

Minutes
City of Griswold
Regular City Council Meeting, City Council Chambers
March 9, 2020
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers on March 9, 2020. Mayor Brad Rhine called the meeting to order at 6:00 p.m. Council present: Adams, Stapleton, Preston, Sorensen, Askeland. Absent: none. Motion by Adams to approve the agenda. Seconded by Sorensen. Approved 5-0. Motion by Adams to approve the following items under the consent agenda.

- a. Minutes of the February 10, 2020 Regular Council Meeting
- b. Claims
- c. Treasurers Report – February 29, 2020
- d. Clerks Report

Seconded by Sorensen. Approved 5-0.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing on the **Proposed Budget for the Fiscal Year ending June 30, 2021**, there being no written or oral comments the hearing was closed at 6:01 p.m.

PUBLIC COMMENTS

Shiona Putnam hopes the council considers hosting a Citywide cleanup this spring.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted.
- b. Library – written report submitted. Lisa Metheny thanked council on behalf of the Cass County Library Association for the use of the community building for their trivia night.
- c. Community Building – written report submitted.
- d. Cass County Sheriff – written report submitted.
- e. Fire and Rescue – no report.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Little League – written report submitted.

OLD BUSINESS

- a. Motion by Askeland to approve **Jeb Peck as Building Permits Officer**. Seconded by Sorensen. Approved 5-0.

NEW BUSINESS

- a. Motion by Sorensen to approve **Rocket Joe's Liquor License**. Seconded by Askeland. Approved 5-0.
- b. Motion by Askeland to approve the **employee leave** for the Library Director. Seconded by Sorensen. Approved 5-0.
- c. Motion by Askeland to approve **Resolution 28-2020: Adopt the Budget for the Fiscal Year Ending June 30, 2021**. Seconded by Adams. Roll call ayes: Adams, Sorensen, Askeland, Preston, Stapleton. Nays: none.
- d. Motion by Askeland to purchase option 1 from **Affordable Heating & Air** for \$2,800. Seconded by Adams. Approved 5-0.
- e. Motion by Sorensen to approve **Resolution 29-2020: Approve Transfer of Funds from Library IPAIT to Checking Account**. Seconded by Askeland. Roll call ayes: Askeland, Preston, Stapleton, Adams, Sorensen. Nays: none.
- f. Lucas Mosier with Armour Insurance gave a short presentation on the property insurance quote, providing a comparison to last year's policy. Motion by Askeland to approve the property insurance renewal. Seconded by Preston. Askeland amended his original motion to approve the **property insurance renewal with EMC Insurance/Armour Insurance for \$34,400**. Approved 5-0.
- g. Motion by Askeland to open the **City Clerk position** for applications until March 27th, 2020 at 3:00 p.m. Seconded by Adams. Approved 5-0.

- h. Discussion held about previous attempts to discourage turkey vultures from roosting in town and effectiveness of other deterrents and harassment methods used by surrounding towns. Motion by Askeland to pursue option 7 and 8 (**vulture effigy and artificial effigy**) to Jeff's discretion. Seconded by Adams. Approved 5-0.

REMARKS FROM THE CITY MANAGER

None.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine complimented the public works department for cleaning up the burn pile at the yard waste site. He asked citizens to be sure to put yard waste in piles to maintain cleanliness and referred questions about types of waste accepted to city hall.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Askeland would like a summary of the economic development forum that Hansen and Rhine attended. Stapleton notified council that the Legion wants to block off a portion of Main Street during Griswold Reunion. Hansen will reach out to the DOT about the closure before council can approve. Adams congratulated Bierbaum on her new position at the Griswold School District. Preston would like nuisance properties to get cleaned up this spring and use the court system to enforce. Sorensen thanked council for approving the employee leave as it shows that council cares about its employees. Motion by Sorensen to adjourn. Seconded by Askeland, 6:52 p.m.

FEBRUARY 2020 TREASURERS REPORT

<u>REVENUE BY FUND</u>		<u>EXPENSE BY FUND</u>	
GENERAL	\$13,547.06	GENERAL	\$28,245.51
ROAD USE TAX	\$12,873.59	ROAD USE TAX	\$5,483.52
EMPLOYEE BENEFITS	\$2,187.05	EMPLOYEE BENEFITS	\$3,661.02
EMERGENCY FUND	\$216.69	COMMUNITY BLDG	\$724.51
LOCAL OPTION SALES TAX	\$9,326.36	RESCUE FUND	\$4,821.82
COMMUNITY BLDG	\$1,676.52	PW VEHICLE REPLACEMENT	\$784.31
RESCUE FUND	\$11,115.01	WATER	\$11,583.39
RURAL FIRE	\$81.41	SEWER	\$8,188.96
FLOOD CONTROL	\$146.97	STORM WATER	\$3,020.85
CAPITAL IMPROVEMENT FUND	\$541.72	TOTAL EXPENSES BY FUND	\$66,513.89
CAPITAL PROJECT FUND	\$173.48		
PW VEHICLE REPLACEMENT	\$36.76		
CAPITAL PROJ RESERVE	\$1.61		
SOURCE WATER PROTECTION	\$32.82		
FIRE STATION FUND	\$21.44		
CEMETERY	\$947.77		
WATER	\$17,485.24		
SEWER	\$25,909.60		
FEMA STORM WATER	\$18,501.90		
TOTAL REVENUE BY FUND	\$114,823.00		

