AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**
11. **PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**
12. **ADJOURNMENT** *next regular meeting to be held March 9th at City Council Chambers*

Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
January 13, 2020
6:00 PM

The Griswold City Council met in regular session at Griswold City Council Chambers on January 13, 2020. Mayor Brad Rhine called the regular meeting to order at 6:00 p.m. Council present: Askeland, Stapleton, Preston, Sorensen, Adams. Absent: none. Motion by Sorensen to approve the agenda. Seconded by Adams. Approved 5-0. Motion by Adams to approve the following items under the Consent Agenda.

a. Minutes of the December 9, 2019 Regular Council Meeting
b. Claims
c. Treasurers Report – December 31, 2019
d. Clerks Report

Seconded by Sorensen. Approved 5-0.

PUBLIC HEARING

a. Mayor Rhine opened the public hearing on the **CDBG Application for Storm Sewer Improvements**, there being no written or oral comments the hearing was closed at 6:01 p.m.
b. Mayor Rhine opened the public hearing on the **Rural Development Assistance Application**, there being no written or oral comments the hearing was closed at 6:02 p.m.

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 – no report. Mayor Rhine requested that Metheny get quotes to install a door opener at the Fire Station.

COMMITTEE REPORTS

a. CADCO – written report submitted.
b. Cass County Environmental Control – verbal report given by Preston. The landfill determined they can use their existing building as a transfer station instead of having to build new. The current cell has about two and a half years until it is full, at which time all trash will be transported to a designated transfer site. The closest transfer site is approximately 60 miles away.
c. Little League – verbal report given by Sorensen. The Griswold Youth Sports Board set the date for their registration event, discussed potential grant opportunities, and talked about ongoing field maintenance.

OLD BUSINESS

a. **Abandoned property at 806 5th Street** – no action taken.

NEW BUSINESS

a. Danielle from SWIPCO gave a summary of the City's **Community Development Block Grant** application – no formal action.
b. Motion by Sorensen to approve **Resolution 25-2020: Authorizing and Directing the Mayor to Make an Application to the CDBG Community Facilities and Services Fund for Assistance for Storm Water System Improvements**. Seconded by Preston. Roll call ayes: Adams, Sorensen, Stapleton, Askeland, Preston. Nays: none. Motion carried.
c. Motion by Askeland to approve **Resolution 23-2020: Approve Financial Assistance with the USDA, Rural Development to Finance the Cost of Constructing Storm Water System Improvements**. Seconded by Sorensen. Roll call ayes: Preston, Adams, Askeland, Sorensen, Stapleton. Nays: none. Motion carried.
d. Motion by Askeland to approve the **City Attorney Retainer Agreement**. Seconded by Sorensen. Discussion held about attorney's responsiveness to requests for information, meeting attendance, and monthly retainer fees. Roll call ayes: Askeland, Sorensen, Stapleton. Nays: Adams, Preston. Motion carried.
e. Motion by Sorensen to approve the **2020 Mayoral Appointments**. Seconded by Adams. After discussion, Sorensen amended her original motion to approve the 2020 Mayoral Appointments with the exception of Jeb Peck as Building Permits Officer. Seconded by Adams. Approved 5-0.
f. Motion by Askeland to approve JC Wyman as **Fire Chief**. Seconded by Sorensen. Approved 5-0.

g. Motion by Sorensen to approve Brad Amos as **Rescue Captain**. Seconded by Askeland. Approved 5-0.
h. Motion by Askeland to enter a Preliminary Agreement with **Landus to Accept the Union Street Property**. Seconded by Adams. Approved 5-0.
i. Motion by Askeland to set the public hearing for **Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied** for February 10th, 2020 at 6 p.m. in City Council Chambers. Seconded by Sorensen. Approved 5-0.
j. Motion by Adams to approve the **Concessionaires Agreement with the Griswold Legion for Alcohol Service at the Griswold Community Building**. Seconded by Preston. Approved 5-0.

REMARKS FROM THE CITY MANAGER

Hansen welcomed Stapleton to council.

MESSAGES AND PAPERS FROM THE MAYOR

Rhine welcomed Stapleton to council, reminded the public to clear their sidewalks of snow within 24 hours after the snow stops, and stated his desire to have council focus on getting the old hotel removed as soon as possible.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

All council members welcomed Stapleton. Sorensen thanked public works for clearing snow and reminded council members to make sure they are not committing city funds or resources when gathering information on behalf of the city. Preston hopes a grant could be written for roof repair of downtown buildings. Askeland would like to have a goal setting session to refocus council and city employees. He also asked about doing six-month employee reviews.

Motion by Askeland to adjourn. Seconded by Sorensen. Approved 5-0. 7:09 p.m.

SCHEDULED CLAIMS SUMMARY

DEPARTMENT		AMOUNT
POLICE	$	5,840.82
FIRE	$	345.02
OTHER PUBLIC SAFETY	$	120.00
LIBRARY	$	127.84
CEMETERY	$	35.00
MAYOR/COUNCIL	$	50.00
CLERK/TREASURER	$	125.00
LEGAL SERVICES	$	1,000.00
CITY HALL	$	792.66
GENERAL TOTAL:	***$***	***8,436.34***
ROAD, BRIDGES	$	362.47
SNOW REMOVAL	$	522.42
STREET CLEANING	$	748.00
ROAD USE TAX	***$***	***1,632.89***
ROADS, BRIDGE	$	6.80
LIBRARY	$	10.20
MAYOR/COUNCIL	$	1.40
CLERK/TREASURER	$	15.40
EMPLOYEE BENEFITS:	***$***	***33.80***
COMMUNITY BLDG	$	378.75
COMMUNITY BLDG TOTAL:	***$***	***378.75***
RESCUE	$	4,494.97
RESCUE TOTAL:	***$***	***4,494.97***
WATER	$	3,293.11
WATER:	***$***	***3,293.11***
SEWER	$	739.82
SEWER TOTAL:	***$***	***739.82***
STORM WATER	$	3,020.85
STORM WATER:	***$***	***3,020.85***
GRAND TOTAL	**$**	**22,030.53**

