

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
January 13, 2020
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers on January 13, 2020. Mayor Brad Rhine called the regular meeting to order at 6:00 p.m. Council present: Askeland, Stapleton, Preston, Sorensen, Adams. Absent: none. Motion by Sorensen 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 December 9, 2019 Regular Council Meeting
- b. Claims
- c. Treasurers Report – December 31, 2019
- d. Clerks Report

Seconded by Sorensen. Approved 5-0.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing on the **CDBG Application for Storm Sewer Improvements**, there being no written or oral comments the hearing was closed at 6:01 p.m.
- b. Mayor Rhine opened the public hearing on the **Rural Development Assistance Application**, there being no written or oral comments the hearing was closed at 6:02 p.m.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted.
- b. Library – written report submitted.
- c. Community Building – written report submitted.
- d. Cass County Sheriff – written report submitted.
- e. Fire and Rescue – no report. Mayor Rhine requested that Metheny get quotes to install a door opener at the Fire Station.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – verbal report given by Preston. The landfill determined they can use their existing building as a transfer station instead of having to build new. The current cell has about two and a half years until it is full, at which time all trash will be transported to a designated transfer site. The closest transfer site is approximately 60 miles away.
- c. Little League – verbal report given by Sorensen. The Griswold Youth Sports Board set the date for their registration event, discussed potential grant opportunities, and talked about ongoing field maintenance.

OLD BUSINESS

- a. **Abandoned property at 806 5th Street** – no action taken.

NEW BUSINESS

- a. Danielle from SWIPCO gave a summary of the City's **Community Development Block Grant** application – no formal action.
- b. Motion by Sorensen to approve **Resolution 25-2020: Authorizing and Directing the Mayor to Make an Application to the CDBG Community Facilities and Services Fund for Assistance for Storm Water System Improvements**. Seconded by Preston. Roll call ayes: Adams, Sorensen, Stapleton, Askeland, Preston. Nays: none. Motion carried.
- c. Motion by Askeland to approve **Resolution 23-2020: Approve Financial Assistance with the USDA, Rural Development to Finance the Cost of Constructing Storm Water System Improvements**. Seconded by Sorensen. Roll call ayes: Preston, Adams, Askeland, Sorensen, Stapleton. Nays: none. Motion carried.
- d. Motion by Askeland to approve the **City Attorney Retainer Agreement**. Seconded by Sorensen. Discussion held about attorney's responsiveness to requests for information, meeting attendance, and monthly retainer fees. Roll call ayes: Askeland, Sorensen, Stapleton. Nays: Adams, Preston. Motion carried.
- e. Motion by Sorensen to approve the **2020 Mayoral Appointments**. Seconded by Adams. After discussion, Sorensen amended her original motion to approve the 2020 Mayoral Appointments with the exception of Jeb Peck as Building Permits Officer. Seconded by Adams. Approved 5-0.
- f. Motion by Askeland to approve JC Wyman as **Fire Chief**. Seconded by Sorensen. Approved 5-0.

- g. Motion by Sorensen to approve Brad Amos as **Rescue Captain**. Seconded by Askeland. Approved 5-0.
- h. Motion by Askeland to enter a Preliminary Agreement with **Landus to Accept the Union Street Property**. Seconded by Adams. Approved 5-0.
- i. Motion by Askeland to set the public hearing for **Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied** for February 10th, 2020 at 6 p.m. in City Council Chambers. Seconded by Sorensen. Approved 5-0.
- j. Motion by Adams to approve the **Concessionaires Agreement with the Griswold Legion for Alcohol Service at the Griswold Community Building**. Seconded by Preston. Approved 5-0.

REMARKS FROM THE CITY MANAGER

Hansen welcomed Stapleton to council.

