

Minutes
City of Griswold
Regular Council Meeting, City Hall
March 12, 2012
6:00 p.m.

The Griswold City Council met in regular session at City Hall. Mayor Lee Wyman called the meeting to order at 6:00 p.m. Council present: Adams, Askeland, Cook, Mundorf and Jared Wyman.

Motion by Adams to approve the agenda. Seconded by Cook. Approved 5-0.

Motion by Askeland to approve the following items under the Consent Agenda.

- a. Minutes of the February 27, 2012 special meeting
- b. Claims
- c. Treasurers Report – Month ending February 29, 2012

Seconded by J.Wyman. Approved 5-0.

PUBLIC COMMENTS

Sandy Tye asked the council if there are any plans to work on Union St. and possibly the alley behind her house. Jeff Metheny, Public Works Supervisor is to get some estimates for the street.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**.
- b. Librarian, Cindy Miller informed the council of the survey being completed for the **Library** and the board will now look into staying open longer hours.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

- a. Adams reported she visited three (3) 911 Centers with the **Public Safety Commission**, and added that it is very apparent that our Cass County 911 Center is in need.
- b. Askeland reported the **Fish Farm Committee** has scheduled a clean-up day for March 25, 2012. All volunteers must sign a waiver with the City and a list of things they will be doing will be given to Chelsea Fulton, City Administrator prior to the clean-up.

ORDINANCES

- a. Motion by J.Wyman to approve the Third and Final reading of **Ordinance 1-2012: Amending the Code of Ordinances of the City of Griswold, Iowa, 2010, By Amending Chapter 10 of Article II, by adding thereto Sections 6,7,8,9 and 10 Pertaining to Building Permits**. Seconded by Mundorf. Roll call ayes: Mundorf, Cook, Adams, J.Wyman and Askeland. Nays: none. Motion carried.

OLD BUSINESS

- a. MSA representative, Sarah Campbell went over the amendments to the Sewer Rehabilitation Project. These amendments consisted of relining instead of replacing some lines, adding some manholes, requiring the contractor to televise all replacements and saving the trees if at all possible. Motion by J.Wyman to approve the **final plans and specifications for the Sanitary Sewer Rehabilitation Project** with the amendments. Seconded by Mundorf. Roll call ayes: Cook, Mundorf, Adams, J.Wyman and Askeland. Nays: none. Motion carried.
- b. Motion by J.Wyman approving the **bid opening for 9:00 a.m. on April 9, 2012 and to award the bid and hold a public hearing** at the next regular council meeting April 9, 2012 at 6:00 p.m. Seconded by Askeland. Roll call ayes: Cook, Mundorf, Adams, J.Wyman and Askeland. Nays: none. Motion carried.
- c. The council **discussed the renewal of the 28E Agreement** the city has with the Cass County Sheriff's Department. All agree the contract needs to be more specific on the actual service hours, the agreement on the vehicle provided by the city, how the Fish Farm will be patrolled and the price the Sheriff's Department is asking. Fulton will contact Darby to discuss these concerns.

NEW BUSINESS

- a. Motion by Adams approving **Resolution 19-2012: Approve Street Closures for Grand March**. Seconded by Cook. Roll Call Ayes: Askeland, Cook, J.Wyman, Mundorf and Adams. Nays: none. Motion Carried.
- b. Motion by Cook approving the **Native Iowa Wine License for Petals 'n Pages**. Seconded by Askeland. Roll call ayes: Adams, J.Wyman, Mundorf, Askeland and Cook. Nays: none. Motion carried.

- c. Motion by Askeland to **renew the contract with Griswold Golf and Country Club** upon review by the City Attorney. Seconded by Adams. Roll call ayes: Adams, Mundorf, Askeland, Cook and J.Wyman. Nays: none. Motion carried.
- d. Motion by Adams approving **Resolution 20-2012: Approve Performance Increase for Jeff Metheny**. Seconded by Mundorf. Roll call ayes: J.Wyman, Mundorf, Askeland, Adams and Cook. Nays: none. Motion carried.
- e. Motion by Cook approving **Resolution 21-2012: Approve Pay Increase for Jonathan Pilgreen for Obtaining Water Treatment I and Water Distribution I Certifications**. Seconded by Askeland. Roll call ayes: Cook, Askeland, Mundorf, J.Wyman and Adams. Nays: none. Motion carried.
- f. Motion by Adams approving **Resolution 22-2012: Approve Pay Increase for Jeff Metheny for Obtaining Water Treatment I and Water Distribution I Certifications**. Seconded by Askeland. Roll call ayes: Mundorf, Cook, Adams, J.Wyman and Askeland. Nays: none. Motion carried.
- g. Motion by J.Wyman approving the bid in the amount of \$9873.00 to Olsen's Outdoor Power for a **Hustler Super Z 31 Horsepower Kawasaki Mower**. Seconded by Mundorf. Roll call ayes: Cook, Askeland, J.Wyman, Adams and Mundorf. Nays: none. Motion carried.
- h. Motion by J.Wyman approving **Resolution 23-2012: Approve City of Griswold Code of Conduct**. Seconded by Askeland. Roll call ayes: Askeland, Cook, Adams, Mundorf and J.Wyman. Nays: none. Motion carried.
- i. Motion by J.Wyman approving **Resolution 24-2012: Approve City of Griswold Procurement Policy**. Seconded by Cook. Roll call ayes: Adams, J.Wyman, Mundorf, Askeland and Cook. Nays: none. Motion carried.
- j. Motion by J.Wyman approving **Resolution 25-2012: Approve Policy on the Prohibition of the Use of Excessive Force**. Seconded by Adams. Roll call ayes: Cook, Askeland, Mundorf, J.Wyman and Adams. Nays: none. Motion carried.
- k. Motion by J.Wyman approving **Resolution 26-2012: Approve the Residential Anti-Displacement and Relocation Assistance Plan**. Seconded by Askeland. Roll call ayes: J.Wyman, Mundorf, Askeland, Adams and Cook. Nays: none. Motion carried.
- l. Motion by J.Wyman approving **Resolution 27-2012: Approve City of Griswold Affirmative Fair Housing Policy**. Seconded by Cook. Roll call ayes: Mundorf, Cook, Adams, J.Wyman and Askeland. Nays: none. Motion carried.
- m. Motion by Adams approving **Resolution 28-2012: Approve Pay Increase for Jeff Metheny for Obtaining Wastewater I Certification**. Seconded by Askeland. Roll call ayes: Askeland, Cook, J.Wyman, Mundorf and Adams. Nays: none. Motion carried.