CLAIMS TO BE APPROVED

VENDOR	REFERENCE	GL ACCT NAME	AMOUNT	GL ACCT NO
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM	STREET-HEALTH INSURANCE	$ 2.80	112-210-6150
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM	LIBRARY-HEALTH INSURANCE	$ 4.20	112-410-6150
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM	MANAGER-HEALTH INSURANCE	$ 1.40	112-610-6150
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM	CITY CLERK-HEALTH INSURANCE	$ 1.40	112-620-6150
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM	WATER-HEALTH INSURANCE	$ 5.60	600-810-6150
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM	SEWER-HEALTH INSURANCE	$ 5.60	610-815-6150
AKIN BUILDING CENTERS	LIGHT BULBS/PLUG/CONNECTORS	COMM BLDG-BLDG REPAIRS/MAINT	$ 7.02	140-460-6310
AKIN BUILDING CENTERS	LIGHT BULBS/PLUG/CONNECTORS	WATER-OPER/MAINT/SUPPLIES	$ 18.96	600-810-6507
AKIN BUILDING CENTERS	LIGHT BULBS/PLUG/CONNECTORS	SEWER-BLDG REPAIRS/MAINT	$ 11.68	610-815-6310
BADGER METER	UTILITY BILLING SOFTWARE	WATER-MISC CONTRACTS	$ 15.66	600-810-6499
BADGER METER	UTILITY BILLING SOFTWARE	SEWER-MISC CONTRACTS	$ 15.66	610-815-6499
BASE	HRA/CAFETERIA MONTHLY	STREET-TPA FEES	$ 4.00	112-210-6199
BASE	HRA/CAFETERIA MONTHLY	LIBRARY-TPA FEES	$ 6.00	112-410-6199
BASE	HRA/CAFETERIA MONTHLY	CITY CLERK-HEALTH INSURANCE	$ 10.00	112-620-6150
BASE	HRA/CAFETERIA MONTHLY	CITY CLERK-TPA FESS	$ 4.00	112-620-6199
BASE	HRA/CAFETERIA MONTHLY	WATER-HEALTH INSURANCE	$ 10.00	600-810-6150
BASE	HRA/CAFETERIA MONTHLY	WATER-TPA FEES	$ 8.00	600-810-6199
BASE	HRA/CAFETERIA MONTHLY	SEWER-HEALTH INSURANCE	$ 10.00	610-815-6150
BASE	HRA/CAFETERIA MONTHLY	SEWER-TPA FEES	$ 8.00	610-815-6199
BROWN ELECTRIC CO.	LIGHT BULBS FOR RESCUE	RESCUE-BLDG REPAIRS/MAINT	$ 24.06	141-160-6310
CAPPEL'S	GEAR HOOK	FIRE-MINOR EQUIPMENT	$ 3.99	001-150-6504
CAPPEL'S	FIRE VEHICLE SUPPLIES	FIRE-VEHICLE REPAIR/MAINT	$ 74.12	001-150-6332
CAPPEL'S	POSTAGE/SHARPIES	STREET-OFFICE SUPPLIES	$ 4.59	110-210-6506
CAPPEL'S	POSTAGE/SHARPIES	WATER-POSTAGE	$ 36.45	600-810-6508
CAPPEL'S	POSTAGE/SHARPIES	WATER-OFFICE SUPPLIES	$ 4.58	610-815-6506
CARD SERVICES	TRAINING/FIRE&RESCUE COMPUTERS	MAYOR/COUNCIL/MGR-TRAINING	$ 50.00	001-610-6230
CARD SERVICES	TRAINING/FIRE&RESCUE COMPUTERS	RESCUE-COMPUTER FEES	$ 1,000.00	141-160-6420
CARD SERVICES	TRAINING/FIRE&RESCUE COMPUTERS	RESCUE-EQUIPMENT	$ 1,244.00	141-160-6505
CARDIO PARTNERS	DEFIB BATTERY REPLACEMENT	RESCUE-EQUIPMENT	$ 521.00	141-160-6505
CASS COUNTY EMS ASSOCIATION	ANNUAL MEMBERSHIP DUES	RESCUE-DUES/MEMBERSHIPES	$ 75.00	141-160-6210
CASS COUNTY ENGINEER	SAND/SALT	SNOW REMOVAL-SAND/SALT	$ 490.00	110-250-6515
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	RESCUE-MEDICAL SUPPLIES	$ 45.09	141-160-6507
CASS COUNTY SHERIFF'S DEPT.	FEBRUARY 28E AGREEMENT	PAYMENTS TO OTHER AGENCIES	$ 5,796.50	001-110-6413
CITY OF ATLANTIC	LAB TESTING	SEWER-LAB FEES	$ 45.00	610-815-6490
CITY OF GRISWOLD	UTILITY BILL	FIRE-SEWER UTILITY EXPENSE	$ 23.91	001-150-6374
CITY OF GRISWOLD	UTILITY BILL	LIBRARY-SEWER UTILITY EXPENSE	$ 47.84	001-410-6374
CITY OF GRISWOLD	UTILITY BILL	STREET-SEWER UTILITY EXPENSE	$ 13.80	110-210-6374
CITY OF GRISWOLD	UTILITY BILL	COMM BLDG-SEWER UTILITY EXPENSE	$ 37.63	140-460-6374
CITY OF GRISWOLD	UTILITY BILL	RESCUE-SEWER UTILITY EXPENSE	$ 13.45	141-160-6374
CITY OF GRISWOLD	UTILITY BILL	WATER-SEWER UTILITY EXPENSE	$ 13.80	600-810-6374
CITY OF GRISWOLD	UTILITY BILL	SEWER-SEWER UTILITY EXPENSE	$ 13.80	610-815-6374
DINGES FIRE COMPANY	VANGUARD GLOVES	RESCUE-EQUIPMENT	$ 102.83	141-160-6505
GRISWOLD AMERICAN	CLAIMS/MINUTES	CITY HALL-LEGAL PUBLICATIONS	$ 354.20	001-650-6414
GRISWOLD AMERICAN	FLOODPLAIN PUBLIC NOTICE	STORM WATER-MISCELLANEOUS	$ 20.85	740-865-6599
GRISWOLD COMMUNICATIONS	TELEPHONE	POLICE-TELEPHONE	$ 44.32	001-110-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	FIRE-TELEPHONE	$ 55.73	001-150-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	CIVIL DEFENSE-TELEPHONE	$ 120.00	001-199-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	CITY HALL-TELEPHONE	$ 227.16	001-650-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	COMM BLDG-TELEPHONE	$ 37.44	140-460-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	RESCUE-TELEPHONE	$ 47.47	141-160-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	WATER-TELEPHONE	$ 157.44	600-810-6373
GRISWOLD COMMUNICATIONS	TELEPHONE	SEWER-TELEPHONE	$ 73.45	610-815-6373
HACH COMPANY	CHEMICALS/SUPPLIES	WATER-CHEMICALS	$ 858.65	600-810-6501
IMFOA	CLERK CERTIFICATION	CITY HALL-TRAINING	$ 125.00	001-650-6230
IOWA ONE CALL	NOTIFICATIONS	WATER-MISC CONTRACTS	$ 11.00	600-810-6499
KEMP WELDING & REPAIR	STREET SWEEPER REPAIR	STREET SWEEPER-PARTS/REPAIR	$ 748.00	110-270-6332
KEVIN CARLISLE	GROUNDING PLUG FOR SQUAD	RESCUE-VEHICLE MAINT/SUPPLIES	$ 7.48	141-160-6332
KIM THOMSEN	COMM BLD CLEANING	COMM BLDG-JANITORIAL	$ 160.00	140-460-6409
LAURA HANSEN	CELL PHONE REIMBURSEMENT	STREET-TELEPHONE	$ 13.33	110-210-6373
LAURA HANSEN	CELL PHONE REIMBURSEMENT	WATER-TELEPHONE	$ 13.33	600-810-6373
LAURA HANSEN	CELL PHONE REIMBURSEMENT	SEWER-TELEPHONE	$ 13.34	610-815-6373
MEDIVAC-ATLANTIC	MUTUAL AID	RESCUE-TIER AGREEMENTS	$ 222.38	141-160-6413
MIDWEST DATA	FIREWALL SERVICES	COMM BLDG-TECHNOLOGY SERVICES	$ 16.66	140-460-6419
MIDWEST DATA	FIREWALL SERVICES	WATER-COMPUTER FEES	$ 16.67	600-810-6419

VENDOR	REFERENCE	GL ACCT NAME	AMOUNT	GL ACCT NO
MIDWEST DATA	FIREWALL SERVICES	SEWER-COMPUTER FEES	$ 16.67	610-815-6419
MIKE CROXELL	RESCUE GARAGE DOOR OPENER	RESCUE-BLDG REPAIRS/MAINT	$ 140.00	141-160-6310
NISHNABOTNA VALLEY REC	CEMETERY - ELEC/GAS	CEMETERY-ELECTRIC/GAS	$ 35.00	001-450-6371
OTTO,LORENCE & WIEDERSTEIN	FEBRUARY RETAINER	LEGAL FEES	$ 1,000.00	001-640-6411
PHYSICIAN'S CLAIMS COMPANY	RESCUE BILLING CONTRACT	RESCUE-PCC CONTRACT	$ 649.42	141-160-6490
SOUTHWEST IA PLANNING COUNCIL	STORM WATER CDBG GRANT	STORM WATER-MISC CONTRACTS	$ 3,000.00	740-865-6499
SOUTHWEST IOWA TILING	WATER LEAK LABOR-900 4TH &	WATER-SYSTEM REPAIRS	$ 1,540.00	600-810-6399
STATE HYGENIC LAB	WATER LAB FEES	WATER-LAB FEES	$ 65.50	600-810-6490
STOREY KENWORTHY/MATT PARROTT	CHECK PAPER	CITY HALL-OFFICE SUPPLIES	$ 191.30	001-650-6506
STOREY KENWORTHY/MATT PARROTT	CHECK PAPER	WATER-OFFICE SUPPLIES	$ 191.30	600-810-6506
STOREY KENWORTHY/MATT PARROTT	CHECK PAPER	SEWER-OFFICE SUPPLIES	$ 191.30	610-815-6506
SWICAA	ANNUAL DUES	CITY HALL-DUES/MEMBERSHIPS	$ 20.00	001-650-6210
TIGER MART	FUEL	FIRE-FUEL	$ 162.27	001-150-6331
TIGER MART	FUEL	STREET-FUEL	$ 322.75	110-210-6331
TIGER MART	FUEL	RESCUE-FUEL	$ 310.79	141-160-6331
TIGER MART	FUEL	WATER-FUEL	$ 322.75	600-810-6331
TIGER MART	FUEL	SEWER-FUEL	$ 322.74	610-815-6331
TOWN & COUNTRY SANITATION	TRASH REMOVAL	FIRE-SANITATION SERVICE	$ 25.00	001-150-6372
TOWN & COUNTRY SANITATION	TRASH REMOVAL	LIBRARY-SANITIATION SERVICE	$ 80.00	001-410-6372
TOWN & COUNTRY SANITATION	TRASH REMOVAL	STREET-SANITATION SERVICE	$ 8.00	110-210-6372
TOWN & COUNTRY SANITATION	TRASH REMOVAL	COMM BLDG-SANITATION SERVICE	$ 120.00	140-460-6372
TOWN & COUNTRY SANITATION	TRASH REMOVAL	RESCUE-SANITATION SERVICE	$ 25.00	141-160-6372
TOWN & COUNTRY SANITATION	TRASH REMOVAL	WATER-SANITATION SERVICE	$ 8.00	600-810-6372
TOWN & COUNTRY SANITATION	TRASH REMOVAL	SEWER-SANITATION SERVICE	$ 8.00	610-815-6372
WYMANS CARQUEST	SNOWPLOW PARTS	SNOW PLOW-PARTS/REPAIR	$ 32.42	110-250-6332
WYMANS CARQUEST	AMBULANCE REPAIRS	RESCUE-VEHICLE MAINT/SUPPLIES	$ 67.00	141-160-6332
		TOTAL:	**$ 22,030.53**	

