

Minutes
City of Griswold
Regular City Council Meeting, Zoom Conference Call
April 13, 2020
6:00 PM

The Griswold City Council met in regular session via zoom conference call on April 13, 2020. Holding a meeting in person was impractical due to the COVID-19 crisis and per the Disaster Emergency Proclamation set forth by Iowa Governor Kim Reynolds. Members of the public were able to participate by dialing +1(312)-626-6799 and entering the following access code: 449 648 659. (Code of Iowa Section 21.8) Mayor Brad Rhine called the meeting to order at 6:00 p.m. Council present: Stapleton, Askeland, Preston, Adams, Sorensen. Absent: none. Motion by Adams to approve the agenda. Seconded by Sorensen. Roll call ayes: Adams, Preston, Askeland, Sorensen, Stapleton. Nays: none. Motion carried. Motion by Adams to approve the following items under the Consent Agenda.

- a. Minutes of the March 9, 2020 Regular Council Meeting
- b. Minutes of the April 1, 2020 Special Council Meeting
- c. Claims
- d. Treasurers Report – March 31, 2020
- e. Clerks Report
- f. East of Omaha Liquor License Renewal #LC0045353
- g. Dusty’s Liquor License Renewal #LC0034561
- h. Resolution 30-2020: Approval of Fiscal Year 2020 Budgeted Transfer of Funds
- i. Resolution 32-2020: Approve Corrective Transfer
- j. Resolution 33-2020: Approve Transfer of Funds from IPAIT Investment Accounts to Checking Account

Seconded by Preston. Askeland suggested to remove item g and move to New Business so he can vote on the other items under the consent agenda. After consideration, Adams amended her original motion to approve the Consent Agenda with the removal of item g) Dusty’s Liquor License Renewal and move it under New Business. Seconded by Preston. Roll call ayes: Preston, Sorensen, Adams, Stapleton, Askeland. Nays: none.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing on Ordinance 1-2020: An Ordinance Amending the Code of Ordinances of the City of Griswold, Iowa, by Adding a New Chapter 15 Utilities – Storm Water Management, Under Title VI Physical Environment at 6:05 p.m. There being no written or oral comments the hearing was closed.
- b. Mayor Rhine opened the public hearing on Ordinance 2-2020: An Ordinance Amending the Code of Ordinance of the City of Griswold, Iowa, by Amending Section 6-5-1 Pertaining to Water Rates, Amending Section 6-5-9 Pertaining to Sewer Rent, and Adding Section 6-5-12 Storm Water Drainage Management Rate and Manner of Payment at 6:06 p.m. There being no written or oral comments the hearing was closed.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Metheny informed council that they have started the paving project around the City Park. The engineer notified him there would be a change order related to a water line for council to approve at the next meeting. MidAmerican is coming out later in the week to move gas lines so they can start installing the storm sewer.
- b. Library – written report submitted.
- c. Community Building – written report submitted. Mayor Rhine asked about cancellation of events due to COVID.
- d. Cass County Sheriff – written report submitted.
- e. Fire and Rescue – Captain Amos notified council the department has not held regular meetings due to COVID but are still conducting business as usual by doing inventory, responding to calls, etc. Sorensen offered they could use the City’s zoom account to hold an electronic meeting if necessary.

COMMITTEE REPORTS

- a. CADCO – written report submitted.

- b. Cass County Environmental Control – no meeting held.
- c. Cass County Emergency Management – No meeting held. Hansen has been attending semiweekly conference calls with the Cass County Emergency Management. There has been one positive case of COVID in Cass County. All cities have received their Personal Protective Equipment (PPE) from the National Guard.
- d. Little League – Sorensen gave a verbal report. The Board is considering alternatives to having a registration dinner. The Little League also received a grant for \$4,000 from the Cass County Community Foundation for field improvements.

