

Minutes
City of Griswold
Regular Council Meeting, Community Building Small Room
November 12, 2018
6:00 PM

The Griswold City Council met in regular session at Griswold Community Building Small Room. Mayor Brad Rhine called the meeting to order. Council present: Sorensen, Askeland, Cook, Preston, Adams. Absent: none. Motion by Adams to approve the agenda. Seconded by Sorensen. Approved 5-0. Motion by Sorensen to approve the following items under the Consent Agenda.

- a. Minutes of the October 8, 2018 Regular Council Meeting
- b. Minutes of the November 1, 2018 Special Council Meeting
- c. Claims
- d. Treasurers Report –October 31, 2018
- e. Clerks Report

Seconded by Adams. Approved 5-0.

PUBLIC HEARING

- a. Mayor Rhine opened the public hearing for **Ordinance 4-2018: An Ordinance Repealing Title III Community Protection, Chapter 3 Traffic Code, Subsections 3-3-56 Snowmobiles through 3-3-69 Golf Carts, and Replacing with New Subsections 3-3-56 Snowmobiles through 3-3-69 Golf Carts** at 6:01 p.m., there being no written or oral comments the hearing was closed.

PUBLIC COMMENTS

Sandy Tye asked about the ownership of Union Street and the weight limit of the community building parking lot.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted.
- b. Library – written report submitted.
- c. Community Building – written report submitted.
- d. Cass County Sheriff – written report submitted.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control – written report submitted. Preston mentioned that the 3% MidAmerican franchise fee is effective at the end of November.

ORDINANCES

- a. Motion by Askeland to approve the first reading of **Ordinance 4-2018: An Ordinance Repealing Title III Community Protection, Chapter 3 Traffic Code, Subsections 3-3-56 Snowmobiles through 3-3-69 Golf Carts, and Replacing with New Subsections 3-3-56 Snowmobiles through 3-3-69 Golf Carts**. Seconded by Sorensen. Roll call ayes: Adams, Sorensen, Askeland, Cook, Preston. Nays: none. Motion carried. Motion by Askeland to waive the second and third readings of **Ordinance 4-2018: An Ordinance Repealing Title III Community Protection, Chapter 3 Traffic Code, Subsections 3-3-56 Snowmobiles through 3-3-69 Golf Carts, and Replacing with New Subsections 3-3-56 Snowmobiles through 3-3-69 Golf Carts**. Seconded by Cook. Roll call ayes: Askeland, Preston, Sorensen, Adams, Cook. Nays: none.

OLD BUSINESS

- a. Motion by Adams to use the ontheclock.com system for **electronic timeclocks**. Seconded by Cook. Approved 4-1 Preston.

NEW BUSINESS

- a. Alexis Fleener with SWIPCO gave a presentation on the Community Development Block Grant and application process. If awarded the grant, six owner-occupied Griswold homes would be eligible for up to \$24,999 of home improvements. Motion by Askeland to move forward with the **Community Development Block Grant** with SWIPCO. Seconded by Adams. Approved 5-0.
- b. After a demonstration by Lane LeBahn, motion by Askeland to proceed with purchasing the **LaserFiche Software** for one user. Seconded by Cook. Approved 5-0.
- c. Motion by Askeland to accept the bid for **Cocklin Fish Farm Windmill** in the amount of \$850.00. Seconded by Cook. Approved 5-0.
- d. Motion by Askeland to accept sealed bids for the **2000 E350 Ambulance** due on December 7th at 3 p.m. with no bids under \$7,000. Seconded by Cook. Approved 5-0.

- e. Motion by Preston to pay for the upgrade of the sidewalk located at **310 5th Street** for \$1,254.00. Seconded by Askeland. Approved 4-0, Adams abstained due to a conflict of interest.
- f. Motion by Askeland to **set 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, Baseball and Softball Board of Trustees** for Monday, December 10th, 2018 at 6 PM in City Council Chambers. Seconded by Sorensen. Approved 5-0.
- g. Discussion held regarding updating the City’s **Maternity Leave Policy** –no formal action.
- h. Motion by Askeland to waive the \$175.00 lien from **905 2nd Street**. Seconded by Sorensen. Approved 5-0.
- i. Motion by Cook to approve **Resolution 11-2019: Authorize Transfer of Matured Certificates of Deposit**. Seconded by Sorensen. Roll Call ayes: Preston, Sorensen, Adams, Cook, Askeland. Nays: none. Motion carried.

