

Minutes
City of Griswold
Regular Council Meeting, City Hall
November 19, 2012
6:00 p.m.

The Griswold City Council met in regular session at City Hall. Mayor Lee Wyman called the meeting to order at 6:00 p.m. Council present: Adams, Askeland, Cook, Mundorf and Jared Wyman.

Motion by Adams to approve the agenda. Seconded by Askeland. Approved 5-0.

Motion by Askeland to approve the following items under the Consent Agenda.

- a. Minutes of the October 8, 2012 regular meeting
- b. Claims
- c. Treasurer's Report – ending October 31, 2012
- d. Renewal of Liquor License #LC0038044 – 411 Main Street Bar & Rocket Joes

Seconded by Adams.

After discussion; Motion by Askeland to amend his motion to approve the consent agenda but pull the claim to the Griswold Rescue in the amount of \$2,690.00 for training reimbursement, to be discussed at the December meeting. Seconded by J. Wyman. Approved 5-0

PUBLIC COMMENTS

Riley Smith addressed the council. He is working towards his Eagle Rank with the Boy Scouts and would like to do his community project at the Fish Farm. He asked the council permission to put an Information Center at each entrance of the park. The entire project will be funded by donations that he will collect.

Bob Patterson asked if anything is ever going to be done about 307 Main, it has been seven years and nothing is being thrown away, there are now mice all over.

DEPARTMENTAL REPORTS

- a. Written report submitted for **Public Works**. J. Wyman asked where we were on bids for lightning protection at the well houses and also wanted to make sure the pressure tank from the Fish Farm is being stored in the City Shed for the winter.
- b. Written annual report submitted for the **Library**.
- c. Written report submitted for the **Community Building**.

COMMITTEE REPORTS

- a. Julie Adams reported to the Council that the **Public Safety Commission** is still hoping to move to the 3rd floor of the court house as originally intended but at least two supervisors are against it as of now.
- b. Askeland reported to the Council that the Fish Farm has received grant money to install new playground equipment, the committee will meet to look into what can be installed.

OLD BUSINESS

- a. MSA representative, Sarah Campbell gave the Council an update on the **sewer rehabilitation project**. The punch list is being worked on and the appraisal for the west side sewer replacement still needs to be done.
- b. **The sewer lateral on 8th St.** was discussed between the residents who own the line and the Council. After a lengthy discussion the City Attorney will be contacting each resident to see what they are wanting. They could either have the city take over the line giving the city an easement or keep it as a private line and have a private easement between each property owner.
Motion by J. Wyman to continue the discussions with the property owners for the sewer lateral and to camera the line so everyone knows what condition it is in. Seconded by Mundorf. Roll call ayes: J. Wyman, Mundorf, Cook, Askeland and Adams. Nays: none. Motion carried.
- c. The Council discussed the **water main on Main Street**. Council would like City Administrator, Chelsea Fulton and Public Works Supervisor, Jeff Metheny to look into all options the City may have for either repairing or replacing the line.

NEW BUSINESS

- a. Motion by Cook to approve **Resolution 15-2013: Approve Pay Request for Sanitary Sewer Rehabilitation Project**. Seconded by J.Wyman. Roll call ayes: Cook, J.Wyman, Askeland, Adams and Mundorf. Nays: none. Motion carried.
- b. Motion by Adams to approve **Resolution 16-2013: Approve Pay Request for Library Expansion Project**. Seconded by Mundorf. Roll call ayes: Mundorf, Adams, J.Wyman, Askeland and Cook. Nays: none. Motion carried.
- c. Motion by J.Wyman to set **City Hall hours** from 8:00 a.m. to 4:30 p.m. Monday – Friday and closed for lunch from 12:00 to 12:30. Seconded by Adams. Roll call ayes: J.Wyman and Mundorf. Roll call nays: Adams, Askeland and Cook. Motion failed.
Motion by Askeland to change City Hall hours from 8:00 a.m. to 4:30 p.m. Monday – Friday, closed for lunch from 12:00 to 12:30 and have the public work hours the same. Motion died due to lack of a second.
Motion by Adams to change the hours of the office and all city employees hours from 8:00 a.m. to 4:30 p.m. Monday – Friday, closed for lunch from 12:00 to 12:30, and for the finance manager, Chelsea Fulton to oversee these hours. Roll call ayes: Cook, Askeland and Adams. Nays: J.Wyman and Mundorf. Motion carried.
- d. Motion by J.Wyman to keep the contract we have with Verizon and not accept the **proposal from Unison Site Management**. Seconded by Mundorf. Roll call ayes: Askeland, Cook, J.Wyman, Mundorf and Adams. Nays: none. Motion carried.
- e. Motion by Adams approving the **mass mailing for additional signs**. Seconded by Cook. Roll call ayes: Cook, Askeland, Adams, Mundorf and J.Wyman. Nays: none. Motion carried.
- f. Motion by Cook approving the **FY12 TIF Report**. Seconded by J.Wyman. Roll call ayes: J.Wyman, Adams, Cook, Askeland and Mundorf. Nays: none. Motion carried.
- g. Motion by J.Wyman to set the hearing for **the mid project status of funds for the sewer project (CDBG)** for the next meeting December 10, 2012. Seconded by Adams. Roll call ayes: Mundorf, Cook, J.Wyman, Adams and Askeland. Nays: none. Motion carried.
- h. Motion by Askeland to go into closed session for the **annual evaluation and contract review for Chelsea Fulton** pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I. Seconded by Adams. Roll call ayes: J.Wyman, Mundorf, Askeland, Adams and Cook. Nays: none. Motion carried.
Council entered closed session 7:30 p.m.
Motion by Askeland to return to open session at 7:42 p.m. Seconded by Cook. Roll call ayes: Cook, Adams, Askeland, Mundorf and J.Wyman. Motion carried.
- i. Motion by Adams approving the **employment agreement addendum #1 for Chelsea Fulton**. Seconded by Mundorf. Roll call ayes: Adams, Mundorf, Askeland, Cook and J.Wyman. Nays: none. Motion carried.