001	GENERAL	$ 8,436.34
110	ROAD USE TAX	$ 1,632.89
112	EMPLOYEE BENEFITS	$ 33.80
140	COMMUNITY BLDG	$ 378.75
141	RESCUE	$ 4,494.97
600	WATER	$ 3,293.11
610	SEWER	$ 739.82
740	STORM WATER	3,020.85
	TOTAL BY FUND:	**$ 22,030.53**

PREPAID CLAIMS

VENDOR NAME	REFERENCE		TOTAL
ACCESS SYSTEMS	COPIER LEASE/SERVER LEASE/COMPUTER LEASE	$	537.38
EFTPS	FED/FICA TAX 1/23 PAY PERIOD	$	1,866.50
EFTPS	FED/FICA TAX 2/6 PAY PERIOD	$	1,899.36
GIS BENEFITS	LIFE/DISABILITY INSURANCE	$	175.69
IPERS	IPERS	$	2,753.71
MIDAMERICAN ENERGY	UTILITIES	$	3,777.24
NATIONAL RECOVERIES, INC	GARNISHMENT	$	4.73
NISHNABOTNA VALLEY REC	CEMETERY-ELEC/GAS	$	35.00
TREASURER, STATE OF IOWA	STATE TAXES	$	629.00
TREASURER, STATE OF IOWA	WATER SALES TAX 1/6/2020	$	754.00
TREASURER, STATE OF IOWA	WATER SALES TAX 1/23/2020	$	810.00
UNITED STATES POSTAL SERVICE	UTILITY BILLING POSTAGE	$	144.32
VERIZON WIRELESS	MONTHLY SERVICE	$	151.62
WELLMARK	PREMIUMS	$	5,235.06
	TOTAL:	**$**	**18,773.61**

LIBRARY PREPAID CLAIMS

VENDOR NAME	REFERENCE		TOTAL
GRISWOLD COMMUNICATIONS	TELEPHONE	$	185.42
MIDAMERICAN ENERGY	UTILITIES	$	448.92
KIM THOMSEN	LIBRARY CLEANING	$	180.00
	TOTAL:	**$**	**814.34**

LIBRARY CLAIMS APPROVED @ /2020 MEETING

VENDOR NAME	REFERENCE	TOTAL	
AMAZON	PROTECTOR/HIGHLIGHTERS/DVDS/PLANNER/SOAP/	$	876.36
CARD SERVICES	AUDBILE BOOKS	$	20.80
IOWA LIBRARY ASSOCIATION	ILA MEMBERSHIP RENEWAL	$	65.00
MAYNARD CUSTOM SOLUTIONS	ANNUAL SERVICE	$	745.00
LISA METHENY	CCLA MILEAGE REIMBURSEMENT	$	19.37
PERFECTION LEARNING	AWARDS BOOKS	$	617.40
STATE LIBRARY OF IOWA	KIDS FIRST CONFERENCE	$	250.00
TEI LANDMARK AUDIO	ANNUAL AUDIBOOK SUBSCRIPTION	$	652.00
	TOTAL	**$**	**3,245.93**

JANUARY 2020 TREASURERS REPORT

	REVENUE BY FUND		EXPENSE BY FUND		ENDING FUND BALANCE	
001	GENERAL	$17,197.67	GENERAL	$32,856.80	GENERAL	$251,845.24
110	ROAD USE TAX	$14,179.78	ROAD USE TAX	$4,332.50	ROAD USE TAX	$236,346.40
112	EMPLOYEE BENEFITS	$325.72	EMPLOYEE BENEFITS	$3,672.57	EMPLOYEE BENEFITS	$54,866.67
119	EMERGENCY FUND	$32.26	EMERGENCY FUND	$0.00	EMERGENCY FUND	$4,806.92
121	LOCAL OPTION SALES TAX	$11,034.61	LOCAL OPTION SALES TAX	$0.00	LOCAL OPTION SALES TAX	$109,759.77
125	TAX INCREMENT FINANCING	$2,453.91	TAX INCREMENT FINANCING	$0.00	TAX INCREMENT FINANCING	$20,708.41
140	COMMUNITY BLDG	$244.99	COMMUNITY BLDG	$1,010.60	COMMUNITY BLDG	$108,477.78
141	RESCUE FUND	$3,318.03	RESCUE FUND	$2,207.23	RESCUE FUND	$105,233.24
142	RURAL FIRE	$83.04	RURAL FIRE	$749.00	RURAL FIRE	$63,264.20
146	FLOOD CONTROL	$149.92	FLOOD CONTROL	$0.00	FLOOD CONTROL	$136,947.86
147	LITTLE LEAGUE	$0.00	LITTLE LEAGUE	$0.00	LITTLE LEAGUE	$5,000.00
200	DEBT SERVICE	$0.00	DEBT SERVICE	$0.00	DEBT SERVICE	$29,540.82
300	CAPITAL IMPROVEMENT FUND	$80.67	CAPITAL IMPROVEMENT FUND	$0.00	CAPITAL IMPROVEMENT FUND	$19,696.90
301	CAPITAL PROJECT FUND	$176.18	CAPITAL PROJECT FUND	$0.00	CAPITAL PROJECT FUND	$171,793.56
302	PW VEHICLE REPLACEMENT	$37.49	PW VEHICLE REPLACEMENT	$733.00	PW VEHICLE REPLACEMENT	-$1,982.69
304	CAPITAL PROJ RESERVE	$1.64	CAPITAL PROJ RESERVE	$0.00	CAPITAL PROJ RESERVE	$1,441.60
306	SOURCE WATER PROTECTION	$32.91	SOURCE WATER PROTECTION	$0.00	SOURCE WATER PROTECTION	$32,489.83
308	FIRE STATION FUND	$21.88	FIRE STATION FUND	$0.00	FIRE STATION FUND	$24,816.22
309	2019 ST IMPROVEMENTS	$0.00	2019 ST IMPROVEMENTS	$4,758.72	2019 ST IMPROVEMENTS	$191,938.69
500	CEMETERY	$24.81	CEMETERY	$0.00	CEMETERY	$134,667.77
600	WATER	$15,087.93	WATER	$25,427.99	WATER	$237,676.31
610	SEWER	$25,046.09	SEWER	$12,223.29	SEWER	$466,464.63
740	STORM WATER	$0.00	STORM WATER	$1,398.54	STORM WATER	-$4,348.84
741	FEMA STORM WATER	$14,804.99	FEMA STORM WATER	$0.00	FEMA STORM WATER	$14,804.99
	TOTAL REVENUE BY FUND	**$104,334.52**	**TOTAL EXPENSES BY FUND**	**$89,370.24**	**TOTAL ENDING BALANCE**	**$2,416,256.28**

