

**Minutes
City of Griswold
Regular Council Meeting, City Hall
May 9, 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 Adams to approve the agenda with Item B under New Business to be moved immediately following public comments. Seconded by Rink. Approved 5-0.

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

- a. Minutes of April 11, 2011 regular meeting
- b. Minutes of the April 27, 2011 special meeting
- c. Claims
- d. Treasurer's Report – Statement ending April 31, 2011
- e. Renew Liquor Licenses # BB002439 and # LC0026514

Seconded by Wyman. Approved 5-0.

PUBLIC COMMENTS

Sandy Tye asked about what work was to be done on the gravel streets in town and if there would be any dust control effort following the work.

Jerry Kline noted that in 2010 the public comment portion of the meeting was moved from one of the last items on the agenda to the beginning of the agenda. Wyman explained this was done so the Council could hear from the public on an issue before voting.

Cindy Miller asked if employees would be able to ask questions during the insurance presentation.

Brian Leaming asked if the City had plans to maintain the grounds at 803 Main St. Carlisle stated that the grading on the lot would be fixed and that it would be seeded as time and staffing allow.

Creighton Nelson asked the Council for permission to place six new flag poles in the nodes near the Legion Park or in the red decorative brick area along the west side of the Legion Park. This item will be reviewed for zoning issues and with the DOT and will be placed on the June 13th agenda.

Mayor Putnam read a portion of an email from Shane Harrison asking the Council to look at other options besides gravel for the current gravel streets in town.

NEW BUSINESS

- b. Motion by Carlisle to **close Cass Street from Main Street north to the alley** for July 22 through July 25 for the American Legion RAGBRAI beverage garden. Seconded by Bergstrom. Approved 5-0.

PUBLIC HEARINGS

- a. Mayor Putnam opened Public Hearing for **Ordinance 3-2011 – RAGBRI – Miscellaneous Permits**. Brian Leaming asked how this ordinance impacts businesses with a current food license. City Manager Jessica Kinser stated that current businesses would not be required to pay the vendor fee for RAGBRAI. There being no more oral or written comments; the hearing was closed.
- b. Mayor Putnam opened the Public Hearing for **Fiscal Year 2011 Budget Amendment**. There being no written or oral comments; the hearing was closed.
- c. Mayor Putnam opened the Public Hearing for the **MidAmerican Energy Company Easement Request**. Brian Leaming voiced concerns about giving MidAmerican an easement for the entire property and the condition that MidAmerican would leave the property in. Wyman referenced item 4 in the easement stating that the grantee (MidAmerican) would be responsible for any damages or repairs to the property. There being no more oral or written comments; the hearing was closed.
- d. Mayor Putnam opened the Public Hearing for the **Disposal of Property at 803 Main Street**. There being no written or oral comments; the hearing was closed.

ORDINANCES

- a. Motion by Wyman to approve the **First Reading of Ordinance 3-2011 – RAGBRI – Miscellaneous Permits**. Seconded by Carlisle. Roll call vote ayes: Adams, Rink, Bergstrom, Wyman and Carlisle.

Nays: none. Motion carried. Motion by Wyman to waive the second and third reading of Ordinance 3-2011. Seconded by Adams. Roll call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.

- b. Motion by Adams to **adopt Ordinance 3-2011 – RAGBRI – Miscellaneous Permits**. Seconded by Carlisle. Roll call vote ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.

PRESENTATION OF GROUP HEALTH INSURANCE QUOTES

Donnie Drennan with United Group Insurance presented two group health insurance quotes to the Council from Blue Cross Blue Shield and United Healthcare. Employees will meet with Donnie to discuss how group insurance will affect them and answer any questions they have about the quotes presented. The Personnel Committee was directed to recommend a plan and bring it back to the Council at a special meeting to be held before June 1st.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**. Carlisle mentioned Jonathan is doing a great job and introduced our temporary grounds assistant, Bill Scott to the Council. Kinser stated that having the temporary assistance of Josh Chambers and Bill has enabled more things to be completed than anticipated.
- b. Cindy Miller, Head Librarian reported that the asbestos has been removed from 503 Main and the next step is to send out bids for the demolition and construction. Miller also mentioned the \$50,000 USDA grant.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

Councilwoman, Julie Adams was not able to attend the meetings but did report the **Public Safety Commission** is getting ready for RAGBRAI also.

