

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
August 13, 2018
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers. Mayor Brad Rhine called the meeting to order. Council present: Adams, Cook, Preston, Askeland, Sorensen. Motion by Adams to approve the agenda. Seconded by Cook. Approved 5-0. Motion by Sorensen to approve the following items under the Consent Agenda.

- a. Minutes of the July 9, 2018 Regular Council Meeting
- b. Claims
- c. Treasurers Report –July 31, 2018
- d. Clerks Report

Seconded by Askeland. Approved 5-0.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Metheny reminded council that the brush pile at the lagoons is strictly for leaves and branches. Askeland would like Metheny to investigate the cost of repairing curbs on Main Street.
- b. Library – written report submitted.
- c. Community Building – written report submitted. Hansen notified council of multiple instances of vandalism at the Community Building patio. Mayor Rhine suggested installing security cameras.
- d. Fire and Rescue – written report submitted. Askeland would like to see Rescue Department membership increase.
- e. Cass County Sheriff – written report submitted.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – written report submitted. Preston reported the scale operator position was filled.

NEW BUSINESS

- a. Hansen updated council on various **nuisance properties** around town. No formal action was taken.
- b. Motion by Cook to approve **Resolution 6-2019: Approve Personnel Manual**. Seconded by Adams. Roll call ayes: Adams, Sorensen, Askeland, Cook, Preston. Nays: none. Motion carried.
- c. Motion by Askeland to **Set Public Hearing for Ordinance 1-2018**, An Ordinance Granting to MidAmerican Energy Company, Its Successors and Assigns, the Right and Non-exclusive Franchise to Acquire, Construct, Erect, Maintain and Operate in the City of Griswold, Iowa, an Electric System and Communications Facilities and to Furnish and Sell Electric Energy to the City and its Inhabitants and Authorizing the City to Collect Franchise Fees for a Period of 25 Years for **September 10th at 6:00 PM at Griswold Fire Station Meeting Room**. Seconded by Adams. Roll call ayes: Preston, Adams, Cook, Sorensen, Askeland. Nays: none.
- d. Motion by Askeland to **Set Public Hearing for Ordinance 2-2018**, An Ordinance Granting to MidAmerican Energy Company, its Successors and Assigns, the Right and Non-exclusive Franchise to Acquire, Construct, Erect, Maintain and Operate in the City of Griswold, Iowa, a Natural Gas System and to Furnish and Sell Natural Gas to the City and its Inhabitants and Authorizing the City to Collect Franchise Fees for a Period of 25 Years for **September 10th at 6:00 PM at Griswold Fire Station Meeting Room**. Seconded by Sorensen. Roll call ayes: Adams, Cook, Sorensen, Preston, Askeland. Nays: none.
- e. Motion by Askeland to **Set Public Hearing for Ordinance 3-2018**, An Ordinance Vacating a Street Located in the Fourth Addition to the Town of Griswold, Iowa for **September 10th at 6:00 PM at Griswold Fire Station Meeting Room**. Seconded by Cook. Roll call ayes: Cook, Sorensen, Adams, Askeland, Preston. Nays: none.
- f. Motion by Askeland to go into closed session at the request of the employee pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I. Seconded by Cook. Roll call ayes: Sorensen, Adams, Askeland, Preston, Cook. Nays: none, 6:44 p.m. Motion by Askeland to return to open session. Seconded by Cook. Roll call ayes: Adams, Askeland, Preston, Sorensen, Cook. Nays: none, 6:57 p.m. Motion by Askeland to approve **Resolution 4-2019: Performance Increase for Jeff Metheny**, from \$23.00 to \$23.75, an increase of \$0.75 per hour. Seconded by Sorensen. Roll call ayes: Preston, Askeland, Sorensen, Cook, Adams. Nays: none.

- g. Motion by Askeland to go into closed session at the request of the employee pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I. Seconded by Adams. Roll call ayes: Askeland, Sorensen, Preston, Adams, Cook
Nays: none, 6:59 p.m. Motion by Askeland to return to open session. Seconded by Sorensen. Roll call ayes: Sorensen, Preston, Adams, Cook, Askeland. Nays: none, 7:13 p.m. Motion by Askeland to approve **Resolution 5-2019: Approve Performance Increase for Hannah Bierbaum**, from \$15.25 to \$16.00 an increase of \$0.75 per hour. Seconded by Cook. Roll call ayes: Preston, Cook, Sorensen, Askeland, Adams. Nays: none.
- h. Motion by Askeland to go into closed session at the request of the employee pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I. Seconded by Adams. Roll call ayes: Cook, Sorensen, Askeland, Adams, Preston. Nays: none, 7:15 p.m. Motion by Askeland to return to open session. Seconded by Sorensen. Roll call ayes: Preston, Sorensen, Cook, Adams, Askeland. Nays: none, 7:38 p.m. Motion by Askeland to approve **a one year extension of the current City Manager contract** to include an annual salary of \$47,000, an increase of \$1,500 for Laura Hansen, City Manager. Seconded by Adams. Roll call ayes: Askeland, Sorensen, Adams, Preston, Cook. Nays: none.

MESSAGES AND PAPERS FROM THE CITY MANAGER

None.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine thanked Sorensen for her hard work in preparation for personnel reviews. He also reminded City Officials to handle themselves professionally.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Preston requested the City look into limiting on-street parking, particularly on 6th Street. Sorensen thanked the Mason's Lodge for putting on the Corn Boil. She also informed council that she is searching for community groups to help work on the wooden park. Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 7:48 p.m.