CLAIMS APPROVED AT MEETING

VENDOR NAME	REFERENCE	TOTAL
ACCESS SYSTEMS	COPIER LEASE/SERVER LEASE/COMPUTER LEASE/BACKUP SERVICES	\$ 774.38
AMAZON	LABEL PROTECTORS/BOOKS/DVD PLAYER/USB	\$ 229.53
ARMOUR INSURANCE	FIRE DEPT RADIO ENDORSEMENT	\$ 190.00
ATLANTIC CHAMBER OF COMMERCE	SPONSORSHIP RENEWAL	\$ 150.00
ATLANTIC PEST CONTROL LLC	COMM BLDG SPRAYING	\$ 50.00
AUTOMATIC DOOR GROUP	AUTOMATIC DOOR AT COMM BLDG	\$ 2,600.00
BADGER METER	UTILITY BILLING SOFTWARE	\$ 31.38
BASE	HRA/CAFETERIA MONTHLY	\$ 60.00
BERG ELECTRIC	LIBRARY LIGHTING	\$ 2,768.09
BIBLIONIX	ANNUAL SUBSCRIPTION	\$ 1,000.00
BOB'S MOWING	FISH FARM SPRAYING	\$ 1,800.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$ 309.68
CAITLIN MUELLER	MILEAGE REIMBURSEMENT	\$ 54.05
CAPPEL'S	POSTAGE/PRESSURE FAN REPAIRS	\$ 43.84
CARD SERVICES	POSTAGE/MEMBERSHIPS/MAGAZINE SUBSCRIPTION	\$ 241.30
CASS COUNTY ENVIRO CONTROL	LANDFILL FEE	\$ 3,108.00
CASS COUNTY HEALTH SYSTEM	RITTER IMMUNIZATION	\$ 136.30
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$ 13.31
CASS COUNTY SHERIFF'S DEPT	MARCH 28E AGREEMENT	\$ 5,796.50
CASS COUNTY SOIL & WATER	6 MAPLE TREES	\$ 300.00
CITY OF GRISWOLD	UTILITY BILL	\$ 166.42
ED'S LAWN EQUIPMENT	PRESSURE FAN REPAIR	\$ 69.55
EFTPS	FED/FICA TAX	\$ 3,667.33
GIS BENEFITS	LIFE/DISABILITY INSURANCE	\$ 175.69
GRISWOLD AMERICAN	CLAIMS/MINUTES	\$ 400.60
GRISWOLD COMMUNICATIONS	LIBRARY TELEPHONE	\$ 1,177.12
GRISWOLD COMMUNITY BETTETERMENT	ANNUAL MEMBERSHIP	\$ 150.00
HANSEN, LAURA	MILEAGE/PHONE REIMBURSEMENT	\$ 135.62
HAWKINS WATER TREATMENT	CHEMICALS	\$ 285.30
I+S GROUP	CONSTRUCTION ADMINISTRATION	\$ 2,397.28
IAWEA	WASTEWATER TRAINING	\$ 34.00
IEMSA	ANNUAL MEMBERSHIP	\$ 100.00
IMAGETREND	PATIENT CARE REPORTING SOFTWARE	\$ 4,500.00
IOWA ASSN. OF MUNICIPAL UTILITIES	ANNUAL DUES	\$ 663.00
IOWA WESTERN COMMUNITY COLLEGE	CARDIAC ARREST TRAINING	\$ 15.00
IPERS	IPERS	\$ 2,753.71
J.D. WYMAN SERVICE	SEAT COVERS/OIL CHANGE/BRAKE PADS	\$ 504.61
MEDIVAC-ATLANTIC	MUTUAL AID	\$ 225.00
MIDAMERICAN ENERGY	UTILITIES	\$ 4,129.81
MIDWEST DATA	FIREWALL SERVICES	\$ 50.00
NATIONAL RECOVERIES, INC	GARNISHMENT	\$ 5.12
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	\$ 35.00
OTTO, LORENCE, WIEDERSTEIN	MARCH RETAINER	\$ 1,000.00
PHYSICIAN'S CLAIMS COMPANY	RESCUE BILLING CONTRACT	\$ 408.76

PRAIRIE ROSE SIGN & CANOPY	UTV WRAP	\$ 450.00
ROBINETTE, SERENA	DAMAGE DEPOSIT REFUND	\$ 100.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 45.50
STOREY KENWORTHY/MATT PAROTT	UTILITY BILL PAPER	\$ 883.30
THOMSEN, KIM	COMM BLDG CLEANING	\$ 580.00
TIGER MART	FUEL	\$ 414.16
TOWN & COUNTRY SANITATION	TRASH REMOVAL	\$ 274.00
TREASURER, STATE OF IOWA	STATE PAYROLL TAXES	\$ 617.00
TREASURER, STATE OF IOWA	WATER SALES TAX	\$ 834.00
UNITED STATES POSTAL SERVICE	POSTAGE	\$ 529.32
VERIZON WIRELESS	MONTHLY SERVICE	\$ 151.62
WELLMARK	PREMIUMS	\$ 5,235.06
WYMAN'S CARQUEST	PROPANE CYLINDER/BACKHOE BOLTS/SAW BLADES/SEWER PUMP PARTS	\$ 79.39
	TOTAL:	\$ 52,898.63
	GENERAL FUND	\$ 23,458.26
	ROAD USE TAX FUND	\$ 2,611.37
	EMPLOYEE BENEFITS FUND	\$ 2,254.68
	COMMUNITY BLDG FUND	\$ 3,598.50
	RESCUE FUND	\$ 6,170.02
	PW VEHICLE REPLACEMENT FUND	\$ 252.00
	2019 ST IMPROVEMENTS FUND	\$ 2,397.28
	WATER FUND	\$ 7,050.40
	SEWER FUND	\$ 5,106.12
	TOTAL BY FUND:	\$ 52,898.63