

**MINUTES
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
SEPTEMBER 14, 2020
6:00 PM
COMMUNITY BUILDING**

The Griswold City Council met in regular session at Griswold City Community Building on August 10, 2020. Mayor Brad Rhine called the meeting to order at 6:00 p.m. Council present: Askeland, Sorensen, Preston, Adams. Absent: Stapleton. Motion by Adams to approve the agenda. Seconded by Sorensen. Approved 4-0. Motion by Sorensen to approve the following items under the consent agenda.

- a. Minutes of the August 10, 2020 Regular Council Meeting
- b. Minutes of the August 17, 2020 Special Council Meeting
- c. Claims
- d. Treasurers Report –August 31, 2020
- e. Clerks Report

Seconded by Adams. Approved 4-0

PUBLIC COMMENTS-No Comments

DEPARTMENTAL REPORTS

- a. Public Works-Written report was submitted by Jeff Metheny, Public Works Superintendent. Lenny Larson from ISG Engineers was present to answer questions about the FEMA and 2019 Street Projects. Preston asked about the well water at the Cocklin Fish Farm. Metheny said that the City has water lines almost out to the Cocklin Fish Farm and the City could run from those lines out to the Cocklin Fish Farm to replace the well water. Ward Luke Construction almost has the FEMA project complete. Askeland asked Larson if the shrubs and trees should be removed along the creek. Larson said that if it is in a drainage district the City could submit a petition to the Cass County Board of Supervisors to have them consider the removing the trees and shrubs along the creek. Larson said it can be costly to do a ditch clean out. Rhine asked that if anyone smells gas to not call the Public Works Department, but to call 911 or Mid-American Energy. The Public Works Department does not have the correct protective equipment to handle a gas leak.
- b. Library-Written report submitted by Lisa Metheny, Library Director. Adams thanked Metheny for arranging the knitting club to meet at the Community Building. Due to COVID-19 social distancing guidelines they are not able to meet at the library as usual.
- c. Community Building-Written report submitted. Sorensen asked that the cleaning staff makes sure to have enough supplies stocked for events and to look into the soap dispensers due to some problems with them lately.
- d. Cass County Sheriff-Written report submitted. Sorensen asked if the Cass County Sheriff was able to access the cameras on Main Street. City Clerk Teaney replied that they are both able to access the cameras.
- e. Fire and Rescue-No report. Sorensen said she would like to receive a written report from Fire Chief, J.C. Wyman. Mayor Rhine apologized for any inconvenience caused because of the cars the Fire and Rescue Departments were training with behind the Fire Station. He said they expected them to be moved faster than they were.

COMMITTEE REPORTS

- a. Cass Environmental Control-Preston said that it is not profitable for the Cass County Landfill to do recycling and this could cause some changes to the recycling program in the county's recycling program in the future. Preston asked that citizens not throw anything except what is supposed to be in the recycling bins in them. For example, if you have a bag full of newspapers please only throw the papers and not the plastic bag in the paper receptacle.
- b. CADCO- Written report submitted. Sorensen has been attending meeting in the City Manger's absence.
- c. Little League-No Meeting

NEW BUSINESS-Item 1. moved to item a. to allow engineer to leave earlier to travel back home.

- a. Motion by Askeland to Approve of 2019 Street Projects Pay Application #6. Seconded by Preston. Motion carried: 4-0 Lenny Larson from ISG Engineers was present to answer Council questions. Askeland said that he would've been really upset if COVID-19 had not scaled back the Old Soldier's Reunion and the contractor had not had it completed by the reunion as originally agreed. Sorensen said she not like being a person of her word and she had previously said she wouldn't allow them any time past the August 28th deadline. Adams said she was not happy that the contractor because they said it was Mid-American Energy that had slowed the project down. Adams said the City gave the contractor an extension for the amount of time they said Mid-American slowed them down, but it was still was completed on time. Preston said the City should speak to the contractor before we

sour the City's relationship with them. Council decided to set up a meeting with the contractor to discuss the street project not being completed by the August 28th extended deadline. Larson will set up the meeting.