MESSAGES AND REMARKS FROM THE CITY ADMINISTRATOR

Fulton wanted to bring a complaint filed by Terry Duggan to the attention of the council.

MESSAGES AND REMARKS FROM THE MAYOR

Mayor Wyman thanked the council for coming to the meetings prepared and to ask them to really look into and read the City Ordinances.

MESSAGES AND REMARKS FROM THE CITY COUNCIL

Cook wanted to know what else needs to be done to get a stop sign on Scott Street.

Askeland stated he hopes the Public Works employees will see the new hours as positive and also, he hopes to have a report from the Fish Farm committee on the playground equipment.

ADJOURNMENT

Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 7:50 p.m.

CLAIMS

AKIN BUILDING CENTERS	SUPPLIES/MAINTENANCE REPAIRS	\$47.81
AMERICAN FIRE PROTECTION	FIRE EXTINGUISHERS INSPECTION	\$40.00
AMERICAN LEGION POST 508	REFUND ON LIQUOR LICENSE	\$75.00
ATLANTIC MUNICIPAL UTILITIES	CONTRACT AGREEMENT	\$1,600.00
AVENET, LLC	WEB HOSTING	\$450.00
BAKER & TAYLOR	BOOKS	\$248.25
BASE	HRA/CAFETERIA	\$135.00
BLUFFS PAVING & UTILITY CO.INC	PAY REQUEST 4 & 5	\$282,403.28
BOB'S ELECTRONICS	SHARE RURAL-MOBILE ANTENA,TANK	\$60.00
BOB'S MOWING	FALL BRAOD LEAF	\$665.00
BROWN ELECTRIC CO.	BULBS	\$26.02
CAPPEL'S	PAINT/SUPPLIES	\$159.23
CASS CO. PUBLIC SAFETY COMM.	1.5% OF MONTHLY EXPENSES	\$534.31
CASS COUNTY EMS ASSOCIATION	FY13 DUES	\$75.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$51.02
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-NOVEMBER	\$5,583.33
CENTRAL IOWA DISTRIBUTING INC.	TRASH BAGS/PAPER TOWELS	\$219.00
CHELSEA FULTON	MILEAGE REIMB/SEMINAR/REMAINING SCHOLARSHIP	\$298.96
CHERYL LEIGHTON	DAMAGE DEPOSIT REFUND	\$50.00
CINDY MILLER	REIMB. BOOKS/NOV SUPPLEMENT	\$204.24
CITY OF GRISWOLD	POSTAGE	\$108.57
CITY OF RED OAK	TESTING	\$35.00
COHRON READY MIX	CONCRETE - STREET REPAIRS	\$861.37
COUNSEL OFFICE & DOCUMENT	COPIER LEASE - NOV & DEC	\$302.87
CREIGHTON UNIV. MED. CENTER	TRAUMA/FICEK TRAINING	\$65.00
DATA TECHNOLOGIES	COMPUTER FEES/TRAINING	\$4,165.31
DEAN MERRITT	DAMAGE DEPOSIT REFUND	\$50.00
DICKEL DUIT	LYNCH PIN-HUSTLER	\$13.08
DITCH WITCH-IOWA, INC	LOCATOR	\$3,276.50
DOORS INC.	HINGES	\$71.09
EDDY-WALKER EQUIPMENT CO.	STREET SWEEPER EQUIP.	\$197.13
EFTPS	FED/FICA TAX	\$2,919.55
GREATAMERICA LEASING CORP.	COPIER CONTRACT	\$82.00
GRISWOLD AMERICAN	AFR/MINUTES/CLAIMS/ORDINANCE AD/BURN AD/PUBLIC HEARING	\$401.76
GRISWOLD AMOCO FUEL-O-MATIC	FUEL	\$788.60
GRISWOLD COOP TELEPHONE CO.	TELEPHONE	\$614.36
GRISWOLD LIBRARY	PETTY CASH	\$9.30

