MINUTES
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
NOVEMBER 13, 2023
6:00 PM
COUNCIL CHAMBERS

The Griswold City Council met in regular session at Griswold Community Building Council Chambers on November 13, 2023. Mayor Rhine called the meeting to order at 6:00 P.M. Council present: Wyman, Underwood, Tietz, Askeland, and Ridlen. in attendance were Manager Sheryl Owen, Clerk Carmen Sorensen, Library Director Megan Harding, Public Works Supervisor Nick Kinser, Fire Chief JC Wyman, and Code Enforcement Officer Kevin Carlisle. Mayor Rhine asked for approval agenda. Tietz moved to approve the agenda. Underwood Seconded; Motion carried 5-0. Tietz made a motion to approve the items listed in the consent agenda.

CONSENT AGENDA

Minutes of the October 2, 2023 Special Meeting
Minutes of the October 9, 2023 Special Meeting
Minutes of October 19, 2023 Special Meeting
Claims
Gina Doell's resignation from Library Board
Approve Robyn Sandbothe's appointment to Library Board
October 31, 2023 Treasurer's Report
Askeland seconded. Motion carried 5-0.

PUBLIC COMMENTS

Richard Reed and the Golden Spikers came and donated $100.00 towards modern facilities at the Fish farm. Owen shared with them future plans for the Fish Farm project.

DEPARTMENTAL REPORTS

Public Works written report submitted. Kinser said that the concrete has been cleaned up at the lagoons and that he worked with Owen and Sorensen to create a couple of new permits for the compost/lagoon area. One of them is the Tree dumping permit to help make sure that Griswold resident's trees are the only ones being dropped off out there.
Library written report submitted. Harding also went on to say that 13671 patrons have entered the library in FY23, 5937 items were circulated, 1017 electronic items were checked out, 162 items were loaned out and 226 items were received in from Interlibrary Loans, 1133 computers were used, 3745 log ins to the WIFI, 126 programs were held with 1481 people in attendance, and they were open for 1654 hours. Both Megan and Xavier have received their certifications, and the Friends of the Library is active again and supporting technology purchases and programs for the library.
Community Building written report submitted.
Ordinance Officer Carlisle spoke about a few properties' progress in town. Council asked Owen to work with Carlisle and provide a monthly update on nuisance properties.
Cass County Sheriff- written report submitted.
Fire and Rescue- JC Wyman spoke to council about the Stryker bills that are on the agenda stating that these are for the new ambulance coming this Spring. They will help the EMTs with loading the patient into the ambulance.

COMMITTEE REPORTS

Cass County Environmental Control- written report submitted.
Griswold Youth Sports- written report submitted.

NEW BUSINESS

Askeland made a motion to approve the Stryker Purchase Orders. Seconded by Ridlen. Motion carried 5-0.
1st and Fremont Drainage- Kinser, Owen, and Carlisle spoke about a few different ways to fix the drainage area. Ridlen said he would go look at the area and give his opinion, but that the Public Works Dept could handle the project if one was needed.
Wastewater Dumping at Lagoons- Sorensen created a permit for Southwest Iowa Tiling to track how much they are dumping and charge them $75.00 per trip accordingly. Askeland made a motion to approve Wastewater Dumping at the Lagoons. Seconded by Underwood. Motion carried 5-0.
Concrete at Lagoons- Kinser said the Concrete has been cleaned up at the Lagoons, but he would like to have better control on who dumps out there and how much is dumped.
City Janitor, Weed Control, Garbage Company, Fish Farm Attendant ads for newspaper- Council asked Sorensen to email them the advertisements for each job and they would let her know if changes needed made. Then she can send them to the paper.