MESSAGES AND PAPERS FROM THE CITY MANAGER

None.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine is interested in having the City partner with the Griswold School District to host a movie at the City Park on the last day of school. He also reminded council members that committees will be reevaluated at the end of the year.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Askeland stated his interest in being removed from the Emergency Management Commission due to scheduling conflicts. He also presented council with a volunteer program for high school students that he has been working on in conjunction with the Griswold Community Betterment group. He hopes the city would be able to budget funds specifically for volunteer projects. Sorensen reminded council to give their input to the personnel committee regarding the maternity leave policy updates. Motion by Cook to adjourn. Seconded by Adams. Approved 5-0. 7:38 PM.

OCTOBER 2018 TREASURERS REPORT

<u>REVENUE BY FUND</u>		<u>EXPENSE BY FUND</u>	
GENERAL	\$65,635.80	GENERAL	\$23,011.77
ROAD USE TAX	\$9,406.69	ROAD USE TAX	\$6,513.91
EMPLOYEE BENEFITS	\$16,920.68	EMPLOYEE BENEFITS	\$3,360.85
EMERGENCY FUND	\$1,735.95	COMMUNITY BLDG	\$1,027.76
LOCAL OPTION SALES TAX	\$11,186.42	RESCUE FUND	\$1,231.60
TAX INCREMENT FINANCING	\$4,620.57	SOURCE WATER PROTECTION	\$3,712.48
COMMUNITY BLDG	\$416.48	FIRE & RESCUE BLDG	\$604.00
RESCUE FUND	\$6,498.77	WATER	\$9,271.23
RURAL FIRE	\$44.99	SEWER	\$9,408.21
FLOOD CONTROL	\$189.64	TOTAL EXPENSES BY FUND	\$58,141.81
DEBT SERVICE	\$1,360.98		
CAPITAL IMPROVEMENT FUND	\$4,340.19		
CAPITAL PROJECT FUND	\$514.91		
PW VEHICLE REPLACEMENT	\$47.98		
CAPITAL PROJ RESERVE	\$2.10		
SOURCE WATER PROTECTION	\$57.95		
CEMETERY	\$31.75		
WATER	\$15,976.91		
SEWER	\$26,301.99		
TOTAL REVENUE BY FUND	\$165,290.75		

VENDOR NAME	CLAIMS REFERENCE	TOTAL
--------------------	-------------------------	--------------

AETNA	EAP SERVICES	\$ 21.00
AKIN BUILDING CENTERS	DOOR SEAL/LIME/LIGHT BULBS	\$ 98.51
AMAZON	MISC SUPPLIES	\$ 1,509.91
AMERICAN FIRE PROTECTION	FIRE EXTINGUISHER INSPECTIONS	\$ 602.00
ATLANTIC GLASS COMPANY	CEMETERY WINDOW REPAIR	\$ 60.26
ATLANTIC PEST CONTROL LLC	PEST CONTROL	\$ 84.60
AUTOMATIC DOOR GROUP	LIB DOOR REPAIR/MAINT	\$ 294.53
AVENET, LLC	ANNUAL SERVICE-WEBSITE	\$ 550.00
BADGER METER	SERVICE RENEWAL	\$ 780.00
BASE	CAFETERIA MONTHLY/HRA	\$ 120.00
BIERBAUM, HANNAH	MILEAGE REIMBURSEMENT	\$ 132.98
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$ 378.18
BRAD NEEDHAM	DAMAGE DEPOSIT REFUND	\$ 100.00
BROAD REACH	BOOKS	\$ 449.48
CAPPEL'S	WATER PARTS/OIL/PAINT	\$ 276.88
CARD SERVICES	IMFOA HOTEL/POSTAGE/LIB MAGAZINES	\$ 316.90
CASS COUNTY ENVIRO CONTROL	LANDFILL FEE	\$ 3,108.00
CASS COUNTY HEALTH SYSTEM	DRUG TEST FEES	\$ 27.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$ 1.00
CASS COUNTY SHERIFF'S DEPT	NOVEMBER 28E AGREEMENT	\$ 5,627.66
CENTER POINT LARGE PRINT	BOOKS	\$ 176.99
CITY OF ATLANTIC	LAB TESTING	\$ 90.00
CITY OF GRISWOLD	UTILITY BILL	\$ 159.39
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$ 226.45
COUSINS FARMS	LEASE PAYMENT	\$ 975.38
DANA KUNZE	SIDEWALK REIMBURSEMENT	\$ 1,254.00
DATA TECHNOLOGIES	COMPUTER FEES	\$ 95.00
ECONO SIGNS	NO LOITERING/SURVEILLANCE SIGN	\$ 122.02
EFTPS	FED/FICA TAX	\$ 3,810.60
GIS BENEFITS	GROUP BENEFITS	\$ 182.44
GRISWOLD AMERICAN	MINUTES/CLAIMS	\$ 535.28
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 944.18
GRISWOLD LIBRARY	POSTAGE	\$ 52.14
HACH COMPANY	CHEMICALS/SUPPLIES	\$ 513.37
HANSEN, LAURA	MILEAGE/PHONE REIMBURSEMENT	\$ 96.71
HAWKINS WATER TREATMENT	CHEMICALS	\$ 479.10
HD SUPPLY WATERWORKS	WATER METER SUPPLIES	\$ 233.34
HELEN LONGSTRETH	LEASE PAYMENT	\$ 1,354.74
IOWA ONE CALL	NOTIFICATIONS	\$ 15.40
IOWA STATE UNIVERSITY	IGFI WORKSHOP	\$ 65.00
IPERS	IPERS	\$ 2,578.71
JOSEPH RIESBERG	OVERPAYMENT REIMBURSEMENT	\$ 748.00
JOSH FIELDS	DAMAGE DEPOSIT REFUND	\$ 100.00
KIM THOMSEN	COMM BLDG/LIB CLEANING	\$ 500.00
MARY AVIS	DAMAGE DEPOSIT REFUND	\$ 100.00
MAYNARD CUSTOM SOLUTIONS	SERVICE/SOFTWARE PURCHASE	\$ 2,713.95
MEDIVAC-ATLANTIC	MUTUAL AID	\$ 450.00
MENARDS	TOOLS	\$ 35.97
METERING & TECHNOLOGY SOLUTIONS	WATER METER PARTS	\$ 1,894.64
METHENY, LISA	MILEAGE REIMBURSEMENT	\$ 662.84
METHENY, LIZ	NORWEX ENVIROCLOTHS	\$ 42.93