MESSAGES AND PAPERS FROM THE MAYOR

Rhine welcomed Stapleton to council, reminded the public to clear their sidewalks of snow within 24 hours after the snow stops, and stated his desire to have council focus on getting the old hotel removed as soon as possible.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

All council members welcomed Stapleton. Sorensen thanked public works for clearing snow and reminded council members to make sure they are not committing city funds or resources when gathering information on behalf of the city. Preston hopes a grant could be written for roof repair of downtown buildings. Askeland would like to have a goal setting session to refocus council and city employees. He also asked about doing six-month employee reviews. Motion by Askeland to adjourn. Seconded by Sorensen. Approved 5-0. 7:09 p.m.

DECEMBER 2019 TREASURERS REPORT

REVENUE BY FUND

EXPENSE BY FUND

GENERAL	\$40,754.68	GENERAL	\$25,829.05
ROAD USE TAX	\$8,304.44	ROAD USE TAX	\$5,109.34
EMPLOYEE BENEFITS	\$4,727.46	EMPLOYEE BENEFITS	\$4,096.60
EMERGENCY FUND	\$452.89	COMMUNITY BLDG	\$964.97
LOCAL OPTION SALES TAX	\$21,981.46	RESCUE FUND	\$2,885.63
TAX INCREMENT FINANCING	\$3,958.36	PW VEHICLE REPLACEMENT	\$41,982.20
COMMUNITY BLDG	\$182.99	SOURCE WATER PROTECTION	\$3,160.00
RESCUE FUND	\$6,585.55	2019 ST IMPROVEMENTS	\$4,333.04
RURAL FIRE	\$82.94	WATER	\$12,039.38
FLOOD CONTROL	\$149.74	SEWER	\$25,727.37
CAPITAL IMPROVEMENT FUND	\$1,132.36	TOTAL EXPENSES BY FUND	\$126,127.58
CAPITAL PROJECT FUND	\$174.78		
PW VEHICLE REPLACEMENT	\$37.45		
CAPITAL PROJ RESERVE	\$1.64		
SOURCE WATER PROTECTION	\$32.06		
FIRE STATION FUND	\$21.84		
CEMETERY	\$92.42		
WATER	\$15,465.08		
SEWER	\$24,410.76		
TOTAL REVENUE BY FUND	\$128,548.90		

CLAIMS APPROVED AT MEETING

VENDOR NAME	REFERENCE	TOTAL
AARON METHENY	MILEAGE REIMBURSEMENT	\$ 60.26
ACCESS SYSTEMS	COPIER LEASE	\$ 892.88
AMAZON	KINDLE BOOK	\$ 30.27
AMOS BRAD	EMT CERT REIMBURSEMENT	\$ 20.00
ATLANTIC PEST CONTROL LLC	COMM BLDG SPRAYING	\$ 47.50
BADGER METER	UTILITY BILLING SOFTWARE	\$ 31.32
BASE	FLEX SPENDING REIMBURSEMENT	\$ 265.00
BLOHM INSPECTION	701 ADAIR/621 MAIN ST ASBESTOS INSPECTION	\$ 1,152.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$ 734.18
CAMBLIN MECHANICAL, INC	LIBRARY AC UNIT REPAIRS	\$ 160.60
CAPPEL'S	COMM BLDG SUPPLIES/POSTAGE/SUPPLIES	\$ 227.94
CARD SERVICES	WADER BOOTS/LIBRARY SUPPLIES	\$ 200.85
CASS COUNTY ENVIRO CONTROL	LANDFILL FEE	\$ 3,108.00
CASS COUNTY MEMORIAL HOSP	MEDICAL SUPPLIES	\$ 18.36
CASS COUNTY SHERIFF'S DEP	JANUARY 28E AGREEMENT	\$ 5,796.50
CASS COUNTY TREASURER	ELECTION COSTS	\$ 847.28
CENTRAL IOWA DISTRIBUTING	CLEANING SUPPLIES	\$ 277.30
CITY OF ATLANTIC	LAB TESTING	\$ 90.00
CITY OF GRISWOLD	UTILITY BILL	\$ 162.28
CORE AND MAIN	WATER METER SUPPLIES	\$ 246.60
DUHN FUNERAL HOME	CEMETERY VASES	\$ 350.00
EFTPS	FED/FICA TAX	\$ 6,389.10
EMERGENCY SAFETY SUPPLY	BATTERIES/FIRE HOOD	\$ 377.01
GIS BENEFITS	GROUP BENEFITS	\$ 175.69
GRISWOLD AMERICAN	CLAIMS/MINUTES	\$ 360.15
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 947.77
GRISWOLD LIBRARY	POSTAGE	\$ 2.61
HANSEN, LAURA	CELL PHONE REIMBURSEMENT	\$ 40.00
HOUGHTON STATE BANK	2019 ST IMPROVEMENTS INTEREST	\$ 4,758.75
I+S GROUP	STORM SEWER SURVEY/ENGINEERING	\$ 1,330.00
IOWA ONE CALL	NOTIFICATIONS	\$ 4.50
IPERS	IPERS	\$ 2,807.09
J & J CUSTOM GRAPHIC DESIGN	PICKUP DECAL	\$ 140.00
J.D. WYMAN SERVICE	LIGHT BAR FOR FIRE DEPT UTV/AMBULANCE REPAIR	\$ 1,292.40
MENARDS	CLOROX WIPES/SUPPLIES	\$ 28.45
METHENY, LISA	SUPPLIES REIMBURSEMENT	\$ 107.19
MIDAMERICAN ENERGY	UTILITIES	\$ 3,944.78
MIDWEST DATA	FIREWALL SERVICES	\$ 50.00
NATIONAL RECOVERIES, INC	GARNISHMENT	\$ 93.19
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	\$ 35.00
ODEYS	FIELD RESURFACING PROJECT	\$ 11,000.00
OTTO, LAWRENCE & WIEDERSTEIN	JANUARY RETAINER	\$ 1,012.00
PHYSICIAN'S CLAIMS COMPANY	RESCUE BILLING CONTRACT	\$ 675.80
PRESTON CAROL	MILEAGE TO LANDFILL MEETINGS	\$ 240.12
QUILL CORPORATION	OFFICE SUPPLIES	\$ 194.79
RANDY PRYOR	DAMAGE DEPOSIT REFUND	\$ 100.00