CLERK'S REPORT
JANUARY 2020 CLAIMS

PUBLIC SAFETY		***TOTAL:***	**$ 10,006.77**	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**
GRISWOLD COMMUNICATIONS	TELEPHONE	$	43.39	001-110-6373
CASS COUNTY SHERIFF'S DEPT.	SEPTEMBER 28E AGREEMENT	$	5,796.50	001-110-6413
TIGER MART	FUEL	$	59.04	001-150-6331
WYMANS CARQUEST	EXPLORER REPAIRS	$	200.00	001-150-6332
MIDAMERICAN ENERGY	UTILITIES	$	330.00	001-150-6371
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	25.00	001-150-6372
GRISWOLD COMMUNICATIONS	TELEPHONE	$	55.73	001-150-6373
CITY OF GRISWOLD	UTILITY BILL	$	23.87	001-150-6374
EMERGENCY SAFETY SUPPLY	BATTERIES/FIRE HOOD	$	377.01	001-150-6504
J.D WYMAN SERVICE	LIGHT BAR FOR UTV	$	749.00	142-150-6504
BRAD AMOS	EMT CERTIFICATION REIMBURSEMENT	$	20.00	141-160-6230
KIRK STAPLETON	EMT APPLICATION REIMBURSEMENT	$	80.00	141-160-6230
TIGER MART	FUEL	$	47.51	141-160-6331
J.D WYMAN SERVICE	2011 AMBULANCE REPAIRS	$	343.40	141-160-6332
MIDAMERICAN ENERGY	UTILITIES	$	185.62	141-160-6371
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	25.00	141-160-6372
GRISWOLD COMMUNICATIONS	TELEPHONE	$	39.62	141-160-6373
VERIZON WIRELESS	MONTHLY SERVICE	$	37.74	141-160-6373
PHYSICIAN'S CLAIMS COMPANY	RESCUE BILLING CONTRACT	$	675.80	141-160-6490
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	$	734.18	141-160-6507
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	$	18.36	141-160-6507
MIDAMERICAN ENERGY	UTILITIES	$	20.00	001-199-6371
GRISWOLD COMMUNICATIONS	TELEPHONE	$	120.00	001-199-6373

PUBLIC WORKS			***$ 8,991.14***	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**
STREET-SALARY	PAYROLL 1/5/20	$	1,162.59	110-210-6010
STREET-SALARY	PAYROLL 1/19/20	$	1,134.24	110-210-6010
STREET-PART TIME	PAYROLL 1/5/20	$	71.28	110-210-6020
STREET-PART TIME	PAYROLL 1/19/20	$	44.55	110-210-6020
STREET-OVERTIME	PAYROLL 1/5/20	$	66.95	110-210-6040
STREET-OVERTIME	PAYROLL 1/19/20	$	78.57	110-210-6010
TIGER MART	FUEL	$	127.83	110-210-6331
SANDBOTHE FIRESTONE	BACKHOE TIRES	$	154.07	110-210-6334
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	8.00	110-210-6372
HANSEN, LAURA	CELL PHONE REIMBURSEMENT	$	13.33	110-210-6373
VERIZON WIRELESS	MONTHLY SERVICE	$	27.37	110-210-6373
CITY OF GRISWOLD	UTILITY BILL	$	13.08	110-210-6374
STREET-FICA/MEDICARE	PAYROLL 1/5/20	$	97.60	112-210-6110
STREET-FICA/MEDICARE	PAYROLL 1/19/20	$	94.28	112-210-6110
STREET-IPERS CITY SHARE	PAYROLL 1/5/20	$	122.80	112-210-6130
STREET-IPERS CITY SHARE	PAYROLL 1/19/20	$	118.70	112-210-6130
GIS BENEFITS	GROUP BENEFITS	$	14.75	112-210-6150
WELLMARK	PREMIUMS	$	1,098.51	112-210-6150
BASE	HRA/CAFETERIA MONTHLY	$	4.00	112-210-6199
MIDAMERICAN ENERGY	UTILITIES	$	196.73	110-230-6371
MIDAMERICAN ENERGY	UTILITIES	$	864.10	110-230-6371
MIDAMERICAN ENERGY	UTILITIES	$	369.81	110-230-6371
CASS COUNTY ENVIROMENTAL CONTROL	LANDFILL FEE	$	3,108.00	110-230-6371

CULTURE AND RECREATION			***$ 18,648.47***	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**

LIBRARY-SALARY	PAYROLL 1/5/20	$	1,271.96	001-410-6010
LIBRARY-SALARY	PAYROLL 1/19/20	$	1,268.00	001-410-6010
LIBRARY-PART TIME	PAYROLL 1/5/20	$	587.95	001-410-6020
LIBRARY-PART TIME	PAYROLL 1/19/20	$	487.50	001-410-6020
CAMBLIN MECHANICAL, INC	LIBRARY AC REPAIRS	$	160.60	001-410-6310
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	80.00	001-410-6372
CITY OF GRISWOLD	UTILITY BILL	$	47.12	001-410-6374
KIM THOMSEN	LIBRARY CLEANING	$	180.00	001-410-6499
CARD SERVICES	AUDBILE BOOK	$	8.55	001-410-6502
AMAZON	KINDLE BOOK	$	22.98	001-410-6502
VAN METER PUBLIC LIBRARY	BOOKS	$	15.00	001-410-6502
AMAZON	BINDER	$	7.29	001-410-6506
MENARDS	CLOROX WIPES	$	19.98	001-410-6507
GRISWOLD LIBRARY	POSTAGE	$	2.61	001-410-6507
LISA METHENY	SUPPLIES REIMBURSEMENT	$	107.19	001-410-6512
CARD SERVICES	PROGRAM SUPPLIES	$	54.51	001-410-6512
MENARDS	PROGRAM SUPPLIES	$	8.47	001-410-6512
GRISWOLD AMERICAN	LIBRARY JOB AD	$	49.87	001-410-6599
LIBRARY-FICA/MEDICARE	PAYROLL 1/5/20	$	142.28	112-410-6110
LIBRARY-FICA/MEDICARE	PAYROLL 1/19/20	$	134.31	112-410-6110
LIBRARY-IPERS CITY SHARE	PAYROLL 1/5/20	$	175.57	112-410-6130
LIBRARY-IPERS CITY SHARE	PAYROLL 1/19/20	$	165.72	112-410-6130
GIS BENEFITS	GROUP BENEFITS	$	19.70	112-410-6150
WELLMARK	PREMIUMS	$	724.88	112-410-6150
BASE	HRA/CAFETERIA MONTHLY	$	6.00	112-410-6199
MIDAMERICAN ENERGY	UTILITIES	$	307.39	001-430-6371
ODEYS	FIELD RESURFACING PROJECT	$	11,000.00	001-440-6599
MIDAMERICAN ENERGY	UTILITIES	$	155.68	001-441-6371
MIDAMERICAN ENERGY	UTILITIES	$	10.00	001-440-6371
VERIZON WIRELESS	MONTHLY SERVICE	$	31.76	001-441-6373
NISHNABOTNA VALLEY REC	CEMETERY-ELEC/GAS	$	35.00	001-450-6371
DUHN FUNERAL HOME	CEMTERY VASES	$	350.00	001-450-6599
CAPPEL'S	COMM BLDG SUPPLIES	$	92.34	140-460-6310
ATLANTIC PEST CONTROL	COMM BLDG SPRAYING	$	47.50	140-460-6320
MIDAMERICAN ENERGY	UTILITIES	$	156.63	140-460-6371
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	120.00	140-460-6372
GRISWOLD COMMUNICATIONS	TELEPHONE	$	37.44	140-460-6373
CITY OF GRISWOLD	UTILITY BILL	$	32.73	140-460-6374
KIM THOMSEN	COMMUNITY BUILDING CLEANING	$	230.00	140-460-6409
MIDWEST DATA	FIREWALL SERVICES	$	16.66	140-460-6419
CENTRAL IOWA DISTRIBUTING	CLEANING SUPPLIES	$	277.30	140-460-6507

COMMUNITY & ECONOMIC DEVELOPMENT		***$***	***1,152.00***	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**
BLOHM INSPECTION	HOTEL ASBESTOS BIDS	$	500.00	001-530-6599
BLOHM INSPECTION	701 ADAIR ASBESTOS INSPECTION	$	652.00	001-530-6599

GENERAL GOVERNMENT		***$***	***6,030.32***	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**
MAYOR/COUNCIL/MANAGER SALARY	PAYROLL 1/5/20	$	627.69	001-610-6010
MAYOR/COUNCIL/MANAGER SALARY	PAYROLL 1/19/20	$	627.69	001-610-6010
CAROL PRESTON	MILEAGE TO LANDFILL MEETINGS	$	240.12	001-610-6240
MYR/COUNCIL/MANAGER-FICA/MEDICARE	PAYROLL 1/5/20	$	48.01	112-610-6110
MYR/COUNCIL/MANAGER-FICA/MEDICARE	PAYROLL 1/19/20	$	48.02	112-610-6110
MYR/COUNCIL/MANAGER-IPERS CITY SHARE	PAYROLL 1/5/20	$	59.26	112-610-6130
MYR/COUNCIL/MANAGER-IPERS CITY SHARE	PAYROLL 1/19/20	$	59.26	112-610-6130
GIS BENEFITS	GROUP BENEFITS	$	24.02	112-610-6150
WELLMARK	PREMIUMS	$	180.59	112-610-6150

