

Minutes
City of Griswold
Regular Council Meeting, City Hall
August 12, 2013
6:30 p.m.

The Griswold City Council met in regular session at City Hall. Mayor Lee Wyman called the meeting to order. Council present: Askeland, Cook, Mundorf and Jared Wyman. Absent: Adams. Motion by Askeland to approve the agenda. Seconded by Mundorf. Approved 4-0. Motion by J. Wyman to approve the following items under the Consent Agenda:

- a. Minutes of the July 8, 2013 regular meeting
- b. Minutes of the July 10, 2013 special meeting
- c. Claims
- d. Treasurer's Report – ending July 31, 2013

Seconded by Askeland. Approved 4-0

PUBLIC COMMENTS

Barry Moore brought up concerns about dust control on the gravel road in front of the storage units south of town.

Lisa Roads, owner of Lisa's Lunchbox let the council know she is interested in purchasing the neighboring lots owned by the city.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**. Public Works Supervisor, Jeff Metheny also added that the street beside the grocery store is done and they just have the curb and sidewalk to complete.
- b. Along with the written report, Head Librarian, Lisa Metheny reported they have hired a new part time Librarian who started August 5th.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

- a. **Public Safety Commission** –written report submitted
- b. Mundorf gave a report on our membership with **CADCO**. He will be attending the monthly meetings and has invited them to come to our City Council meeting next month.

OLD BUSINESS

- a. Written report submitted for the update on the **Sanitary Sewer Project**. CDBG has given an extension for the completion of the sewer line west of town.
- b. The personnel committee had a phone interview with a candidate for **City Manager** and has decided to interview him with the full council at a special meeting August 21. There is also one more candidate they are going to interview at the same meeting.
- c. City Manager, Chelsea Huisman wanted to discuss the proposed changes to the **Community Building Contract**. The changes to be made are on the 'day before' rentals and the large room.

NEW BUSINESS

- a. Motion by Askeland to approve a **request for reduction** of \$133.73 to the sewer charges on account #319000. Seconded by J. Wyman. Roll call ayes: Askeland, J. Wyman, Cook and Mundorf. Nays: none. Motion carried.
- b. The council discussed dust control on the gravel streets in town. Mayor Wyman requested the council to drive around and see what they think.
- c. Julie Brandt with the Rescue Department, presented the **annual report** for the Ambulance Department.
- d. J. Wyman with the Fire Department, presented the **annual report** for the Fire Department.
- e. Motion by J. Wyman to approve the purchase of one **Welcome to Griswold sign** in the amount of \$16,000, to replace the old sign on the south side of town. Seconded by Cook. Roll call ayes: Cook, Askeland, Mundorf and J. Wyman. Nays: none. Motion carried.

- f. Motion by Cook to approve **Resolution 3-2014: Approve community building contract changes.** Seconded by Askeland. Roll call ayes: Mundorf, Cook, J.Wyman and Askeland. Nays: none. Motion carried.
- g. Motion by Askeland to approve **Resolution 4-2014: Approve sanitary sewer easement for Jason and Jennifer Reynolds property.** Seconded by Mundorf. Roll call ayes: Askeland, Mundorf, Cook and J.Wyman. Nays: none. Motion carried
- h. Motion by J.Wyman to approve **Resolution 5-2014: Approve FY13 Street Finance Report.** Seconded by Cook. Roll call ayes: J.Wyman, Askeland, Mundorf and Cook. Nays: none. Motion carried.
- i. Motion by Askeland to approve **Resolution 6-2014: Approve pay request #13 for sanitary sewer project.** Seconded by Cook. Roll call ayes: Cook, J.Wyman, Askeland and Mundorf. Nays: none. Motion carried.
- j. Motion by J.Wyman to go into **closed session** pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I to discuss employee performance. Seconded by Mundorf. Roll call ayes: Mundorf, Cook, J.Wyman and Askeland. Nays: none. Motion carried. 6:14 p.m.
Motion by Cook to return to open session. Seconded by Mundorf. Roll call ayes: Askeland, J.Wyman, Cook and Mundorf. Nays: none. Motion carried. 6:26 p.m.
- k. Motion by Askeland to approve **Resolution 7-2014: Approve Jeff Metheny pay increase.** Seconded by Cook. Roll call ayes: J.Wyman, Mundorf, Askeland and Cook. Nays: none. Motion carried.