CLAIMS

VENDOR NAME	REFERENCE	TOTAL
AGRILAND FS, INC	ROUND UP	\$ 337.50
AKIN BUILDING CENTERS	BOLTS/JOINT	\$ 78.94
AMAZON CITY	PROJECTOR/COMM BLD SUPPLIES	\$ 204.72
BASE	HRA MONTHLY	\$ 30.00
BIERBAUM, HANNAH	MILEAGE/MEAL/LODGING IMPI	\$ 352.69
CAPPEL'S	SUPPLIES	\$ 87.96
CARD SERVICES	IDRIVE/POSTAGE/LODGING	\$ 118.91
CARDIO PARTNERS	MEDICAL SUPPLIES	\$ 164.50
CASS COUNTY MEMORIAL HOSP	MEDICAL SUPPLIES	\$ 12.70
CASS COUNTY RECORDER	TAX SALE RECORDED	\$ 24.00
CASS COUNTY SHERIFF'S DEPT	AUGUST 28E AGREEMENT	\$ 5,627.66
CASS COUNTY TREASURER	TAX SALE DEED	\$ 50.00
CENTRAL JERSEY PRO SHOP	PLAQUES	\$ 649.45
CITY OF ATLANTIC	LAB TESTING	\$ 45.00
CITY OF GRISWOLD	UTILITY BILL	\$ 159.98
CITY OF RED OAK AMBULANCE	MUTUAL AID	\$ 110.00
COHRON READY MIX	CEMENT	\$ 720.92
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$ 246.77
EFTPS	FED/FICA TAX	\$ 2,269.14
FARM BUREAU PROPERTY	RESCUE REFUND	\$ 528.30
GADE INSURANCE	POLICY AUDIT	\$ 342.00
GRISWOLD AMERICAN	JULY MINUTES/CLAIMS	\$ 149.86
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 832.66
HANSEN, LAURA	PHONE REIMBURSEMENT	\$ 40.00
HAWKINS WATER TREATMENT	CHEMICALS	\$ 243.00
IDNR-NPDES PERMIT	NPDES ANNUAL PERMIT FEE	\$ 210.00
IOWA LEAGUE OF CITIES	DUES, TRNG, MEMBERSHIPS	\$ 60.00

IOWA ONE CALL	NOTIFICATIONS	\$ 9.10
IOWA WESTERN COMMUNITY	CARDIAC ARREST TRAINING	\$ 15.00
KIM THOMSEN	CLEANING	\$ 130.00
MENARDS	BLDG/FF/PARKS SUPPLIES	\$ 958.57
MIDWEST BREATHING AIR LLC	BREATHING AIR COMPRESSOR	\$ 1,522.00
MIDWEST DATA	MONTHLY SERVICE	\$ 82.00
MORTENSEN, RICH	DAMAGE DEPOSIT REFUND	\$ 100.00
OTTO,LAWRENCE & WIEDERSTEIN	AUGUST RETAINER	\$ 1,000.00
PECK STUMP REMOVAL	STUMP REMOVAL @ PARK/MAIN ST	\$ 280.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$ 482.81
PIERCE PUMP, INC.	TAPPER	\$ 50.00
POSTMASTER	POSTAGE	\$ 250.00
RUSH ELECTRIC	NEW 3PH SERVICE	\$ 3,473.13
SANDRY FIRE SUPPLY, L.L.C	EQUIPMENT	\$ 151.33
SEH	ENGINEERING FEES	\$ 1,812.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 203.00
TIGER MART	FUEL	\$ 1,069.99
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$ 334.00
TREEMENDUS TREE SERVICE	MOWING CONTRACT	\$ 3,800.00
WATSON, JOHN AND LORI	DAMAGE DEPOSIT REFUND	\$ 100.00
WESTON ELECTRIC	5 LED AT PARK/NEW SHOP LIGHT	\$ 1,494.00
WYMANS CARQUEST	DEF FLUID	\$ 21.10
ZIEGLER INC.	BACKHOE REPAIRS	\$ 1,893.32

TOTAL: \$ 32,928.01

GENERAL FUND	\$ 15,150.65
ROAD USE TAX FUND	\$ 2,007.06
EMPLOYEE BENEFITS FUND	\$ 560.22
COMMUNITY BLDG FUND	\$ 740.35
RESCUE FUND FUND	\$ 1,335.01
RURAL FIRE FUND	\$ 4,995.13
FIRE&RESCUE BLDG FUND	\$ 1,812.00
WATER FUND	\$ 3,526.62
SEWER FUND	\$ 2,800.97

TOTAL BY FUND: \$ 32,928.01

JULY 2018 TREASURERS REPORT

REVENUE BY FUND

GENERAL	\$10,761.37
ROAD USE TAX	\$9,908.91
EMPLOYEE BENEFITS	\$1,470.43
EMERGENCY FUND	\$177.08
LOCAL OPTION SALES TAX	\$9,952.93
COMMUNITY BLDG	\$246.44
RESCUE FUND	\$5,032.83
RURAL FIRE	\$2.80
FLOOD CONTROL	\$40.07
CAPITAL IMPROVEMENT FUND	\$442.87
CAPITAL PROJECT FUND	\$361.32
PW VEHICLE REPLACEMENT	\$35.83
CAPITAL PROJ RESERVE	\$1.83
SOURCE WATER PROTECTION	\$56.85
CEMETERY	\$27.73
WATER	\$15,919.69
SEWER	\$26,709.43
TOTAL REVENUE BY FUND	\$81,148.41

EXPENSE BY FUND

GENERAL	\$33,622.53
ROAD USE TAX	\$5,214.66
EMPLOYEE BENEFITS	\$3,519.78
COMMUNITY BLDG	\$1,128.54
RESCUE FUND	\$2,305.57
WATER	\$13,249.78
SEWER	\$13,557.38
TOTAL EXPENSES BY FUND	\$72,598.24