

**Minutes
City of Griswold
Regular Council Meeting, City Hall
November 12, 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. Council present: Adams, Askeland, Cook, Mundorf and J.Wyman. Absent: Mayor Lee Wyman. Motion by Adams to approve the agenda with the removal of item e. under consent agenda and item e. under old business. Seconded by Adams. Approved 5-0.

Motion by Askeland to approve the following items under the Consent Agenda with the removal of item e.:

- a. Minutes of the October 14, 2013 regular meeting
- b. Minutes of the October 23, 2013 special meeting
- c. Claims
- d. Treasurer's Report – ending October 31, 2013
- e. Removed

Seconded by Cook. Approved 5-0

PUBLIC HEARING

- a. Mayor Pro tem J.Wyman opened the public hearing on **the order of approving the disposal of certain real estate in the City of Griswold**. There being no written or oral comments the hearing was closed.

PUBLIC COMMENTS

None

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**.
- b. Written report submitted for the **Library**.
- c. Written report submitted for the **Community Building**. Clerk Dickinson commented on the condition of the room divider, a committee will get together to look into the best way to replace it and also come up with a policy on the use of the vacuum for those who rent the building.

COMMITTEE REPORTS

- a. **Public Safety Commission** –written report submitted.
- b. **CADCO**. – No report

OLD BUSINESS

- a. Motion by Askeland to approve **Resolution 9-2014: A Resolution approving the disposal of City owned real property, 803 and 811 Main St. Griswold, Iowa**. Seconded by Adams. Roll call ayes: Adams, Cook, Askeland, J.Wyman and Mundorf. Nays: none. Motion carried
- b. Motion by Askeland approving the **amended TIF report**. Seconded by Cook. Approved 5-0
- c. Council discussed **equipment to use for alley maintenance**, Mundorf and J.Wyman will meet with Jeff to talk about what would be most useful.
- d. Askeland reported to the council of the personnel committees' decision to offer the **Public Works Assistant position** to John Tener at \$12.50 per hour. Tener has accepted the position.
- e. Removed

NEW BUSINESS

- a. Motion by Askeland to **sell the 2008 Crown Vic** (the old police car) by sealed bid with a minimum bid starting at \$1000. Bids will be due in the City Hall by 4:30 November 29th. Seconded by Adams. Approved 5-0
- b. Motion by Mundorf to allow the **request of Schwery and Stroup to raise poultry** at 410 6th Street, only eight (8) chickens at a time will be allowed at the residence. Seconded by Adams. Roll call ayes: Adams, J.Wyman, Mundorf, Cook and Askeland. Nays: none. Motion carried

- c. Motion by Askeland to approve the request to **reduce the utility bill** for account # 64000 by \$52.64 which is half of the sewer. Seconded by Cook. Roll call ayes: J.Wyman, Askeland, Cook, Mundorf and Adams. Nays: none. Motion carried.
- d. Motion by Mundorf approving **Resolution 10-2014: A Resolution to approve the substantial completion to the remaining work associated with change Order #4, Change Order #8 and 12' point repair between manholes 12 & 13.** Seconded by Cook. Roll call ayes: Cook, Adams, J.Wyman, Askeland and Mundorf. Nays: none. Motion carried.
- e. Motion by Cook approving **Resolution 11-2014: A Resolution to approve the CDBG draw request # 11 - \$19,000.00.** Seconded by Askeland. Roll call ayes: Mundorf, Cook, J.Wyman, Adams and Askeland. Nays: none. Motion carried.
- f. Motion by Adams approving **Resolution 12-2014: A Resolution to approve the SRF Draw Request # 11 - \$71,807.63.** Seconded by Askeland. Roll call ayes: Askeland, J.Wyman, Mundorf, Adams and Cook. Nays: none. Motion carried.
- g. Motion by Cook approving **Resolution 13-2014: A Resolution to approve the Contractors Pay Application for Payment # 9.** Seconded by Askeland. Roll call ayes: Adams, Askeland, Cook, Mundorf and J.Wyman. Nays: none. Motion carried.
- h. Motion by Cook approving **Resolution 14-2014: A Resolution to approve payment to MSA for invoices 9, 13, and 16.** Seconded by Adams. Roll call ayes: J.Wyman, Mundorf, Adams, Askeland and Cook. Nays: none. Motion carried.
- i. Motion by Askeland to change the authorized name on the **Debit card account** ending in 245 to Mayor Lee Wyman. Seconded by J.Wyman. Roll call ayes: Cook, J.Wyman, Adams and Askeland. Nays: Mundorf. Motion carried.
- j. Mayor Pro tem announced Mayor Wyman's decision to appoint Lisa Buchanan to the Library Board. Motion by Askeland approving the Mayor's appointment. Seconded by Cook. Approved 5-0
- k. Council discussed the city insurance: the council would like to see quotes from United Group Insurance and Gade Insurance. The finance committee will meet to get the details in order.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Pro Tem Wyman announce the next regular meeting will be December 2nd at 6:00 p.m. the council will be meeting with Dick Schrad to go over potential candidates for the Manager position.

