

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
October 14, 2019
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers. Mayor Brad Rhine called the meeting to order at 6:00 p.m. Council present: Preston, Askeland, Cook, Sorensen, 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 September 9, 2019 Regular Council Meeting
- b. Claims
- c. Treasurers Report –September 30, 2019
- d. Clerks Report

Seconded by Adams. Approved 5-0.

PUBLIC COMMENTS

None.

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.
- e. Fire and Rescue – Fire Chief Wyman hopes council will approve UTV purchase and thanked those that came to omelet breakfast.

COMMITTEE REPORTS

- a. CADCO – written report submitted.
- b. Cass County Environmental Control. Preston stated engineers will be at next meeting to present options of retrofitting existing building or constructing a new building.
- c. Little League – written report submitted.
- d. Cass County Emergency Management – Adams informed council the next meeting is scheduled for Wednesday, October 23rd.

OLD BUSINESS

- a. Motion by Askeland to approve Viner Construction to redo Main Street Curbs for \$8,217. Askeland amended his original motion to approve Viner Construction to redo **Main Street Curbs** for \$11,617. Seconded by Cook. Approved 5-0.

NEW BUSINESS

- a. Motion by Askeland to approve Mayor Rhine’s appointment of **Linda McLaren to fill the vacancy on Library Board of Trustees**. Seconded by Sorensen. Approved 5-0.
- b. Motion by Askeland to set Public Hearing on Resolution 10-2020 for November 11, 2019 at 6:00 p.m. in City Council Chambers. Askeland amended his original motion to **set Public Hearing on Resolution 10-2020: Resolution approving of the Conveyance of City-Owned Real Property, to-wit, 805 6th Street, Griswold, Iowa 51535 on November 12, 2019 at 6:00 p.m. in City Council Chambers**. Seconded by Cook. Roll call ayes: Sorensen, Cook, Adams, Askeland, Preston. Nays: none.
- c. Motion by Sorensen to approve **Casey’s Liquor License Renewal #LE0002919: Ownership Update and Carryout Wine Privilege**. Seconded by Preston. Approved 5-0.
- d. Motion by Cook to set **Halloween hours on October 31st from 5:00 p.m. – 8:00 p.m.** Seconded by Sorensen. Approved 5-0.
- e. Motion by Askeland to approve **Resolution 12-2020: Approve Personnel Policies Handbook 2019**. Seconded by Sorensen. Roll call ayes: Sorensen, Adams, Preston, Askeland, Cook. Nays: none.
- f. Motion by Sorensen to approve **tax rebate application for 527 Main Street** in the amount of \$756.75. Seconded by Cook. Approved 4-0. Askeland abstained due to conflict of interest.
- g. Motion by Askeland to approve **UTV purchase** in an amount not to exceed \$10,000. Seconded by Cook. Approved 5-0.
- h. Motion by Sorensen to approve **Resolution 11-2020: Approve Annual Finance Report for the Fiscal Year ending June 30, 2019 and Direct Clerk to File Report to Iowa State Auditor’s Office**. Seconded by Cook. Roll call ayes: Preston, Askeland, Sorensen, Cook, Adams. Nays: none.

REMARKS FROM THE CITY MANAGER

There will be a special meeting on Wednesday October 16, 2019 at 6:00 pm in City Council Chambers to discuss 2019 Street Improvement Project.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine reminded citizens to use caution when trick-or-treating after dark, if council has suggestions or input on Noble Initiative day care to contact him and he will relay to the board, he would like City Manager to follow-up with school on effectiveness of additional stop signs on North Street and would like council to recruit write-ins for the upcoming city election.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

None. Motion by Askeland to adjourn. Seconded by Sorensen. Approved 5-0, 6:47 p.m.