OLD BUSINESS

- a. Motion by Carlisle to accept the bid from Middle of Nowhere in Cumberland in the amount of \$500 for the sale of the **Commercial Refrigerator**. Seconded by Bergstrom. Approved 5-0
- b. The accuracy test results came back as exceeding the test standards for the meter at Duhn's Funeral Home. Motion by Rink to make no adjustment on the utility bill account #134000. Seconded by Adams. Approved 3-2 with Carlisle and Wyman voting dissenting.
- c. There was no more information to bring before the council on the **Community Garden Request**. The request will be on a future agenda when there is more information.
- d. The City will replace the posts to **maintain the community sign at 805 Main St**. The organizations have been contacted to either replace or maintain the emblem signs they have posted there.
- e. Motion by Bergstrom to approve **SWIPCO for the Zoning Ordinance Recodification** with the total cost not to exceed \$2,000. Seconded by Adams. Approved 5-0
- f. Motion by Carlisle to put **stop signs at First and Madison** going east and west. Seconded by Adams. Approved 5-0

NEW BUSINESS

- a. **Selecting a Group Health Insurance Plan** has been tabled to a special meeting.
- b. Item discussed after Public Comments
- c. Motion by Wyman approving **Resolution 37-2011-Approve FY11 Budget Amendment**. Seconded by Bergstrom. Roll call ayes: Bergstrom, Wyman, Carlisle, Adams and Rink. Nays: none. Motion carried.
- d. Motion by Wyman approving **Resolution 38-2011-Grant Easement to MidAmerican Energy**. Seconded by Bergstrom. Roll call ayes: Rink, Bergstrom, Wyman, Carlisle and Adams. Nays: none. Motion carried.
- e. A resolution will be prepared for the next meeting for the **Disposal of 803 Main St**. The City will solicit bids from commercial realtors to list the property.
- f. Motion by Bergstrom approving **Resolution 39-2011-Adopt Workplace Policy 8.12-Reimbursement of Training Costs**. Seconded by Adams. Roll call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.

- g. Motion by Bergstrom approving **Resolution 40-2011-Establish a RAGBRAI Special Revenue Fund**. Seconded by Wyman. Roll call ayes: Carlisle, Adams, Rink, Bergstrom and Wyman. Nays: none. Motion carried.
- h. Motion by Adams to award the bid to Peck Trucking and Excavating for the scarifying and grading of the **gravel streets and some alleys**. Seconded by Bergstrom. Approved 5-0
Motion by Carlisle to approve the bid from Pat Lewis Trucking for the hauling and spreading of gravel on the streets and alleys. Seconded by Adams. Approved 5-0
- i. Mayor Putnam appointed Councilwoman, Julie Adams to the **Cass County Emergency Management Agency**.
- j. The Council gave the City Manager permission to utilize the **city wide garage sale** May 14th as a way to dispose of smaller items that are no longer needed.
- k. Motion by Rink approving the **New Liquor License to the Bus Stop Sports Pub**. Seconded by Wyman. Approved 5-0

MESSAGES AND PAPERS FROM THE MAYOR/MANAGER

Mayor Putnam presented a list of the volunteers that work on the nodes and the berms in the park to the Council and thanked all the volunteers.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Wyman questioned the availability of the roller for the streets and alley project.

Motion by Wyman to adjourn; seconded by Adams. Approved 5-0. 8:10 p.m.

