

Minutes
City of Griswold
Regular Council Meeting, Griswold Fire Station, meeting room
February 9, 2015
6:00 p.m.

The Griswold City Council met in regular session at the Fire Station's meeting room. Mayor Lee Wyman called the meeting to order. Council present: Askeland, Cook, Moore, Mundorf and J.Wyman.

Motion by Askeland to approve the agenda. Seconded by J.Wyman. Approved 5-0.

Motion by J.Wyman to approve the following items under the Consent Agenda

- a. Minutes of the January 12, 2015 regular meeting
- b. Claims
- c. Treasurers Report – ending January 31, 2015
- d. January Clerks Report

Seconded by Cook. Approved 5-0.

PUBLIC HEARINGS

- a. Mayor Wyman opened the Public Hearing for the **FY15 Resurfacing Bid**, 6:03 p.m. There being no written or oral comments the Public Hearing was closed. 6:04 p.m.
- b. Mayor Wyman opened the Public Hearing for the **FY16 Budget**, 6:04 p.m. There being no written or oral comments the Public Hearing was closed. 6:05 p.m.

PUBLIC COMMENTS

Phil Rink addressed the council about where the city is with flood mitigation, Greg Lightner asked about the dilapidated houses in town and Dusty Wyman asked the council to consider changing the street parking ordinance.

DEPARTMENTAL REPORTS

- a. **Public Works** - Public Works Supervisor, Jeff Metheny reported on several items. Christmas decorations have been taken down, the lift station has been worked on, part of the brush pile has been burnt, VFD's have been installed, Nick Kinser completed a water treatment class and also received his CDL. Metheny also thanked Drue Kirchoff for his help and the use of his back hoe
- b. **Library** – Written report submitted by Head Librarian, Lisa Metheny. She also stated they will be working on some electrical issues.
- c. **Community Building** - Written report submitted.
- d. **Cass County Sheriff** – Written report submitted. The Mayor suggested having the sheriff give an oral report to the council twice a year.

COMMITTEE REPORTS

- a. **Public Safety Commission** – no report.
- b. **CADCO**. – No report.
- c. **Cass County Environmental Control** – Moore gave a report.

OLD BUSINESS

- a. Motion by Askeland to proceed with **online bill pay**. Seconded by Cook. After discussion Askeland amended his motion to include online bill pay with the service fee pricing. Seconded by J.Wyman. Roll call ayes: Askeland, Cook, J.Wyman, Mundorf and Moore. Nays: none. Motion carried.

NEW BUSINESS

- a. **Mayors Term in Office** – Tabled to the next meeting.
- b. Motion by J.Wyman approving the **Rescue Department Bylaws**. Seconded by Askeland. Roll call ayes: Mundorf, Askeland, Moore, Cook and J.Wyman. Nays: none. Motion carried.
- c. Ryan Smith with the Fire Department and Tim Teig with Snyder and Associates presented preliminary plans for **Building Renovations** of the Fire/Rescue Building. After the presentation J.Wyman made motion to support the Departments to look into funding sources for Alternate 1 (one). Seconded by Cook. After discussion J.Wyman amended his motion to include having the Departments come back to the city when they have funding in place. Seconded by Cook. Roll call ayes: Mundorf, J.Wyman, Moore, Askeland and Cook. Nays: none. Motion carried.