CLERK SALARY	PAYROLL 1/5/20	$	452.88	001-620-6010
CLERK SALARY	PAYROLL 1/19/20	$	452.88	001-620-6010
CITY CLERK-FICA/MEDICARE	PAYROLL 1/5/20	$	33.29	112-620-6110
CITY CLERK-FICA/MEDICARE	PAYROLL 1/19/20	$	33.29	112-620-6110
CITY CLERK-IPERS CITY SHARE	PAYROLL 1/5/20	$	42.75	112-620-6130
CITY CLERK-IPERS CITY SHARE	PAYROLL 1/19/20	$	42.75	112-620-6130
BASE	HRA/CAFETERIA MONTHLY	$	10.00	112-620-6150
GIS BENEFITS	GROUP BENEFITS	$	19.86	112-620-6150
WELLMARK	PREMIUMS	$	148.37	112-620-6150
BASE	HRA/CAFETERIA MONTHLY	$	4.00	112-620-6199
CASS COUNTY TREASURER	ELECTION COSTS	$	847.28	001-630-6413
OTTO,LORENCE & WIEDERSTEIN	JANUARY RETAINER/QUIT CLAIM DEED	$	1,012.00	001-640-6411
MIDAMERICAN ENERGY	UTILITIES	$	156.62	001-650-6371
GRISWOLD COMMUNICATIONS	TELEPHONE	$	235.35	001-650-6373
CITY OF GRISWOLD	UTILITY BILL	$	19.31	001-650-6374
GRISWOLD AMERICAN	ORDINANCE NOTICE	$	16.84	001-650-6414
GRISWOLD AMERICAN	CLAIMS/MINUTES	$	176.86	001-650-6414
GRISWOLD AMERICAN	GROSS WAGE PUBLICATION	$	18.04	001-650-6414
ACCESS SYSTEMS	BACKUP SERVICES	$	118.50	001-650-6499
ACCESS SYSTEMS	SERVER LEASE	$	64.41	001-650-6499
ACCESS SYSTEMS	COMPUTER LEASE	$	49.73	001-650-6499
ACCESS SYSTEMS	COPIER LEASE	$	64.98	001-650-6499
GRISWOLD AMERICAN	ANNUAL SUBSCRIPTION	$	30.00	001-650-6499
QUILL CORPORATION	USB/NOTEBOOK/INK/CALENDARS/TABS	$	65.67	001-650-6506

CAPITAL PROJECTS		***$***	***5,491.75***	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**
J & J CUSTOM GRAPHIC	PICKUP DECAL	$	140.00	302-210-6710
TRUCK EQUIPMENT, INC	LIGHT BAR FOR PICK UP	$	593.00	302-210-6710
HOUGHTON STATE BANK	2019 ST IMPROVEMENTS INTEREST	$	4,758.75	302-210-6851

ENTERPRISE FUNDS		***$***	***39,049.82***	
VENDOR	**REFERENCE**		**AMOUNT**	**GL ACCT NO**
WATER-SALARY	PAYROLL 1/5/20	$	1,128.41	600-810-6010
WATER-SALARY	PAYROLL 1/19/20	$	1,100.89	600-810-6010
WATER-PART TIME	PAYROLL 1/5/20	$	71.28	600-810-6020
WATER-PART TIME	PAYROLL 1/19/20	$	44.55	600-810-6020
WATER-OVERTIME	PAYROLL 1/5/20	$	64.97	600-810-6040
WATER-OVERTIME	PAYROLL 1/19/20	$	76.25	600-810-6040
WATER-FICA/MEDICARE	PAYROLL 1/5/20	$	173.80	600-810-6110
WATER-FICA/MEDICARE	PAYROLL 1/19/20	$	170.53	600-810-6110
WATER-IPERS CITY SHARE	PAYROLL 1/5/20	$	218.39	600-810-6130
WATER-IPERS CITY SHARE	PAYROLL 1/19/20	$	214.32	600-810-6130
BASE	HRA/CAFETERIA MONTHLY	$	10.00	600-810-6150
GIS BENEFITS	GROUP BENEFITS	$	14.76	600-810-6150
WELLMARK	PREMIUMS	$	1,427.47	600-810-6150
BASE	HRA/CAFETERIA MONTHLY	$	8.00	600-810-6199
AARON METHENY	MILEAGE REIMBURSEMENT	$	30.13	600-810-6240
TIGER MART	FUEL	$	127.83	600-810-6331
SANDBOTHE FIRESTONE	BACKHOE TIRES	$	154.07	600-810-6334
MIDAMERICAN ENERGY	UTILITIES	$	586.64	600-810-6371
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	8.00	600-810-6372
GRISWOLD COMMUNICATIONS	TELEPHONE	$	157.44	600-810-6373
LAURA HANSEN	CELL PHONE REIMBURSEMENT	$	13.33	600-810-6373
VERIZON WIRELESS	MONTHLY SERVICE	$	27.38	600-810-6373
CITY OF GRISWOLD	UTILITY BILL	$	13.09	600-810-6374
MIDWEST DATA	FIREWALL SERVICES	$	16.67	600-810-6419

TREASURER STATE OF IOWA	WATER SALES TAX	$	754.00	600-810-6420
TREASURER STATE OF IOWA	WATER SALES TAX	$	810.00	600-810-6420
STATE HYGIENIC LABORATORY	WATER LAB FEES	$	45.50	600-810-6490
ACCESS SYSTEMS	SERVER LEASE	$	64.41	600-810-6499
ACCESS SYSTEMS	COMPUTER LEASE	$	49.73	600-810-6499
ACCESS SYSTEMS	COPIER LEASE	$	64.98	600-810-6499
ACCESS SYSTEMS	BACKUP SERVICES	$	118.50	600-810-6499
IOWA ONE CALL	NOTIFICATIONS	$	4.50	600-810-6499
UTILITY SERVICES CO	WATER TOWER CONTRACT	$	14,485.77	600-810-6499
BADGER METER	UTILITY BILLING SOFTWARE	$	31.32	600-810-6499
CARD SERVICES	WADER BOOTS	$	68.90	600-810-6504
CAPPEL'S	POSTAGE	$	41.97	600-810-6504
QUILL CORPORATION	USB/NOTEBOOK/INK/CALENDARS/TABS	$	70.26	600-810-6506
CAPPEL'S	WATER SUPPLIES	$	58.22	600-810-6507
SCHILDBERG CONSTRUCTION	GRAVEL FOR WATER LEAK	$	330.29	600-810-6507
TIGER MART	WATER LEAK SUPPLIES	$	2.18	600-810-6507
CAPPELS	POSTAGE	$	35.41	600-810-6508
UNITED STATES POSTAL SERVICE	UTILITY BILLING POSTAGE	$	72.16	600-810-6508
UNITED STATES POSTAL SERVICE	ANNUAL MAILING PERMIT	$	117.50	600-810-6508
CORE AND MAIN	WATER METER SUPPLIES	$	246.60	600-810-6727
WATER-CITY HALL SALARY	PAYROLL 1/5/20	$	1,048.80	600-811-6010
WATER-CITY HALL SALARY	PAYROLL 1/19/20	$	1,048.79	600-811-6010
SEWER-SALARY	PAYROLL 1/5/20	$	1,128.40	610-815-6010
SEWER-SALARY	PAYROLL 1/19/20	$	1,100.88	610-815-6010
SEWER-PART TIME	PAYROLL 1/5/20	$	73.44	610-815-6010
SEWER-PART TIME	PAYROLL 1/19/20	$	45.90	610-815-6010
SEWER-OVERTIME	PAYROLL 1/5/20	$	64.99	610-815-6040
SEWER-OVERTIME	PAYROLL 1/19/20	$	76.26	610-815-6040
SEWER-FICA/MEDICARE	PAYROLL 1/5/20	$	173.97	610-815-6110
SEWER-FICA/MEDICARE	PAYROLL 1/19/20	$	170.60	610-815-6110
SEWER-IPERS CITY SHARE	PAYROLL 1/5/20	$	211.66	610-815-6130
SEWER-IPERS CITY SHARE	PAYROLL 1/19/20	$	210.12	610-815-6130
BASE	HRA/CAFETERIA MONTHLY	$	10.00	610-815-6150
GIS BENEFITS	GROUP BENEFITS	$	14.75	610-815-6150
WELLMARK	PREMIUMS	$	1,427.46	610-815-6150
BASE	HRA/CAFETERIA MONTHLY	$	8.00	610-815-6199
AARON METHENY	MILEAGE REIMBURSEMENT	$	30.13	610-815-6240
TIGER MART	FUEL	$	127.84	610-815-6331
SANDBOTHE FIRESTONE	BACKHOE TIRES	$	154.06	610-815-6334
MIDAMERICAN ENERGY	UTILITIES	$	438.02	610-815-6371
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	8.00	610-815-6372
GRISWOLD COMMUNICATIONS	TELEPHONE	$	73.45	610-815-6373
LAURA HANSEN	CELL PHONE REIMBURSEMENT	$	13.34	610-815-6373
VERIZON WIRELESS	MONTHLY SERVICE	$	27.37	610-815-6373
CITY OF GRISWOLD	UTILITY BILL	$	13.08	610-815-6373
TREASURER STATE OF IOWA	SALES TAX	$	3,791.00	610-815-6418
MIDWEST DATA	FIREWALL SERVICES	$	16.67	610-815-6419
CITY OF ATLANTIC	LAB TESTING	$	90.00	610-815-6490
ACCESS SYSTEMS	COMPUTER LEASE	$	49.73	610-815-6499
ACCESS SYSTEMS	BACKUP SERVICES	$	118.50	610-815-6499
ACCESS SYSTEMS	COPIER LEASE	$	64.99	610-815-6499
ACCESS SYSTEMS	SERVER LEASE	$	64.42	610-815-6499
CARD SERVICES	WADER BOOTS	$	68.89	610-815-6504
QUILL CORPORATION	USB/NOTEBOOK/INK/CALENDARS/TABS	$	58.86	610-815-6506
UNITED STATES POSTAL SERVICE	ANNUAL MAILING PERMIT	$	117.50	610-815-6508
UNITED STATES POSTAL SERVICE	UTILITY BILLING POSTAGE	$	72.16	610-815-6508
SEWER-CITY HALL SALARY	PAYROLL 1/5/20	$	1,048.78	610-816-6010
SEWER-CITY HALL SALARY	PAYROLL 1/19/20	$	1,048.79	610-816-6010

