

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
April 8, 2019
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers. Mayor Rhine called the meeting to order at 6:00 p.m. Council present: Cook, Preston, Sorensen, Askeland, Adams. 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 March 11, 2019 Regular Council Meeting
- b. Minutes of the March 27, 2019 Special Council Meeting
- c. Minutes of the March 27, 2019 Work Session
- d. Claims
- e. Treasurers Report –March 31, 2019
- f. Clerks Report
- g. Liquor License Renewal LC0034561 – Dusty’s Place

Seconded by Cook. Approved 4-0. Askeland abstained as he is the owner of the business up for liquor license renewal approval.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing on **Ordinance 6-2018**: An Ordinance amending the Code of Ordinances of the City of Griswold, Iowa, 2018, By Amending Section 3-2-1 Pertaining to Nuisances. There being no written or oral comments, the hearing was closed at 6:01 p.m.
- b. Mayor Rhine opened the public hearing on **Application for FY2019 Community Development Block Grant – Housing Program**. There being no written or oral comments, the hearing was closed at 6:03 p.m.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Metheny reported that the Fish Farm is open for the year. The DNR has changed the Fish Farm water permit requiring the city to take a monthly sample of the nitrate levels. Askeland relayed concerns from citizens about the deteriorating conditions of Main Street curbs. Adams requested an estimated time frame of curb replacement.
- b. Library – written report submitted. Metheny discussed a grant received that will allow the library to install a small meeting room for various meetings such as DHS visits, school projects, test proctoring, etc. Adams requested that permanent building changes to the library be approved by city council.
- c. Community Building – written report submitted.
- d. Cass County Sheriff – written report submitted.
- e. Fire and Rescue – no report given.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – verbal report given by Preston. Leachate will no longer be hauled to Corning as they found a place to haul to in Atlantic. The board has scheduled a special meeting on April 15th at 5:30 p.m. to listen to various engineers’ transfer station proposals. The next regular meeting is May 7th, 2019 at 6 p.m.
- c. Little League – meeting was rescheduled for April 17th, 2019.

ORDINANCES

- a. Motion by Adams to approve the first reading of **Ordinance 6-2018**: An Ordinance amending the Code of Ordinances of the City of Griswold, Iowa, 2018, By Amending Section 3-2-1 Pertaining to Nuisances. Seconded by Askeland. Roll call ayes: Askeland, Adams, Cook, Preston, Sorensen. Nays: none. Motion carried. Motion by Askeland to waive the second and third readings of Ordinance 6-2018. Seconded by Sorensen. Roll call ayes: Sorensen, Cook, Askeland, Preston, Adams. Nays: none. Motion carried.

OLD BUSINESS

- a. Motion by Askeland to have ISG complete the survey of **Union Street** in an amount not to exceed \$4,000. Seconded by Cook. Approved 5-0.

NEW BUSINESS

- a. Motion by Sorensen to approve East of Omaha's Liquor License pending the Fire Chief's approval. Seconded by Askeland. Approved 5-0.
- b. Motion by Sorensen to approve **Resolution 18-2019: A Resolution Authorizing and Directing the Mayor to Make an Application to the CDBG Housing Fund Program for Assistance to a Housing Rehabilitation Program**. Seconded by Cook. Roll call ayes: Adams, Sorensen, Askeland, Preston, Cook. Nays: none. Motion carried.
- c. Motion by Askeland to have SWIPCO to provide **Technical Services** to assist with the CDBG program. Seconded by Sorensen. Approved 5-0.
- d. Motion by Sorensen to set the **Public Hearing for FY19 Budget Amendment #1** for May 13th, 2019 at 6 p.m. in Griswold City Council Chambers. Seconded by Cook. Approved 5-0.
- e. Motion by Cook to approve the **Verizon Wireless Lease**. Seconded by Askeland. Discussion held about the decrease in rent payment. Approved 5-0.
- f. Motion by Askeland to approve **Resolution 19-2019: Approve FY19 Local Option Sales Tax Transfers**. Seconded by Adams. Roll call ayes: Cook, Askeland, Adams, Sorensen, Preston. Nays: none. Motion carried.
- g. Motion by Askeland to approve the purchase of **gWorks Payroll software**. Seconded by Cook. Adams expressed concerns about computer security. Approved 5-0.
- h. Motion by Askeland to approve purchasing **Access Systems IT Services** at city staff's discretion. Seconded by Preston. Approved 5-0.
- i. Motion by Askeland to approve **Resolution 21-2019: To provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the 2019 Street Improvements Project, and the taking of bids therefore**. Seconded by Sorensen. Roll call ayes: Askeland, Sorensen, Cook, Adams, Preston. Nays: none. Motion carried.
- j. Motion by Askeland to go into closed session pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I to discuss employee performance. Seconded by Cook. Roll call ayes: Preston, Sorensen, Askeland, Adams, Cook. Nays: none. 6:46 p.m. Motion by Adams to return to open session. Seconded by Sorensen. Roll call ayes: Askeland, Cook, Preston, Adams, Sorensen. Nays: none. 6:51 p.m. Motion by Askeland to approve **Resolution 20-2019: Approve Performance Increase for Nick Kinser** an increase of \$0.65 per hour, from \$16.35 to \$17.00. Seconded by Sorensen. Roll call ayes: Adams, Askeland, Sorensen, Preston, Cook. Nays: none. Motion carried.