SEPTEMBER 2019 TREASURERS REPORT

REVENUE BY FUND

EXPENSE BY FUND

GENERAL	\$29,403.52	GENERAL	\$25,429.67
ROAD USE TAX	\$15,015.66	ROAD USE TAX	\$4,084.05
EMPLOYEE BENEFITS	\$7,213.66	EMPLOYEE BENEFITS	\$3,815.39
EMERGENCY FUND	\$714.76	COMMUNITY BLDG	\$1,354.56
LOCAL OPTION SALES TAX	\$10,787.24	RESCUE FUND	\$2,437.62
TAX INCREMENT FINANCING	\$2,814.63	SOURCE WATER PROTECTION	\$7.99
COMMUNITY BLDG	\$1,114.21	2019 ST IMPROVEMENTS	\$3,166.00
RESCUE FUND	\$3,938.48	WATER	\$10,056.98
RURAL FIRE	\$115.05	SEWER	\$8,165.99
FLOOD CONTROL	\$207.70	STORM WATER	\$1,500.00
CAPITAL IMPROVEMENT FUND	\$1,786.79	TOTAL EXPENSES BY FUND	\$60,018.25
CAPITAL PROJECT FUND	\$228.85		
PW VEHICLE REPLACEMENT	\$51.94		
CAPITAL PROJ RESERVE	\$2.27		
SOURCE WATER PROTECTION	\$34.94		
FIRE STATION FUND	\$30.30		
CEMETERY	\$34.37		
WATER	\$17,117.00		
SEWER	\$25,803.81		
TOTAL REVENUE BY FUND	\$116,415.18		

CLAIMS APPROVED AT MEETING

VENDOR NAME	REFERENCE	TOTAL
AARON SINDT TREE SERVICE	409/603 1ST ST AND 601 2ND ST TREE TRIMMING	\$ 2,225.00
ACCESS SYSTEMS	SERVER/COMPUTER/PRINTER LEASE	\$ 537.38
ADVANCED SYSTEMS	ANNUAL SCANNER RENTAL	\$ 430.00
AETNA	EAP SERVICES	\$ 21.00
AKIN BUILDING CENTERS	SIGN POSTS	\$ 78.36
AMAZON	BOOKS/DIGITAL CAMERA/VIDEO CAMERA/ MOVIES/OFFICE SUPPLIES	\$ 2,544.28
AMAZON CITY	OFFICE SUPPLIES/COMM BLDG GATE HINGE	\$ 231.68
AMOS REPOWER	TRACTOR REPAIR	\$ 168.14
ATLANTIC PEST CONTROL LLC	RESCUE PEST CONTROL	\$ 35.00
AWE ACQUISITION	EARLY LITERACY COMPUTER STATION	\$ 2,867.00

BASE	HRA/CAFETERIA MONTHLY	\$	370.00
BOB'S MOWING	LITTLE LEAGUE MOWING	\$	240.00
CADCO	ANNUAL MEMBERSHIP	\$	525.00
CAPPEL'S	POSTAGE	\$	25.83
CARD SERVICES	ARSL & ILA HOTEL/BOOKS/HEADPHONES	\$	1,895.08
CASS COUNTY HEALTH SYS	STAPLETON/RITTER PHYSICALS	\$	981.79
CASS COUNTY LANDFILL	COUCH DISPOSAL-307 MAIN ST	\$	10.00
CASS COUNTY MEMORIAL HOSP	MEDICAL SUPPLIES	\$	19.45
CASS COUNTY SHERIFF'S DEP	OCTOBER 28E AGREEMENT	\$	5,796.50
CENTRAL IOWA DISTRIBUTING	CLEANING SUPPLIES	\$	188.47
CITY OF GRISWOLD	UTILITY BILL	\$	163.35
ECHCO	WHITNEY&ADAMS CONCRETE	\$	786.50
ECONO SIGNS	SIGNS/TRAFFIC CONES	\$	483.86
EFTPS	FED/FICA TAX	\$	3,896.40
ERICKSON BACKHOE	RESET HEADSTONE	\$	745.20
FELDHACKER CONTRACTING	SPRAY INJECTION	\$	5,850.00
GIS BENEFITS	GROUP BENEFITS	\$	175.69
GRISWOLD AMERICAN	CLAIMS/MINUTES	\$	142.14
GRISWOLD COMMUNICATIONS	TELEPHONE	\$	1,789.76
GRISWOLD LIBRARY	PETTY CASH-POSTAGE	\$	31.65
GRISWOLD PROFESSIONAL BLD	527 MAIN ST TAX REIMBURSEMENT	\$	756.75
HACH COMPANY	CHEMICALS/SUPPLIES	\$	858.65
HANSEN, LAURA	CELL PHONE REIMBURSEMENT	\$	40.00
I+S GROUP	CONSTRUCTION ADMIN/STAKING/FEMA STORM WATER CONSULT	\$	5,541.26
IAWEA	WASTEWATER TRAINING	\$	64.00
IDNR-WATER SUPPLY ENGINEERING	WATER USE FEE	\$	190.00
IMFOA	TIF TRAINING	\$	15.00
IOWA ASSN. OF MUNICIPAL UTIL.	ANNUAL DUES	\$	225.00
IOWA LEAGUE OF CITIES	BUDGET WORKSHOP	\$	100.00
IOWA ONE CALL	NOTIFICATIONS	\$	22.50
IPERS	IPERS	\$	2,800.90
J.D. WYMAN SERVICE	AMBULANCE OIL CHANGE	\$	113.98
KIRCHHOFF, KYLE	DAMAGE DEPOSIT REFUND	\$	100.00
MAYNARD CUSTOM SOLUTIONS	PROJECTOR	\$	893.75
MENARDS	KEYPAD LOCK	\$	347.00
METHENY, LISA	MILEAGE REIMBURSEMENT	\$	35.38
MIDAMERICAN ENERGY	UTILITIES	\$	4,091.87
MIDWEST DATA	MONTHLY SERVICE	\$	50.00
MOVIE LICENSING USA	ANNUAL MOVIE LICENSING	\$	226.00
NATIONAL RECOVERIES, INC	GARNISHMENT	\$	76.68
OLSEN'S OUTDOOR POWER OTTO,LAWRENCE & WIEDERSTEIN	POLARIS UTV-FIRE DEPT OCTOBER RETAINER	\$	8,920.00 1,044.00
OVERDRIVE, INC	FY20 BRIDGES EBOOK SUBSCRIPTION	\$	394.40
PETERSEN, SUSAN	MILEAGE REIMBURSEMENT	\$	47.21
PHYSICIAN'S CLAIMS COMPAN	DAY SHEETS	\$	845.85
ROLLING HILLS BANK & TRUS	DAMAGE DEPOSIT REFUND	\$	100.00

