

**Minutes  
City of Griswold  
Regular Council Meeting  
Council Chambers, June 1, 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 Wyman to approve the agenda moving item 6-F Nancy Putnam – Legends, after the Consent Agenda; second by Rink. Approved 5-0.

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

- a. Minutes of the May 4 & 18 regular meetings.
- b. Claims.
- c. Employees overtime report.
- d. Approval of Cigarette/Tobacco Permit application – Casey’s General Store

Second by Rink. Approved 5-0.

Nancy Putnam-Legends: Nancy Putnam requested permission from the council to have music in the Beer Garden Friday night of reunion. The council wanted to make sure that this is just a special event and not going to become a regular thing. Nancy assured them that this was just for reunion. Mayor Putnam mentioned that there have been 2 complaints filed for the noise level at Legends. After discussing this with Nancy, she agreed to turn the Jukebox down a bit outside. Nancy also said she would be willing to talk to the people who filed the complaint so this could be resolved easier. Mayor Putnam informed her that the names on the complaint forms are confidential and cannot be released to her.

Motion by Rink to approve music in the Beer Garden the Friday night of reunion (July 10<sup>th</sup>) from 9pm. to 12 am. Second by Wyman. Approved 5-0

Reports:

Community Building. Written report submitted by Building Manager, Shiona Putnam. After discussion on taking bids for cleaning of the carpets, Shields made motion to go with the company already lined up. Second by Wyman. Approved 5-0

Public Works. Written report submitted by Landon. Wyman asked what the part time help had been doing. Water Superintendent Jipsen informed Wyman that the part time help has been mowing, power washing, removing paint and helped with the manholes so far.

Bergstrom asked if there are curfews for the parks and if the hours are posted anywhere. Mayor Putnam stated that the hours are posted at the parks – 6 am-11pm at the City Park and 8 am to 10 pm at the Playground. Shields asked if the signs have been ordered yet and along with that could there be No Parking signs with steel posts put up at the ball field. Jipsen’s reply was no signs have been ordered but they will be with the new budget, and yes signs could be put up at the ball field.

Shields also wanted to know if all the potholes have been filled now and did we use the whole second batch from Feldhacker? All the potholes that needed filled have been filled and yes the whole batch was used for the city streets was Jipsen’s reply.

City Hall. Written report given by Clerk Dickinson. Clerk Dickinson explained the spreadsheet on each employees vacation time, comp time and health benefits. This spreadsheet will keep a running total on how much each employee has used and how much is left in each category.

Shields presented a nuisance letter that he had revised for the city to use for sending out to properties for code violations.

Library. Board President Robin Drake informed the council that they have hired Corissa Dean as the new part time Librarian. Wyman wanted the Library Board to know that he doesn't think hiring the new part time help for more money than the previous help, who had been there for three years, was a wise decision.

Robin asked the council to consider getting a city credit card. The majority of book purchases Cindy does for the library is done online and requires a credit card, which she has been using her personal card and gets reimbursed though the city. The council agrees that paying to a credit card would be better than reimbursing an employee. Rink would like to see this on the next agenda to discuss. The council then brought up purchase orders; anything the employees need to purchase should go through the City Hall first to get a purchase order number. Purchase orders do not apply to the library, anything Cindy purchases for the Library other than books must go through the Board first before she orders.

#### Old Business.

Yard Waste Site. Wyman and Carlisle met with a fencing company to get measurements and prices for a 6ft fence with barbs and a mesh to put around it so the inside is not visible. Rink wanted to make sure that if the waste site is moved by the cemetery it would not give a negative view. Carlisle responded by saying the mesh would block the view of the pile. Wyman stated that this is just an option they are looking into. Shields commented that the fence could be used anywhere the site might be moved to. Shields also wanted to let the council know the property by the river is coming up for sale soon and still an option for the city to look into.

Review of sealed bid for 907 2<sup>nd</sup> St. Mayor Putnam opened the sealed bids and after the council looked at each one, Shields made motion to go with the highest bid from Jack Evans in the amount of \$2009.00. Second by Rink. Approved 5-0

City Nodes-Rose Bushes. Mayor Putnam explained that Conyers would not give a 5-year written guarantee on the rose bushes. Wyman wanted to know if rose bushes were a necessity, Mayor Putnam stated that for Community Betterment it is very important to have a nice looking Main Street. There was discussion on the nodes blocking the view of traffic and counter discussion stating that parked cars would sill block the view if the nodes were not there. Motion by Shields to have Canoyer's replace the 80 rose bushes for \$23.50 each. Second by Rink. Approved 4-1 Wyman dissenting.

#### New Business.

Nuisance Properties. Carlisle informed the council that the property at 701 Adair St. looks like it is being cleaned up. The property at 205 5<sup>th</sup> St. has torn down the shed and will be making the decision to remodel or tear down the house by July 1<sup>st</sup>. Clerk Dickinson will keep record of all deadlines the property owners have been given and then follow through with the next steps if necessary.

Training-Data Tech. Clerk Dickinson asked the council permission to have Janon Douglas come Friday June 5<sup>th</sup>. It will cost \$550 plus expenses for an 8-hour session. In the session Janon will adjust the Summit program to do a utility reconciliation, help get things ready for the coming budget and answer as many questions she has time for. Shields commented that this training is a necessity that has to be done; the only thing he would like to

see is the office staying open during the training session. Shiona was asked if she could be in the office during that time, and Shiona agreed to be there. Motion by Rink to allow training Friday June 5<sup>th</sup>. Second by Bergstrom. Approved 5-0

Training-Iowa Municipal Professionals. Motion by Shields for Clerk Dickinson to attend classes given by Iowa Municipal Professionals Institute, July 20-22, 2009. Seconded by Wyman. Approved 5-0

Training-Safety. Motion by Shields for Landon to attend safety classes June 25<sup>th</sup> and 26<sup>th</sup> given by IAMU. Seconded by Wyman. Approved 5-0

Revisions to City Practices. Shields presented proposed recommendations for city practices. Some of these include the possibility of the bank receiving payments, medical reimbursements to employees not to exceed 90 days, and an outline for travel reimbursements. Clerk Dickinson is to talk to the bank to see if the bank taking payments is possible and what the price would be. The medical and travel reimbursements will be put on the next agenda for discussion.

Public Comments. There were several comments on Ordinance issues. Issues about motorcycles parking on sidewalks, over grown bushes and noise control were talked about. The entire Code of Ordinances can be found on the official city website.

Council Remarks. Bergstrom thanked Moy for setting up a volunteer sheet for the Yard Waste Site it is appreciated.

Wyman stated after the audit exit conference he had expected the Mayor or one of the other council members in attendance to call and let him know if the audit had found anything else or if it was what was expected. Mayor Putnam apologized and acknowledged that he should have called the rest of the council.

Shields stated that the City Manager examples given in the packet are a good starting point for the council to use for coming up with a job description that suits the City. Rink would like a work session on this, city positions and health coverage. A work session will be held June 10<sup>th</sup> at 6:00 pm. to discuss city positions. A work session for health coverage will be held, the time has not been determined.

Motion by Wyman to adjourn; second by Rink. Approved 5-0; 7:55 p.m.

Jerry Putnam  
Mayor

Marylynn Dickinson  
Interim City Clerk