IPERS	PAYROLL 1/5/20	$	6.93	610-816-6130
IPERS	PAYROLL 1/19/20	$	4.35	610-816-6130
I+S GROUP	STORM SEWER SURVEY/ENGINEERING	$	1,330.00	740-865-6499
GRISWOLD AMERICAN	USDA APPLICATION NOTICE	$	21.36	740-865-6599
GRISWOLD AMERICAN	FLOODPLAIN/STORM SW UTILITY NOTICE	$	47.18	740-865-6599

TRANSFERS		***$***	**-**	
FUND	**PURPOSE**		**AMOUNT**	**GL ACCT NO**
		$	-	

GRAND TOTAL:	**$**	**89,370.27**

BUDGET REPORT

CALENDAR 1/2020, FISCAL 7/2020

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	AMOUNT UNEXPENDED	PERCENT EXPENDED
	POLICE TOTAL	70,158.00	5,839.89	40,882.02	29,275.98	58.27
	FIRE TOTAL	56,075.00	1,819.65	15,615.63	40,459.37	27.85
	RESCUE TOTAL	38,275.00	2,207.23	17,094.75	21,180.25	44.66
	ANIMAL CONTROL TOTAL	100.00	.00	27.02	72.98	27.02
	OTHER PUBLIC SAFETY TOTA	2,600.00	140.00	1,640.12	959.88	63.08
	PUBLIC SAFETY TOTAL	167,208.00	10,006.77	75,259.54	91,948.46	45.01
	ROADS, BRIDGES, SIDEWALK	120,850.00	4,452.50	50,990.16	69,859.84	42.19
	STREET LIGHTING TOTAL	19,000.00	1,430.64	8,088.30	10,911.70	42.57
	TRAFIC CONTROL & SAFETY	20,000.00	.00	.00	20,000.00	.00
	SNOW REMOVAL TOTAL	3,000.00	.00	715.81	2,284.19	23.86
	STREET CLEANING TOTAL	1,000.00	.00	446.88	553.12	44.69
	YARD WASTE TOTAL	12,450.00	3,108.00	6,216.00	6,234.00	49.93
	PUBLIC WORKS TOTAL	176,300.00	8,991.14	66,457.15	109,842.85	37.70
	LIBRARY TOTAL	95,350.00	5,748.04	64,154.12	31,195.88	67.28
	PARKS TOTAL	7,750.00	307.39	2,458.32	5,291.68	31.72
	RECREATION TOTAL	5,700.00	11,000.00	15,720.89	10,020.89-	275.81
	CAMPGROUND/FISH FARM TOT	15,245.00	197.44	7,601.64	7,643.36	49.86
	CEMETERY TOTAL	28,825.00	385.00	21,190.65	7,634.35	73.51
	COMMUNITY CTR/ZOO/MARINA	19,740.00	1,010.60	9,124.36	10,615.64	46.22
	CULTURE & RECREATION TOT	172,610.00	18,648.47	120,249.98	52,360.02	69.67
	ECONOMIC DEVELOPMENT TOT	13,000.00	.00	2,934.55	10,065.45	22.57
	HOUSING & URBAN RENEWAL	25,000.00	1,152.00	7,349.00	17,651.00	29.40
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	COMMUNITY & ECONOMIC DEV	38,000.00	1,152.00	10,283.55	27,716.45	27.06
	MAYOR/COUNCIL/CITY MGR T	32,285.00	1,914.66	18,681.58	13,603.42	57.86
	CLERK/TREASURER/ADM TOTA	23,994.00	1,240.07	11,297.64	12,696.36	47.09
	ELECTIONS TOTAL	500.00	847.28	847.28	347.28-	169.46
	LEGAL SERVICES/ATTORNEY	15,500.00	1,012.00	7,056.00	8,444.00	45.52
	CITY HALL/GENERAL BLDGS	31,560.00	1,016.31	16,817.99	14,742.01	53.29
	TORT LIABILITY TOTAL	6,000.00	.00	.00	6,000.00	.00
	GENERAL GOVERNMENT TOTAL	109,839.00	6,030.32	54,700.49	55,138.51	49.80
	ROADS, BRIDGES, SIDEWALK	28,515.00	.00	.00	28,515.00	.00
	DEBT SERVICE TOTAL	28,515.00	.00	.00	28,515.00	.00



PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	AMOUNT UNEXPENDED	PERCENT EXPENDED
	FLOOD CONTROL TOTAL	10,000.00	.00	.00	10,000.00	.00
	FIRE TOTAL	12,750.00	.00	556.00	12,194.00	4.36
	RESCUE TOTAL	12,750.00	.00	556.00	12,194.00	4.36
	ROADS, BRIDGES, SIDEWALK	601,300.00	5,491.75	126,898.71	474,401.29	21.10
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
	WATER TOTAL	5,000.00	.00	8,367.99	3,367.99-	167.36
	CAPITAL PROJECTS TOTAL	641,800.00	5,491.75	136,378.70	505,421.30	21.25
	WATER TOTAL	155,210.00	23,330.40	89,377.79	65,832.21	57.59
	WATER - CITY HALL TOTAL	29,833.00	2,097.59	15,711.65	14,121.35	52.67
	SEWER/SEWAGE DISPOSAL TO	256,203.00	10,114.44	89,760.08	166,442.92	35.03
	SEWER - CITY HALL TOTAL	29,833.00	2,108.85	15,865.61	13,967.39	53.18
	STORM WATER TOTAL	10,000.00	1,398.54	4,348.86	5,651.14	43.49
	ENTERPRISE FUNDS TOTAL	481,079.00	39,049.82	215,063.99	266,015.01	44.70
	TRANSFERS IN/OUT TOTAL	251,211.00	.00	.00	251,211.00	.00
	TRANSFER OUT TOTAL	251,211.00	.00	.00	251,211.00	.00
	TOTAL OF EXPENSES BY FUN	2,066,562.00	89,370.27	678,393.40	1,388,168.60	32.83

BANK CASH REPORT
2020

FUND	BANK GL	NAME	DECEMBER CASH BALANCE	JANUARY RECEIPTS	JANUARY DISBURSMENTS	JANUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	JAN BANK BALANCE
		ROLLING HILLS BANK & TRUST						