MESSAGES AND REMARKS FROM THE CITY ADMINISTRATOR

Fulton informed the council that someone is still needed to fill the vacancy for the Planning and Zoning Commission and also she will be gone to Conferences Wednesday through Friday this week.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Wyman thanked Jeff and Jonathan for all the work they are doing and thanked everyone for coming to the meeting prepared.

ADJOURNMENT

Motion by Askeland to adjourn. Seconded by Mundorf. Approved 5-0. Adjourned at 7:23 p.m.

Lee Wyman
Mayor

Marylynn Dickinson
City Clerk

CLAIMS

A D GREGORY, INC.	REIMBURSEMENT/VEHICLE MAINTENANCE	\$245.48
AKIN BUILDING CENTERS	SUPPLIES	\$60.27
ATLANTIC MOTOR SUPPLY	HYDROLIC HOSE	\$71.76
BAKER & TAYLOR	BOOKS	\$54.27
BASE	MONTHLY FEE	\$61.25
CASS CO. PUBLIC SAFETY COMM.	MONTHLY EXPENSSE	\$319.36
CHELSEA FULTON	REIMBURSEMENT - VACUUM	\$128.97
CINDY MILLER	REIMBURSEMENT - BOOKS	\$117.60
DATA TECHNOLOGIES	BUDGET AND GL TRAINING	\$709.63
EFTPS	FED/FICA TAXES	\$3,952.71
GREATAMERICA LEASING CORP.	CONTRACT AGREEMENT	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$216.80
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,269.13
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$586.69
GRISWOLD LIBRARY	PETTY CASH	\$21.47
IMFOA	CONFERENCE-CHELSEA/MARYLYNNE	\$200.00
IOWA ASSN. OF MUNICIPAL UTIL.	ANNUAL DUES	\$440.70
IPERS	IPERS	\$2,494.77
J.D. WYMAN SERVICE	CHCK CHARGING/INVERTER SYSTEM	\$475.63
KIRCHHOFF WELDING &FABRICATION	DRAIN COVER/ RACK	\$445.00
LARRY MUNDORF	MILEAGE TO LANDFILL MTG	\$19.65
MATHESON TRI-GAS INC	CHEMICALS	\$65.85
MEDIVAC-ATLANTIC	MUTUAL AID	\$150.00
MSA PROFESSIONAL SERVICES INC	CDBG ADMIN FEES	\$4,610.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$596.40
POSTMASTER	POSTAGE	\$146.88
RETURNED CHECK	ACCT # 534003	\$96.52
ROBINSON TRUE VALUE	POSTAGE	\$10.68
SANDRY FIRE SUPPLY, L.L.C.	GAS METER	\$1,625.33
SOUTHWEST IA PLANNING COUNCIL	ADMIN FEES	\$18,036.00
STEVE MARLEY-CRESTON WATER	AWWA MEETING-JEFF/JONATHAN	\$40.00
SW IA FARM BUSINESS ASSOC.	DAMAGE DEPOST REFUND	\$50.00
TIFFANY BEEBE	CLEANING	\$325.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAXES	\$677.00
WYMANS CARQUEST	ELECTRICAL CONNECT - ATV	\$76.83
ZEE MEDICAL SERVICE CO.	SUPPLIES-FIRST AID KIT	<u>\$71.90</u>
	EXPENSE TOTAL	\$38,657.53

GENERAL	\$6,719.02
ROAD USE TAX	\$1,681.09
EMPLOYEE BENEFITS	\$24.41
COMMUNITY BLDG	\$537.52
RESCUE FUND	\$1,214.06
2010 HOUSING PROJECT	\$18,036.00
WATER	\$3,212.18
SEWER	<u>\$7,233.25</u>
EXPENSE FUND TOTAL	\$38,657.53