MIDAMERICAN ENERGY	UTILITIES	\$ 2,853.79
MIDWEST DATA	MONTHLY SERVICE	\$ 82.00
NICK KINSER	CLOTHING REIMBURSEMENT	\$ 167.88
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	\$ 35.00
OTTO,LAWRENCE & WIEDERSTEIN	NOVEMBER RETAINER	\$ 1,014.00
PETERSEN, SUSAN	MILEAGE REIMBURSEMENT	\$ 33.94
PHYSICIAN'S CLAIMS COMPAN	DAY SHEETS	\$ 652.13
POSTMASTER	POSTAGE	\$ 570.39
PRESTON, CAROL	FLOWER REIMBURSEMENT	\$ 33.92
QUALITY TRUCK REPAIR	MAINTENANCE/SUPPLIES	\$ 72.59
ROBERT BARKLEY	RYE APPLICATION	\$ 3,740.00
ROLLING HILLS BANK & TRUST	DAMAGE DEPOSIT REFUND	\$ 16.05
SCHILDBERG CONSTRUCTION	ROCK, GRAVEL,SAND	\$ 738.66
SEH	ARCHITECTURE	\$ 4,228.00
STATE HYGIENIC LABORATORY	LEAD/COPPER LAB FEES	\$ 358.50
SUE PETERSEN	MILEAGE REIMBURSEMENT	\$ 16.82
TIGER MART	FUEL	\$ 710.01
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$ 434.00
TREASURER, STATE OF IOWA	STATE TAX	\$ 656.00
TREEMENDUS TREE SERVICE	MOWING CONTRACT	\$ 1,520.00
TURNER SERVICE	EQUIPMENT/SUPPLIES	\$ 2,288.00
UNITYPOINT CLINIC	DRUG TEST	\$ 42.00
USA BLUEBOOK	WATER/SEWER SUPPLIES	\$ 499.17
WELLMARK	PREMIUMS	\$ 4,558.94
WHEATLEY SALES&SERVICE	GARAGE DOOR SPRINGS	\$ 379.50
WILCOX EDUCATIONAL & LIB	BOOKS	\$ 88.00
WYMAN LAWN SERVICES	CEMETERY CHEMICAL APPLICATION	\$ 2,109.40
	TOTAL:	\$ 63,646.15
	GENERAL FUND	\$ 27,252.62
	ROAD USE TAX FUND	\$ 3,151.32
	EMPLOYEE BENEFITS FUND	\$ 2,029.33
	COMMUNITY BLDG FUND	\$ 1,079.17
	RESCUE FUND	\$ 2,571.97
	SOURCE WATER PROTECTION FUND	\$ 3,740.00
	FIRE&RESCUE BLDG FUND	\$ 4,228.00
	WATER FUND	\$ 14,593.27
	SEWER FUND	\$ 5,000.47
	TOTAL BY FUND:	\$ 63,646.15