

**Minutes**  
**City of Griswold**  
**Regular Council Meeting, City Hall**  
**June 20, 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: Rink, Bergstrom, Carlisle and Wyman and Adams.

Motion by Rink to approve the agenda, removing item Q under New Business. Seconded by Wyman. Approved 5-0.

Motion by Adams to approve the following items under the Consent Agenda

- a. Minutes of May 9, 2011 regular meeting – with the correction of item G under New Business. Vote should have been 3-2 with Rink and Wyman dissenting on the bid from Pat Lewis to haul and spread the gravel on the streets and alleys.
- b. Minutes of the May 23, 2011 special meeting
- c. Claims
- d. Treasurer's Report – Statement ending May 31, 2011
- e. Renew Cigarette Permit – Casey's General store
- f. Renew Cigarette Permit – MJ's Grocery
- g. Approve Liquor License Transfer #BB0022439 – American Legion

Seconded by Bergstrom. Approved 5-0.

PUBLIC COMMENTS

There were no public comments.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**. Adams had questions regarding the Iowa One calls and a profile read.
- b. Cindy Miller, Head Librarian reported they are beginning the weeding process of the books in order to make room for additional computers.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

- a. Adams was unable to attend the **Public Safety Commission** meeting.
- b. City Manager, Jessica Kinser gave an update on the start of the rewriting of the zoning ordinance for the **Planning and Zoning Commission**. There is still a vacant position on the Commission.

NEW BUSINESS

- a. Motion by Bergstrom allowing the **American Legion to put six flag poles in the node** by the Legion Park and allowing them to take out the trees to do so. Seconded by Wyman. Approved 5-0
- b. Motion by Wyman approving **Resolution 41-2011 - Disposal of Real Property Owned by the City of Griswold, Iowa**. Seconded by Adams. Roll Call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.
- c. Motion by Rink to select Berggren Real Estate as the **realtor for the Disposal of 803 Main St.** for a 90 day listing and if not sold, property will be sold by the City. Seconded by Bergstrom. Approved 5-0
- d. Motion by Wyman approving **Resolution 42-2011 – Approve Cost of Living Adjustment for FY2012**. Seconded by Adams. Roll Call ayes: Carlisle, Adams, Rink, Bergstrom and Wyman. Nays: none. Motion carried.
- e. Motion by Rink approving **Resolution 43-2011 – Approve FY2011 Transfers**. Seconded by Adams. Roll Call ayes: Wyman, Carlisle, Adams, Rink and Bergstrom. Nays: none. Motion carried.
- f. Motion by Adams approving **Resolution 44-2011 – Amend the City of Griswold Personnel Policies Handbook** to reflect the implementation of group insurance coverage for employees. Seconded by Wyman. Roll Call ayes: Bergstrom, Wyman, Carlisle, Adams and Rink. Nays: none. Motion carried.
- g. Motion by Carlisle approving **Resolution 45-2011 – Street Closures for Old Soldiers Reunion**. Seconded by Bergstrom. Roll Call ayes: Rink, Bergstrom, Wyman, Carlisle and Adams. Nays: none. Motion carried.

- h. Motion by Wyman approving **Resolution 46-2011 – Street Closures and Parking Bans for RAGBRAI**. Seconded by Bergstrom. Roll Call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.
- i. Motion by Rink to accept the low bid from Green Tree out of Red Oak for **tree and stump removal** at six sites. Seconded by Adams. Approved 5-0
- j. Motion by Rink to **Renew the Agreement with Otto, Lorrence and Weiderstein** for City Attorney services. Seconded by Adams. Approved 5-0
- k. Motion by Carlisle to go into closed session pursuant to Iowa Code Chapter 21.5, Paragraph 1, subparagraph I to discuss legal matters (**nuisance properties**) Seconded by Rink. Roll Call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried. Council returned to open session. Motion by Wyman to authorize the City Attorney to initiate litigation to take title to certain abandoned properties. Seconded by Rink. Approved 5-0
- l. Motion by Rink approving the request for **Kinser to attend the IaCMA Summer Conference**. Seconded by Bergstrom. Approved 5-0
- m. Council discussed two possible ballot items for November- library levy and capital improvement reserve levy. Joe Schwartz, Library Board and Friends of the Library, stated that the stance of both groups is that putting the levy on the ballot could hurt fundraising efforts. The second levy discussed was the capital improvement reserve levy, which Kinser stated could be designated to flood mitigation. Consensus of the Council was to disregard the library levy but continue research into capital improvement reserve levy.
- n. Council discussed the **Fish Farm Management Agreement** and concerns about the maintenance and improvement of the Fish Farm. Rink stated that he would not vote on the issue because he is also a member of the Cass County Conservation Board, but that he is opposed to the idea of the City taking over the management of the Fish Farm. Consensus of the other four members was to move forward with a meeting of the Conservation Board and Council.
- o. Motion by Adams denying the **Utility Bill Reduction Request** for account #358000. Seconded by Rink. Approved 5-0
- p. Motion by Rink approving **Resolution 47-2011 – Destruction of Documents**. Seconded by Bergstrom. Roll Call ayes: Carlisle, Adams, Rink, Bergstrom and Wyman. Nays: none. Motion carried.
- q. Item removed.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Rink stated that the group from the Church of Christ did an excellent job cleaning the playground.

