

**Minutes**  
**City of Griswold**  
**Regular Council Meeting, City Council Chambers**  
**November 14, 2016**  
**6:00 PM**

The Griswold City Council met in regular session at the Griswold City Council Chambers. Mayor Jeb Peck called the meeting to order. Council present: Sorensen, Wyman, Moore, Cook, Askeland. Motion by Cook to approve the agenda. Seconded by Sorensen. Approved 5-0.

Motion by Wyman to approve the following items under the Consent Agenda with the exception of the payment to GreatAmerica Financial Services in the amount of \$68.48 until further notice.

- a. Minutes of the October 10, 2016 Regular Council Meeting
- b. Claims
- c. Treasurers Report – ending October 31, 2016
- d. October Clerks Report

Seconded by Askeland. Approved 5-0.

**PUBLIC COMMENTS**

Diane Curtis of 81 Mills St. came to the council to readdress her concerns of the drainage ditch north of her property.

**DEPARTMENTAL REPORTS**

- a. **Public Works** – Written report submitted.
- b. **Library** – Written report submitted. Library Board Director, Lisa Metheny was proud to share the Library received a grant to purchase an AWE computer through the Cass County Community Foundation.
- c. **Community Building** – Written report submitted.
- d. **Cass County Sheriff** – Written report submitted.
- e. **Rescue** – Ellen McArdle-Woods, EMS Advisor Iowa Department of Public Health, spoke on behalf of the Rescue Department about the potential merge to unify all Rescue Departments in Cass County under one umbrella. Each Department would retain their own identity but help other communities as necessary or available. Dr. Elaine K. Berry also was in attendance and vocally supported the merge. No decision was made.

**COMMITTEE REPORTS**

- a. **CADCO** – City Manager, Laura Hansen, represented Griswold at the CADCO meeting and provided written report.
- b. **Cass County Environmental Control** – No meeting attended.

**OLD BUSINESS**

- a. Council comments on the **Utility Billing Water Leak Adjustment Resolution**. Hansen will send final draft to the City Attorney.

**NEW BUSINESS**

- a. Motion by Askeland to go into closed session at the employees request pursuant to Iowa Code, Chapter 21.5, Paragraph 1, Subparagraph I to discuss performance of **Rescue Department**. Seconded by Sorensen. Approved 5-0, Motion carried. 6:48 p.m.  
Motion by Askeland to return to open session. Seconded by Cook. Approved 5-0. Motion carried. 7:29 p.m.
- b. **Complaints** were made regarding trash pile up at 307 Main St. At this point there will be no further action. We also received a complaint about the condition of the house at 805 6<sup>th</sup> St. The house is currently vacant. Hansen will send a nuisance letter to the property owner addressing the public's concerns.
- c. Motion by Askeland to approve the **Native Wine Permit for Casey's**. Seconded by Cook. Approved 5-0. Motion carried.
- d. Motion by Askeland to proceed forward with the **Side Walk Program Permit** reimbursement. Seconded by Wyman. Approved 5-0. Metheny will evaluate each permit and figure the price for reimbursement as stated by the Program's reimbursement guidelines, "The City will pay to the contractor or reimburse half (½) or \$1.50 per square foot, whichever is less, for the cost of new sidewalk and/or replacement of existing sidewalk."
- e. The City will put up **Holiday Decorations** Sunday, November 27, 2016 at 1:00 P.M.
- f. **Set Public Hearing of Resolution No. 6-2017** : RESOLUTION APPROVING OF THE CONVEYENCE OF CITY-OWNED REAL PROPERTY, TO-WIT, 405 2<sup>ND</sup> STREET, GRISWOLD, IOWA 51535

Motion by Wyman to **set the Public Hearing for Resolution 6-2017** for Monday, December 12, 2016 6:00 P.M. in Council Chambers. Seconded by Sorensen. Approved 5-0. Motion carried.

g. Motion by Askeland to begin **switchover of the City Sirens to fiber**. Seconded by Cook. Wyman will write grants to help cover costs of the switchover. Approved 5-0.

h. **Church of Christ Culvert**-tabled.

