

**Minutes**  
**City of Griswold**  
**Regular Council Meeting, City Council Chambers**  
**September 11, 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, Wyman, Moore, Sorensen. Absent: none. Motion by Cook to approve the agenda. Seconded by Sorensen. Approved 5-0. Motion by Askeland to approve the following items under the Consent Agenda.

- a. Minutes of the August 14, 2017 Regular Council Meeting
- b. Minutes of the September 6, 2017 Special Council Meeting
- c. Claims
- d. Treasurers Report – ending August 31, 2017
- e. August Clerks Report

Seconded by Sorensen. Approved 5-0.

**PUBLIC COMMENTS**

Brad Rhine introduced himself to City Council and stated his intent to run for Mayor. By attending the meetings he hopes to be informed about city business and have a better handle on how the meetings are run.

**DEPARTMENTAL REPORTS**

- a. Public Works – written report submitted.
- b. Library – written report submitted. Library Director, Lisa Metheny, wanted to make sure council was aware of the new program they have called Brain Fuse. It is an online tutoring program for K-12 students.
- a. Community Building – written report submitted. Council discussed the maintenance of the Wooden Park.
- c. Cass County Sheriff – written report submitted. Moore questioned hours spent in Griswold. He would like more information from the Sheriff's dept. than what is given in the report.
- d. Fire – written report submitted by Andy Steffen, Fire Chief.

**COMMITTEE REPORTS**

- a. CADCO – meeting scheduled for September 14<sup>th</sup>.
- b. Cass County Environmental Control – no meeting attended. Moore said CCEC would be in touch with the city regarding the new rules.

**NEW BUSINESS**

- a. Motion by Askeland to Approve **Tiger Mart Class E Liquor License**. Seconded by Sorensen. Approved 5-0.
- b. Motion by Wyman to approve **Resolution 9-2018: Approve the Borrowing Agreement for Little League Board for Lights**. Seconded by: Cook. Roll call ayes: Askeland, Cook, Moore, Sorensen, Wyman. Nays: none. Motion carried.
- c. Motion by Cook to approve **Resolution 8-2018: Approve Release of Retainage for the Alleyway Project**. Seconded by Askeland. Roll call ayes: Askeland, Cook, Sorensen, Wyman. Nays: Moore. Motion carried.
- d. Motion by Askeland to approve **Resolution 3-2018: Approve Street Finance Report**. Seconded by Sorensen. Roll call ayes: Askeland, Cook, Moore, Sorensen, Wyman. Nays: none. Motion carried.
- e. Council discussed the installation of the **Sewer line at 803 Main Street**. No formal action taken, however before work begins the Public Works committee, Public Works Director and City manager want to meet with Houghton Bank to approve the plans. The city agreed to pay for the new line to be televised.

**MESSAGES AND PAPERS FROM THE MAYOR**

Mayor Peck had the owner of 618-620 Main Street contact him about getting the property cleaned up. Peck also pointed out the new speed limit signs the city of Treynor has put up and was curious if Griswold could afford something similar.

**MESSAGES AND PAPERS FROM THE CITY MANAGER**

None.

**PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**

Askeland had a few residents confront him about the Rehabilitation Agreement with 405 2<sup>nd</sup> Street. David Wiederstein, the City's Attorney, said he will follow up with the property owner to remind them of the Agreement. Moore would like to take action on firework regulations. He also wanted to bring the cat problem to the City's attention and hoped everyone remembered 9/11 today. Wyman wanted to commend City Manager, Laura Hansen, on getting citizens to respond in cleaning up their nuisance properties and would like to continue to see more properties cleaned up. Wyman also wants to look into increasing the pay for City Council members and potentially Mayor, effective January 1<sup>st</sup>. Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 6:36 p.m.