- d. Motion by J.Wyman to not forgive the **Housing Rehabilitation Program Promissory Note** and Mortgage for 805 1st St. Seconded by Askeland. Roll call ayes: Moore, Cook, Mundorf, J.Wyman and Askeland. Nays: none. Motion carried.
- e. Motion by J.Wyman to set the Public Hearing for the **Ordinance 1-2015: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRISWOLD, IOWA, 2010, BY AMENDING SECTION 6-5-8 PERTAINING TO WATER RATES** for March 9, 2015, 6:00 p.m. at the Griswold City Council Chambers. Seconded by Cook. Roll call ayes: Cook, J.Wyman, Askeland, Moore and Mundorf. Nays: none. Motion carried.
- f. Motion by J.Wyman to set the Public Hearing for **Ordinance 2-2015: MOWING OF PROPERTIES (NEW CHAPTER)** for March 9, 2015, 6:00 p.m. at the Griswold City Council Chambers. Seconded by Mundorf. Roll call ayes: Mundorf, Moore, Askeland, J.Wyman and Cook. Nays: none. Motion carried.
- g. Motion by Askeland to approve **Resolution 19-2015 – A Resolution Authorizing the write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds**. Seconded by Cook. Roll call ayes: J.Wyman, Cook, Mundorf, Moore and Askeland. Nays: none. Motion carried.
- h. Motion by Cook to approve **Resolution 20-2015 – Approve FY16 Budget**. Seconded by Askeland. Roll call ayes: Askeland, Cook, Moore, Mundorf and J.Wyman. Nays: none. Motion carried.
- i. Motion by J.Wyman to have the City Manager, Nick MacGregor proceed with the applying for the Iowa West Foundation Grant using the project list presented for the Community Building. Seconded by Cook. Roll call ayes: Cook, Askeland, J.Wyman, Mundorf and Moore. 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 real estate matters. Seconded by Askeland. Roll call ayes: Cook, J.Wyman, Askeland, Moore and Mundorf. Nays: none. Motion carried. 7:30 p.m.
 Motion by Mundorf to return to open session. Seconded by Cook. Approved 5-0. 7:48 p.m.
 Motion by J.Wyman to partner with West Central and contact the DNR to continue with Phase II at 100 Union Street. Seconded by Askeland. Roll call ayes: Mundorf, Moore, Askeland, J.Wyman and Cook. Nays: none. Motion carried.

MESSAGES FROM THE CITY MANAGER

MacGregor reminded the council of the bid letting for the Mill and Overlay project this Thursday the 12th at 4:00 p.m. City Attorney, David Wiederstein introduced Jamie Arnold a new associate with the firm.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Wyman had a few things 1) Congratulations to David on his new County Attorney position 2) Thanks to Jeff, Nick, Drue and all others who helped with the snow removal 3) Appreciation to the council for coming prepared to the meeting and 4) He would like the personnel committee to receive a copy of the employee hand book to review for updating.

MESSAGES AND REMARKS FROM THE CITY COUNCIL

Askeland thanked Drue and all others for their help with snow removal.
 J.Wyman would like to look into what other councils get for pay.
 Moore congratulated Nick Kinser for obtaining his CDL.

Motion by Mundorf to adjourn. Seconded by Cook. Approved 5-0. 8:00

CLAIMS

AKIN BUILDING CENTERS	BULBS	\$38.45
ATLANTIC NEWS-TELEGRAPH	ADVERTISING	\$66.00
AUDITOR OF STATE	ANNUAL EXAMINATION	\$4,744.85
BASE	MONTHLY EXPENSE	\$60.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$391.70
BP	FUEL	\$126.95
CAPPEL'S	CUTTER/BLADES	\$87.70
CARD SERVICES	FRAME/SUPPLIES	\$207.17

