

**Minutes**  
**City of Griswold**  
**Regular Council Meeting, City Council Chambers**  
**May 13, 2019**  
**6:00 PM**

The Griswold City Council met in regular session at Griswold City Council Chambers. Mayor Brad Rhine called the meeting to order at 6:00 p.m. Council present: Adams, Sorensen, Preston, Cook. Absent: Askeland. Motion by Sorensen to approve the agenda. Seconded by Adams. Approved 4-0. Motion by Adams to approve the following items under the Consent Agenda.

- a. Minutes of the April 8, 2019 Regular Council Meeting
- b. Minutes of the April 22, 2019 Special Council Meeting
- c. Claims
- d. Treasurers Report – April 30, 2019
- e. Clerks Report
- f. Liquor License Renewal # LC0038413 The Bus Stop
- g. Liquor License Renewal # LC0026514 Griswold American Legion Post No. 508
- h. Liquor License Renewal # BC0030512 Tiger Mart

Seconded by Cook. Approved 4-0.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing for the FY19 Budget Amendment #1. As there were no written or oral comments the hearing was closed at 6:01 p.m.
- b. Mayor Rhine opened the public hearing for the 2019 Street Improvement Project Proposed Plans, Specifications, Contract and Estimate. Weldon Ewing asked for clarification on the cost estimate of the project. The hearing was closed at 6:04 p.m.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Sorensen asked about purchasing a new public works truck and hiring a part-time summer position.
- b. Library – written report submitted. L. Metheny reported the Library's A/C broke.
- c. Community Building – written report submitted.
- d. Cass County Sheriff – written report submitted.
- e. Fire and Rescue – no report. Discussion held about where the city stands on contributing funds towards a new Fire and Rescue station. Mayor Rhine suggested holding a special meeting in a few weeks with the building committee.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – written report submitted.
- c. Little League – Sorensen gave a verbal report. The Youth Sports Complex wants to expand the parking lot at the little league fields.
- d. Cass County Emergency Management – written report submitted.

NEW BUSINESS

- a. Motion by Cook to approve **Resolution 22-2019: Authorize Transfer of Matured Certificate of Deposit**. Seconded by Sorensen. Roll call ayes: Preston, Adams, Cook, Sorensen. Nays: none. Motion carried.
- b. Motion by Sorensen to approve **Resolution 23-2019: FY19 Budget Amendment #1**. Seconded by Adams. Roll call ayes: Sorensen, Adams, Preston, Cook. Nays: none. Motion carried.
- c. Motion by Sorensen to approve **awarding the bid for the 2019 Street Improvement Project to Precision Concrete Services** in the amount of \$458,573.75. Seconded by Cook.

Roll call ayes: Sorensen, Adams, Cook, Preston. Nays: none. Joey Whitehouse with ISG Engineering gave a project update: bids on the project were 19% lower than expected which would allow the city to do concrete instead of asphalt. If the council decides to change the scope of the project, it will be done through a change order. Motion carried.

- d. Motion by Cook to approve the **Library Building Modification** pending grant funding. Seconded by Adams. Approved 4-0.
- e. Motion by Adams to approve installing a **Little Free Library at the Fish Farm**. Seconded by Preston. Approved 4-0.
- f. **Youth Sports Ball field Lime** – tabled.
- g. Motion by Cook to approve **renewing the Health Insurance** as EnhancedBlue 2000 PPO through Wellmark Blue Cross and Blue Shield. Seconded by Adams. Approved 4-0.

REMARKS FROM THE CITY MANAGER

None.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine requested Hansen prepare a summary of the 2019 Street Project for council.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Preston would like the city’s attorney to regularly attend council meetings. Council discussed several nuisance properties that need attention and requested that junk vehicles be addressed.

Motion by Cook to adjourn. Seconded by Sorensen. Approved 4-0. 7:26 p.m.