- b. Approval of Day Use of Cocklin Fish Farm for Non-Campers-Adams asked if the City should charge a day use fee. Sorensen said she would not support a day use fee. Adams and Stapleton are going to create a list of rules and regulations for the Cocklin Fish Farm.
- c. Motion by Sorensen to approve Resolution 6-2021: Goose Hunting at Cocklin Fish Farm Seconded by Adams. Ayes: Preston, Askeland, Sorensen, Adams. Nays: None.
- d. Motion by Preston to approve Resolution 7-2021: Griswold Youth Sports Field Resurfacing Loan Payback Extension-Seconded by Adams. Ayes: Askeland, Adams, Preston. Abstain: Sorensen due to being on Little League Board. Nays: None.
- e. Motion by Sorensen to Approve New Library Board Member Richard Witt-Seconded by Askeland. Motion carried: 4:0.
- f. Motion by Adams to Approve Participation in Cass County Trails Grant. Seconded by Preston. Motion carried: 4-0
- g. Motion by Askeland to Approve Radar Detectors Installation. Seconded by Adams. Motion carried: 4-0. Askeland explained this is for two pole mounted radar detectors that the City plans to place at the West entrance on Highway 92 and the North entrance on Highway 48 to slow traffic through the City. Askeland spoke with the Cass County Sheriff Darby McLaren and he said the county is able to split the cost with the City. The cost of one radar detector is approximately \$3,000. The City would be responsible for maintaining the detectors. Installation will require permission from the State of Iowa due to Highway 48 and 92 being state highways.
- h. Discussion of Pool Fence Ordinance Attorney Invoice-The City received a \$500 invoice for legal work that was sub contracted out via the City's attorney due to a conflict of interest for pool fence ordinance violations. Adams said that the additional charge was never mentioned to her when she agreed to sublet with the attorney for the letters. Adams said she would've brought it before Council if she was made aware of the fee. Adams stated she feels the City should not be liable for the bill and that the City's attorney should be. Adams said the City attorney explained it would still be a conflict of interest if he paid the sublet attorney. Sorensen said she did not want the City to be known for not paying their bills and doesn't want to ruin the relationship with the City attorney. Askeland said he understood the City attorney stepping back, but should've been more transparent about the fees. Mayor Rhine said that he will speak with the City attorney regarding the invoice.
- i. Motion by Adams to Approve of Sidewalk Reimbursement Application in the amount of \$312.00. Seconded by Askeland. Motion carried: 4-0
- j. Motion by Askeland to Approve of Cover Crop Expenses. Seconded by Sorensen. Motion carried: 4-0
- k. Motion by Askeland to Approve of Demolition of 701 Adair St. Seconded by Sorensen. Motion carried: 4-0.
- l. Discussion of closing City Hall for City Manager Interviews- City Hall will be closed for City Manager interviews on Thursday, September 17, 2020 to allow the City Clerk to participate in the interviews.

MESSAGES AND PAPERS FROM THE MAYOR

Mayor Rhine said Richard Witt has been to a couple of Library board meeting and that he thinks he will be a great fit. He asked that if the Betterment Group can and bottle recycling cages are full to please wait until they've been emptied to recycle your cans and bottles. He asked you please not throw them on top of the cages or sit them outside the cages because then they blow around town when the wind picks up. He said if you've been waiting awhile and they are still gull to contact City Hall. He reminded Council of City Manager interviews on Thursday, September 17, 2020. He wants to remind everyone that the burn ban is still in effect even though it has rained. He thanked Jeff Metheny and Nick Kinser for their work on cover crops in the City Manger's absence.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Preston said that there are several houses in town that have not been lived in for six months or longer. She encouraged the owners of those houses to sell them or tear them down to sell the lots.

Motion by Askeland to adjourn meeting. Seconded by Sorensen. Approved 4-0. Meeting adjourned at 7:43 P.M.

CLAIMS APPROVED AT MEETING

VENDOR NAME	REFERENCE	TOTAL
TIGER MART	FUEL	727.63
CAPPEL'S	STREET SUPPLIES	106.36
MIDAMERICAN ENERGY	UTILITIES	3,697.97
GRISWOLD COMMUNICATIONS	TELEPHONE/INTERNET	1,014.65