ORDINANCES

- a. Motion by Askeland to approve the first reading of **Ordinance 1-2020: An Ordinance Amending the Code of Ordinances of the City of Griswold, Iowa, by Adding a New Chapter 15 Utilities – Storm Water Management, Under Title VI Physical Environment.** Seconded by Sorensen. Roll call ayes: Sorensen, Askeland, Adams, Stapleton, Preston. Nays: none. Motion carried.
- b. Motion by Askeland to approve the first reading of **Ordinance 2-2020: An Ordinance Amending the Code of Ordinance of the City of Griswold, Iowa, by Amending Section 6-5-1 Pertaining to Water Rates, Amending Section 6-5-9 Pertaining to Sewer Rent, and Adding Section 6-5-12 Storm Water Drainage Management Rate and Manner of Payment.** Seconded by Sorensen. Roll call ayes: Adams, Stapleton, Askeland, Preston, Sorensen. Nays: none. Motion carried.

OLD BUSINESS

- a. Motion by Askeland to **amend the property insurance policy** to increase the property deductible to \$500, change the auto coverage to \$500 comp/\$500 collision and increase coverage on uninsured motorist to \$500,000. Seconded by Sorensen. Sorensen asked Hansen to ensure all old equipment was removed from the policy and new equipment was added. Roll call ayes: Stapleton, Adams, Preston, Sorensen, Askeland. Nays: none. Motion carried.

NEW BUSINESS

- a. Motion by Askeland to set the **public hearing for the FY2020 Budget Amendment #1** on Monday, May 11th 2020 at 6 p.m. in City Council Chambers or via Zoom conference call. Seconded by Sorensen. Roll call ayes: Adams, Askeland, Preston, Stapleton, Sorensen. Nays: none. Motion carried.
- b. After discussion about the purpose of chickens and previous livestock requests, Askeland made a motion to **deny 308 Main Street’s Chicken request.** Seconded by Preston. Sorensen wanted to make sure council understood that by denying this request we need to be consistent with future requests and would like to see the livestock ordinance enforced at other properties in town. Roll call ayes: Stapleton, Preston, Adams, Askeland. Nays: Sorensen. Motion carried 4-1.
- c. Motion by Askeland to request all financial documents for the **Fire Department’s donation account** to be integrated with city records by July 1, 2020. Seconded by Sorensen. Roll call ayes: Adams, Sorensen, Preston, Askeland, Stapleton. Nays: none. Motion carried.
- d. Motion by Askeland to approve the renewal of **the City’s Health Insurance** with the 7 percent increase. Seconded by Preston. Roll call ayes: Askeland, Preston, Stapleton, Sorensen, Adams. Nays: none. Motion carried.
- e. Motion by Askeland to approve **Resolution 34-2020: Approve Increase for Hannah Bierbaum for Clerk Certification.** Seconded by Sorensen. Askeland clarified that the personnel committee determined her raise as \$0.50 for certification and \$0.50 for a performance that went beyond her job duties. Roll call ayes: Adams, Sorensen, Askeland, Stapleton, Preston. Nays: none. Motion carried.
- f. Motion by Sorensen to approve Dusty’s Liquor License Renewal #LC0034561. Seconded by Preston. Roll call ayes: Stapleton, Sorensen, Adams, Preston. Nays: none. Askeland abstained due to ownership of Dusty’s.

REMARKS FROM THE CITY MANAGER

Hansen notified council that Andy Everett has been offered the seasonal part-time public works position. She also thanked council for their flexibility to be able to communicate electronically.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine thanked city businesses that have been obeying Gov. Reynolds’ regulations and thanked citizens for participation in “Scoop the Loop”. He also wanted to notify citizens that construction has begun at the City Park so be mindful of the construction equipment. He also reminded citizens to register their pets by May 1st.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Askeland asked about the status of the acquisition of the Union Street property. Hansen notified council we have received an updated survey that needs to be reviewed by her and Metheny before proceeding. He also asked about the grant received for paving sidewalks/pedestrian crossing signals. He also complimented Hansen about code violation flyer but wanted to make sure that the City is maintaining the City-owned properties by keeping them up to code. Sorensen wants to see the nuisance ordinances enforced more strictly. Motion by Askeland to adjourn. Seconded by Sorensen. Roll call ayes: Stapleton, Adams, Sorensen, Preston, Askeland. Nays: none. Motion carried. 6:59 p.m.