**APRIL 2019 TREASURERS REPORT**

| <u>REVENUE BY FUND</u>       |                     | <u>EXPENSE BY FUND</u>        |                     |
|------------------------------|---------------------|-------------------------------|---------------------|
| GENERAL                      | \$218,180.91        | GENERAL                       | \$21,752.12         |
| ROAD USE TAX                 | \$5,790.48          | ROAD USE TAX                  | \$5,336.99          |
| EMPLOYEE BENEFITS            | \$20,009.73         | EMPLOYEE BENEFITS             | \$3,366.09          |
| EMERGENCY FUND               | \$2,052.95          | LOCAL OPTION SALES TAX        | \$191,199.00        |
| LOCAL OPTION SALES TAX       | \$11,207.22         | COMMUNITY BLDG                | \$778.74            |
| TAX INCREMENT FINANCING      | \$5,804.69          | RESCUE FUND                   | \$5,985.95          |
| COMMUNITY BLDG               | \$7,485.66          | PVT MGMT PLAN                 | \$9,857.25          |
| RESCUE FUND                  | \$13,446.58         | WATER                         | \$9,247.87          |
| RURAL FIRE                   | \$5,607.40          | SEWER                         | \$8,208.97          |
| FLOOD CONTROL                | \$224.85            | STORM WATER                   | \$0.00              |
| DEBT SERVICE                 | \$1,611.61          | <b>TOTAL EXPENSES BY FUND</b> | <b>\$255,732.98</b> |
| CAPITAL IMPROVEMENT FUND     | \$5,132.54          |                               |                     |
| CAPITAL PROJECT FUND         | \$27,089.16         |                               |                     |
| PW VEHICLE REPLACEMENT       | \$7,864.55          |                               |                     |
| CAPITAL PROJ RESERVE         | \$2.65              |                               |                     |
| SOURCE WATER PROTECTION      | \$10,698.90         |                               |                     |
| PVT MGMT PLAN                | \$300,000.00        |                               |                     |
| CEMETERY                     | \$40.07             |                               |                     |
| WATER                        | \$15,288.61         |                               |                     |
| SEWER                        | \$25,203.22         |                               |                     |
| STORM WATER                  | \$10,011.00         |                               |                     |
| <b>TOTAL REVENUE BY FUND</b> | <b>\$692,752.78</b> |                               |                     |

**CLAIMS APPROVED AT MEETING**

| <b>VENDOR NAME</b>           | <b>REFERENCE</b>                                 | <b>TOTAL</b> |
|------------------------------|--|--------------|
| ACCESS SYSTEMS               | COPIER LEASE                                     | \$ 222.40    |
| AETNA                        | EAP SERVICES                                     | \$ 21.00     |
| AGRILAND FS, INC             | CHEMICALS-LAGOONS                                | \$ 85.60     |
| AMAZON                       | BOOKS/PROGRAM SUPPLIES/SUMMER READING            | \$ 1,188.09  |
| ATLANTIC NEWS-TELEGRAPH      | ADVERTISING                                      | \$ 60.00     |
| ATLANTIC PEST CONTROL LLC    | REFILL BAIT TRAPS                                | \$ 35.00     |
| BASE                         | DEDUCTIBLE REIMBURSEMENT/HRA MONTHLY             | \$ 560.00    |
| BOUND TREE MEDICAL, LLC      | SPLINT KIT                                       | \$ 516.41    |
| CAPPEL'S                     | FLAG POLE PARTS-CEMETERY                         | \$ 109.79    |
| CARD SERVICES                | PET REGISTRATION MAILING/AUDIBLE BOOKS           | \$ 123.54    |
| CARDIO PARTNERS              | RESCUE EQUIPMENT                                 | \$ 1,759.00  |
| CASS COUNTY MEMORIAL HOSP    | MEDICAL SUPPLIES                                 | \$ 25.87     |
| CASS COUNTY SHERIFF'S DEP    | MAY 28E AGREEMENT                                | \$ 5,627.66  |
| CITY OF ATLANTIC             | LAB TESTING                                      | \$ 90.00     |
| CITY OF GRISWOLD             | UTILITY BILL                                     | \$ 157.29    |
| DANKO EMERGENCY EQUIPMENT    | BOOTS  | \$ 4,500.00  |
| DATA TECHNOLOGIES            | COMPUTER FEES                                    | \$ 1,225.00  |
| EFTPS                        | FED/FICA TAX                                     | \$ 3,653.21  |
| ESRI                         | SOFTWARE RENEWAL                                 | \$ 400.00    |
| GIS BENEFITS                 | GROUP BENEFITS                                   | \$ 175.69    |
| GRISWOLD AMERICAN            | BUDGET AMENDMENT NOTICE/LEGAL PUBLICATIONS       | \$ 424.09    |
| GRISWOLD COMMUNICATIONS      | TELEPHONE  | \$ 1,700.49  |
| GRISWOLD LIBRARY             | POSTAGE REIMBURSEMENT                            | \$ 47.24     |
| HACH COMPANY                 | SERVICE PARTNERSHIP                              | \$ 456.00    |
| HANSEN, LAURA                | MONTHLY PHONE ALLOWANCE                          | \$ 40.00     |
| HEIMAN FIRE EQUIPMENT        | ARMOR PAID BY RURAL FIRE/HYDRANT WRENCH/SUPPLIES | \$ 6,592.35  |
| IOWA DEPT. OF TRANSPORTAT    | WHITE TRAFFIC PAINT                              | \$ 213.70    |
| IOWA LEAGUE OF CITIES        | GRANTFINDER SUBSCRIPTION                         | \$ 50.00     |
| IOWA WESTERN COMMUNITY CO    | DIABETIC EMERGENCY TRAINING                      | \$ 15.00     |
| IPERS                        | IPERS  | \$ 2,698.04  |
| J.D. WYMAN SERVICE           | FIRE DEPT REPAIRS                                | \$ 135.98    |
| KEMP WELDING & REPAIR        | REPAIR HANDICAP SIGNS                            | \$ 42.00     |
| MIDAMERICA BOOKS             | BOOKS  | \$ 321.53    |
| MIDAMERICAN ENERGY           | UTILITIES  | \$ 4,067.94  |
| MIDWEST DATA                 | MONTHLY SERVICE                                  | \$ 82.00     |
| MONTGOMERY CO HOSPITAL       | TRAINING   | \$ 60.00     |
| NISHNABOTNA VALLEY REC       | CEMETERY - ELEC/GAS                              | \$ 35.00     |
| OTTO, LAWRENCE & WIEDERSTEIN | MAY RETAINER                                     | \$ 1,000.00  |
| PERMABOUND BOOKS             | AWARD BOOKS 2019-2020                            | \$ 577.11    |
| PETERSEN, SUSAN              | MILEAGE REIMBURSEMENT                            | \$ 8.91      |
| PHYSICIAN'S CLAIMS COMPAN    | DAY SHEETS                                       | \$ 753.17    |