REMARKS FROM THE CITY MANAGER

Hansen attended a FEMA meeting regarding potential funding opportunities.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine reminded council that City Wide Clean-up day is scheduled for May 11th, that we are hiring a part-time public works position, city hall will be closed on Fridays beginning April 12th and is open to suggestions for the open Library Board Member positions. Askeland left the meeting at 6:58 p.m.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Cook relayed a citizen concern about Scott Street on the north side of Main Street needing gravel. Adams thanked the public works staff for helping with the horse and buggy decorations. Preston wants to explore funding options to clean out "no name creek" to alleviate potential spring flood issues. Sorensen reminded citizens to register your pets, register your off-road vehicles and golf carts, and make sure grass is mowed less than 12 inches tall by the 1st and 15th of every month. Motion by Sorensen to adjourn. Seconded by Adams. Approved 4-0. 7:02 p.m.

MARCH 2019 TREASURERS REPORT

REVENUE BY FUND

GENERAL	\$12,229.92
ROAD USE TAX	\$9,259.59
EMPLOYEE BENEFITS	\$1,607.68
EMERGENCY FUND	\$164.92
LOCAL OPTION SALES TAX	\$10,817.22
TAX INCREMENT FINANCING	\$0.00
COMMUNITY BLDG	\$336.52
RESCUE FUND	\$7,490.61
RURAL FIRE	\$87.80
FLOOD CONTROL	\$201.32
DEBT SERVICE	\$126.59
CAPITAL IMPROVEMENT FUND	\$412.37
CAPITAL PROJECT FUND	\$219.51
PW VEHICLE REPLACEMENT	\$54.03
CAPITAL PROJ RESERVE	\$2.37
SOURCE WATER PROTECTION	\$55.75
CEMETERY	\$35.76
WATER	\$16,784.03
SEWER	\$26,476.90
TOTAL REVENUE BY FUND	\$86,362.89

EXPENSE BY FUND

GENERAL	\$43,280.84
ROAD USE TAX	\$14,334.59
EMPLOYEE BENEFITS	\$3,585.92
COMMUNITY BLDG	\$1,067.05
RESCUE FUND	\$1,285.42
PVT MGMT PLAN	\$14,020.55
WATER	\$13,606.64
SEWER	\$13,960.71
STORM WATER	\$8,000.00
TOTAL EXPENSES BY FUND	\$113,141.72

