

Minutes
City of Griswold
Regular Council Meeting, City Hall
January 14, 2013
6:00 p.m.

The Griswold City Council met in regular session at City Hall. Mayor Pro-tem Jared Wyman called the meeting to order at 6:00 p.m. Council present: Adams, Askeland, Cook, Mundorf and Jared Wyman. Absent: Mayor Lee Wyman.

Motion by Adams to approve the agenda. Seconded by Mundorf. Approved 5-0.

Motion by Askeland to approve the following items under the Consent Agenda.

- a. Minutes of the December 10, 2012 regular meeting
- b. Claims
- c. Treasurer's Report – ending December 31, 2012

Seconded by Cook. Approved 5-0

PUBLIC HEARING

Mayor Pro-tem Jared Wyman opened up the public hearing in regards to Ordinance 1-2013: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRISWOLD, IOWA, 2010, BY AMENDING SECTION 6-5-5 PERTAINING TO UTILITIES-BILLING CHARGES. There being no comments, the public hearing was closed.

PUBLIC COMMENTS

None

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**. Questions were asked regarding water shut off difficulty and the fire hydrant at the school. Adams commented that the public works guys were doing a very good job with snow removal.
- b. Written report submitted for the **Library**. Library Board President, Robin Drake informed the Council that the library expansion is completed with a few minor items remaining on the punch list.
- c. Written report submitted for the **Community Building**. Adams questioned whether this was the slow time of the year. City Administrator, Chelsea Fulton said it is usually very quiet in January.

COMMITTEE REPORTS

- a. Written report submitted for **Public Safety Commission**.

ORDINANCES

- a. Motion made by Askeland to approve the first reading of Ordinance 1-2013: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRISWOLD, IOWA, 2010, BY AMENDING SECTION 6-5-5 PERTAINING TO UTILITIES-BILLING CHARGES. Seconded by Cook. Roll call ayes: Adams, Askeland, Cook, Mundorf, and J.Wyman. Nays: none. Motion carried.

OLD BUSINESS

- a. MSA representative, Sarah Campbell gave the Council an update on the **sewer rehabilitation project**.
- b. Motion by J.Wyman to approve JFSCO for **engineer for Main Street water main project**. Seconded by Adams. Roll call ayes: Adams, Askeland, Cook, Mundorf, and J.Wyman. Nays: none. Motion carried.

NEW BUSINESS

- a. Motion by Adams to approve **Resolution 21-2013: approve pay request for library expansion project**. Seconded by Askeland. Roll call ayes: Cook, Adams, J.Wyman, Askeland and Mundorf. Nays: none. Motion carried.
- b. Motion by Cook to **approve Emergency Response plan**. Seconded by Askeland. Roll call ayes: Adams, Askeland, Cook, Mundorf, and J.Wyman. Nays: None. Motion carried.
- c. Mayor Pro-tem Jared Wyman stated that the Mayor would like to **appoint Matt Pelzer to the library board**. Motion by Askeland to approve the Mayor's appointment to the library board. Seconded by Cook. Approved 5-0.

- d. Chelsea Fulton led the **city's responsibility of service lines discussion**. She stated she would like to look into what other cities responsibilities are for the service connection to the water main and calculate what the City has spent on service line connection repairs in the last year. J.Wyman said he would like to see some Ordinance samples.
- e. Motion by Askeland to **approve the sale of the Dixie mower** through sealed bids with a minimum bid set at \$2,000. Seconded by J.Wyman. Mundorf stated that he does not want to sell it and keep the mower as a back-up. Roll call ayes: Adams, Askeland, Cook, and J.Wyman. Nays: Mundorf. Motion carried 4-1.

MESSAGES AND REMARKS FROM THE CITY ADMINISTRATOR

Fulton stated that the budget public hearing would take place at the regularly scheduled Council meeting on February 11, 2013. She stated that she would like the three Council members not on the finance committee to come in for an overview sometime next week. She also stated that the city was just awarded two grants, one from the Iowa West Foundation to replace the carpet at the community building, and one from the DOT to replace the overhead blinking light with solar paneled beacon stop signs.

MESSAGES AND REMARKS FROM THE CITY COUNCIL

Cook questioned when we would put up the two other welcome to Griswold signs. Fulton stated that the city is planning for the purchase of the two signs next fiscal year. Askeland wanted to know when Christmas decorations would be taken down. Fulton said they would be taken down sometime this week.

ADJOURNMENT

Motion by Askeland to adjourn. Seconded by Mundorf. Approved 5-0. 6:43 p.m.

