

**Minutes
City of Griswold
Regular Council Meeting, City Hall
November 14, 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: Adams, Rink, Bergstrom, Wyman and Carlisle.

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

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

- a. Minutes of the October 10, 2011 regular meeting
- b. Claims
- c. Approval of Liquor License # LC0038044 – 411 Main St. Bar and Rocket Joe's

Seconded by Rink. Approved 5-0.

PUBLIC COMMENTS

There were no public comments.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**.
- b. Cindy Miller updated the council on the **Library** expansion project. They will be widening one of the bathroom doors to meet with USDA codes before the expansion starts. Policies for public use of the computers have been updated and the Library Board has decided to change their hours on Thursdays to participate in Experience Griswold, they will be open from 1:00 p.m. to 8:00 p.m. through the holidays.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

- a. **Public Safety Commission** – Adams gave a verbal report.
- b. **Planning and Zoning Commission** – City Administrator, Chelsea Fulton stated the Planning and Zoning Commission approved the Zoning Ordinance with the changes that were discussed at the Public Hearing. There will be another Public Hearing at the December Council Meeting along with approval of the Ordinances by the Council. The Commission will be meeting as needed from now on.

ORDINANCES

Motion by Wyman to approve the second reading of **Ordinance 4-2011-Amending the Code of Ordinance of the City of Griswold, Iowa, 2010, By Amending Section 6-5-8 pertaining to Water Rates**. Seconded by Rink. Roll call ayes: Adams, Rink, Bergstrom, Wyman and Carlisle. Nays: none. Motion carried.

OLD BUSINESS

Council briefly discussed the possibility of needing to raise the camping fees at the **Fish Farm** to help cover expenditures. There are a couple of wells that will need to be taken care of according to DNR regulations. The City will also look into the REAP Organization to see if there is grant funding available. Councilman Rink said to plan on at least \$20,000 of expenses for the year and keep this in mind when preparing the budget.

NEW BUSINESS

- a. Motion by Carlisle approving the **Legion's request to have a beer garden** at the Little League Field while hosting a softball tournament during Griswold Reunion, as long as it does not conflict with the summers Little League Baseball and Softball games. Seconded by Adams. Approved 5-0
- b. Motion by Rink to take sealed bids for the **sale of the City's two water cart trailers**. Seconded by Wyman. Approved 5-0
- c. Motion by Wyman approving **Resolution 9-2012 – Approve Pay Increase for Jonathan Pilgreen for Wastewater I Certification**. Seconded by Bergstrom. Roll call ayes: Rink, Bergstrom, Wyman, Carlisle and Adams. Nays: none. Motion carried.
- d. Motion by Wyman to accept the 5 year **Contract Agreement with Municipal Management Corp.** Seconded by Adams. Approved 5-0
- e. Motion by Wyman to accept the low **bid for Snow Removal** from Jack Gregory at \$50 per hour with a driver. If there is a time when Jack is not available to remove snow Drue Kirchhoff, the next lowest

bidder will be called and offered the job to remove the snow at the same \$50 rate. Seconded by Rink.
Approved 5-0

- f. Motion by Rink to approve the purchase of a new **Laptop Computer for the City Hall** in the amount of \$449.00 as quoted, as long as there is enough memory for the purpose it is to be used for. If there is an extended service policy, that will be purchased also. Seconded by Wyman. Approved 5-0
- g. The **sewer main discussion** behind the houses on 8th St. was tabled until more information can be given to the City Attorney.
- h. **The alley between 2nd and 3rd, Mills and Cass** will be a spring job; Jared will get together with Jeff to put together specs to bid out the job. The **alley between 1st and Whitney, in the 500 block** is to be repaired by Jeff and Jonathan.

MESSAGES AND PAPERS FROM THE MAYOR/CITY MANAGER

Mayor Putnam welcomed the newly elected council and wanted to invite them to attend the three classes the Iowa League of Cities will be offering.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Rink shared his thoughts on Flood Mitigation for the coming years with the new levy that was passed and hopes the city can find a way to compensate the landowners if they would choose to put a pond on their property.

Motion by Carlisle to adjourn. Seconded by Wyman. Approved 5-0 7:25 p.m.

