

**Minutes
City of Griswold
Regular Council Meeting, City Hall
August 8, 2011
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, Bergstrom and Carlisle. Absent: Wyman.

Motion by Carlisle to approve the agenda. Seconded by Adams. Approved 4-0.

Motion by Adams to approve the following items under the Consent Agenda with the removal of item F - Treasurers Report for June 30 and item G – Treasurers Report for July 31.

- a. Minutes of the July 11, 2011 regular meeting
- b. Minutes of the July 14, 2011 special meeting
- c. Minutes of the July 19, 2011 special meeting
- d. Minutes of the July 21, 2011 special meeting
- e. Claims – with additional claims for Laverty Sanitation and Town & Country Sanitation
- f. Removed
- g. Removed
- h. Renew Liquor License #BC0029262 – Casey's General Store

Rink questioned the bill to Our Daily Bread; City Manager Kinser stated it was for those who volunteered to help the day of RAGBRAI.

Seconded by Bergstrom. Approved 4-0.

PUBLIC HEARING

Mayor Putnam opened a public hearing on a proposal for the City to manage the Cocklin Fish Farm. Carlisle gave an overview of information related to the proposal. Sandy Tye asked what improvements to the Fish Farm are being discussed. Larry Mundorf asked where the money would come to manage the park specifically questioning the use of tax dollars. Cory Feltner pointed out that if the County Conservation Board continues to operate the park, the tax payer will still be supporting it. Jerry Kline stated that he is in favor of the City taking over the management. With no additional comments to be received, Mayor Putnam closed the public hearing.

PUBLIC COMMENTS

Andy Steffen commented on how well everything went for RAGBRAI.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**. Kinser introduced Jeff Metheney, the new Public Works Superintendent.
- b. Cindy Miller, Head Librarian informed the Council they will be finalizing everything for the **Library** expansion within the next couple of months. Also, new counters have been installed for the additional computers received with grant money.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

- a. Written report submitted for the **Public Safety Commission**.
- b. The **Planning and Zoning Commission** met August 3rd and progress is being made, the next meeting will be August 17th.

NEW BUSINESS

- a. Motion by Rink to accept Mayor Putnam's recommendation to **appoint Chris Elwood to the Library Board**. Seconded by Carlisle. Approved 4-0
- b. City Manager, Kinser gave the council a financial scenario for financing the remaining funds for the **expansion of the library**. Adams requested that a special meeting be scheduled to approve an internal loan for the project.
- c. Motion by Carlisle approving **Resolution 1-2012 – Approve Fiscal Year 2011 Street Financial Report**. Seconded by Rink. Roll call ayes: Adams, Rink, Bergstrom and Carlisle. Nays: none. Motion carried.
- d. Motion by Rink approving **Resolution 2-2012 – Establish a Contingency Fund**. Seconded by Adams. Roll call ayes: Rink, Bergstrom, Carlisle and Adams. Nays: none. Motion carried.
- e. Motion by Adams to **place on the ballot of the November 2011 election** a question to the voters of shall the City Council of the City of Griswold, Iowa, establish a **Capital Improvements Reserve Fund**

and levy taxes at a rate not to exceed sixty-seven and one-half cents per thousand dollars of taxable value each year, for a period not to exceed twenty years, commencing with the levy for the fiscal year 2012, payable in fiscal years ending June 30, 2013 through June 30, 2033, for the purpose of funding flood mitigation efforts, procedures and strategies in the City of Griswold, Iowa.

- f. Council went over proposed **policy/procedures for the utility billing system**. The policies will be brought to the Council for approval at the next meeting.
- g. Motion by Rink to post the **City Administrator position** immediately in several different places; the local paper, the Iowa League of Cities job board, ICMA job board, Drake, Iowa State and the University of Nebraska-Omaha. Seconded by Adams. Approved 4-0

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Putnam reiterated how well everyone came together to make RAGBRAI a successful day.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Adams thanked Jonathan for stepping up and doing a great job for the city.

Motion by Adams to adjourn. Seconded by Carlisle. Approved 4-0 7:03 p.m.

Jerry Putnam
Mayor

Marylynne Dickinson
City Clerk

CLAIMS

AKIN BUILDING CENTERS	SIGNS	\$246.17
ARCTIC GLACIER	ICE	\$352.00
ARDENT LIGHTING GROUP L.L.C.	FINAL PMT. FOR SPORTS LIGHTING	\$26,400.00
ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
VINER CONSTRUCTION	STREET PATCH HWY 92	\$835.00
BAKER & TAYLOR	BOOKS	\$464.55
BARCO MUNICIPAL PRODUCTS, INC.	SIGNS	\$421.77
BARCO PRODUCTS COMPANY	TRASH CANS	\$1,107.50
BASE	HRA/CAFETERIA	\$61.25
BOB'S MOWING	FERTILIZER/ CONTRACT	\$2,015.00
BRANDY ELLISEN	DAMAGE DEPOSIT REFUND	\$100.00
BROWN ELECTRIC CO.	REPAIR	\$363.30
CAPPEL'S	PARTS	\$224.31
CASEY'S GENERAL STORE	VOLUNTEER SUPPLIES-RAGBRAI	\$27.96
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$417.62
CASS COUNTY ABSTRACT CO., INC.	LIEN SEARCH	\$200.00
CASS COUNTY LANDFILL	LANDFILL	\$53.60
CASS COUNTY MEMORIAL HOSPITAL	SUPPLIES	\$27.31
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-AUGUST	\$4,583.34
CENTRAL IOWA DISTRIBUTING INC.	SUPPLIES	\$250.55
CHOICE PRINTING	BROCHURES	\$309.76
CINDY MILLER	TONER/BOOKS	\$257.12
COLONIAL RESEARCH	CHEMICALS	\$706.53
DEVORE FENCING	FENCING @ LAGOON	\$587.94
DIAMOND VOGEL	TRAFFIC PAINT	\$212.90

