

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
November 13, 2017
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers. Mayor Jeb Peck called the meeting to order. Council present: Askeland, Cook, Moore, Sorensen, Wyman. Absent: none. Motion by Askeland 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 9, 2017 Regular Council Meeting
- b. Minutes of the October 23, 2017 Special Council Meeting
- c. Claims
- d. Treasurers Report – ending October 31, 2017
- e. October Clerks Report

Seconded by Cook. Approved 5-0.

PUBLIC COMMENTS

Julie Adams asked council about the ownership of the horse buggy that sits in the island on Main St. She also suggested that the city come up with a list of tasks that the city needs help with and solicit organizations around town for assistance. Carol Preston suggested that we ask an individual or a combination of organizations to help decorate the horse buggy for each holiday.

DEPARTMENTAL REPORTS

- a. Public Works – written report submitted. Public Works Director, Jeff Metheny, reported that Roger Rhoads bench has been placed at the City Park. Moore commented on the instability of the bench and asked about the status of the water leak at 810 Main St.
- b. Library – verbal report given by Library Director, Lisa Metheny. The Library Hours have changed. The new hours are: Monday, Tuesday and Friday open from 10 AM-Noon and 1-5 PM, on Wednesday and Thursday 10 AM-Noon and 1-6 PM, and Saturday 10 AM-Noon.
- c. Community Building – written report submitted. Askeland mentioned we need to purchase new coffee urns.
- d. Cass County Sheriff – written report submitted. Sorensen would like Darby to address the speed of his deputies while driving in town. Moore hopes the new council will evaluate the effectiveness of the sheriff's contract.

COMMITTEE REPORTS

- e. CADCO – written report submitted.
- a. Cass County Environmental Control – verbal report given by council member, Barry Moore. Moore wants to know how council thinks the per capita landfill fee should be collected. He also mentioned that cardboard should be recycled and not included with your trash.

NEW BUSINESS

- a. Lenny Larson, ISG civil engineer, gave an update regarding the financials of the **Pavement Management Plan**. Askeland would like to see the project get started ASAP and replace a few panels in the meantime. Moore commented that Troy road was still not included in the plan.
- b. Motion by Askeland to **remove trees on Main Street**. Seconded by Sorensen. Sorensen suggested community groups take care of the trees in the nodes. Wyman is concerned that they will not be taken care of properly. Askeland wants to talk to the community before removing the trees. Roll call ayes: Sorensen, Wyman. Nays: Askeland, Cook, Moore. Motion abandoned.
- c. Motion by Wyman to approve the **Annual Urban Renewal Report FY17**. Seconded by Cook. Approved 5-0.
- d. Motion by Wyman to approve the clarified **holiday time** schedule to observe Christmas Eve and New Year's Eve on the Friday before. Seconded by Askeland. Approved 5-0.
- e. Motion by Askeland to approve JC Wyman as **Fire Chief**. Seconded by Sorensen. Moore wanted to make sure JC will be responsible and try to get along with everyone on dept. Approved 4-0. J. Wyman abstained.
- f. Motion by Askeland to approve **Resolution 13-2018: Rural Fire Fund**. Seconded by Sorensen. Roll call ayes: Askeland, Cook, Moore, Sorensen, Wyman. Nays: none. Motion carried.
- g. Motion by Cook to approve **Resolution 14-2018: Approve Annual Financial Report for the Fiscal Year ending June 30, 2017 and Direct Clerk to File Report to Iowa State Auditor's Office**. Seconded by Sorensen. Roll call ayes: Askeland, Cook, Moore, Sorensen, Wyman. Nays: none. Motion carried.
- h. **Community Building Cleaning** – no formal action taken, discussion of current contract.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Jeb Peck congratulated Julie, Carol and Brad on their new positions.

MESSAGES AND PAPERS FROM THE CITY MANAGER

Hansen also congratulated Julie, Carol and Brad. She reported that a mowing lien will not be placed on 412 4th St as the property is in process of changing ownership.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Askeland wanted to make sure the complaints against 911 4th St have been addressed. Moore hopes our new city council members remember to serve the people and put personal issues aside. Sorensen wanted to congratulate the new members and is looking forward to working with them.

Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 7:14 PM.

OCTOBER CLAIMS

VENDOR NAME	REFERENCE	TOTAL
ADVANTAGE COMPANIES	NEWSPAPER DIGITIZATION	\$ 1,000.00
AKIN BUILDING CENTERS	MISC SUPPLIES	\$ 19.35
SYNCB/AMAZON	PRINTER INK/BOOKS/SUPPLIES	\$ 1,825.05
AMAZON CAPITAL SERVICES	CLEANING SUPPLIES	\$ 49.44
VIRGINIA ASKELAND	CLEANING	\$ 130.00
ATLANTIC NEWS-TELEGRAPH	ADVERTISING	\$ 47.00
ATLANTIC PEST CONTROL LLC	PEST CONTROL-LIBRARY	\$ 52.50
ATLANTIC PEST CONTROL LLC	PEST CONTROL	\$ 47.50
BADGER METER	SERVICE RENEWAL	\$ 1,207.56
CARD SERVICES	MAGAZINE SUBSCRIPTIONS	\$ 63.56
CARD SERVICES	POSTAGE/SUPPLIES/DROPBOX SUBS.	\$ 659.37
CARDIO PARTNERS	MEDICAL SUPPLIES	\$ 234.00
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-OCTOBER	\$ 5,463.64
CITY OF GRISWOLD	UTILITY BILL	\$ 174.12
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	\$ 110.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$ 236.68
DATA TECHNOLOGIES, INC	ACH LICENSE/SET UP FEES	\$ 767.50
DEB MISNER	DAMAGE DEPOSIT REFUND	\$ 100.00
DUSTIN WYMAN	OFFICE SUPPLIES REIMBURSEMENT	\$ 56.68
EFTPS	FED/FICA TAX	\$ 3,595.98
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	\$ 72.39
GIS BENEFITS	GROUP BENEFITS	\$ 182.44
GREATAMERICA FINANCIAL SVCS	COPIER LEASE	\$ 68.48
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 750.58
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 164.79
HACH COMPANY	CHEMICALS/SUPPLIES	\$ 502.59
LAURA HANSEN	CELL PHONE REIMBURSEMENT/MILEAGE	\$ 93.52
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	\$ 134.00
IDNR	ANNUAL WATER USE FEE	\$ 134.00
IOWA LEAGUE OF CITIES	BUDGET WORKSHOP	\$ 135.00
IOWA ONE CALL	NOTIFICATIONS	\$ 24.60
IPERS	IPERS	\$ 2,390.99
J.D. WYMAN SERVICE	TRUCK REPAIRS	\$ 702.34
MATHESON TRI-GAS INC	CHEMICALS	\$ 295.51
MEAGAN FROELICH	RE-ISSUE REFUND	\$ 25.00
MEDIVAC-ATLANTIC	MUTUAL AID	\$ 150.00
LISA METHENY	MILEAGE REIMBURSEMENT	\$ 189.08
MICHAEL LOPER	REISSUE DAMAGE DEPOSIT REFUND	\$ 100.00