Carlisle mentioned the street sweeper has been working better after fixing many parts on it and to think about including the replacement of the current street sweeper in a future budget.

Adams wanted to know if something can be posted in the paper on the openings and closings of the yard waste site. If it is raining or too wet the gates will be locked, but if not wet it is still open by appointment during the week.

Motion by Rink to adjourn. Seconded by Wyman. Approved 5-0 7:44 p.m.

Jerry Putnam  
Mayor

Marylynn Dickinson  
City Clerk

### CLAIMS

|                                |                               |            |
|--------------------------------|-------------------------------|------------|
| AGRILAND FS, INC               | ROUND UP                      | \$289.77   |
| ATLANTIC MUNICIPAL UTILITIES   | CONTRACT AGREEMENT            | \$1,600.00 |
| BAKER & TAYLOR                 | BOOKS                         | \$311.89   |
| BARB SMITH                     | DAMAGE DEPOSIT REFUND         | \$150.00   |
| BASE                           | TPA FEES                      | \$661.25   |
| BOB'S MOWING                   | MOWING CONTRACT               | \$1,540.00 |
| BROWN ELECTRIC CO.             | SEWER PUMP                    | \$92.00    |
| CANOYER COUNTRY GREENHOUSE     | ANNUALS                       | \$148.29   |
| CAPPEL'S                       | SUPPLIES                      | \$140.92   |
| CASS CO. PUBLIC SAFETY COMM.   | 1.5% OF MONTHLY EXPENSES      | \$203.02   |
| CASS COUNTY MEMORIAL HOSPITAL  | MEDICAL SUPPLIES              | \$8.94     |
| CASS COUNTY SHERIFF'S DEPT.    | 28E AGREEMENT-JUNE            | \$4,583.34 |
| CENTRAL IOWA DISTRIBUTING INC. | SUPPLIES-COMMUNITY BUILDING   | \$245.90   |
| CINDY MILLER                   | REIMBURSEMENT FOR SUPPLIES    | \$278.77   |
| CITY OF ATLANTIC               | LAB TESTING                   | \$25.00    |
| CITY OF GRISWOLD               | PETTY CASH-POSTAGE            | \$70.01    |
| CLARINDA CORRECTIONAL FACILITY | MAINTENANCE-PLAYGROUND        | \$249.96   |
| CONTRACTOR SOLUTIONS           | REPAIR TRASH PUMP             | \$191.63   |
| DAKOTA SUPPLY GROUP            | WATER METERS                  | \$3,102.20 |
| DANELL SMITH                   | PEDIACTRIC/ADULT LIFE SUPPORT | \$240.00   |
| DEMCO, INC                     | SUPPLIES-LIBRARY              | \$194.84   |
| DULTMEIER                      | OPERATION SUPPLIES            | \$549.12   |
| EDDY-WALKER EQUIPMENT CO.      | STREET SWEEPER EQUIP.         | \$342.16   |
| EFTPS                          | FED/FICA TAXES                | \$2,708.16 |
| GREATAMERICA LEASING CORP.     | COPIER LEASE                  | \$82.00    |
| GRISWOLD AMERICAN              | CLAIMS/MINUTES/ADS            | \$263.26   |
| GRISWOLD AMOCO FUEL-O-MATIC    | FUEL                          | \$1,020.81 |
| GRISWOLD CHAMBER OF COMMERCE   | CHAMBER MEMBERSHIP            | \$200.00   |
| GRISWOLD COOP TELEPHONE CO.    | TELEPHONE                     | \$611.57   |
| GRISWOLD GOLF & COUNTRY CLUB   | JUNE LEASE                    | \$2,500.00 |
| GRISWOLD LIBRARY               | PETTY CASH                    | \$48.72    |
| HACH COMPANY                   | SPECTROPHOTOMATER             | \$4,303.59 |
| HD SUPPLY WATERWORKS           | WATER METER SUPPLIES          | \$1,829.40 |
| IKON FINANCIAL SERVICES        | COPIER LEASE                  | \$165.90   |
| IOWA CITY/CO MANAGEMENT ASSN.  | laCMA MEMBERSHIP/CONFERENCE   | \$235.00   |
| IOWA DNR                       | WASTEWATER TREATMENT EXAM     | \$30.00    |
| IOWA ONE CALL                  | NOTIFICATIONS                 | \$21.60    |
| IPERS                          | IPERS                         | \$1,223.85 |
| J Q OFFICE EQUIPMENT           | COPIER CONTRACT               | \$28.00    |
| JEB PECK                       | DAMAGE DEPOSIT REFUND         | \$150.00   |

