

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
December 10, 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, Sorensen, Cook, Preston, Askeland. Absent: none. Motion by Askeland to approve the agenda. Seconded by Sorensen. Approved 5-0. Motion by Askeland to approve the following items under the Consent Agenda with additional claims.

- a. Minutes of the November 12, 2018 Regular Council Meeting
- b. Claims
- c. Treasurers Report –November 30, 2018
- d. Clerks Report

Seconded by Cook. Approved 5-0.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing for **Ordinance 5-2018: An ordinance amending the Code of Ordinances of the City of Griswold, Iowa, 2018, by amending Title IV, Chapter 2, Baseball and Softball Board of Trustees** at 6:01 p.m. Griswold Youth Sports Complex Board members, Joni Kelley and J.J. Bierbaum were in attendance. Discussion held regarding responsibilities of City council vs. Griswold Youth Sports Complex Board under the new ordinance. The City will still retain control over field maintenance. A city council member shall attend all Griswold Youth Sports Complex meetings acting as a liaison between Council and the Board. The hearing was closed at 6:12 p.m.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Adams reminded Metheny of the pot hole in need of repair located near 105 Adair Street. Mayor Rhine asked about a potential dead tree located in the city right-of-way at 601 1st Street.
- b. Library – written report submitted. Library Director, Lisa Metheny, reported the library received a grant that allows them to hire a summer employee. The grant funds the employee's hourly wages, living expenses, mileage, etc. Discussion held about the librarian sharing contract with the City of Lewis.
- c. Community Building – written report submitted.
- d. Cass County Sheriff – written report submitted.
- e. Fire and Rescue – Rescue Captain Brad Amos reported that the Fire Department received a grant through the IDNR for \$3,500 to help fund Wildland Fire supplies.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – written report submitted.

ORDINANCES

- a. Motion by Askeland to pass **Ordinance 5-2018: An ordinance amending the Code of Ordinances of the City of Griswold, Iowa, 2018, by amending Title IV, Chapter 2, Baseball and Softball Board of Trustees**. Seconded by Sorensen. Askeland amended his original motion to approve the first reading of Ordinance 5-2018: An ordinance amending the Code of Ordinances of the City of Griswold, Iowa, 2018, by amending Title IV, Chapter 2, Baseball and Softball Board of Trustees. Seconded by Sorensen. Roll call ayes: Askeland, Adams, Sorensen, Cook, Preston. Nays: none. Motion carried.

NEW BUSINESS

- a. Lucas Casey with SEH Engineering provided a detailed overview of the space and needs study completed for the **Fire & Rescue Building** – no formal action. Copies available by request at city hall for public inspection.
- b. **Griswold Youth Sports Complex, Inc. Budget Request** – no formal action, discussion only.
- c. Motion by Askeland to award the bid of the **2000 E350 Ambulance** to Medivac in the amount of \$7,100.00. Seconded by Adams. Approved 5-0.
- d. Motion by Cook to approve **Resolution 12-2019: Authorize Transfer of Matured Certificates of Deposit**. Seconded by Askeland. Roll call ayes: Adams, Preston, Askeland, Sorensen, Cook. Nays: none.

MESSAGES AND PAPERS FROM THE CITY MANAGER

None.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine thanked Metheny and Kinser for removing snow quickly and demolishing the awning at 621 Main Street.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Council complimented Metheny and Kinser for their snow removal efforts. Preston recommended the city look into short term disability policies to pay for pregnancy leave. Adams thanked Metheny and Kinser for putting up the holiday decorations. Askeland would like to revisit the paternal leave policy and take a deeper look at the finances of the Fire and Rescue Building in January. Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 7:47 p.m.

NOVEMBER 2018 TREASURERS REPORT

REVENUE BY FUND

EXPENSE BY FUND

GENERAL	\$7,896.44	GENERAL	\$28,714.14
ROAD USE TAX	\$11,753.70	ROAD USE TAX	\$5,647.41
EMPLOYEE BENEFITS	\$1,907.96	EMPLOYEE BENEFITS	\$4,001.05
EMERGENCY FUND	\$195.73	COMMUNITY BLDG	\$1,223.24
LOCAL OPTION SALES TAX	\$39,383.37	RESCUE FUND	\$3,525.39
TAX INCREMENT FINANCING	\$3,262.59	CAPITAL PROJECT FUND	\$184,495.00
COMMUNITY BLDG	\$1,058.18	SOURCE WATER PROTECTION	\$3,740.00
RESCUE FUND	\$2,947.61	FIRE & RESCUE BLDG	\$4,228.00
RURAL FIRE	\$50.09	WATER	\$20,759.00
FLOOD CONTROL	\$205.98	SEWER	\$10,669.18
DEBT SERVICE	\$170.51	TOTAL EXPENSES BY FUND	\$267,002.41
CAPITAL IMPROVEMENT FUND	\$489.37		
CAPITAL PROJECT FUND	\$583.08		
PW VEHICLE REPLACEMENT	\$55.11		
CAPITAL PROJ RESERVE	\$2.41		
SOURCE WATER PROTECTION	\$60.75		
CEMETERY	\$36.47		
WATER	\$16,038.26		
SEWER	\$26,078.27		
TOTAL REVENUE BY FUND	\$112,175.88		

