

**Minutes**  
**City of Griswold**  
**Regular Council Meeting, City Council Chambers**  
**March 14, 2016**  
**6:00 p.m.**

The Griswold City Council met in regular session at the Griswold City Council Chambers. Mayor Jeb Peck called the meeting to order. Council present: Askeland, Cook, Moore, Sorensen and Wyman.

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

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

- a. Minutes of the February 8, 2016 Regular Council Meeting
- b. Minutes of the February 22, 2016 Special Council Meeting
- c. Claims
- d. Treasurers Report – ending February 29, 2016
- e. February Clerks Report
- f. Renew Native Wine Permit # WBN000784 – Petal's N Pages

Seconded by Sorensen. Approved 5-0.

PUBLIC HEARING

- a. Mayor Peck opened the public hearing for **Resolution 21-2016: Approve FY16 Budget Amendment #2** at 6:03 p.m., there being no written or oral comments the hearing was closed.
- b. Mayor Peck opened the public hearing for **Ordinance 2-2016: Water Rates** at 6:04 p.m., there being no written or oral comments the hearing was closed.
- c. Mayor Peck opened the public hearing for **Ordinance 3-2016: Sewer Rates** at 6:05 p.m., there being no written or oral comments the hearing was closed.

PUBLIC COMMENTS

None

DEPARTMENTAL REPORTS

- a. **Public Works** – Public Works Supervisor, reported mulch has been hauled and spread out at the lagoon, spring equipment maintenance is keeping them busy, the generator was down but now is running – a different alarming system is being looked at and DNR Regulations are requiring additional testing now before the Fish Farm can be opened.
- b. **Library** – Written report submitted. Library Board Director, Lisa Metheny also noted the Friends of the Library held a fundraiser that went very well and a new couch was able to be purchased with the funds.
- c. **Community Building** - Written report submitted.
- d. **Cass County Sheriff** – Written report submitted.

COMMITTEE REPORTS

- a. **CADCO**. – City Manager, Nick MacGregor reported to the council.
- b. **Cass County Environmental Control** – Moore reported to the council.

OLD BUSINESS

- a. MSA provided a list of items for the council to **prioritize for the final report of the Storm Water Study**. Council would like to see the smaller items the City can do themselves taken off the list and would like everything 5<sup>th</sup> and South to take priority along with Mills & Whitney and the ditch west and also 4<sup>th</sup> and Madison.
- b. Council discussed the **Fire 28E** for FY17 budgeting purposes.
- c. Motion by Wyman to set a **Public Hearing for the Alleyway Improvement TIF Project** for April 11, 2016 at 6:00 p.m. at Council Chambers and a **bid letting for the project** to be held April 7<sup>th</sup> at 10:00 a.m. at City Hall. Seconded by Cook. Roll call ayes: Askeland, Cook, Sorensen, Moore and Wyman.  
Nays: none. Motion carried

NEW BUSINESS

- a. **Traffic Control at North and Madison** – item table to next meeting
- b. City Manager, Nick MacGregor is to draw up a contract to be reviewed at the next council meeting, giving the property owner at **402 2<sup>nd</sup> St.** specific guidelines to restore the home to living standards and timeframe to complete it in, before further action is taken.

