

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
May 14, 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, Preston, Askeland, Cook, Sorensen. Absent: none. Mayor Rhine removed item g. Liquor License Renewal #LC0038413 from the Consent Agenda. 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 the removal of item g.

- a. Minutes of the April 9, 2018 Regular Council Meeting
- b. Claims
- c. Treasurers Report –April 30, 2018
- d. Clerks Report
- e. Liquor License Renewal # LC0026514 Griswold American Legion Post No. 508
- f. Liquor License Renewal # BC0030512 Tiger Mart
- g. Item Removed
- h. Casey’s Cigarette Permit Renewal

Seconded by Cook. Approved 5-0.

PUBLIC COMMENTS

None.

PUBLIC HEARING

- a. Mayor Brad Rhine opened the public hearing for **Ordinance 4 -2017, an Ordinance Adopting the City of Griswold, Code of Ordinances, 2018** at 6:02 p.m. There being no written or oral comments, the hearing was closed.
- b. Mayor Brad Rhine opened the public hearing for **FY18 Budget Amendment #3** at 6:03 p.m. There being no written or oral comments, the hearing was closed.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Public Works Director, Jeff Metheny updated council on new public works building progress. Askeland reminded citizens to keep grass clippings off the streets as they can clog the storm sewer.
- b. Library – verbal report given by Library Director, Lisa Metheny.
- c. Community Building – written report submitted. Preston expressed concerns about the condition of the parking lot on the east side of the community building.
- d. Fire and Rescue – Askeland asked about the roof on the Rescue side leaking.
- e. Cass County Sheriff – written report submitted.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – verbal report given by Preston. The landfill started construction on a new cell on May 1st. A subcommittee was formed to address financial concerns to help plan for the future.

ORDINANCES

- a. Motion by Adams to approve the first reading of **Ordinance 4 -2017, an Ordinance Adopting the City of Griswold, Code of Ordinances, 2018**. Seconded by Sorensen. Roll call ayes: Preston, Askeland, Cook, Sorensen, Adams. Nays: none. Motion carried.

NEW BUSINESS

- a. Motion by Askeland to approve Mayor Rhine’s **appointment of JJ Bierbaum to the Little League Board**. Seconded by Adams. Approved 5-0.
- b. Motion by Askeland to approve the **Bulk Water Pool Fill Policy** with the changes of adding the \$30 subsequent delivery fee, two signature requirement and the right of refusal clause. Seconded by Sorensen. Approved 5-0.
- c. Motion by Sorensen to approve **Property Insurance Renewal** for \$31,004. Seconded by Cook. Approved 5-0.
- d. Motion by Askeland to approve the **Health Insurance Renewal**. Seconded by Adams. Approved 5-0.
- e. Motion by Askeland to pursue hiring an additional seasonal **Part-time Public Works** employee. Seconded by Sorensen. Discussion held regarding necessity of two part-time public works employees. Approved 5-0.

- f. Motion by Askeland to go into closed session. Seconded by Sorensen. Roll call ayes: Sorensen, Preston, Askeland, Adams, Cook. Nays: none. 6:39 p.m. Motion by Askeland to return to open session. Seconded by Adams. Roll call ayes: Askeland, Cook, Sorensen, Preston, Adams. Nays: none. 6:48 p.m. Motion by Askeland to approve **Resolution 32-2018: Performance Increase for Nicholas Kinser** in the amount of \$0.65, for an hourly rate of \$16.35. Seconded by Cook. Askeland amended his original motion to approve **Resolution 32-2018: Performance Increase for Nicholas Kinser** from \$15.70 to \$16.35, an increase of \$0.65 per hour. Seconded by Cook. Roll call ayes: Adams, Cook, Preston, Askeland, Sorensen. Nays: none. Motion carried.
- g. Motion by Cook to approve **Resolution 21-2018: Approve FY18 Year End Transfers**. Seconded by Sorensen. Roll call ayes: Preston, Adams, Cook, Sorensen, Askeland. Nays: none. Motion carried.
- h. Motion by Adams to approve **Resolution 31-2018: Approve FY18 Budget Amendment #3**. Seconded by Cook. Roll call ayes: Cook, Preston, Sorensen, Askeland, Adams. Nays: none. Motion carried.
- i. Motion by Adams to approve **Resolution 28-2018: Authorize Transfer of Matured Certificates of Deposit**. Seconded by Askeland. Roll call ayes: Sorensen, Askeland, Preston, Adams, Cook. Nays: none. Motion carried.
- j. Motion by Askeland to approve **Resolution 29-2018: To Name Depositories and Establish Maximum Deposit Amounts**. Seconded by Sorensen. Roll call ayes: Askeland, Preston, Cook, Adams, Sorensen. Nays: none. Motion carried.
- k. Motion by Cook to approve **Resolution 30-2018: Authorize Signers on Houghton State Bank Accounts**. Seconded by Sorensen. Roll call ayes: Cook, Adams, Preston, Sorensen, Askeland. Nays: none. Motion carried.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine stressed the importance of having an open line of communication between council.