MARCH 2020 TREASURERS REPORT

REVENUE BY FUND

GENERAL	\$13,730.92
ROAD USE TAX	\$5,338.57
EMPLOYEE BENEFITS	\$2,142.90
EMERGENCY FUND	\$212.30
LOCAL OPTION SALES TAX	\$9,326.36
COMMUNITY BLDG	\$2,857.39
RESCUE FUND	\$11,851.48
RURAL FIRE	\$76.76
FLOOD CONTROL	\$138.59
CAPITAL IMPROVEMENT FUND	\$530.79
CAPITAL PROJECT FUND	\$163.31
PW VEHICLE REPLACEMENT	\$34.66
CAPITAL PROJ RESERVE	\$1.52
SOURCE WATER PROTECTION	\$30.75
FIRE STATION FUND	\$20.22
CEMETERY	\$22.94
WATER	\$15,606.00
SEWER	\$25,172.96
TOTAL REVENUE BY FUND	\$87,258.42

EXPENSE BY FUND

GENERAL	\$27,357.08
ROAD USE TAX	\$3,800.34
EMPLOYEE BENEFITS	\$3,633.36
COMMUNITY BLDG	\$4,993.17
RESCUE FUND	\$12,745.23
PW VEHICLE REPLACEMENT	\$252.00
2019 ST IMPROVEMENTS	\$3,250.68
WATER	\$10,157.62
SEWER	\$14,590.97
TOTAL EXPENSES BY FUND	\$80,780.45

CLAIMS APPROVED AT MEETING

VENDOR NAME	REFERENCE	TOTAL
ACCESS SYSTEMS	BACKUP SERVICES	\$ 118.50
BADGER METER	UTILITY BILLING SOFTWARE	\$ 31.44
BASE	HRA/CAFETERIA MONTHLY	\$ 60.00
BIERBAUM, HANNAH	CELL PHONE/INTERNET REIMBURSEMENT	\$ 70.13
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$ 409.58
CAMBLIN MECHANICAL, INC	COMM BLDG/CITY HALL FURNACE	\$ 216.30
CAPPEL'S	POSTAGE	\$ 24.74
CARD SERVICES	IMPACT KIT/BIT SET/BLADES	\$ 586.67
CASS COUNTY HEALTH SYS	DOT DRUG TEST	\$ 27.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$ 10.38
CASS COUNTY SHERIFF'S DEPT	APRIL 28E AGREEMENT	\$ 5,796.50
CITY OF GRISWOLD	UTILITY BILL	\$ 171.08
DINGES FIRE COMPANY	STRUCTURAL FIRE FIGHTING GLOVE	\$ 183.02
GRISWOLD AMERICAN	CLAIMS/MINUTES	\$ 124.74
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 999.27

HANSEN, LAURA	CELL PHONE/INTERNET REIMBURSEMENT	\$	78.70
I+S GROUP	CONSTRUCTION ADMINISTRATION	\$	673.50
IOWA DEPT. OF TRANSPORTATION	WHITE TRAFFIC PAINT	\$	218.05
J.D. WYMAN SERVICE	'99 BATTERY REPLACEMENT	\$	355.90
MEDIVAC-ATLANTIC	MUTUAL AID	\$	225.00
MENARDS	TRASH CAN	\$	480.82
MIDWEST DATA	FIREWALL SERVICES	\$	100.00
OTTO, LORENCE, WIEDERSTEIN	APRIL RETAINER	\$	1,000.00
SCHILDBERG CONSTRUCTION C	GRAVEL FOR STREETS	\$	239.86
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$	78.00
THOMSEN, KIM	COMM BLDG CLEANING/SUPPLIES	\$	316.05
TIGER MART	FUEL	\$	767.69
TOWN & COUNTRY SANITATION	TRASH REMOVAL	\$	309.00
UNITYPOINT CLINIC	DOT DRUG TEST	\$	42.00
WYMANS CARQUEST	TRUCK REPAIR	\$	328.05
	TOTAL:	\$	14,041.97
	GENERAL FUND	\$	9,413.90
	ROAD USE TAX FUND	\$	1,597.75
	EMPLOYEE BENEFITS FUND	\$	24.00
	COMMUNITY BLDG FUND	\$	477.77
	RESCUE FUND	\$	934.71
	2019 ST IMPROVEMENTS FUND	\$	673.50
	WATER FUND	\$	552.91
	SEWER FUND	\$	367.43
	TOTAL BY FUND:	\$	14,041.97