CLAIMS

VENDOR NAME	REFERENCE	TOTAL
ADVANCED SYSTEMS	LASERFICHE USER SETUP/EQUIP	\$ 4,780.00
AMAZON	TONER/BOOKS/MISC SUPPLIES	\$ 1,653.06
AMAZON CITY	ORGANIZATION SUPPLIES FOR AMB	\$ 93.30
ARROW INTERNATIONAL, INC	MEDICAL SUPPLIES	\$ 194.50
ASKELAND, SHAWN	SNOW REMOVAL	\$ 97.50
ATLANTIC GLASS COMPANY	CEMETERY WINDOW REPAIR	\$ 5.94
BASE	HRA MONTHLY/CAFETERIA PLAN	\$ 60.00
CADCO	ANNUAL MEMBERSHIP DUES	\$ 525.00
CARD SERVICES	DVDS	\$ 784.20
CASS COUNTY ENGINEER	SAND/SALT	\$ 245.00
CASS COUNTY LANDFILL	HOTEL AWNING	\$ 272.00
CASS COUNTY MEMORIAL HOSP	MEDICAL SUPPLIES	\$ 15.31
CASS COUNTY SHERIFF'S DEP	DECEMBER 28E AGREEMENT	\$ 5,627.67
CENTER POINT LARGE PRINT	BOOKS	\$ 29.99
CENTRAL IOWA DISTRIBUTING	CLEANING SUPPLIES	\$ 145.00
CITY OF ATLANTIC	LAB TESTING	\$ 85.00

CITY OF GRISWOLD	UTILITY BILL	\$ 156.03
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$ 227.82
CRAIG EILTS	DAMAGE DEPOSIT REFUND	\$ 100.00
DATA TECHNOLOGIES	COMPUTER FEES	\$ 4,572.14
DICKEL DUIT	MOWER REPAIR	\$ 541.10
EFTPS	FED/FICA TAX	\$ 3,798.53
GADE INSURANCE	AMBULANCE ENDORSEMENT	\$ 197.00
GIS BENEFITS	GROUP BENEFITS	\$ 102.61
GOV OFFICE	DOMAIN NAME	\$ 135.00
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$ 394.38
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 944.96
GRISWOLD LIBRARY	POSTAGE	\$ 23.73
HANSEN, LAURA	PHONE/MILEAGE REIMUBURSEMENT	\$ 74.24
IOWA FINANCE AUTHORITY	SEWER REHAB-BOND INT. PAYMENT	\$ 17,761.25
IOWA ONE CALL	NOTIFICATIONS	\$ 2.60
IOWA RURAL WATER ASSOCIAT	DUES/TRAINING	\$ 275.00
IPERS	IPERS	\$ 3,878.78
JEB PECK	SNOW REMOVAL	\$ 71.25
JESSICA PELZER	DAMAGE DEPOSIT REFUND	\$ 100.00
KIMBERLY HALLCOCK	DAMAGE DEPOSIT REFUND	\$ 100.00
METHENY, JEFF	MILEAGE REIMBURSE TO IAMU CONF	\$ 105.02
MIDAMERICAN ENERGY	UTILITIES	\$ 3,017.21
MIDWEST DATA	MONTHLY SERVICE	\$ 82.00
MOVIE LICENSING USA	ANNUAL LICENSE RENEWAL	\$ 215.00
NEWCOTECH GIS	DATA INTEGRATION	\$ 356.00
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	\$ 70.00
OTTO,LAWRENCE & WIEDERSTN	DECEMBER RETAINER	\$ 1,000.00
PANGELINA, ANITA	DAMAGE DEPOSIT REFUND	\$ 100.00
PETERSEN, SUSAN	MILEAGE REIMBURSEMENT	\$ 16.44
PHYSICIAN'S CLAIMS COMPAN	DAY SHEETS	\$ 267.77
PRESTON CAROL	MILEAGE REIMBURSEMENT	\$ 121.98
PUBLIC SAFETY CENTER	EQUIPMENT REPAIRS	\$ 147.35
QUILL CORPORATION	COMPUTER MONITOR	\$ 99.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 952.00
THOMSEN, KIM	COMM BLDG CLEANING	\$ 330.00
TIGER MART	FUEL	\$ 825.36
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$ 394.00
TREASURER, STATE OF IOWA	STATE TAXES	\$ 983.00
TRUE NORTH COMPANIES, LC	AD&D RENEWAL	\$ 372.40
UNITED STATES POSTAL SERVICES	UTILITY POSTAGE	\$ 143.08
USA BLUEBOOK	SEWER HOSE	\$ 551.22
VERIZON WIRELESS	MONTHLY SERVICE	\$ 158.52
WEIRICH WELDING	TRUCK REPAIRS	\$ 66.89
WELLMARK 1	PREMIUMS	\$ 4,558.94
WESTON ELECTRIC	LIGHTS FOR NEW SHOP	\$ 1,375.00
WYMANS CARQUEST	OIL FOR SNOWPLOWS	\$ 88.58
	TOTAL:	\$ 64,466.65
	GENERAL FUND	\$ 18,767.44

ROAD USE TAX FUND	\$ 5,880.51
EMPLOYEE BENEFITS FUND	\$ 1,939.95
COMMUNITY BLDG FUND	\$ 2,062.42
RESCUE FUND	\$ 1,279.68
WATER FUND	\$ 8,664.12
SEWER FUND	\$ 25,872.53
TOTAL BY FUND:	\$ 64,466.65