**MESSAGES AND PAPERS FROM THE MAYOR**

Mayor Jeb Peck would like something to be done about the burnt garage at the house behind Casey's. Hansen will send a letter to property owner. Mayor Peck also addressed the parking issues on Mannavista Lane. Council directed Metheny to put up two "no parking anytime" signs and paint the curb in front of the hydrant.

**MESSAGES AND PAPERS FROM THE CITY MANAGER**

Hansen suggested to Council that we will hold a special meeting prior to December 1, 2016 to approve Pay App #2 for Alleyway Project and TIF Annual Report. Hansen also suggested to hold a finance committee meeting to address Library budget concerns with payroll.

**PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**

Askeland thanked the council members for the extra time they have put in this month.

Motion by Askeland to adjourn. Seconded by Sorensen. Approved 5-0. 8:07 p.m.

**OCTOBER CLAIMS**

<b>VENDOR NAME</b>	<b>REFERENCE</b>	<b>TOTAL</b>
AFFINITY CARE, INC	EAP SERVICES	\$ 21.00
AGRILAND FS, INC	SERVICE CHARGE ON 9/25/16 BILL	\$ 2.70
SYNCB/AMAZON	BOOKS	\$ 513.29
AMERICAN FIRE PROTECTION	ANNUAL INSPECTION	\$ 25.00
AMY OAKLEAF	DAMAGE DEPOSIT REFUND 10/8/16	\$ 100.00
ATLANTIC NEWS-TELEGRAPH	ADVERTISING	\$ 47.00
ATLANTIC PEST CONTROL LLC	PEST CONTROL COMM BLDG 9/15/16	\$ 47.50
AVENET, LLC	ANNUAL SERVICE PACKAGE	\$ 500.00
BARGEN INCORPORATED	CRACK REPAIR	\$ 37,068.75
BASE	HRA+MONTHLY/CAFETERIA MONTHLY	\$ 120.00
BOB'S MOWING	MOWING CONTRACT	\$ 665.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	\$ 192.96
CAMBLIN MECHANICAL, INC	COMM BLDG REPAIRS	\$ 383.91
CAPPEL'S	PAINT	\$ 166.56
CARD SERVICES	DROPBOX SUBSCRIPTION	\$ 186.40
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	\$ 31.17
CELESTE PECK	DAMAGE DEPOSIT REFUND	\$ 100.00
CENTRAL IOWA DISTRIBUTING INC.	CLEANING SUPPLIES	\$ 227.70
CITY OF GRISWOLD	LIBRARY UTILITIES	\$ 279.67
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	\$ 110.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	\$ 202.36
DELORIS ADAMS	DAMAGE DEPOSIT REFUND	\$ 100.00
ECONO SIGNS	SIGNS/TRAFFIC CONES	\$ 530.50
EFTPS	FED/FICA TAX	\$ 1,695.66
GIS BENEFITS	GROUP BENEFITS	\$ 158.18
GREATAMERICA FINANCIAL SVCS	COPIER LEASE	\$ 120.48
GRISWOLD AMERICAN	MINUTES	\$ 122.17
GRISWOLD COMMUNICATIONS	TELEPHONE	\$ 863.80
GRISWOLD LIBRARY	PETTY CASH	\$ 38.40
GUY EPPERSON	DAMAGE DEPOSIT REFUND 10/15/16	\$ 100.00
HAWKINS WATER TREATMENT	WATER CHEMICALS	\$ 539.45