BANK		ROLLING HILLS BANK & TRUST						1,088,642.22
001		CHECKING-GENERAL	175,628.99	18,077.50	33,832.55	159,873.94	1,182.86	
110		CHECKING-ROAD USE	143,869.01	14,518.97	4,764.59	153,623.39	1,430.64	
112		CHECKING-EMPLOYEE BENEFITS	58,213.52	325.72	3,672.57	54,866.67		
119		CHECKING-EMERGENCY	4,774.66	32.26	0.00	4,806.92		
121		CHECKING-LOCAL OPTION	98,725.16	11,034.61	0.00	109,759.77		
125		CHECKING-TIF	18,251.90	2,453.91	0.00	20,705.81		
140		CHECKING-COMMUNITY BUILDING	1,452.56-	237.00	1,010.60	2,226.16-	406.63	
141		CHECKING-RESCUE FUND	24,770.17	3,227.58	2,207.23	25,790.52	205.62	
142		CHECKING-RURAL FIRE	8,920.00-	0.00	749.00	9,669.00-		
146		CHECKING-FLOOD CONTROL	5,278.81	0.00	0.00	5,278.81		
147		CHECKING-LITTLE LEAGUE FIELD	5,000.00	0.00	0.00	5,000.00		
200		CHECKING-DEBT SERVICE	29,540.82	0.00	0.00	29,540.82		
300		CHECKING-CAPITAL PROJ RESERVE	19,616.23	80.67	0.00	19,696.90		
301		CHECKING-VEHICLE REPLACEMENT	0.00	0.00	0.00	0.00		
301		CHECKING-POLICE VEH REPLACE	0.00	0.00	0.00	0.00		
301		CHECKING-FIRE VEH REPLACE	0.00	0.00	0.00	0.00		
301		CHECKING-RESCUE VEH REPLACE	0.00	0.00	0.00	0.00		
302		CHECKING-PW VEH REPLACE	34,178.20-	0.00	733.00	34,911.20-		
304		CHECKING-CAPITAL IMPROVEMENTS	0.10	0.00	0.00	0.10		
306		CHECKING-SOURCE WATER PROT	8,367.24-	0.00	0.00	8,367.24-		
308		CHECKING-FIRE/RESCUE STATION	5,604.10	0.00	0.00	5,604.10		
309		CHECKING-2019 ST IMPROVEMENTS	196,697.44	0.00	4,758.75	191,938.69		
500		CHECKING-CEMETERY PERMANENT	0.00	0.00	0.00	0.00		
600		CHECKING-WATER	41,983.50	20,812.19	31,186.19	31,609.50	688.93	
610		CHECKING-SEWER	139,257.20	24,876.62	20,503.10	143,630.72		
610		CHECKING-SEWER SINKING FUND	158,891.14	8,286.88	0.00	167,178.02	540.31	
740		CHECKING-STORM WATER	2,950.30-	0.00	1,398.54	4,348.84-		
741		FEMA STORM WATER-CHECKING	0.00	14,804.99	0.00	14,804.99		
		----------	----------	----------	----------	----------	----------	----------
		ROLLING HILLS BANK & TRUST TOT	1,070,234.45	118,768.90	104,816.12	1,084,187.23	4,454.99	1,088,642.22
		HOUGHTON STATE BANK CD'S						

BANK		HOUGHTON STATE BANK CD'S						149,750.78
146		CD FLOOD CONTROL 85824	0.00	0.00	0.00	0.00		
301		CD FIRE VEHICLE REPLACE 85827	51,613.05	39.38	0.00	51,652.43		
306		CD SOURCE WATER 85825	36,129.14	27.56	0.00	36,156.70		
600		CD WATER 85823	10,281.38	7.84	0.00	10,289.22		
610		CD SEWER 85826	51,613.05	39.38	0.00	51,652.43		
		----------	----------	----------	----------	----------	----------	----------
		HOUGHTON STATE BANK CD'S TOTAL	149,636.62	114.16	0.00	149,750.78	0.00	149,750.78
		IPAIT						

BANK		IPAIT						778,413.79
001		IPAIT - GENERAL IPAIT 10781	5,458.80	6.22	0.00	5,465.02		
001		IPAIT - GF STREETS	31,986.38	36.46	0.00	32,022.84		
001		IPAIT - LIBRARY GENERAL	4,082.05	4.65	0.00	4,086.70		
001		IPAIT - PARKS	12,320.15	14.04	0.00	12,334.19		
001		IPAIT - FISH FARM	37,991.04	43.31	0.00	38,034.35		
002		IPAIT - CONTINGENCY	0.00	0.00	0.00	0.00		

BANK CASH REPORT
2020

FUND	BANK GL	NAME	DECEMBER CASH BALANCE	JANUARY RECEIPTS	JANUARY DISBURSMENTS	JANUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	JAN BANK BALANCE
110		IPAIT - STREETS	82,628.82	94.19	0.00	82,723.01		
125		IPAIT - TIF 27530	2.60	0.00	0.00	2.60		
140		IPAIT - COMM. BLDG. 22721	7,013.53	7.99	0.00	7,021.52		
141		IPAIT - RESCUE 26669	79,352.27	90.45	0.00	79,442.72		
142		IPAIT - RURAL FIRE 33792	72,850.16	83.04	0.00	72,933.20		
146		IPAIT - FLOOD CONTROL	131,519.13	149.92	0.00	131,669.05		
301		IPAIT - FIRE VEH REPLACEMENT	51,257.12	58.43	0.00	51,315.55		
301		IPAIT - RESCUE VEHICLE REPLACE	68,747.21	78.37	0.00	68,825.58		
302		IPAIT - PW VEH REP 25399	32,891.02	37.49	0.00	32,928.51		
304		IPAIT - LIBRARY EXPAN. 26244	1,439.86	1.64	0.00	1,441.50		
306		IPAIT - SOURCE WTR PROTECTION	4,695.02	5.35	0.00	4,700.37		
308		IPAIT - FIRE STATION	9,595.12	10.94	0.00	9,606.06		
308		IPAIT - RESCUE STATION	9,595.12	10.94	0.00	9,606.06		
500		IPAIT - CEMETERY 17801	21,766.28	24.81	0.00	21,791.09		
600		IPAIT - WATER 15160	29,124.38	33.20	0.00	29,157.58		
610		IPAIT - SEWER 15161	83,211.44	94.85	0.00	83,306.29		
		IPAIT TOTALS	777,527.50	886.29	0.00	778,413.79	0.00	778,413.79
		ROLLING HILLS CD'S						
BANK		ROLLING HILLS CD'S						403,826.28
140		CD COMM. BLDG. 504172	51,841.21	0.00	0.00	51,841.21		
140		CD COMM. BLDG. 504168	51,841.21	0.00	0.00	51,841.21		
500		CD CEMETERY 14237	9,371.31	0.00	0.00	9,371.31		
500		CD CEMETERY 0424	52,318.92	0.00	0.00	52,318.92		
500		CD CEMETERY 0416	51,186.45	0.00	0.00	51,186.45		
600		CD WATER 504732	61,930.28	0.00	0.00	61,930.28		
600		CD WATER 504288	52,631.36	0.00	0.00	52,631.36		
600		CD WATER 504284	52,008.37	0.00	0.00	52,008.37		
610		CD SEWER 504164	10,368.23	0.00	0.00	10,368.23		
610		CD SEWER 504128	10,293.70	35.24	0.00	10,328.94		
		ROLLING HILLS CD'S TOTALS	403,791.04	35.24	0.00	403,826.28	0.00	403,826.28
		TOTAL OF ALL BANKS	2,401,189.61	119,804.59	104,816.12	2,416,178.08	4,454.99	2,420,633.07

Applicant **License Application (LC0045171)**

Name of Applicant: Michael Stein

Name of Business (DBA): Castaways

Address of Premises: 411 Main St.

City Griswold **County:** Cass **Zip:** 51535

Business (641) 740-1327

Mailing 411 Main St.