**AUGUST CLAIMS**

| <b>VENDOR NAME</b>              | <b>REFERENCE</b>                | <b>TOTAL</b> |
|---------------------------------|---------------------------------|--------------|
| AARON METHENY                   | CEMETERY FLAG POLE INSTALLATION | \$ 150.00    |
| AKIN BUILDING CENTERS           | PARK SUPPLIES                   | \$ 43.11     |
| SUSAN OR ALAN PINKTERTON        | RESCUE REFUND                   | \$ 100.00    |
| SYNCB/AMAZON                    | BOOKS                           | \$ 940.56    |
| BRAD AMOS                       | FIRE OFFICE SUPPLIES REIMBURSE  | \$ 47.53     |
| VIRGINIA ASKELAND               | CLEANING                        | \$ 100.00    |
| ADG                             | ADA DOOR INSTALLATION           | \$ 2,000.00  |
| HANNAH BIERBAUM                 | MILEAGE/MEALS IMPI              | \$ 314.26    |
| BOUND TREE MEDICAL, LLC         | MEDICAL SUPPLIES                | \$ 447.99    |
| CAMBLIN MECHANICAL, INC         | COMM BLD A/C REPAACEMENT        | \$ 4,995.00  |
| CARD SERVICES                   | POSTAGE                         | \$ 244.84    |
| CARD SERVICES                   | CD CASES                        | \$ 88.50     |
| CASS COUNTY MEMORIAL HOSPITAL   | MEDICAL SUPPLIES                | \$ 17.08     |
| CASS COUNTY SHERIFF'S DEPT.     | 28E AGREEMENT-AUGUST            | \$ 5,463.64  |
| CITY OF ATLANTIC                | LAB TESTING                     | \$ 45.00     |
| COUNSEL OFFICE & DOCUMENT       | COPIER LEASE                    | \$ 226.94    |
| EFTPS                           | FED/FICA TAXES                  | \$ 3,703.91  |
| GIS BENEFITS                    | GROUP BENEFITS                  | \$ 182.44    |
| GREATAMERICA FINANCIAL SVCS     | COPIER LEASE                    | \$ 68.48     |
| GRISWOLD AMERICAN               | MINUTES/CLAIMS PUBLICATION      | \$ 284.59    |
| GRISWOLD COMMUNICATIONS         | TELEPHONE                       | \$ 756.38    |
| GRISWOLD COMMUNICATIONS         | TELEPHONE                       | \$ 162.31    |
| GRISWOLD GOLF & COUNTRY CLUB    | TRAINING MATERIALS              | \$ 71.64     |
| GRISWOLD LIBRARY                | PETTY CASH                      | \$ 13.44     |
| HACH COMPANY                    | CHEMICALS/SUPPLIES              | \$ 927.50    |
| LAURA HANSEN                    | MILEAGE IACMA CONFERENCE        | \$ 214.95    |
| HAWKINS WATER TREATMENT         | WATER CHEMICALS                 | \$ 235.00    |
| HD SUPPLY WATERWORKS, LTD       | WATER METER SUPPLIES            | \$ 1,007.96  |
| HEIMAN FIRE EQUIPMENT           | GEAR-IDNR GRANT PORTION         | \$ 3,500.00  |
| IOWA DEP OF NATURAL RESORCES    | NPDES ANNUAL PERMIT FEE         | \$ 210.00    |
| ILA                             | ILA CONFERENCE REGISTRATION     | \$ 186.00    |
| IOWA ONE CALL                   | NOTIFICATIONS                   | \$ 16.20     |
| IA STATE UNIVERSITY, TRS OFFICE | FF2 TRAINING-HARRISON           | \$ 50.00     |
| IOWA WESTERN COMMUNITY COLLEGE  | EMT SKILLS/MEDAIR TRAINING      | \$ 45.00     |
| IPERS                           | IPERS                           | \$ 2,282.24  |
| J Q OFFICE EQUIPMENT            | COPIER CONTRACT                 | \$ 36.00     |
| J.D. WYMAN SERVICE              | BLOWER FAN REPAIRS              | \$ 127.49    |
| MATHESON TRI-GAS INC            | CHEMICALS                       | \$ 124.97    |
| MEDIVAC-ATLANTIC                | MUTUAL AID                      | \$ 150.00    |
| MENARDS                         | WATER SUPPLIES                  | \$ 124.89    |
| LISA METHENY                    | REIMBURSEMENT                   | \$ 70.74     |
| MIDAMERICAN ENERGY              | UTILITIES                       | \$ 3,729.25  |
| MIDWEST DATA                    | MONTHLY SERVICE                 | \$ 82.00     |
| RICH MORTENSEN                  | IDRIVE ANNUAL FEE               | \$ 49.50     |
| NISHNA VALLEY CYCLE, INC        | OIL FILTER/OIL FOR UTV          | \$ 55.43     |
| NISHNABOTNA VALLEY REC          | CEMETARY - ELEC/GAS             | \$ 35.00     |
| OTTO,LORENCE & WIEDERSTEIN      | AUGUST RETAINER                 | \$ 1,000.00  |