MESSAGES AND PAPERS FROM THE CITY MANAGER

Hansen informed council of upcoming training opportunities.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Askeland reported on conversations with various school board members regarding potential traffic control issues with the new school. Adams would like to discuss the financial aspects of the streets around the park in order to move forward. Preston addressed her concerns of the overall appearance of town. We received a donation from the Griswold Betterment group to plant flowers in the horse and buggy on Main Street along with the Cass County Master Gardeners grant to plant flowers at the city park. She would also like to address the deteriorating condition of the wooden park. Sorensen spoke with Lyman Vet Clinic and they are not interested in contracting with the city. Motion by Askeland to adjourn. Seconded by Sorensen. Approved 5-0. 7:14 p.m.

ARPIL CLAIMS

VENDOR NAME	REFERENCE	TOTAL
AKIN BUILDING CENTERS	WATER PARTS	\$ 23.56
AQUATIC CONTROL	FISH FARM CHEMICALS	\$ 669.90
ARDENT LIGHTING GROUP L.L.C.	LITTLE LEAGUE LIGHTS-2ND PAY	\$ 13,428.00
ATLANTIC PEST CONTROL LLC	PEST CONTROL COMM BLDG/CITYHALL	\$ 47.50
BASE	HRA MONTHLY	\$ 30.00
CAPPEL'S	TOOLS	\$ 213.39
CARD SERVICES	POSTAGE	\$ 23.70
CASS COUNTY LANDFILL	DISPOSAL OF MICROWAVE	\$ 15.00
CASS COUNTY MEMORIAL HOSPITAL	DRUG TEST	\$ 27.00
CASS COUNTY SHERIFF'S DEPT.	APRIL 28E AGREEMENT	\$ 5,463.64
CENTRAL IOWA DISTRIBUTING INC.	CLEANING SUPPLIES/TOILET PAPER	\$ 211.00
CENTRAL JERSEY PRO SHOP INC.	TRAINING COMPLETION PLAQUES	\$ 650.00
CITY OF GRISWOLD	UTILITY BILL	\$ 161.30
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	\$ 220.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$ 231.10
ECONO SIGNS	STREET SIGNS	\$ 668.10
EFTPS	FED/FICA TAX	\$ 3,970.54
GIS BENEFITS	GROUP BENEFITS	\$ 182.44