HAWKINS WATER TREATMENT	CHEMICALS	\$484.76
HD SUPPLY WATERWORKS	VALVE BOX RISERS	\$133.89
HELEN LONGSTRETH	LEASE PAYMENT	\$2,081.31
ICMA	MEMBERSHIP-CHELSEA	\$348.00
IOWA ASSN. OF MUNICIPAL UTIL.	WTR WORKSHOP CPNS 924-930	\$20.00
IOWA LEAGUE OF CITIES	BUDGET WORKSHOP	\$60.00
IOWA ONE CALL	NOTIFICATIONS	\$39.70
IOWA RURAL WATER ASSOCIATION	DUES/TRAINING	\$250.00
IPERS	IPERS	\$2,037.80
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$29.00
JULIE KLINE	MILEAGE REIMBURSEMENT	\$10.77
LAVONNE SCHROETER	CLASSES-TAULBORG	\$125.00
LOGAN WEIRICH	DAMAGE DEPOSIT REFUND	\$150.00
MARYLYNNE DICKINSON	MILEAGE-TRAINING MTG	\$56.83
MATHESON TRI-GAS INC	CHEMICALS	\$74.75
MAY CONTRACTING INC.	PAY REQUEST3 & 4	\$107,184.94
MEDIVAC-ATLANTIC	MUTUAL AID	\$450.00
MENARDS	SEASONAL LIGHTS	\$90.09
MIDAMERICAN ENERGY	UTILITIES - NOV & DEC	\$6,532.15
MJ'S GROCERY	SUPPLIES	\$12.28
MOVIE LICENSING USA	SITE-LICENSE	\$175.00
MSA PROFESSIONAL SERVICES INC	PERCENT OF FEES	\$37,484.58
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$25.00
OMAHA NEON SIGN COMPANY	FINAL PAYMENT	\$15,450.00
OTTO, LORENCE & WIEDERSTEIN	NOV RETAINER & POSTAGE	\$602.10
PEEBLES PLUMBING	903 4th SEWER WORK	\$248.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS - NOV & DEC	\$3,064.24
POSTMASTER	POSTAGE	\$145.04
QUILL CORPORATION	INK/TELEPHONE/ OFFICE SUPPLIES	\$547.27
RDG	SOIL SAMPLING	\$460.40
RETURNED CHECKS	ACCT #286000	\$97.11
REYNOLDS DRILLING, INC	NEW PUMP/CLEAN OLD	\$3,319.00
ROBINSON TRUE VALUE	POSTAGE	\$43.00
RUSH ELECTRIC	REPAIR WELL CONTROLS, REPAIR LINE, 710 2ND REPAIR	\$1,278.37
SANDBOTHE FIRESTONE	DUMP TRUCK REPAIRS/RADIATOR	\$1,373.90
SW IA FARM BUSINESS ASSOC.	DAMAGE DEPOSIT REFUND	\$50.00
SOUTHWEST IOWA TILING	LINE REPAIR-BACKHOE	\$760.00
SPRAY COM UTILITIES INC	MOBILIZE/SET UP LATERAL	\$1,250.00
STATE HYGIENIC LABORATORY	WATER LAB FEES/COPPER & LEAD TESTING	\$549.00
TIFFANY BEEBE	CLEANING-NOV & DEC	\$450.00
TITAN MACHINERY	DOOR LATCH-BACK HOE	\$156.48
TREASURER, STATE OF IOWA	STATE TAX	\$492.00
TRUE NORTH - GROUP BENEFITS	PREMIUMS NOV & DEC	\$279.56
TURNER SERVICE	EQUIPMENT/SUPPLIES	\$2,064.00
UNITED HEALTH CARE PLAN	GROUP INSURANCE PREMIUMS	\$3,242.42
UTILITY EQUIPMENT CO.	LINE REPAIR	\$414.44
VERIZON WIRELESS	MONTHLY SERVICE	\$111.47

WHITE POLE RD CELLULAR LLC	KEYS	\$17.12
WYMAN LAWN SERVICES	8 AUTUMN-8 RED OAK	\$3,300.00
WYMANS CARQUEST	SUPPLIES/FILTERS/CLAMPS	<u>\$127.12</u>
	TOTALS BY VENDOR	\$504,634.83

GENERAL	\$41,500.91
ROAD USE TAX	\$3,862.24
EMPLOYEE BENEFITS	\$1,350.67
COMMUNITY BLDG	\$1,456.83
RESCUE FUND	\$4,279.01
CAPITAL PROJ RESERVE	\$429,417.02
WATER	\$17,697.96
SEWER	<u>\$5,070.19</u>
TOTALS BY FUND	\$504,634.83

Lee Wyman
Mayor

Marylynne Dickinson
City Clerk