RUSH, LISA	DAMAGE DEPOSIT REFUND	\$ 100.00
SALLY BEAUTY HOLDINGS INC	DAMAGE DEPOSIT REFUND	\$ 100.00
SANDRY FIRE SUPPLY, L.L.C	GAS METER CALIBRATION	\$ 115.00
STATE HYGIENIC LABORATORY	WATER LAB FEES	\$ 156.00
STEINBECK & SONS INC.	RYE APPLICATION	\$ 5,200.00
SUE HULSEBUS	BUS STOP LICENSE REFUND	\$ 195.00
THE DES MOINES REGISTER	MAGAZINE SUBSCRIPTION	\$ 288.03
THOMSEN, KIM	LIBRARY CLEANING	\$ 340.00
TIGER MART	FUEL	\$ 544.38
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	\$ 274.00
TREASURER, STATE OF IOWA	SALES TAX	\$ 3,826.00
TREASURER, STATE OF IOWA	STATE TAX	\$ 689.00
TREEMENDUS TREE SERVICE	MOWING CONTRACT	\$ 4,200.00
TURNER SERVICE	EQUIPMENT/SUPPLIES	\$ 2,416.00
UNITED STATES POSTAL SERV	POSTAGE	\$ 144.27
USA BLUEBOOK	PUMP AND PARTS	\$ 1,729.45
VERIZON WIRELESS	MONTHLY SERVICE	\$ 423.05
WATER SALES TAX	WATER SALES TAX	\$ 943.00
WELLMARK	PREMIUMS	\$ 5,235.06
WYMAN LAWN SERVICES	WEED CONTROL	\$ 647.40
WYMANS CARQUEST	PICK UP SHOCKS	\$ 36.90

TOTAL: \$ **88,757.23**

GENERAL FUND	\$ 34,878.99
ROAD USE TAX FUND	\$ 9,106.79
EMPLOYEE BENEFITS FUND	\$ 2,371.82
COMMUNITY BLDG FUND	\$ 1,321.35
RESCUE FUND	\$ 2,475.06
RURAL FIRE FUND	\$ 8,920.00
SOURCE WATER PROTECTION FUND	\$ 5,200.00
2019 ST IMPROVEMENTS FUND	\$ 2,721.26
WATER FUND	\$ 12,182.00
SEWER FUND	\$ 8,749.96
STORM WATER FUND	\$ 830.00

TOTAL BY FUND: \$ **88,757.23**