- c. Motion by Wyman to approve **Resolution 21-2016: Approve FY16 Budget Amendment #2**. Seconded by Askeland. Roll call ayes: Cook, Wyman, Askeland, Sorensen and Moore. Nays: None. Motion carried.
- d. Motion by Wyman to approve the **changes to the Personnel Manual** allowing employee vacation time to carry over 40 hours and changing the compensatory accrual time to 240 allowing 80 hours of carry over in a fiscal year. Seconded by Askeland. Approved 5-0
- e. Motion by Wyman to approve **Resolution 22-2016: FY17-22 Capital Improvement Plan**. Seconded by Cook. Roll call ayes: Wyman, Moore, Sorensen, Cook and Askeland. Nays: none. Motion carried.
- f. Motion by Wyman to approve **Resolution 23-2016: Authorizing Internal Advance of Funds for Urban Renewal Project**. Seconded by Cook. Roll call ayes: Askeland, Cook, Moore, Wyman and Sorensen. Nays: none. Motion carried.
- g. Motion by Askeland to approve the first reading of **Ordinance 2-2016: Water Rates**. Seconded by Sorensen. Roll call ayes: Moore, Sorensen, Wyman, Askeland and Cook. Nays: none. Motion carried.
- h. Motion by Cook to approve **Ordinance 3-2016: Sewer Rates**. Seconded by Askeland. Roll call ayes: Cook, Askeland, Wyman, Sorensen and Moore. Nays: none. Motion carried.
- i. Motion by Wyman to **replace the tree** on the south west corner of the Community Building with a shorter one. Seconded by Askeland. Approved 4-1 (Moore)  
Motion by Cook to approve the **patio** for the Community Building Grant project as drawn up by MacGregor in the amount of \$6000. Seconded by Wyman. Approved 5-0
- j. Motion by Wyman to set the **Public Hearing for Resolution 24-2016: Approve Repayment of Lagoon Revenue Bond #CW9011R** for April 11, 201 at 6:00 p.m. at the City Council Chambers. Seconded by Cook. Roll call ayes: Askeland, Cook, Sorensen, Moore and Wyman. Nays: none. Motion carried.
- k. Motion by Askeland approving the **Mayoral Appointments to the Little League Board** as follows: Nathan Brownlee – one year term, Shawn Askeland – one year term, Jason Tye – two year term and Kim Wyman – two year term. Seconded by Sorensen. Approved 5-0
- l. Motion by Askeland to approve the **purchase of GIS**, splitting the cost between streets, water, sewer and Cemetery. Seconded by Cook. Approved 5-0
- m. Motion by Cook to turn the **Water CD #5231** over to the checking. Seconded by Askeland. Approved 5-0

MESSAGES FROM THE CITY MANAGER

MacGregor informed the council of the vandalism at the cemetery and is looking to replace the sign that was broken. He is also going to be looking for a seasonal employee soon.

MESSAGES AND PAPERS FROM THE MAYOR

none

MESSAGES AND REMARKS FROM THE CITY COUNCIL

Moore is pleased to see how the town is progressing.

Wyman would like to see information on bathrooms for the Fish Farm.

Askeland appreciated everyone who came to support the firemen at the dance Saturday night; he has also been asked if the city has any housing projects in the future.

Motion by Askeland to adjourn. Seconded by Moore. Approved 5-0. 7:51 p.m.

**CLAIMS**

AKIN BUILDING CENTERS	BALLAST/BULB	\$12.81
ATLANTIC PEST CONTROL LLC	PEST CONTROL	\$47.50
BASE	MONTHLY FEE	\$60.00
BP	FUEL	\$434.16