CLAIMS

AKIN BUILDING CENTERS	WELL HOUSE HEATER	\$29.02
ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
BAKER & TAYLOR	BOOKS	\$196.87
BASE	HRA/CAFETERIA	\$270.00
BLUFFS PAVING & UTILITY CO. INC	PAY REQUEST HALF OF 6 & 7	\$102,174.66
BOB'S MOWING	MOWING CONTRACT	\$775.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$293.91
BROWN ELECTRIC CO.	REPAIR WELL HOUSE	\$63.37
CAPPEL'S	SUPPLIES	\$109.92
CASS CO. PUBLIC SAFETY COMM.	MONTHLY EXPENSES	\$364.41
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$20.93
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-JANUARY	\$5,583.33
CENTRAL IOWA DISTRIBUTING INC.	ICE MELT	\$575.00
CHELSEA FULTON	MILEAGE REIMBURSEMENT	\$122.16
CINDY MILLER	BOOKS/JAN. SUPPLEMENT	\$308.19
CITY OF GRISWOLD	PETTY CASH	\$36.62
COHRON READY MIX	CONCRETE	\$202.03
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$163.77
DATA TECHNOLOGIES	COMPUTER FEES	\$2,750.00
EFTPS	FED/FICA TAXES	\$3,351.15
FELD FIRE	HOSE/HELMETS W/ FACESHIELD	\$3,560.75

FOLLETT SOFTWARE COMPANY	LIBRARY COMPUTER SUPPORT	\$79.48
GREATAMERICA FINANCIAL SVCS	COPIER PMT-2MO.	\$164.00
GRISWOLD AMERICAN	SUBSCRIPTION/MINUTES/CLAIMS/PUBLIC HEARING	\$386.01
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$912.86
GRISWOLD COOP TELEPHONE CO.	TELEPHONE-2MO	\$1,143.91
GRISWOLD LIBRARY	PETTY CASH	\$25.75
HACH COMPANY	CHEMICALS/SUPPLIES	\$159.91
HD SUPPLY WATERWORKS	SUPPLIES	\$208.01
IOWA DEP OF NATURAL RESOURCES	CHANGE ORDER #4	\$100.00
IMFOA	DUES	\$40.00
IOWA ONE CALL	NOTIFICATIONS	\$23.60
IOWA POETRY ASSOCIATION	BOOKS	\$9.00
IPERS	IPERS	\$2,009.53
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$29.00
J.D. WYMAN SERVICE	REPAIR	\$28.75
JFSCO ENGINEERING, P.C.	SAFE ROUTES TO SCHOOL	\$8,446.30
JONATHAN PILGREEN	CLOTHING REIMBURSEMENT	\$15.96
MATHESON TRI-GAS INC	CHEMICALS	\$74.75
MAY CONTRACTING INC.	PAY REQUEST: HALF OF 6	\$40,229.41
MEDIVAC-ATLANTIC	MUTUAL AID	\$300.00
MEN IN BLUE	DAMAGE DEPOSIT REFUND	\$50.00
MENARDS	TRANSMITTER	\$34.00
MIDAMERICAN ENERGY	UTILITIES	\$4,303.26
MJ'S GROCERY	SUPPLIES	\$70.88
MSA PROFESSIONAL SERVICES INC	SEWER CBDG ADMIN FEE	\$1,875.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OTTO,LORENCE & WIEDERSTEIN	JANUARY RETAINER	\$600.00
PEEBLES PLUMBING	WORK ON FURNACE	\$61.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$1,448.11
POSTMASTER	POSTAGE-UTILITY BILS	\$143.16
PUBLIC SAFETY CENTER	BATTERIES	\$125.34
QUILL CORPORATION	SUPPLIES	\$132.27
RAYMOND COUSINS	LEASE PAYMENT	\$1,167.26
RDG	MILEAGE/FORMS/LABOR	\$605.40
RETURNED CHECKS	ACCT #486000	\$134.33
ROBINSON TRUE VALUE	POSTAGE	\$13.25
SANDBOTHE FIRESTONE	REPAIR	\$477.00
SCHILDBERG CONSTRUCTION CO.	ROCK, GRAVEL,SAND	\$98.97
SOUTHWEST IA PLANNING COUNCIL	ADMIN FEES/CONSTRUCTION FEES	\$8,835.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$860.00
STERLING WEST	PLAYGROUND EQUIPMENT	\$10,973.90
TIFFANY BEEBE	CLEANING LIBRARY	\$150.00
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAX	\$488.00
TREASURER, STATE OF IOWA	SALES TAX	\$7,030.00
TRUE NORTH - GROUP BENEFITS	MONTHLY PREMIUMS	\$139.78

UNITED HEALTH CARE PLAN	GROUP INSURANCE PREMIUMS	\$3,242.42
UTILITIES SERVICE GROUP	LEAK BY CITY TOWER/TELE.8TH ST SEWER	\$1,968.75
UTILITY SERVICE CO., INC.	ANNUAL CITY TANK	\$1,307.38
VERIZON WIRELESS	MONTHLY SERVICE	\$106.92
VIRGINIA ASKELAND	CLEANING CITY HALL	\$35.00
WHEATLEY SALES & SERVICE LLC	CABLE FOR GARAGE DOOR	\$15.00
WYMAN BODYWORX INC.	BACK HOE WINDOWS	\$71.85
WYMANS CARQUEST	SUPPLIES-9 INVOICES/1 CREDIT	\$191.16
ZOLL MEDICAL CORPORATION	LIFEBAND	<u>\$405.91</u>
	TOTAL	\$224,203.62

GENERAL	\$39,057.44
ROAD USE TAX	\$2,439.37
EMPLOYEE BENEFITS	\$1,311.18
COMMUNITY BLDG	\$753.38
RESCUE FUND	\$3,133.32
2010 HOUSING PROJECT	\$10,710.00
CAPITAL PROJ RESERVE	\$142,404.07
WATER	\$13,648.03
SEWER	<u>\$10,746.83</u>
TOTAL	\$224,203.62

Lee Wyman
Mayor

Marylynne Dickinson
City Clerk