MESSAGES AND REMARKS FROM THE CITY COUNCIL

Cook mentioned that Darrel Adams contacted her with a complaint/concern he has.
 Askeland stated he would like to see the Christmas lights up soon.
 J.Wyman congratulated Barry Moore on his election to the council.

Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 6:50 p.m.

CLAIMS

AKIN BUILDING CENTERS	SUPPLIES	\$76.53
ALPHA PHI OMEGA-CREIGHTON UNIV	DAMAGE DEPOSIT REFUND	\$150.00
ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
ATLANTIC PEST CONTROL LLC	PEST CONTROL	\$45.00
AVENET, LLC	WEBSITE	\$450.00
BASE	HRA/CAFETERIA	\$60.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$413.23
CAPPEL'S	SUPPLIES	\$38.21
CASS CO. PUBLIC SAFETY COMM.	MONTHLY EXPENSES	\$514.18
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$68.91
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT - NOVEMBER	\$5,083.33

CHERYL LEIGHTON	DAMAGE DEPOSIT REFUND	\$50.00
CLIA LABORATORY PROGRAM	CERT WAIVER	\$150.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$149.72
DATA TECHNOLOGIES	ANNUAL SOFTWARE FEE	\$3,480.43
EFTPS	FED/FICA TAX	\$1,752.21
GREATAMERICA FINANCIAL SVCS	COPIER LEASE	\$82.00
GRISWOLD AMERICAN	MINUTES/CLAIMS/ADS	\$214.38
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$815.43
HACH COMPANY	CHEMICALS/SUPPLIES	\$166.47
HELEN LONGSTRETH	LEASE PAYMENT	\$2,139.95
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	\$66.00
IPERS	IPERS	\$1,104.01
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$31.00
J.D. WYMAN SERVICE	BATTERY FOR 1999 F-350	\$162.95
JEFF METHENY	REIMBURSE FOR LIGHTS	\$45.09
JOLENE LARSEN	DAMAGE DEPOSIT REFUND	\$150.00
KARLA MUELLER	DAMAGE DEPOSIT REFUND	\$150.00
MATHESON TRI-GAS INC	CHEMICALS	\$49.40
MATT PARROTT AND SONS COMPANY	UTILITY POSTCARDS	\$732.70
MENARDS	EXTERIOR PAINT/SUPPLIES	\$342.04
MIDAMERICAN ENERGY	UTILITIES	\$3,601.32
MIDWEST BREATHING AIR LLC	EQUIPMENT REPAIR	\$364.70
MUNICIPAL MANAGEMENT CORP.	LEAK DETECTION	\$1,500.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$50.00
OTTO, LORENCE & WIEDERSTEIN	NOVEMBER RETAINER	\$600.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$523.35
POSTMASTER	POSTAGE	\$146.25
QUILL CORPORATION	INK/PAPER/SUPPLIES	\$260.38
ROBINSON TRUE VALUE	FURNACE FILTERS	\$88.18
SOUTHWEST IOWA TILING	WATERMAIN REPAIR	\$955.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$74.00
STEINBECK & SONS INC.	HYDROLIC HOSE-BACK HOE	\$33.12
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$81.00
TREASURER, STATE OF IOWA	STATE TAX	\$266.00
TRUE NORTH - GROUP BENEFITS	AD&D COVERAGE - VOLUNTEER FIRE/RESCUE	\$532.00
UNITED HEALTH CARE PLAN	GROUP INSURANCE PREMIUMS	\$3,572.10
VERIZON WIRELESS	MONTHLY SERVICE	\$114.39
VIRGINIA ASKELAND	CLEANING	\$47.50
WESTERN ENGINEERING CO., INC	SAND FOR VOLLEYBALL	\$351.36
WYMAN LAWN SERVICES	WEED CONTROL	\$564.20
WYMANS CARQUEST	VEHICLE MAINTENANCE	<u>\$23.26</u>
	TOTAL BY VENDER	\$34,081.28

1	GENERAL	\$12,326.64
110	ROAD USE TAX	\$3,379.47

112	EMPLOYEE BENEFITS	\$1,235.31
140	COMMUNITY BLDG	\$1,078.12
141	RESCUE FUND	\$1,843.32
600	WATER	\$10,388.16
610	SEWER	<u>\$3,830.26</u>
TOTAL BY FUND		\$34,081.28

Lee Wyman
Mayor

Marylynne Dickinson
City Clerk