SANDBOTHE FIRESTONE	BACKHOE TIRES	\$	462.20
SCHILDBERG CONSTRUCTION CO	GRAVEL FOR WATER LEAK	\$	330.29
STAPLETON, KIRK	EMT APPLICATION REIMBURSEMENT	\$	80.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$	45.50
THOMSEN, KIM	COMM BLDG CLEANING	\$	390.00
TIGER MART	FUEL	\$	492.23
TOWN & COUNTRY SANITATION	TRASH REMOVAL	\$	274.00
TREASURER STATE OF IOWA	SALES TAX	\$	3,791.00
TREASURER STATE OF IOWA	STATE TAXES	\$	654.00
TRUCK EQUIPMENT, INC	LIGHT BAR FOR PICK UP	\$	593.00
UNITED STATES POSTAL SERV	ANNUAL MAILING PERMIT/UTILITY BILL POSTAGE	\$	377.03
UTILITY SERVICE CO/SUEZ	WATER TOWER CONTRACT	\$	14,485.77
VAN METER PUBLIC LIBRARY	BOOKS	\$	15.00
VERIZON WIRELESS	MONTHLY SERVICE	\$	151.94
WELLMARK	PREMIUMS	\$	5,235.06
WYMAN, GLENDA	DAMAGE DEPOSIT REFUND	\$	100.00
	TOTAL:	\$	78,302.53
	GENERAL FUND	\$	31,543.77
	ROAD USE TAX FUND	\$	3,048.69
	EMPLOYEE BENEFITS FUND	\$	2,254.68
	COMMUNITY BLDG FUND	\$	1,246.19
	RESCUE FUND	\$	2,197.12
	RURAL FIRE FUND	\$	749.00
	PW VEHICLE REPLACEMENT FUND	\$	733.00
	2019 ST IMPROVEMENTS FUND	\$	4,758.75
	WATER FUND	\$	20,968.96
	SEWER FUND	\$	9,403.83
	STORM WATER FUND	\$	1,398.54
	TOTAL BY FUND:	\$	78,302.53