|                                |                               |                 |
|--------------------------------|-------------------------------|-----------------|
| JESSICA KINSER                 | REIMBURSEMENT-TRAVEL/SUPPLIES | \$416.97        |
| JESSICA TYE                    | DAMAGE DEPOSIT REFUND         | \$100.00        |
| JONATHAN PILGREEN              | REIMBURSEMENT-TRAVEL/CLOTHING | \$78.10         |
| JOY PELZER                     | DAMAGE DEPOSIT REFUND         | \$50.00         |
| KEMP WELDING & REPAIR          | REPAIRS                       | \$105.00        |
| KEYSTONE LABORATORIES, INC.    | LAB TESTING                   | \$47.30         |
| MATHESON TRI-GAS INC           | CHEMICALS                     | \$68.60         |
| MATT PARROTT AND SONS COMPANY  | UTILITY BILLS                 | \$694.66        |
| MCDERMOTT & SON ROOFING CO.    | BLDG MAINT                    | \$75.00         |
| MEDIVAC-ATLANTIC               | MUTUAL AID                    | \$300.00        |
| MICHELLE MARTENS               | DAMAGE DEPOSIT REFUND         | \$100.00        |
| MORTENSEN INFROMATION          | TECHNOLOGY SUPPORT            | \$127.50        |
| NISHNABOTNA VALLEY REC         | CEMETARY - ELEC/GAS           | \$25.00         |
| OTTO,LORRENCE & WIEDERSTEIN    | JUNE RETAINER                 | \$600.00        |
| PAT LEWIS TRUCKING LLC         | HAUL AND SPREAD ROCK          | \$5,670.00      |
| PECK TRUCKING                  | BLADING OF STREETS/ALLEYS     | \$10,623.55     |
| PERFECTION LEARNING            | BOOKS                         | \$697.85        |
| PHYSICIAN'S CLAIMS COMPANY     | DAY SHEETS                    | \$489.57        |
| POSTMASTER                     | POSTAGE                       | \$344.02        |
| QUILL CORPORATION              | OFFICE SUPPLIES               | \$206.17        |
| RACOM CORPORATION              | INSTALLATION                  | \$687.68        |
| ROBINSON TRUE VALUE            | POSTAGE                       | \$13.93         |
| RUSH ELECTRIC                  | WELL HOUSE LABOR              | \$299.54        |
| SANDBOTHE FIRESTONE            | MAINTENACE & SUPPLIES         | \$30.00         |
| SCHILDBERG CONSTRUCTION CO.    | ROCK, GRAVEL,SAND             | \$6,905.78      |
| SOUTHWEST IA PLANNING COUNCIL  | CONTRACTOR FEES/ HOUSING      |                 |
| SOUTHWEST IOWA LIBRARY SERVICE | GRANT                         | \$27,835.00     |
| SOUTHWEST IOWA TILING          | SUPPLIES                      | \$23.28         |
| TIFFANY BEEBE                  | BACKHOE/LABOR                 | \$1,520.00      |
| TOWN & COUNTRY SANITATION      | CLEANING                      | \$300.00        |
| TREASURER, STATE OF IOWA       | MONTHLY SERVICE               | \$102.00        |
| TRUE NORTH COMPANIES, LC       | STATE TAXES                   | \$458.00        |
| UNITED HEALTH CARE PLAN        | MONTHLY PREMIUMS              | \$107.38        |
| VERIZON WIRELESS               | GROUP INSURANCE PREMIUMS      | \$3,071.15      |
| WEIRICH WELDING                | MONTHLY SERVICE               | \$91.43         |
| WYMANS CARQUEST                | INSTALL SIREN                 | \$773.00        |
|                                | AIR FILTER                    | <u>\$728.62</u> |

**TOTAL \$94,406.95**

FUND TOTALS

|                      |             |
|----------------------|-------------|
| GENERAL              | \$16,487.00 |
| ROAD USE TAX         | \$20,526.38 |
| I-JOBS               | \$4,736.39  |
| EMPLOYEE BENEFITS    | \$2,367.23  |
| COMMUNITY BLDG       | \$1,536.25  |
| RESCUE FUND          | \$1,374.11  |
| 2010 HOUSING PROJECT | \$27,835.00 |
| RESTRICTED GIFTS     | \$249.96    |

|              |                    |
|--------------|--------------------|
| WATER        | \$14,586.57        |
| SEWER        | <u>\$4,708.06</u>  |
| <b>TOTAL</b> | <b>\$94,406.95</b> |