HEARTLAND BACKFLOW INC	TECHNOLOGY	\$ 130.00
IOWA DEPT OF NATURAL RESOURCES	WATER PERMIT	\$ 132.00
IOWA ONE CALL	NOTIFICATIONS	\$ 54.10
IPERS	IPERS	\$ 1,119.75
J Q OFFICE EQUIPMENT	COPIER CONTRACT	\$ 34.00
LAURA HANSEN	POSTAGE REIMBURSEMENT	\$ 163.32
LISA METHENY	REIMBURSEMENT	\$ 469.29
MATHESON TRI-GAS INC	CHEMICALS	\$ 81.60
MEDIVAC-ATLANTIC	MUTUAL AID	\$ 300.00
MIDAMERICAN ENERGY	UTILITIES	\$ 3,290.89
MIDWEST DATA	MONTHLY SERVICE	\$ 82.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	\$ 50.00
OTTO,LORENCE & WIEDERSTEIN	AUGUST RETAINER	\$ 600.00
UNITED STATES POSTAL SERVICE	POSTAGE	\$ 381.21
QUILL CORPORATION	CITY HALL SUPPLIES	\$ 18.99
ROBINSON TRUE VALUE	POSTAGE	\$ 39.06
TREASURER, STATE OF IOWA	SALES TAX	\$ 7,240.00
SOUTHWEST IA PLANNING COUNCIL	CLERK SERVICES/TRAINING	\$ 3,565.70
SOUTHWEST IOWA TILING	BACKHOE/LABOR 2ND ST BISHOP	\$ 410.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 115.50
STEFFEN FUEL SUPPLY	FUEL	\$ 1,025.30
SUE PETERSEN	MILEAGE REIMBURSEMENT	\$ 79.83
TARA BROWN	DAMAGE DEPOSIT REFUND 10/29/16	\$ 100.00
TOWN & COUNTRY SANITATION	SANITATION SERVICE	\$ 161.00
TREASURER, STATE OF IOWA	STATE TAX	\$ 295.00
TREEMENDUS TREE SERVICE	MOWING CONTRACT	\$ 3,480.00
TURNER SERVICE	EQUIPMENT/SUPPLIES	\$ 1,716.00
ULTIMATE LAWN & POWER LLC	BELTS	\$ 242.85
UNITYPOINT CLINIC	DRUG TEST	\$ 37.00
USA BLUEBOOK	SUPPLIES	\$ 143.18
VERIZON WIRELESS	MONTHLY SERVICE	\$ 186.02
WYMANS CARQUEST	CONDENSER/IGNITION POINTS	\$ 47.89
<b>TOTAL:</b>		<b>\$ 71,051.09</b>

1	GENERAL	13,943.48
110	ROAD USE TAX	39,410.13
112	EMPLOYEE BENEFITS	138.21
140	COMMUNITY BLDG	1,739.24
141	RESCUE FUND	1,273.69
600	WATER	8,611.69
610	SEWER	5,934.65

**TOTAL BY FUND: 71,051.09**

**OCTOBER 2016 CLERKS REPORT**

**REVENUE BY FUND**

**EXPENSE BY FUND**

GENERAL TOTAL	\$73,362.43	GENERAL TOTAL	\$15,931.58
ROAD USE TAX TOTAL	\$10,299.21	ROAD USE TAX TOTAL	\$38,331.06
EMPLOYEE BENEFITS TOTAL	\$19,187.19	EMPLOYEE BENEFITS TOTAL	\$1,189.95
EMERGENCY FUND TOTAL	\$2,018.28	EMERGENCY FUND TOTAL	\$0.00
LOCAL OPTION SALES TAX TOTAL	\$10,157.71	LOCAL OPTION SALES TAX	\$0.00
TAX INCREMENT FINANCING	\$0.00	TAX INCREMENT FINANCING	\$0.00
COMMUNITY BLDG TOTAL	\$1,050.44	COMMUNITY BLDG TOTAL	\$1,422.56
RESCUE FUND TOTAL	\$8,220.50	RESCUE FUND TOTAL	\$1,492.79
FLOOD CONTROL TOTAL	\$0.24	DEBT SERVICE TOTAL	\$0.00
LITTLE LEAGUE FIELD TOTAL	\$0.00	ROADS-PROJECTS TOTAL	\$154,890.94
DEBT SERVICE TOTAL	\$0.00	WATER TOTAL	\$12,746.93
CAPITAL IMPROVEMENT FUND	\$5,045.47	SEWER TOTAL	\$10,692.05
CAPITAL PROJECT FUND TOTAL	\$8.12	<b>TOTAL EXPENSES BY FUND</b>	<b>\$236,697.86</b>
PW VEHICLE REPLACEMENT TOTAL	\$1.05		
CAPITAL PROJ RESERVE TOTAL	\$0.09		
SOURCE WATER PROTECTION T	\$0.30		
ROADS-PROJECTS TOTAL	\$0.00		
PERPETUAL CARE TOTAL	\$1.37		
WATER TOTAL	\$15,886.77		
SEWER TOTAL	\$25,749.90		
STORM WATER TOTAL	\$0.00		
<b>TOTAL REVENUE BY FUND</b>	<b>\$170,989.07</b>		