CLAIMS APPROVED AT MEETING

VENDOR NAME	REFERENCE	TOTAL
ACCESS SYSTEMS LEASING	COPIER LEASE	\$ 274.45
AKIN BUILDING CENTERS	FF-SUPPLIES/CONCRETE SUPPLIES	\$ 148.25
ALPHA PHI OMEGA-CREIGHTON	DAMAGE DEPOSIT REFUND	\$ 100.00
AMAZON	VACUUM/BOOKS/MISC SUPPLIES	\$ 727.35
AMAZON CITY	MISC OFFICE SUPPLIES	\$ 59.38
ATLANTIC NEWS-TELEGRAPH	NEWSPAPER SUBSCRIPTION	\$ 100.00
ATLANTIC PEST CONTROL LLC	PEST CONTROL COMM BLDG	\$ 50.00
BASE	HRA/CAFETERIA MONTHLY	\$ 60.00
BIBLIONIX	AUTOMATION SERVICES	\$ 1,000.00
BOUND TREE MEDICAL, LLC	SPLINT KIT	\$ 3,167.96
CAPPEL'S	MISC SUPPLIES	\$ 342.70
CARD SERVICES	AUDIO/SUPPLIES	\$ 231.70
CASS COUNTY ABSTRACT CO.,	805 6TH LIEN SEARCH	\$ 125.00
CASS COUNTY MEMORIAL HOSP	MEDICAL SUPPLIES	\$ 8.29
CASS COUNTY SHERIFF'S DEP	APRIL 28E AGREEMENT	\$ 5,627.66
CITY OF GRISWOLD	UTILITY BILL	\$ 160.65
CITY OF RED OAK AMBULANCE	MUTUAL AID	\$ 330.00
COMPLETE WIRELESS TECHNO	PAGER REPAIRS	\$ 877.50
DANKO EMERGENCY EQUIPMENT	FIRE BOOTS	\$ 278.58
EFTPS	FED/FICA TAX	\$ 3,868.22
FIRE SERVICE TRAINING	FIRE SCHOOL-AMOS	\$ 85.00
GIS BENEFITS	GROUP BENEFITS	\$ 175.69

GRISWOLD AMERICAN	COUNCIL MEETING/CLAIMS	\$ 315.25
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 184.13
GRISWOLD LIBRARY	PETTY CASH	\$ 22.35
HACH COMPANY	CHEMICALS/SUPPLIES	\$ 858.65
HANSEN, LAURA	CADCO MILEAGE REIMBURSEMENT	\$ 97.42
I+S GROUP	2019 STREET IMPR.FINAL DESIGN	\$ 9,857.25
IIMC	ANNUAL MEMBERSHIP	\$ 170.00
IPERS	IPERS	\$ 3,167.62
LOGAN CONTRACTORS SUPPLY,	BOX SCRAPER CUTTING EDGE	\$ 399.62
MEDIVAC-ATLANTIC	MUTUAL AID	\$ 1,500.00
MENARDS	MULCH	\$ 1,051.83
METHENY, JEFF	CLOTHING REIMUBURSEMENT	\$ 24.56
METHENY, LISA	REIMBURSEMENT	\$ 18.56
MIDAMERICAN ENERGY	UTILITIES	\$ 4,142.38
MIDWEST DATA	MONTHLY SERVICE	\$ 82.00
MONTGOMERY CO HOSPITAL	BLS TRAINING	\$ 60.00
OTTO,LAWRENCE & WIEDERSTN	APRIL RETAINER	\$ 1,000.00
PETERSEN, SUSAN	REIMBURSEMENT	\$ 36.90
PHYSICIAN'S CLAIMS COMPAN	DAY SHEETS	\$ 573.19
QUILL CORPORATION	PRINTER	\$ 198.97
SALES TAX	SALES TAX	\$ 3,782.00
SANDRY FIRE SUPPLY, L.L.C	FLOW/FACEPIECE TESTING	\$ 833.25
SCHILDBERG CONSTRUCTION C	ROCK/GRAVEL	\$ 637.64
SMART APPLE MEDIA	BOOKS/FITERMAN FOUNDATION	\$ 212.19
SPARKLE WORLD MAGAZINE	MAGAZINE SUBSCRIPTION	\$ 37.97
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 78.00
THOMSEN, KIM	COMM BLDG CLEANING	\$ 390.00
TIGER MART	FUEL	\$ 1,175.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$ 274.00
TREASURER, STATE OF IOW02	STATE TAXES	\$ 836.00
UNITED STATES POSTAL SERV	POSTAGE	\$ 581.75
VERIZON WIRELESS	MONTHLY SERVICE	\$ 171.32
WATER SALES TAX	WATER SALES TAX	\$ 1,619.00
WELLMARK	PREMIUMS	\$ 4,558.94
ZIEGLER INC.	BACKHOE PARTS	\$ 357.28
	TOTAL:	\$ 57,103.40
	GENERAL FUND	\$ 16,925.71
	ROAD USE TAX FUND	\$ 4,313.23
	EMPLOYEE BENEFITS FUND	\$ 1,999.53
	COMMUNITY BLDG FUND	\$ 1,002.79
	RESCUE FUND	\$ 6,665.08
	PVT MGMT PLAN FUND	\$ 9,857.25
	WATER FUND	\$ 7,630.21
	SEWER FUND	\$ 8,709.60
	TOTAL BY FUND:	\$ 57,103.40