DULTMEIER	EQUIPMENT	\$132.97
EDDY-WALKER EQUIPMENT CO.	STREET SWEEPER EQUIP.	\$107.70
EFTPS	FED/FICA TAXES	\$2,839.23
FELDHACKER CONTRACTING, LLC	FILL POT HOLES	\$1,900.00
GREATAMERICA LEASING CORP.	LEASE AGREEMENT	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$212.27
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,207.27
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$690.17
GRISWOLD GOLF & COUNTRY CLUB	AUGUST LEASE	\$2,500.00
GRISWOLD LIBRARY	PETTY CASH	\$40.98
HACH COMPANY	CHEMICALS/SUPPLIES	\$120.20
HAWKINS WATER TREATMENT	CHEMICALS	\$625.62
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$544.21
IKON FINANCIAL SERVICES	COPIER LEASE	\$103.71
IOWA DEP OF NATURAL RESORCES	NPDES ANNUAL FEE	\$210.00
IOWA DNR	WASTEWATER TREATMENT EXAM	\$30.00
IOWA ONE CALL	NOTIFICATIONS	\$22.60
IPERS	IPERS	\$1,357.78
J & J CUSTOM GRAPHIC DESIGN	WELCOME SIGN	\$527.28
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$28.00
JESSICA KINSER	RAGBRAI	\$267.17
JP BORING	WORK AT HIGH SCHOOL	\$400.00
KEMP WELDING & REPAIR	REPAIRS	\$519.00
LAVERTY SANITATION	TRASH SERVICE	\$400.00
LORNA ALBRIGHT	DAMAGE DEPOSIT REFUND	\$25.00
MATHESON TRI-GAS INC	CHEMICALS	\$68.60
MC SALES, INC	LIFT STATION PUMP	\$4,637.25
MEDIVAC-ATLANTIC	MUTUAL AID	\$150.00
MENARDS	BLADE REPLACEMENT	\$15.90
MIDAMERICAN ENERGY	UTILITIES	\$3,386.81
MUNICIPAL SUPPLY, INC.	SUPPLIES	\$2,875.17
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OLSEN'S OUTDOOR POWER	MOWER REPAIR	\$45.23
OTTO,LORENCE & WIEDERSTEIN	AUGUST RETAINER	\$600.00
OUR DAILY BREAD	VOLUNTEER SUPPLIES	\$240.00
PEEBLES PLUMBING	METER @ SCHOOL	\$749.75
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$308.45
PORTER SEPTIC SERVICE	PORTABLE RESTROOMS	\$3,540.00
POSTMASTER	POSTAGE	\$137.52
PRONTO/TAMI'S TARTS	REFUND	\$400.00
PSG	KOLBE TEST	\$520.00
QUILL CORPORATION	SUPPLIES	\$38.96
RETURNED CHECKS	ACCT #486000	\$50.00
ROBINSON TRUE VALUE	POSTAGE	\$34.70
SANDBOTHE FIRESTONE	REPAIR-STREET SWEEPER	\$32.00
SCHILDBERG CONSTRUCTION CO.	ROCK, GRAVEL,SAND	\$4,770.86
	CONSTRUCTION - HOUSING	
SOUTHWEST IA PLANNING COUNCIL	GRANT	\$10,107.00
SOUTHWEST IOWA TILING	MAIN & MONTGOMERY	\$1,307.89
THE GREEN TREE CO	TREE/ STUMP REMOVAL	\$1,835.00

THE RED OAK EXPRESS	PUBLIC WORKS AD	\$64.00
TIFFANY BEEBE	CLEANING	\$345.00
TOWN & COUNTRY SANITATION	TRASH SERVICE	\$502.00
TREASURER, STATE OF IOWA	STATE TAXES	\$468.00
TRUE NORTH COMPANIES, LC	MONTHLY PREMIUMS	\$107.38
UNITED HEALTH CARE PLAN	GROUP INSURANCE PREMIUMS	\$3,071.17
UTILITIES SERVICE GROUP	SEWER MAINTENANCE	\$4,252.55
VERIZON WIRELESS	MONTHLY SERVICE	\$91.56
WYMANS CARQUEST	SUPPLIES	\$44.03
ZOLL MEDICAL CORPORATION	1ST INSTALLMENT	<u>\$14,352.41</u>
	TOTAL	\$115,892.83

FUND NAME

GENERAL	\$21,042.63
ROAD USE TAX	\$11,993.74
EMPLOYEE BENEFITS	\$1,862.64
COMMUNITY BLDG	\$1,453.53
RESCUE FUND	\$15,320.05
2010 HOUSING PROJECT	\$10,107.00
RAGBRAI 2011	\$6,180.82
CAPITAL IMPROVEMENT RESV	\$26,400.00
WATER	\$12,043.26
SEWER	<u>\$9,489.16</u>
TOTAL	\$115,892.83