Snow Removal Policy Council asked Sorensen to create a bid advertisement for sidewalk snow removal for the paper so they can make a decision on who will do that in the December meeting.
Motion by Askeland to approve the Ballfield Parking Lot expansion project. Seconded by Underwood. Motion carried 5-0.
Beaver Dam Eradication Council told Kinser its within his spending authority to have this done and Council doesn't need to approve it each time.
Motion by Wyman to Approve FY23 Annual Urban Renewal Report. Seconded by Underwood. Motion carried 5-0.
Motion by Wyman to approve Resolution 13-2024 Approve FY24 AFR. Seconded by Underwood. Mayor Rhine called for a Roll call vote. Ayes- Wyman, Underwood, Askeland, Ridlen, Tietz. Nays- non.
Motion by Tietz to approve Resolution 14-2024 Authorize Transfer of Matured Certificates of Deposit. Seconded by Wyman. Roll call- Ayes- Underwood, Askeland, Ridlen, Tietz, Underwood. Nays-None.
Motion by Ridlen to approve Resolution 16-2024 Approve Urban Revitalization Tax Abatement Properties. Seconded by Underwood. Roll call. Ayes- Askeland, Ridlen, Tietz, Underwood. Nays- none. Abstained- Wyman due to conflict of interest.
Motion by Askeland to approve Resolution 15-2024 Approving Performance increase for Carmen Sorensen, giving her a $1.00 raise, making her pay rate $18.50 per hour effective on her anniversary date, November 29, 2023. Seconded by Tietz. Roll call Ayes- Wyman, Tietz, Underwood, Ridlen, Askeland. Nays- none.
Askeland made a motion to go into closed session at 7:19 P.M. Seconded by Tietz. Motion carried 5-0. Askeland made a motion to go into open session at 7:42 P.M. Seconded by Underwood. Motion carried 5-0. Askeland moved to approve Resolution 5-2024 Approve Performance Increase for Sheryl Owen. Increasing her salary by 4% to 75,000.00 annually effective on her anniversary date November 15, 2023. Seconded by Underwood. Roll call- Ayes Tietz, Underwood, Ridlen, Askeland, Wyman. Nays – none.
MESSAGES FROM THE CITY MANAGER
Owen says she received a lot of positive feedback on her newsletter. She also said projects may need to be put on hold if winter isn't kind to our infrastructure.
She also is working on reforming the Flood Mitigation board as there is only one member of it that is still living.
MESSAGES AND PAPERS FROM THE MAYOR
Congratulations to Xavier Johnson, Brenda Tietz, and Amanda Hansen on being elected to Council. Welcome to the Library Board Robyn Sandbothe. He wants to work on Mayoral appointments so if any Council members have any input, please let him know.
PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS
Askeland said that Owen should reach out to the school and see if their Communications class would b interested in helping create a commercial of sorts for the City.
He also wanted to Congratulate Johnson, Hansen, and Tietz on being elected.
Motion to adjourn the meeting by Askeland. Seconded by Tietz. Motion carried 5-0. Meeting adjourned at 7:56 P.M.
Next regular meeting to be held December 11, 2023 at 6:00 PM in City Council Chambers

ACCESS SYSTEMS	DATTO BACKUP SVC	$	237.00
ACCESS SYSTEMS LEASING	LEASE PMTS	$	724.47
AMAZON	ADDRESS LABELS	$	61.30
AMERICAN FIRE PROTECTION	ANNUAL FIRE EXT INSPECTION	$	106.00
BASE	BENEFITS	$	30.00
BOUND TREE MEDICAL, LLC	RESCUE SUPPLIES	$	46.35
CASS COUNTY MEMORIAL HOSP	MEDICINE	$	8.00
CASS COUNTY PEST CONTROL	QUARTERLY PEST CONTROL	$	100.00
CASS COUNTY SHERIFF'S DEP	MONTHLY CONTRACT PMT	$	6,523.50
CITY OF ATLANTIC	LAB TESTING	$	45.00
CITY OF GRISWOLD	UTILITY BILL	$	186.19
CITY OF RED OAK AMBULANCE	MUTUAL AID	$	225.00
COAST TO COAST SOLUTIONS	PENCIL SHARPENERS	$	126.16
COUSINS FARMS	LEASE PAYMENT	$	1,456.92
EFTPS	FED/FICA TAX	$	4,309.05