GRISWOLD AMERICAN	BOOK BINDING	\$	91.25
GRISWOLD AMERICAN	MEETING MINUTES/CLAIMS	\$	376.35
GRISWOLD COMMUNICATIONS	TELEPHONE	\$	755.21
GRISWOLD COMMUNICATIONS	LIBRARY TELEPHONE	\$	181.13
GRISWOLD LIBRARY	PETTY CASH/POSTAGE	\$	15.66
HACH COMPANY	CHEMICALS	\$	513.37
HAWKINS WATER TREATMENT	CHEMICALS	\$	235.00
HEIMAN FIRE EQUIPMENT	BRACKETS/LADDER HANDLES	\$	240.70
HELEN ERICKSON LIVING TRUST	RESCUE REFUND	\$	1.13
IIMC	ANNUAL MEMBERSHIP	\$	160.00
IOWA LEAGUE OF CITIES	DAMAGE DEPOSIT REFUND	\$	100.00
IOWA WESTERN COMMUNITY COLLEGE	AED/AIRWAY MGMT	\$	30.00
IPERS	IPERS	\$	2,335.18
JERRY DOTY	DAMAGE DEPOSIT REFUND	\$	100.00
LAURA HANSEN	CELL PHONE REIMBURSEMENT	\$	40.00
LISA METHENY	MILEAGE REIMBURSEMENT	\$	78.65
MEDIVAC-ATLANTIC	MUTUAL AID	\$	225.00
MENARDS	TOOLS	\$	189.93
MIDAMERICAN ENERGY	UTILITIES	\$	3,757.14
MIDAMERICAN ENERGY	LIBRARY UTILITIES	\$	345.71
MIDWEST DATA	MONTHLY SERVICE	\$	82.00
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	\$	35.00
OTTO,LORENCE & WIEDERSTEIN	APRIL RETAINER	\$	1,000.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$	1,079.27
PRESTON CARPENTRY	PW BUILDING MATERIALS	\$	21,500.00
ROBINSON TRUE VALUE	POSTAGE	\$	83.89
SANDBOTHE FIRESTONE	DUMP TRUCK TIRES	\$	827.16
SHORT ELLIOTT HENDRICKSON, INC	ARCHITECTURE FEES	\$	1,886.23
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$	78.00
SUSAN PETERSEN	MILEAGE/MEAL REIMBURSE	\$	41.93
SYNCB/AMAZON	INK/BOOKS/OFFICE SUPPLIES	\$	975.62
TIGER MART	FUEL	\$	765.92
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$	324.00
TREASURER, STATE OF IOWA	SALES TAX	\$	6,609.00
TREASURER, STATE OF IOWA	STATE TAX	\$	659.00
ULTIMATE LAWN & POWER LLC	POWER BROOM	\$	599.99
UNITED STATES POSTAL SERVICE	UTILITY BILLING POSTAGE	\$	142.38
UNITED STATES POSTAL SERVICE	POSTAGE FOR DELINQUENTS	\$	150.00
USA BLUEBOOK	WATER METER SUPPLIES	\$	326.17
VERIZON WIRELESS	MONTHLY SERVICE	\$	158.46
VIRGINIA ASKELAND	CLEANING	\$	80.00
VIRGINIA ASKELAND	LIBRARY CLEANING	\$	120.00
WELLMARK	PREMIUMS	\$	4,150.57
WYMANS CARQUEST	BACKHOE HOSE	\$	19.95

TOTAL: \$ **77,702.12**

001	GENERAL	\$	16,289.97
110	ROAD USE TAX	\$	4,040.12
112	EMPLOYEE BENEFITS	\$	1,808.94

140	COMMUNITY BLDG	\$	1,232.74
141	RESCUE FUND	\$	2,056.79
147	LITTLE LEAGUE	\$	13,428.00
304	CAPITAL PROJ RESERVE	\$	21,500.00
600	WATER	\$	9,059.33
610	SEWER	\$	8,286.23
TOTAL BY FUND:			\$ 77,702.12

APRIL 2018 TREASURERS REPORT

REVENUE BY FUND

GENERAL	\$78,144.16
ROAD USE TAX	\$5,057.51
EMPLOYEE BENEFITS	\$16,093.75
EMERGENCY FUND	\$1,938.90
LOCAL OPTION SALES TAX	\$8,518.01
COMMUNITY BLDG	\$444.94
RESCUE FUND	\$8,490.38
FLOOD CONTROL	\$28.99
LITTLE LEAGUE FIELD	\$31,856.00
CAPITAL IMPROVEMENT FUND	\$4,847.07
CAPITAL PROJECT FUND	\$234.01
PW VEHICLE REPLACEMENT	\$29.43
CAPITAL PROJ RESERVE	\$1.53
SOURCE WATER PROTECTION	\$4.98
CEMETERY	\$23.08
WATER	\$15,081.02
SEWER	\$25,698.03

TOTAL REVENUE BY FUND \$196,491.79

EXPENSE BY FUND

GENERAL	\$29,566.08
ROAD USE TAX	\$5,496.50
EMPLOYEE BENEFITS	\$3,110.43
LOCAL OPTION SALES TAX	\$16,856.00
COMMUNITY BLDG	\$1,232.74
RESCUE FUND	\$2,056.79
LITTLE LEAGUE FIELD	\$13,428.00
CAPITAL PROJECT FUND	\$4,162.97
CAPITAL PROJECT RESERVE	\$21,500.00
WATER	\$12,245.48
SEWER	\$11,482.32

TOTAL EXPENSES BY FUND \$121,137.31