Jerry Putnam
Mayor

Marylynne Dickinson
City Clerk

CLAIMS

AKIN BUILDING CENTERS	SIGNS/SUPPLIES	\$113.17
AMERICAN FIRE PROTECTION	EXTINGUISHER INSPECTION	\$47.00
ANSWERS	TECHNOLOGY PD BY GRANT FUNDS	\$471.25
ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
AVENET, LLC	WEB HOSTING	\$450.00
BAKER & TAYLOR	BOOKS	\$318.45
BASE	HRA/CAFETERIA	\$66.25
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$290.33
CAPPEL'S	WELL HOUSE SUPPLIES	\$56.45
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$372.88
CASS COUNTY ABSTRACT CO., INC.	ABSTRACTING FEES	\$150.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$28.20
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-NOVEMBER	\$4,583.34
	MILEAGE/ MOVING	
CHELSEA FULTON	REIMBURSEMENT	\$585.03
	REIMBURSE BOOKS & BUILDING	
CINDY MILLER	SUPPLIES	\$325.79
CITY OF ATLANTIC	LAB TESTING	\$120.00
CITY OF GRISWOLD	POSTAGE	\$51.58
CLARENCE WADDELL	REIMBURSE IEMSA CONFERENCES	\$245.00
DATA TECHNOLOGIES	ANNUAL COMPUTER FEES	\$3,127.08
EFTPS	FED/FICA TAXES	\$3,133.39
EXPERIAN	INQUIRY/ MONTHLY EXPENSE	\$53.86

GREATAMERICA LEASING CORP.	LEASE PMT	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$175.85
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$870.54
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$586.82
GRISWOLD LIBRARY	PETTY CASH	\$24.20
HACH COMPANY	CHEMICALS/SUPPLIES	\$120.20
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$3,067.79
HELEN LONGSTRETH	LEASE PAYMENT	\$1,993.36
HOLIDAY INN EXPRESS HOTEL	ROOMS-WATER DISTRIBUTION CLASS	\$443.52
ICMA	ICMA MEMBERSHIP-CHELSEA	\$348.00
IKON FINANCIAL SERVICES	COPIER LEASE	\$145.13
IOWA ASSN. OF MUNICIPAL UTIL.	WORKSHOP	\$70.00
IOWA CITY/CO MANAGEMENT ASSN.	ANNUAL MEMERSHIP-CHELSEA	\$120.00
IOWA LEAGUE OF CITIES	BUDGET WORKSHOP	\$60.00
IPERS	IPERS	\$1,773.49
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$28.00
JEFF METHENY	MILEAGE/FOOD REIMURSEMENT	\$1,621.74
JONATHAN PILGREEN	MILEAGE/FOOD REIMURSEMENT	\$766.48
MARY ANDERSON	REIMBURSE - EVENT CANCELLED	\$75.00
MATHESON TRI-GAS INC	RESCUE CHEMICALS	\$68.60
MEDIVAC-ATLANTIC	MUTUAL AID	\$150.00
MENARDS	MULCH	\$39.48
MIDAMERICAN ENERGY	UTILITIES	\$2,716.95
MJ'S GROCERY	SUPPLIES	\$7.37
MOVIE LICENSING USA	LIBRARY - SITE LICENSE	\$175.00
MUNICIPAL MANAGEMENT CORP.	LEAK DETECTION SURVEY	\$1,500.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OTTO,LORENCE & WIEDERSTEIN	NOVEMBER RETAINER	\$717.20
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$651.74
POSTMASTER	POSTAGE	\$357.01
PSG	PERFORMANCE STRATEGIES	\$292.20
QUILL CORPORATION	OFFICE SUPPLIES	\$270.06
RAYMOND COUSINS	LEASE PAYMENT	\$1,263.60
ROBINSON TRUE VALUE	POSTAGE /SUPPLIES	\$73.30
SOUTHWEST IA PLANNING COUNCIL	HOUSING PMT FROM GRANT MONIES	\$46,301.00
SOUTHWEST IOWA TILING	MULTIPAL REPAIRS	\$1,552.89
ST. LUKE'S DRUG AND ALCOHOL	TESTING	\$37.00
STEINBECK & SONS INC.	FUEL TO HOOK UP SIREN	\$1,063.50
THE ISLE CASINO & HOTEL	ROOM-WASTEWATER CLASS-JEFF	\$224.00
TIFFANY BEEBE	CLEANING	\$345.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAXES	\$536.00
TRUE NORTH COMPANIES, LC	MONTHLY PREMIUMS	\$272.28
TURNER SERVICE	VALVE EXERCISE	\$2,683.50
UNITED HEALTH CARE PLAN	GROUP INSURANCE PREMIUMS	\$6,405.75
VAREL WILLIAMS	REIMBURSEMENT-P&Z	\$25.00
VERIZON WIRELESS	MONTHLY SERVICE	\$98.78
WYMANS CARQUEST	OPERATIONAL SUPPLIES	\$136.60
	TOTAL	\$96,630.98

FUND	FUND NAME	TOTAL
	GENERAL	\$14,150.40
	ROAD USE TAX	\$3,261.86
	EMPLOYEE BENEFITS	\$2,766.77
	COMMUNITY BLDG	\$693.94
	RESCUE FUND	\$1,773.59
	2010 HOUSING PROJECT	\$46,301.00
	RESTRICTED GIFTS	\$12.98
	CAPITAL IMPROVEMENT RESV	\$471.25
	WATER	\$21,245.52
	SEWER	<u>\$5,953.67</u>
	FUND TOTAL	\$96,630.98