ERICKSON WATER & SEWER	SEWER MAINTENCE	$	500.00
FASTENAL	TOOLS	$	470.80
FELD FIRE	PARTS	$	95.13
FRONTIER TECHNOLOGY, LLC	CAMERA REPAIR	$	474.80
GOV OFFICE	WEBSITE HOSTING FEE	$	699.60
GRISWOLD AMERICAN	PUBLICATIONS	$	242.24
GRISWOLD COMMUNICATIONS	TELEPHONE/INTERNET	$	1,398.14
HACH COMPANY	CHEMICALS/SUPPLIES	$	1,612.45
HALEY FIELDS	CLEANING	$	472.50
HARDING, MEGAN	MILEAGE	$	334.88
HELEN LONGSTRETH	LEASE PAYMENT	$	2,409.55
HOUGHTON STATE BANK	INTEREST PMT	$	2,185.00
IOWA ONE CALL	NOTIFICATIONS	$	61.20
IOWA RURAL WATER ASSOCIAT	DUES/TRAINING	$	305.00
IPERS	IPERS	$	3,303.57
J.D. WYMAN SERVICE	AMBULANCE REPAIR	$	103.23
KINSER, NICK	REIMBURSEMENT	$	177.14
MAGUIRE IRON INC	WATER TOWER MAINTENANCE	$	15,088.00
MENARDS	FILTERS,FREEZER	$	1,056.37
MERTES WELDING & REPAIR	PICNIC TABLES/CAMPFIRE RINGS	$	1,863.51
MICRO MARKETING LLC	BOOKS	$	115.00
MIDAMERICAN ENERGY	UTILITIES	$	2,625.33
MIDWEST DATA	MDIA SERVICES	$	4,271.40
MUNICIPAL MANAGEMENT CORP	LEAK DETECTION	$	1,300.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	$	72.13
OTTO,LORENCE,WIEDERSTEIN	MONTHLY PMT/FEES	$	1,017.54
PAT LEWIS TRUCKING LLC	ROCK DELIVERY	$	360.00
PAYROLL CHECKS	PAYROLL CHECKS ON 10/26/2023	$	7,999.92
PAYROLL CHECKS	PAYROLL CHECKS ON 11/09/2023	$	7,451.32
PHYSICIAN'S CLAIMS COMPAN	RESCUE BILLING CONTRACT	$	1,721.21
QUALITY TRUCK REPAIR	MAINTENANCE/SUPPLIES	$	377.64
QUILL CORPORATION	PRINTER INK	$	315.97

RANDY'S COMPUTER SERVICE	MONTHLY MAINTENANCE	$	75.00
SALES TAX	SALES TAX	$	1,460.22
SCHILDBERG CONSTRUCTION C	ROCK, GRAVEL,SAND	$	566.74
SEH	ENGINEERING FEES	$	3,841.24
SHANE HARRISON	OCT OPERATOR BY AFFIDAVIT	$	1,250.00
SHERYL OWEN	MILEAGE	$	185.73
STATE HYGIENIC LABORATORY	WATER LAB FEES	$	85.50
STATE OF IOWA TREASURER	STATE TAXES	$	732.42
SWANK MOVIE LICENSING USA	MOVIE LICENSING	$	247.00
TAMMY EUANS	VALVE EXERCISER	$	10,000.00
THE DES MOINES REGISTER	ANNUAL SUBSCRIPTION	$	363.95
TIGER MART	FUEL	$	1,372.58
TOWN & COUNTRY SANITATION	TRASH REMOVAL	$	344.00
TREEMENDUS TREE SERVICE	FINAL ASH TREE PMT	$	12,450.00
USPS	POSTAGE	$	209.94
VERIZON WIRELESS	MONTHLY SERVICE	$	371.65
WATER SALES TAX	WATER SALES TAX	$	1,038.89
WEIRICH WELDING	DUMPSTER LID LOCKS	$	151.49
WYMANS CARQUEST	LIGHTS	$	162.18
ZIEGLER INC.	SKID STEER BUCKET	$	2,270.00
	CLAIMS TOTAL	$	111,844.04
	GENERAL FUND	$	38,359.16
	ROAD USE TAX FUND	$	13,401.75
	EMPLOYEE BENEFITS FUND	$	12.00
	COMMUNITY BLDG FUND	$	2,072.03
	RESCUE FUND FUND	$	2,770.43
	2019 ST IMPROVEMENTS FUND	$	2,185.00
	FIRE STATION FUND	$	3,841.24
	WATER FUND	$	38,509.80
	SEWER FUND	$	10,692.63