MESSAGES AND REMARKS FROM THE CITY ADMINISTRATOR

none

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Wyman wanted each council member to go to the office sometime before the special meeting and look over the applications for City Manager.

MESSAGES AND REMARKS FROM THE CITY COUNCIL

none

Motion by Askeland to adjourn. Seconded by Cook. Approved 4-0. 6:28 p.m.

CLAIMS

AGRILAND FS, INC	ROUND UP	\$214.66
AKIN BUILDING CENTERS	WELL HOUSE REPAIR	\$139.30
GEGRB/AMAZON	BOOKS/ SUPPLIES	\$1,097.50
ANSWERS	ADMIN PLANNING	\$307.92
ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
ATLANTIC PEST CONTROL LLC	TREATMENT	\$95.00
BAKER & TAYLOR	BOOKS	\$100.30
BASE	HRA/CAFETERIA	\$360.00
BI-STATE ELECTRONICS	MINITOR REPAIRS/BATTERIES	\$413.00
BLUFFS PAVING & UTILITY CO.INC	ORDER #8	\$20,280.00
BOB'S MOWING	MOWING CONTRACT	\$1,150.00
BROWN ELECTRIC CO.	REPAIR PUMP	\$272.74
BRYCE POTTER	DAMAGE DEPOSIT RETURN	\$150.00
CADCO	MEMBERSHIP DUES	\$525.00

CAPPEL'S	CLEANING SUPPLIES	\$71.33
CAROLYN ROSSELL	DAMAGE DEPOSIT RETURN	\$50.00
CASS CO. PUBLIC SAFETY COMM.	MONTHLY EXPENSES	\$633.98
CASS COUNTY ENGINEER	SAND/SALT MIX	\$581.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$92.95
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-AUGUST	\$5,583.33
CHARLOTTE EVANS	DAMAGE DEPOSIT RETURN	\$50.00
CHELSEA HUISMAN	REIMBURSE PUBLIC WORKS PHONE	\$47.95
CITY OF ATLANTIC	LAB TESTING	\$45.00
CITY OF GRISWOLD	POSTAGE	\$120.19
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$149.72
CURTIS COOK	DAMAGE DEPOSIT RETURN	\$150.00
DALE JENKINS	DAMAGE DEPOSIT RETURN	\$50.00
DANELL SMITH	REIMBURSEMENT TRAINING	\$330.00
DEMCO, INC	SUPPLIES	\$88.18
DONNA FORSYTH	DAMAGE DEPOSIT REFUND	\$100.00
EFTPS	FED/FICA TAX	\$2,727.17
FELDHACKER CONTRACTING, LLC	FILL POTHLES	\$1,900.00
GREATAMERICA FINANCIAL SVCS	COPIER LEASE	\$82.00
GRISWOLD AMERICAN	MTG/CLAIMS/SPCL MTG	\$176.29
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,543.25
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$1,263.45
GRISWOLD LIBRARY	PETTY CASH	\$17.74
HACH COMPANY	CHEMICALS/SUPPLIES	\$371.00
INDUSTRIAL ELECTRIC MOTORS	PUMP LABOR	\$5,980.00
IOWA ASSN. OF MUNICIPAL UTIL.	WATER TRAINING	\$110.00
IOWA DNR	WATER DISTRIBUTION	\$60.00
OVER DRIVE, INC	WILBOR SUBSCRIPTION	\$393.24
IOWA ONE CALL	NOTIFICATIONS	\$3.50
IPERS	IPERS	\$1,677.28
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$31.00
J.D. WYMAN SERVICE	BRAKES/PADS	\$456.41
KEMP WELDING & REPAIR	REPAIRS	\$102.00
LARRY ACKERMAN	EASEMENT	\$500.00
LEAGUE OF NEBRASKA	MGR AD	\$37.40
LISA COOK	CLEANING	\$27.00
MARGARET HENKLE	DAMAGE DEPOSIT RETURN	\$50.00
MARTHA INC	LIQUOR LICENSE REFUND	\$225.00
MARYLYNNE DICKINSON	MILEAGE/MEALS REIMBURSEMENT	\$366.94
MATHESON TRI-GAS INC	CHEMICALS	\$105.82
MEDIVAC-ATLANTIC	MUTUAL AID	\$600.00
MENARDS	DESK PARTS	\$299.71
MIDAMERICAN ENERGY	UTILITIES	\$3,515.92
MORTENSEN INFORMATION	RENEWAL I-DRIVE	\$70.75
MUNICIPAL MANAGEMENT CORP.	LEAK DETECTION	\$1,100.00
NEBRASKA FURNITURE MART	NOOK/IPAD/BLUE RAY	\$1,104.95
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OTTO,LORENCE & WIEDERSTEIN	AUGUST RETAINER	\$617.00