UTILITIES SERVICE GROUP	SEWER MAINTENANCE	4,400.00
TOWN & COUNTRY SANITATION	TRASH REMOVAL	344.00
IOWA LEAGUE OF CITIES	DUES, TRNG, MEMBERSHIPS	40.00
UNITED STATES POSTAL SERV	POSTAGE	148.29
GRISWOLD AMERICAN	8/10/20 MINUTES AND CLAIMS	322.22
MUNICIPAL SUPPLY, INC.	SUPPLIES	47.25
MID-AMERICAN RESEARCH CHE	CHEMICALS	182.75
ATLANTIC NEWS-TELEGRAPH	CITY MANAGER JOB AD	19.60
IOWA WESTERN COMMUNITY CO	DEFIBRILATION & AIRWAY MGMT	15.00
CASS COUNTY MEMORIAL HOSP	MEDICAL SUPPLIES	8.00
CARD SERVICES	ZOOM/CERTIFIED MAIL	20.14
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	170.15
CENTRAL IOWA DISTRIBUTING	PAPER TOWELS/TOILET PAPER	136.00
THE DES MOINES REGISTER	SUBSCRIPTION RENEWAL	345.55
CITY OF GRISWOLD	UTILITY BILL	161.91
CASS COUNTY SHERIFF'S DEP	September 28E Agreement	5,796.50
HAWKINS WATER TREATMENT	WATER CHEMICALS	264.50
ULTIMATE LAWN & POWER LLC	CHAINS	54.00
OTTO, LORENCE, WIEDERSTEIN	September Retainer	1,000.00
BASE	HRA/CAFETERIA MONTHLY	310.00
FASTENAL	SUPPLIES	176.27
EFTPS	FED/FICA TAX	1,400.19
IRS	Q2-HRA TAX	12.70
MENARDS	CULVERT	181.94
STATE HYGIENIC LABORATORY	WATER LAB FEES	281.00
AMAZON	BOOKS/TRASH BAGS	406.62
LEAGUE OF NEBRASKA MUNICP	CITY MANAGER AD	136.95
UNITYPOINT CLINIC	DOT DRUG TEST	42.00
WELLMARK	PREMIUMS	5,306.79
OVERDRIVE, INC	E-BOOK SUBSCRIPTION	424.48
I+S GROUP	2019 STREET IMPROVEMENTS	10,253.75
IACMA	2020-2021 DUES	120.00
MIDWEST DATA	FIREWALL SERVICES	50.00
TREEMENDUS TREE SERVICE	MOWING CONTRACT	2,800.00
AMOS BRAD	REIMBURSEMENT	11.70
AMAZON CITY	GLUCOSE TESTING EQUIPMENT	27.16
THOMSEN, KIM	COMMUNITY BUILDING CLEANING	540.00
ACCESS SYSTEMS	COPIER LEASE	1,277.58
AE SUPPLY	SEWER PUMP	11,800.00
ACE INDUSTRIAL SUPPLY	SUPPLIES	368.90
ANDERSON EXCAVATING CO.	ABESTOS REMOVAL	3,000.00
PAUL, KAM	DAMAGE DEPOSIT REFUND	100.00
CASE, KAYLA	DAMAGE DEPOSIT REFUND	100.00
	CLAIMS TOTAL	58,150.50

GENERAL FUND	15,423.02
ROAD USE TAX FUND	6,344.14
EMPLOYEE BENEFITS FUND	2,326.21
COMMUNITY BLDG FUND	1,058.29
RESCUE FUND	610.89
CAPITAL PROJ RESERVE FUND	3,000.00
2019 ST IMPROVEMENTS FUND	9,418.75
WATER FUND	3,980.06
SEWER FUND	15,154.14
FEMA STORM WATER FUND	835.00

AUGUST 2020 TREASURERS REPORT

REVENUE BY FUND

EXPENSE BY FUND

GENERAL	\$6,293.31	GENERAL	\$20,902.40
ROAD USE TAX	\$10,963.42	ROAD USE TAX	\$0.00
EMPLOYEE BENEFITS	\$381.73	EMPLOYEE BENEFITS	\$7,001.40
EMERGENCY FUND	\$38.22	EMERGENCY FUND	\$1,795.46
LOCAL OPTION SALES TAX	\$12,336.21	LOCAL OPTION SALES TAX	\$0.00
TAX INCREMENT FINANCING	\$3,183.12	TAX INCREMENT FINANCING	\$0.00
COMMUNITY BLDG	\$787.26	COMMUNITY BLDG	\$630.78
RESCUE FUND	\$5,364.69	RESCUE FUND	\$1,900.14
RURAL FIRE	\$1.59	RURAL FIRE	\$0.00
FLOOD CONTROL	\$1.51	FLOOD CONTROL	\$0.00
LITTLE LEAGUE	\$0.00	LITTLE LEAGUE	\$0.00
DEBT SERVICE	\$95.49	DEBT SERVICE	\$0.00
CAPITAL IMPROVEMENT FUND	\$22.39	CAPITAL IMPROVEMENT FUND	\$0.00
CAPITAL PROJECT FUND	\$0.05	CAPITAL PROJECT FUND	\$0.00
PW VEHICLE REPLACEMENT	\$0.02	PW VEHICLE REPLACEMENT	\$0.00
CAPITAL PROJ RESERVE	\$0.64	CAPITAL PROJ RESERVE	\$0.00
SOURCE WATER PROTECTION	\$0.00	SOURCE WATER PROTECTION	\$0.00
FIRE STATION FUND	\$0.92	FIRE STATION FUND	\$0.00
2019 ST IMPROVEMENTS	\$0.00	2019 ST IMPROVEMENTS	\$197,422.13
CEMETERY	\$581.15	CEMETERY	\$10,970.04
WATER	\$19,957.86	WATER	\$7,982.70
SEWER	\$25,722.11	SEWER	\$0.00
STORM WATER	\$0.00	STORM WATER	\$0.00
FEMA STORM WATER	\$0.00	FEMA STORM WATER	\$7,580.00
TOTAL REVENUE BY FUND	\$85,731.69	TOTAL EXPENSES BY FUND	\$256,185.05



Brad Rhine
Mayor



Barbara Teaney
City Clerk