MICRO MARKETING LLC	AUDIO CDS	\$ 134.39
MIDAMERICAN ENERGY	UTILITIES	\$ 2,886.20
MIDAMERICAN ENERGY	UTILITIES	\$ 153.71
MIDWEST BREATHING AIR LLC	EQUIPMENT TEST/REPAIR	\$ 496.32
MIDWEST DATA	MONTHLY SERVICE	\$ 82.00
MOVIE LICENSING USA	LICENSE RENEWAL	\$ 209.00
MUNICIPAL EMERGENCY SERVICES	FIRE DEPT EQUIPMENT	\$ 340.03
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	\$ 35.00
OTTO, LORENCE & WIEDERSTEIN	OCTOBER RETAINER	\$ 1,000.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	\$ 522.65
UNITED STATES POSTAL SERVICE	POSTAGE	\$ 145.56
PUBLIC SAFETY CENTER	HELMET/BATTERIES	\$ 916.99
LINETTE REUER	DAMAGE DEPOSIT REFUND	\$ 100.00
ROBINSON TRUE VALUE	POSTAGE	\$ 153.91
ROLLING HILLS BANK & TRUST	DAMAGE DEPOSIT REFUND	\$ 100.00
RUTH HEMPHILL	EVENT CANCELLED	\$ 156.25
TREASURER, STATE OF IOWA	SALES TAX	\$ 6,905.00
CORY SCHOLL	SIDEWALK REIMBURSEMENT	\$ 768.75
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 183.50
STRYKER	COT FUNDED BY CASS CO GRANT	\$ 6,000.00
SUE PETERSEN	MILEAGE/MEALS	\$ 27.31
TIGER MART	FUEL	\$ 1,459.31
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$ 261.00
TREASURER OF STATE OF IOWA	UNCLAIMED PROPERTY	\$ 225.00
TREASURER, STATE OF IOWA	STATE TAX	\$ 661.00
TREEMENDUS TREE SERVICE	MOWING CONTRACT	\$ 1,480.00
VERIZON WIRELESS	MONTHLY SERVICE	\$ 201.43
WELLMARK	PREMIUMS	\$ 3,363.54
WYMANS CARQUEST	MISC SUPPLIES	\$ 46.42
ZIEGLER INC.	BACKHOE FORKS	\$ 1,000.00
		TOTAL: \$ 51,969.51
001	GENERAL	\$ 19,704.77
110	ROAD USE TAX	\$ 3,506.19
112	EMPLOYEE BENEFITS	\$ 1,558.83
140	COMMUNITY BLDG	\$ 1,139.43
141	RESCUE FUND	\$ 7,844.95
600	WATER	\$ 9,921.02
610	SEWER	\$ 8,294.32
		TOTAL BY FUND: \$ 51,969.51

OCTOBER 2017 TREASURERS REPORT

REVENUE BY FUND

GENERAL TOTAL	\$62,284.32
ROAD USE TAX TOTAL	\$8,911.30
EMPLOYEE BENEFITS TOTAL	\$14,041.06
EMERGENCY FUND TOTAL	\$1,691.59
LOCAL OPTION SALES TAX TOTAL	\$9,790.11
COMMUNITY BLDG TOTAL	\$967.70
RESCUE FUND TOTAL	\$4,190.01
FLOOD CONTROL TOTAL	\$4.10
CAPITAL IMPROVEMENT FUND	\$4,228.79
CAPITAL PROJECT FUND TOTA	\$92.32
PW VEHICLE REPLACEMENT TO	\$13.33
CAPITAL PROJ RESERVE TOTAL	\$0.82
SOURCE WATER PROTECTION	\$2.68
PERPETUAL CARE TOTAL	\$12.44
WATER TOTAL	\$16,108.04
SEWER TOTAL	\$26,320.29

TOTAL REVENUE BY FUND \$148,658.90

EXPENSE BY FUND

GENERAL TOTAL	\$22,696.37
ROAD USE TAX TOTAL	\$4,721.07
EMPLOYEE BENEFITS TOTAL	\$2,841.05
COMMUNITY BLDG TOTAL	\$1,039.43
RESCUE FUND TOTAL	\$7,844.95
WATER TOTAL	\$12,962.64
SEWER TOTAL	\$11,335.92
TOTAL EXPENSES BY FUND	\$63,441.43