|                           |                          |                     |
|---------------------------|--------------------------|---------------------|
| QUILL CORPORATION         | OFFICE SUPPLIES          | \$ 77.02            |
| SANDBOTHE FIRESTONE       | PICKUP REPAIRS           | \$ 21.00            |
| SCHILDBERG CONSTRUCTION C | ROCK, GRAVEL, SAND       | \$ 324.22           |
| STATE HYGIENIC LABORATORY | WATER LAB FEES           | \$ 78.00            |
| THOMAS MOORE              | NATIONAL CERT EMT        | \$ 10.00            |
| THOMSEN, KIM              | CLEANING SERVICE         | \$ 360.00           |
| TIGER MART                | FUEL                     | \$ 914.70           |
| TOWN & COUNTRY SANITATION | MONTHLY SERVICE          | \$ 314.00           |
| TREASURER, STATE OF IOW02 | STATE TAX                | \$ 636.00           |
| TREEMENDUS TREE SERVICE   | MOWING CONTRACT          | \$ 4,350.00         |
| ULTIMATE LAWN & POWER LLC | NEW TIRES & INSTALLATION | \$ 200.00           |
| UNITED STATES POSTAL SERV | POSTAGE                  | \$ 143.29           |
| VERIZON WIRELESS          | MONTHLY SERVICE          | \$ 144.99           |
| WATER SALES TAX           | WATER SALES TAX          | \$ 788.00           |
| WELLMARK 1                | PREMIUMS                 | \$ 4,558.94         |
|                           | <b>TOTAL:</b>            | <b>\$ 52,776.26</b> |
|                           | GENERAL FUND             | \$ 25,934.33        |
|                           | ROAD USE TAX FUND        | \$ 3,171.27         |
|                           | EMPLOYEE BENEFITS FUND   | \$ 2,175.99         |
|                           | COMMUNITY BLDG FUND      | \$ 786.19           |
|                           | RESCUE FUND              | \$ 3,624.65         |
|                           | RURAL FIRE FUND          | \$ 5,470.00         |
|                           | WATER FUND               | \$ 6,609.43         |
|                           | SEWER FUND               | \$ 5,004.40         |
|                           | <b>TOTAL BY FUND:</b>    | <b>\$ 52,776.26</b> |