PHYSICIAN'S CLAIMS COMPANY	2 MONTHS OF DAY SHEETS	\$1,289.46
POSTMASTER	POSTAGE	\$145.97
QUILL CORPORATION	SWEEPER/OFFICE SUPPLIES	\$94.11
RED OAK GLASS INC.	AWNING/PROJECTION	\$4,500.00
ROBINSON TRUE VALUE	POSTAGE	\$49.39
SCHILDBERG CONSTRUCTION CO.	ROCK, GRAVEL,SAND	\$442.36
SENTIMENTAL PRODUCTIONS	SING-A-LONG BOOKS	\$34.00
SHARON BOOS	DAMAGE DEPOSIT RETURN	\$50.00
SOUTHWEST IA PLANNING COUNCIL	DUES, MEMBERSHIPS	\$673.00
SOUTHWEST IOWA TILING	307 MAIN BACKHOE/LABOR	\$1,202.08
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$211.00
STEINBECK & SONS INC.	DAMAGE DEPOSIT REFUND	\$50.00
TAMMY MCFARLAND	DAMAGE DEPOSIT RETURN	\$100.00
TOWN & COUNTRY SANITATION	TRASH SERVICE	\$156.00
TREASURER, STATE OF IOWA	STATE TAX	\$426.00
TRUE NORTH - GROUP BENEFITS	3 MONTHLY PREMIUMS	\$292.50
UFMC	SUPPLIES	\$21.94
UNITED HEALTH CARE PLAN	GROUP INSURANCE PREMIUMS	\$3,913.89
VERIZON WIRELESS	MONTHLY SERVICE	\$111.17
VIRGINIA ASKELAND	CLEANING	\$120.00
WESTON ELECTRIC	LINE REPAIR/BOUCHER	\$600.70
WHITE POLE RD CELLULAR LLC	RE-KEY DOOR & KEYS-LIBRARY	\$170.50
WYMANS CARQUEST	SHOP SUPPLIES	<u>\$69.61</u>
	TOTALS	\$75,112.55

GENERAL	\$16,262.94
ROAD USE TAX	\$6,061.90
EMPLOYEE BENEFITS	\$1,495.34
COMMUNITY BLDG	\$1,450.61
RESCUE FUND	\$3,382.07
CAPITAL PROJ RESERVE	\$27,261.00
WATER	\$9,070.50
SEWER	<u>\$10,128.19</u>
TOTALS	\$75,112.55

Lee Wyman
Mayor

Marylynne Dickinson
City Clerk