CASS CO. PUBLIC SAFETY COMM.	MONTHLY EXPENSE	\$534.42
CASS COUNTY BEEF PRODUCERS	DAMAGE DEPOSIT REFUND	\$100.00
CASS COUNTY ENGINEER	SAND/SALT MIX	\$245.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$55.51
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-FEBRUARY	\$5,000.00
CITY OF ATLANTIC	LAB TESTING	\$45.00
CITY OF GRISWOLD	POSTAGE	\$40.49
CLINT FREUND	DAMAGE DEPOSIT RETURN	\$100.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$153.12
EFTPS	FED/FICA TAX	\$3,137.02
GREATAMERICA FINANCIAL SVCS	COPIER LEASE	\$68.48
GRISWOLD AMERICAN	MINUTES/CLAIMS/ADS/HEARINGS	\$303.61
GRISWOLD COMMUNITY BETTETERMEN	BETTERMENT SUPPORT	\$150.00
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$161.87
GRISWOLD LIBRARY	PETTY CASH	\$15.68
GRISWOLD, CITY OF	SEWER UTILITY	\$133.16
HACH COMPANY	CHEMICALS/SUPPLIES	\$209.57
HAWKINS WATER TREATMENT	CHEMICALS	\$435.12
HEIMAN FIRE EQUIPMENT	FIRE GEAR-PATCHES	\$839.20
IOWA ONE CALL	NOTIFICATIONS	\$28.80
IPERS	IPERS	\$2,088.89
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$33.00
J.D. WYMAN SERVICE	VEHICLE REPAIR	\$1,464.57
JEFF METHENY	ROUTER/RANGE EXTEND-REIMB.	\$399.98
KARLENE KINGERY	BOOK	\$14.95
KIRKWOOD COMMUNITY COLLEGE	WATER TREATMENT CLASS-NICK	\$450.00
LISA METHENY	MILEAGE REIMBURSE	\$17.92
MATHESON TRI-GAS INC	CHEMICALS	\$53.74
MED-TECH RESOURCE, INC	MEDICAL SUPPLIES	\$345.19
MEDIVAC-ATLANTIC	MUTUAL AID	\$450.00
MENARDS	BALLAST	\$30.37
MET LIFE - GROUP BENEFITS	GROUP BENEFITS	\$170.87
METERING & TECHNOLOGY SOLUTION	GASKETS/LINERS	\$119.58
MIDAMERICAN ENERGY	UTILITIES	\$5,616.23
MUNICIPAL EMERGENCY SERVICES	FIRE GEAR-GLOVES	\$1,773.51
NICK KINSER	MEAL REIMBURSEMENT	\$60.97
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OTTO,LORENCE & WIEDERSTEIN	FEBRUARY RETAINER	\$600.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$309.90
POSTMASTER	POSTAGE	\$150.58
ROBINSON TRUE VALUE	CHIME	\$30.74
SANDBOTHE FIRESTONE	VEHICLE REPAIR	\$160.13
SW IA FARM BUSINESS ASSOC.	DAMAGE DEPOSIT RETURN	\$100.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$44.00
STEFFEN FUEL SUPPLY	FUEL	\$36.38
STOREY KENWORTHY/MATT PARROTT	UTILITY BILLS	\$674.89
SUSAN PETERSEN	MILEAGE REIMBURSE	\$10.98
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAX	\$534.00
UNITYPOINT CLINIC	TESTING/ANNUAL DUES	\$67.00

VERIZON WIRELESS	MONTHLY SERVICE	\$114.60
VIRGINIA ASKELAND	CLEANING	\$100.00
WELLMARK	PREMIUMS	\$4,659.40
WYMANS CARQUEST	BROOMS	<u>\$53.98</u>
	TOTAL BY VENDER	\$38,321.22

1	GENERAL	\$19,931.10
110	ROAD USE TAX	\$3,284.09
112	EMPLOYEE BENEFITS	\$1,829.03
140	COMMUNITY BLDG	\$1,242.83
141	RESCUE FUND	\$2,349.62
600	WATER	\$5,520.56
610	SEWER	<u>\$4,163.99</u>
	TOTAL BY FUND	\$38,321.22

JANUARY 2015 CLERKS REPORT

<u>REVENUE BY FUND</u>		JANUARY 2015	<u>EXPENSE BY FUND</u>	
GENERAL TOTAL	\$30,713.18		GENERAL TOTAL	\$18,414.23
ROAD USE TAX TOTAL	\$9,307.04		ROAD USE TAX TOTAL	\$5,821.27
EMPLOYEE BENEFITS TOTAL	\$865.99		EMPLOYEE BENEFITS TOTAL	\$2,932.40
EMERGENCY FUND TOTAL	\$105.40		COMMUNITY BLDG TOTAL	\$1,123.23
LOCAL OPTION SALES TAX TO	\$9,443.97		RESCUE FUND TOTAL	\$1,643.48
TAX INCREMENT FINANCING T	\$860.53		WATER TOTAL	\$54,501.96
COMMUNITY BLDG TOTAL	\$937.56		SEWER TOTAL	<u>\$12,903.56</u>
RESCUE FUND TOTAL	\$586.03		TOTAL EXPENSES BY FUND	\$97,340.13
FLOOD CONTROL TOTAL	\$0.30			
DEBT SERVICE TOTAL	\$313.08			
CAPITAL IMPROVEMENT FUND	\$263.47			
CAPITAL PROJECT FUND TOTA	\$1.22			
PW VEHICLE REPLACEMENT TO	\$0.40			
SOURCE WATER PROTECTION T	\$0.21			
PERPETUAL CARE TOTAL	\$1.03			
WATER TOTAL	\$13,674.36			
SEWER TOTAL	<u>\$28,345.53</u>			
TOTAL REVENUE BY FUND	\$95,419.30			

Lee Wyman
Mayor

Marylynne Lightner
City Clerk