BROWN ELECTRIC CO.	BALLAST AND TUBES	\$54.41
CAPPEL'S	DOOR ALARM	\$29.99
CARD SERVICES	COFFEE URNS	\$149.98
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$39.06
CITY OF GRISWOLD	PETTY CASH	\$33.30
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	\$110.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$240.64
GREATAMERICA FINANCIAL SVCS	COPIER LEASE	\$68.48
GRISWOLD AMERICAN	PUBLIC HEARING AMEND BUDGET/MINUTES/CLAIMS	\$266.72
GRISWOLD COMMUNICATIONS	TELEPHONE	\$605.76
GRISWOLD RESCUE DEPT.	CONFERENCE/TRAINING	\$311.93
GRISWOLD, CITY OF	SEWER UTILITY	\$134.14
IMFOA	SPRING CONFERENCE	\$125.00
IOWA RURAL WATER ASSOCIATION	DUES	\$275.00
IOWA WESTERN COMMUNITY COLLEGE	FIRE INVESTIGATE CLASS	\$15.00
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$34.00
J.D. WYMAN SERVICE	OIL CHANCE AMBULANCE	\$183.85
MATHESON TRI-GAS INC	CHEMICALS	\$68.93
MATT LEIGHTON CARPENTRY LLC	KITCHEN DOORS	\$2,975.00
MEDIVAC-ATLANTIC	MUTUAL AID	\$150.00
MENARDS	SHELVING/TANKLESS WTR HEATER	\$975.83
MET LIFE - GROUP BENEFITS	GROUP BENEFITS	\$170.87
MIDAMERICAN ENERGY	UTILITIES	\$4,894.82
MIDWEST DATA	MONTHLY SERVICE	\$82.00
NICK MACGREGOR	MILEAGE REIMBURSE	\$127.22
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$796.01
POSTMASTER	POSTAGE	\$152.65
QUILL CORPORATION	DESK	\$813.89
ROBINSON TRUE VALUE	POSTAGE	\$63.44
SANDBOTHE FIRESTONE	BACK HOE REPAIR	\$75.00
SARGENT DRILLING	WELL REHABILITATION	\$27,567.59
SOUTHWESTERN COMMUNITY COLLEGE	EMS JAMBOREE	\$90.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$57.00
STEFFEN FUEL SUPPLY	FUEL	\$94.56
TEAM LAB	ROAD PATCH	\$124.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
ULTIMATE LAWN & POWER LLC	LAWN MOWER REPAIR	\$71.70
VERIZON WIRELESS	MONTHLY SERVICE	\$246.94
VIRGINIA ASKELAND	CLEANING	\$50.00
WYMAN'S CARQUEST	FILTERS	<u>\$677.03</u>
	<b>TOTAL BY VENDOR</b>	<b>\$43,662.21</b>

1	GENERAL	\$3,163.50
110	ROAD USE TAX	\$2,357.11
112	EMPLOYEE BENEFITS	\$70.04
140	COMMUNITY BLDG	\$4,843.21
141	RESCUE FUND	\$2,413.73
600	WATER	<u>\$29,362.65</u>
610	SEWER	<u>\$1,451.97</u>
	<b>TOTAL BY FUND</b>	<b>\$43,662.21</b>

# FEBRUARY 2016 CLERKS REPORT

<u>REVENUE BY FUND</u>	FEBRUARY 2016	<u>EXPENSE BY FUND</u>	
GENERAL TOTAL	\$6,850.13	EMPLOYEE BENEFITS TOTAL	\$2,715.85
ROAD USE TAX TOTAL	\$10,708.47	COMMUNITY BLDG TOTAL	\$1,494.17
EMPLOYEE BENEFITS TOTAL	\$304.64	RESCUE FUND TOTAL	\$3,027.90
EMERGENCY FUND TOTAL	\$36.26	CAPITAL PROJECT FUND TOTA	\$707.98
LOCAL OPTION SALES TAX TO	\$10,145.60	WATER TOTAL	\$9,207.60
TAX INCREMENT FINANCING T	\$1.06	SEWER TOTAL	\$8,127.40
COMMUNITY BLDG TOTAL	\$5,664.18	STORM WATER TOTAL	<u>\$8,000.00</u>
RESCUE FUND TOTAL	\$7,369.03	<b>TOTAL EXPENSES BY FUND</b>	<b>\$71,176.13</b>
FLOOD CONTROL TOTAL	\$1.00		
DEBT SERVICE TOTAL	\$95.30		
CAPITAL IMPROVEMENT FUND	\$90.61		
CAPITAL PROJECT FUND TOTA	\$3.57		
PW VEHICLE REPLACEMENT TO	\$1.07		
CAPITAL PROJ RESERVE TOTA	\$0.03		
SOURCE WATER PROTECTION T	\$0.81		
PERPETUAL CARE TOTAL	\$0.43		
WATER TOTAL	\$13,519.48		
SEWER TOTAL	<u>\$29,359.22</u>		
<b>TOTAL REVENUE BY FUND</b>	<b>\$84,150.89</b>		

Jeb Peck  
Mayor

Marylynne Lightner  
City Clerk