Call ayes: Rink, Bergstrom, Wyman and Adams. Nays: none. Motion carried.
- m. Motion by Rink approving **Resolution 24-2010 – Approve Financial Policy/Procedure 001-Component Unit Financial Reporting**. Seconded by Adams. Roll Call ayes: Wyman, Rink, Adams and Bergstrom. Nays: none. Motion carried.
- n. Motion by Wyman approving **Resolution 25-2010 – Approve Environmental Control Joint 28E Agreement**. Seconded by Rink. Roll Call ayes: Bergstrom, Wyman, Rink and Adams. Nays: none. Motion carried.
- o. City Manager, Jessica Kinser submitted a report on the process of employee evaluation and a recommendation for performance evaluations and/or raises in the future.

PUBLIC COMMENTS

Dave Dunfee with the Cass County Board of Supervisors explained what actions would be required to add the City of Griswold to the Baughman Creek Drainage District.

Mike Kennon, Emergency Management Coordinator introduced himself to the Council.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Putnam wanted to remind the public that July 9<sup>th</sup> and 10<sup>th</sup> is Griswold Reunion and a number of volunteers along with city employees will be working to get the town ready. City Manager Kinser has planned a work session with a tentative date of July 13<sup>th</sup>.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Councilman Bergstrom said he hasn't heard of anyone flooding with all the rain we have gotten. Rink wanted to let the public know of the article being published in the paper pertaining to the prevention of flooding.

Motion by Rink to adjourn; seconded by Wyman. Approved 5-0 7:12 p.m.

Jerry Putnam  
Mayor

Marylynne Dickinson  
City Clerk

CLAIMS REPORT

ATLANTIC NEWS-TELEGRAPH	ADVERTISING	\$36.00
BAKER & TAYLOR	BOOKS	\$433.21
BOB'S MOWING	MOWING CONTRACT	\$1,540.00
CAPPEL'S	DOG KENNEL	\$421.76
CASS CO. PUBLIC SAFETY COMM.	MONTHLY EXPENSE	\$443.69
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$17.65
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT	\$4,583.34
CENTRAL IOWA DISTRIBUTING INC.	SUPPLIES	\$224.85
CINDY MILLER	BOOKS/REIMBURSEMENT	\$147.85
CITY OF GRISWOLD	POSTAGE	\$55.29
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	\$110.00
COHRON READY MIX	CONCRETE	\$548.82
DATA TECHNOLOGIES	COMPUTER FEES	\$1,399.16
DAVID RIFFEY	FLOOR WAXING	\$90.00
DEMCO, INC	SUPPLIES	\$225.81
ECKLE'S GROCERY STORE	OFFICE SUPPLIES	\$6.37
FEDERAL SIGNAL CORP	ROTATING SIREN	\$11,730.00
GREATAMERICA LEASING CORP.	COPIER LEASE	\$164.00
GRISWOLD AMERICAN	MINUTES	\$167.64
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$865.36
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$741.63
GRISWOLD LIBRARY	PETTY CASH	\$29.95
GRISWOLD LUMBER	MATERIALS & SUPPLIES	\$354.98
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$1,936.00
HEARTLAND TECHNOLOGY SOLUTIONS	MICROSOFT OFFICE LICENSE	\$828.00
IKON FINANCIAL SERVICES	COPIER LEASE	\$291.34
IOWA CITY/CO MANAGEMENT ASSN.	laCMA MEMBERSHIP	\$120.00
IOWA STATE UNIVERSITY	TRAINING/ FIRE DEPT	\$550.00
J Q OFFICE EQUIPMENT	COPIER LEASE	\$27.00
J.D. WYMAN SERVICE	AMBULANCE REPAIR	\$127.23
JESSICA KINSER	TRAVEL REIMBURSEMENT	\$118.40
JOYCE BROS. AUTO SUPPLY	SUPPLIES	\$123.32
KEVIN JIPSEN	CLOTHING REIMBURSEMENT	\$119.00
KEYSTONE LABORATORIES, INC.	LAB TESTING	\$69.60
LINWELD	CHEMICALS	\$51.86
MARYLYNNE DICKINSON	TRAVEL REIMBURSEMENT	\$30.92
MEDIVAC-ATLANTIC	MUTUAL AID	\$450.00
MID-AMERICAN RESEARCH CHEMICAL	MAINTENANCE SUPPLIES	\$1,004.10
MIDAMERICAN ENERGY	UTILITIES	\$2,967.89
MORTENSEN INFROMATION	TECH ASSISTANCE	\$293.87
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.38
OTTO,LAWRENCE & WIEDERSTEIN	1/2 JUNE RETAINER	\$300.00
PERFECTION LEARNING	IOWA CHOICE BOOKS	\$494.06

PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$446.80
POSTMASTER	POSTAGE	\$285.87
QUILL CORPORATION	ENVELOPES	\$248.03
RISKY BUSINESS TREE SERVICE	TREE REMOVAL	\$1,500.00
RUSH ELECTRIC	SERVICE TO SUMP PUMP	\$65.00
SANDBOTHE FIRESTONE	MAINTENACE & SUPPLIES	\$67.64
SCHILDBERG CONSTRUCTION CO.	ROCK/ GRAVEL	\$1,145.13
SOUTHWEST IOWA COALITION	RURAL SUMMIT REGISTRATION	\$45.00
SOUTHWEST IOWA LIBRARY SERVICE	DIE CUTS	\$11.02
TBS PLUMBING	AC MAINTENANCE	\$348.45
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	SALES TAX	\$3,859.00
TRUE NORTH COMPANIES, LC	MONTHLY PREMIUMS	\$134.32
UNION STREET LANDSCAPING	GRASS SEED	\$14.23
<u>VERIZON WIRELESS</u>	<u>MONTHLY SERVICE</u>	<u>\$45.76</u>

TOTAL	\$42,562.58
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PAYROLL

1	GENERAL	\$1,603.92
110	ROAD USE TAX	\$652.83
140	COMMUNITY BLDG	\$310.48
600	WATER	\$1,360.24
610	SEWER	<u>\$1,127.13</u>
	PAYROLL CHECKS ON 5/13/2010	\$5,054.60

1	GENERAL	\$1,586.52
110	ROAD USE TAX	\$652.83
140	COMMUNITY BLDG	\$346.83
600	WATER	\$1,800.59
610	SEWER	<u>\$1,127.14</u>
	PAYROLL CHECKS ON 5/27/2010	\$5,513.91

TOTAL PAYROLL FOR 5/2010	\$10,568.51
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GENERAL	\$27,981.85
ROAD USE TAX	\$3,646.53
I-JOBS	\$1,145.13
EMPLOYEE BENEFITS	\$64.59
COMMUNITY BLDG	\$1,420.02
RESCUE FUND	\$1,963.95
WATER	\$9,583.66
SEWER	<u>\$7,325.36</u>
TOTAL	\$53,131.09