|                              |                               |             |
|------------------------------|-------------------------------|-------------|
| OVERDRIVE, INC               | EBOOK SUBSCRIPTION FEE        | \$ 375.45   |
| SUSAN PETERSEN               | MILEAGE REIMBURSEMENT         | \$ 37.77    |
| PHYSICIAN'S CLAIMS COMPANY   | DAY SHEETS                    | \$ 315.47   |
| UNITED STATES POSTAL SERVICE | POSTAGE                       | \$ 147.09   |
| QUALITY TRUCK REPAIR         | PUMPER MAINT/SERVICE          | \$ 1,101.40 |
| QUILL CORPORATION            | OFFICE SUPPLIES               | \$ 460.87   |
| ROBINSON TRUE VALUE          | TOOLS                         | \$ 91.75    |
| SANDBOTHE FIRESTONE          | MOWER TIRES                   | \$ 336.25   |
| SCHILDBERG CONSTRUCTION CO.  | GRAVEL/ROCK                   | \$ 453.18   |
| STATE HYGIENIC LABORATORY    | WATER LAB FEES                | \$ 78.00    |
| STATE LIBRARY OF IOWA        | DATABASE SUBSCRIPTION FEE     | \$ 146.39   |
| TIGER MART                   | FUEL                          | \$ 682.73   |
| TREASURER, STATE OF IOWA     | STATE TAXES                   | \$ 654.00   |
| TREEMENDUS TREE SERVICE      | MOWING CONTRACT               | \$ 2,960.00 |
| USA BLUEBOOK                 | WATER SUPPLIES                | \$ 169.20   |
| WELLMARK                     | PREMIUMS                      | \$ 4,141.24 |
| WESTON ELECTRIC              | MAIN STREET LIGHT REPLACEMENT | \$ 795.00   |
| ZIGGLER CAT                  | BACKHOE PARTS                 | \$ 163.57   |

**TOTAL \$ 47,837.12**

|     |                   |              |
|-----|-------------------|--------------|
| 001 | GENERAL           | \$ 23,875.55 |
| 110 | ROAD USE TAX      | \$ 4,004.54  |
| 112 | EMPLOYEE BENEFITS | \$ 1,792.14  |
| 140 | COMMUNITY BLDG    | \$ 5,472.06  |
| 141 | RESCUE FUND       | \$ 1,504.54  |
| 600 | WATER             | \$ 6,846.88  |
| 610 | SEWER             | \$ 4,341.41  |

**TOTAL BY FUND: \$ 47,837.12**

### AUGUST 2017 CLERKS REPORT

#### REVENUE BY FUND

#### EXPENSE BY FUND

|                              |                    |
|------------------------------|--------------------|
| GENERAL TOTAL                | \$13,155.18        |
| ROAD USE TAX TOTAL           | \$13,871.84        |
| LOCAL OPTION SALES TAX TOTAL | \$9,790.11         |
| COMMUNITY BLDG TOTAL         | \$905.35           |
| RESCUE FUND TOTAL            | \$6,910.38         |
| FLOOD CONTROL TOTAL          | \$2.09             |
| CAPITAL PROJECT FUND TOTA    | \$71.94            |
| PW VEHICLE REPLACEMENT TO    | \$9.27             |
| CAPITAL PROJ RESERVE TOTAL   | \$0.80             |
| SOURCE WATER PROTECTION      | \$2.62             |
| PERPETUAL CARE TOTAL         | \$463.27           |
| WATER TOTAL                  | \$15,482.66        |
| SEWER TOTAL                  | \$23,910.80        |
| <b>TOTAL REVENUE BY FUND</b> | <b>\$84,576.31</b> |

|                               |                    |
|-------------------------------|--------------------|
| GENERAL TOTAL                 | \$27,126.37        |
| ROAD USE TAX TOTAL            | \$5,539.48         |
| EMPLOYEE BENEFITS TOTAL       | \$3,065.31         |
| COMMUNITY BLDG TOTAL          | \$5,757.76         |
| RESCUE FUND TOTAL             | \$1,523.44         |
| WATER TOTAL                   | \$10,068.35        |
| SEWER TOTAL                   | \$7,573.07         |
| <b>TOTAL EXPENSES BY FUND</b> | <b>\$60,653.78</b> |