Jerry Putnam
Mayor

Marylynne Dickinson
City Clerk

CLAIMS

ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
ATLANTIC NEWS-TELEGRAPH	ADVERTISING	\$23.35
BASE	PREMIUM REIMB	\$1,996.33
BOB PATTERSON	MILEAGE	\$39.88
BOB'S MOWING	MOWING CONTRACT	\$1,540.00
BROWN ELECTRIC CO.	PUMP HOOK UP	\$754.08
CAPPEL'S	SUPPLIES	\$551.50
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$357.11
CASS COUNTY LANDFILL	DISPOSAL SULFURIC ACID	\$85.00
CASS COUNTY MEMORIAL HOSPITAL	SUPPLIES	\$12.54
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-MAY	\$4,583.34
CASS COUNTY TREASURER	803 MAIN ST	\$419.00
CITY OF ATLANTIC	LAB TESTING	\$70.00
CITY OF RED OAK AMBULANCE SERV	TIER PMT	\$110.00
ECKLE'S GROCERY STORE	SUPPLIES	\$52.28
EFTPS	FED/FICA TAXES	\$2,642.92
FELD FIRE	REPAIR FOAM DISPENSER	\$334.00
GREATAMERICA LEASING CORP.	LEASE PMT	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS/ADS/BUDGET	\$890.81
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$1,122.99

GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$645.84
GRISWOLD GOLF & COUNTRY CLUB	MAY LEASE PMT	\$2,500.00
HAWKINS WATER TREATMENT	CHEMICALS	\$624.73
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$948.28
IKON FINANCIAL SERVICES	COPIER LEASE	\$148.10
IOWA ONE CALL	NOTIFICATIONS	\$62.30
IPERS	IPERS	\$1,145.92
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$28.00
J.D. WYMAN SERVICE	REPAIRS	\$607.72
KEYSTONE LABORATORIES, INC.	LAB TESTING	\$59.10
LONA WESTON	DEPOSIT RETURNED	\$50.00
MATHESON TRI-GAS INC	CHEMICALS	\$66.50
MATT PARROTT AND SONS COMPANY	DELINQUENT NOTICES	\$214.33
MC SALES, INC	PUMP REPAIR	\$2,915.78
MEDIVAC-ATLANTIC	MUTUAL AID	\$450.00
MIDAMERICAN ENERGY	UTILITIES	\$3,455.22
MIKE CROXELL	SERVICE GARAGE DOORS	\$38.67
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OLSEN'S OUTDOOR POWER	MOWER REPAIR	\$338.40
OTTO,LORRENCE & WIEDERSTEIN	MAY RETAINER	\$600.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$1,181.65
POSTMASTER	POSTAGE	\$137.55
QUILL CORPORATION	DRY ERASE BOARDS/OFFICE SUPPLIES	\$229.03
RDG	SITE CLEANUP 811 MAIN	\$7,606.05
ROBINSON TRUE VALUE	POSTAGE	\$13.96
RUSH ELECTRIC	WELL HOUSE 4 SERVICE	\$65.00
SANDBOTHE FIRESTONE	BACKHOE REPAIR	\$584.62
SECRETARY OF STATE	NOTARY COMMISSION	\$30.00
SOUTHWEST IA PLANNING COUNCIL	ADMINISTRATIVE FEES	\$15,284.00
SOUTHWEST IOWA TILING	BACK HOE WORK	\$2,080.20
SUPER 8 DES MOINES/AIRPORT	LODGING	\$115.32
TIFFANY BEEBE	CLEANING	\$225.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE/EXTRA HAUL	\$116.00
TREASURER, STATE OF IOWA	STATE TAXES	\$472.00
TRUE NORTH COMPANIES, LC	MONTHLY PREMIUMS	\$106.08
VERIZON WIRELESS	MONTHLY SERVICE	\$95.41
WYMANS CARQUEST	FUEL FILTER	<u>\$17.85</u>
	TOTAL	\$60,550.74

FUND TOTALS

GENERAL	\$23,364.68
ROAD USE TAX	\$3,477.42
EMPLOYEE BENEFITS	\$80.05
COMMUNITY BLDG	\$721.52
RESCUE FUND	\$2,120.85
2010 HOUSING PROJECT	\$15,284.00
WATER	\$8,845.06
SEWER	<u>\$6,657.16</u>

TOTAL \$60,550.74