City Griswold **State** IA **Zip:** 51535

Contact Person

Name Tammy Means

Phone: (641) 740-1327 **Email** tammymns@yahoo.com

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 03/01/2020

Expiration Date: 02/28/2021

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: Sole Proprietorship

Corporate ID Number: XXXXXXXXX **Federal Employer ID** XXXXXXXXX

Ownership

Michael Stein

First Name: Michael **Last Name:** Stein

City: Lenox **State:** Iowa **Zip:** 50851

Position: owner

% of Ownership: 100.00% **U.S. Citizen: Yes**

Insurance Company Information

Insurance Company: Illinois Casualty Co

Policy Effective Date: 03/01/2020 **Policy Expiration** 02/28/2021

Bond Effective **Dram Cancel Date:**

Outdoor Service Effective **Outdoor Service Expiration**

Temp Transfer Effective Date **Temp Transfer Expiration Date:**

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   This is the time for comments from the public. There are to be no comments from council during the public hearing. We haven't had any comments or questions since it has been published so I am highly doubtful anyone from the public will comment on it.

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**

Public Works Report- 2/6/2020

- It snowed/rained a total of 10 inches over the past month. We plowed snow several different times, pre-treated city sidewalks at library, fire station, and community building before it snowed and sand/ salted the intersections to prevent icing. We also cleared the storm drains of snow and hauled the snow piles to the little league parking lot.
- We posted 13 notices on cars that did not move 24 hours after the snow stopped.
- Pushed up branches and turned compost piles at the lagoons.
- Marked out 2 locates for water and sewer lines
- Took bacteria samples and nitrates
- We are still having issues with the ignitor on the furnace at City Hall. We had to relight the furnace a handful of times over the last month. Camblin's told us it would cost about $1,000 to replace the ignitor so we are getting a quote to replace the entire unit. They still have not given us a quote.
- Took down Christmas décor from the tree on Main Street
- Filled in pot holes with millings on Union Street
- Greased the back hoe
- Posted 6 shut off notices for non-payment and turned water off at 507 4th Street for nonpayment
- Turned the water off at 508 Main street because the business moved out
- Took the composite sample at the lagoons
- Completed the Annual Water Use reports for the Fish Farm and for the City
- In between snow events we cleaned out the sander, washed the backhoe and pick-ups, and worked on the plows for the UTV and the '03 pick-up.
- We posted 46 notices at properties that did not clear their sidewalk of snow. We rechecked the properties and 17 people still did not clear their sidewalk.
- We started the compost/tree pile on fire and tended to the fire several times. We also cleaned out the burn pit.
- Read meters
- Took a few quick reads for Hannah for billing and a profile read for a customer who had high usage
- Repaired parts on the check valve at wellhouse #4
- Changed several light bulbs and replaced a broken cap at the Fire and Rescue Station
- Talked with 807 Whitney about a small leak on their water meter – they are going to replace a valve.

Reoccurring Maintenance

Clean the bar screens
Bacterial test monthly
Greasing Equipment daily/weekly dependent upon use
Emptying trash cans at park weekly
Checking one calls daily
Fill out the monthly operating report for the wastewater and water

Griswold Public Library
Agenda
Wednesday February 5th, 2020 at 6:00 p.m.
Training to follow with Misty
Griswold Public Library

1. **Open Business**
   a. Call meeting to order
   b. Roll call
   c. Approval of agenda

2. **Consent Agenda**

All items listed under the Consent Agenda will be enacted by one motion. There will not be separate discussion of these items unless a request is made at the time the board votes on the motion. Consent Agenda items may include non-controversial subjects.

   a. Minutes of the January, 2020 Board Meeting and Work session (cream)
   b. Financial Reports and Expenditures (green)
      i. Bills
      ii. Budget Update
   c. Departmental Reports
      i. Director Report (blue)
      ii. Monthly Stats (grey)
      iii. Grant Update (pink)

3. **Public Comments**

This is a time set aside for members of the public to speak to the Library Board Members. Unless the item you wish to discuss is of an emergency nature, the Board will take matters under advisement before taking action. Please sign up at the time of the meeting to speak during the public comments period and limit your comments to three minutes.

4. **Committee Reports**
   a. Friends of the Library
   b. Griswold Golden Tigers

5. **Old Business**
   a. County Wide Trivia March 7th at 5:00 Team?

6. **New Business**
   a. Computer Situation on Upgrades / New Licenses for NCopmuting , Decisions on Chrome Boxes and Laptops
   b. Lisa's Evaluation
   c. Electronic time cards

7. **Message and remarks from the Library Director**

a. Make sure to do your evaluation.
b. The library had a flat screen TV donated by Sandy and Fred Hildebrandt

8. **Messages and papers from the Library Board President**

9. **Propositions and remarks from Board Members**

10. **Adjournment- Next meeting Wednesday, March 4, 2020 at 6:00 p.m.**

6a. Computer situation. In order to upgrade to windows 10. We now have to pay $15.00 per computer that has Ncomputing. Ncomputing allows us to have one tower that all the computers that have that box can use. This saves us from having a tower at each computer screen. We currently have 12 computers using this system. I am trying to come up with a less expensive way to have the same services. I like to avoid yearly charges if possible.

Idea 1) Pay for the licenses.

Idea 2) Pay for the licenses this year and think about next year.

Idea 3) Switch five computers over to chrome boxes. Chrome boxes are totally internet based.



They are $139.99 currently.

They are fast. Never have viruses. Kids and adult love the speed. We have had at least one of these for 5 to six years. I've never had to use a Tech person for them.

Down side, they do not have Microsoft Word or Excel. They are harder to print from if you don't have your own account. They do best if you have a google account. Many Kids and adults do. Many accounts are saved on our chrome boxes.

Idea 4) My recommendation..... We currently have 6 chrome laptops. We received from grants for the purpose of programs and check out. I would like to put one laptop at the On-Line card catalog. One at our self -check out (That only one patron uses because it is work!) Buy one Chrome box for the center computer screens. Replace two computers with laptops along the wall. If we need them for programs, we can. They get more use. Less expense. We still will have one to check out. For programs, they are still easy to use. Currently they are used about once a month. I would still have the 4 patron computers that have Microsoft word and excel. Our staff computers would stay the same.

Idea 5) any variation of the above ideas or something new.

6c. The state says as a public library we are our own governance and the city cannot choose electronic time cards the Library Board has too. My recommendation is to use what the city is using unless there is a change that affects our budget in a major way. OR To use the system the city is providing.

February 2020 notes from the Library Director

- Sue finished the Spring CCCF grant and the AmeriCorps grant for Summer Reading. She is starting on the STEM, Walmart and Schildberg grants. We are resubmitting the Mid-American Rebate for lighting.
- Griswold Golden Tigers met for coffee and rolls and Steve Baier came from the Cass County Supervisors, and Angels came to talk about anxiety and depression. Our movie night was cancelled due to weather.
- AEA with Authentic Learning Network has continued to work on some projects. They have finalized the first project and should be bringing it in anytime. They did a slide show of some of the library items other than books.
- Lisa has been talking to Eric about the computer upgrades. He is working on them but still does not have a completion date as of yet. We have to buy new licenses for NComputing. This is causing a struggle in what direction to head.
- I talked with the superintendent about getting a program to show patrons how to use Brainfuse, Beanstack and other programs, with the price based on overall county participating. We have all the libraries on board except Atlantic. This does throw a wrench in the pricing. I believe I have alternative funding and will be able to get this running by the end of the month if all goes well.
- Lisa talked with a sales representative from Barnes and Nobles. She had some good pricing to offer and we will look into comparing with the discounts they are offering. The down side is that we have to say what we want to order and they send us back pricing and if we don't want everything on the list after seeing the price, the discount on all of the books changes. It will look a little more appealing when they get a new web site up and running.
- Working on the budget and budget amendments needed has been a priority. Our budget was looking a little scary but after looking at grants received things are looking better.
- We have had fun getting some book displays up. We have one for Black History Month, one for read a likes for where the Crawdads Sing, one for a Bee poster contest for water and soil conservation, and one for a Blind Date with a Book.
- Trivia information is out and we hope for a good turnout. Please invite people to come and enjoy.
- Lisa is trying to get some programing together for Smart Money week. We usually do a display, and sometimes are given free things to give to patrons.

- Lisa and Caitlin have gotten the outline of summer reading done. Caitlin has some new fresh ideas for this summer.
- Caitlin was all wrapped up in our blind date with a book. It has gone over well and more wrapping is in the near future. She will be going to her first CCLA to work on scheduling with the other libraries. Caitlin is working very hard to get books into our system.
- Fred and Sandy Hildabrandt donated a flat screen TV. We were hoping to scroll programs on it in the front window but that did not work. We are going to use it in our meeting room for times we have smaller numbers wanting to see a DVD.

Summary of Bills February 2020

PO#	Vendor	Meeting Date	Amount	Bill Information	For...
890105	Kim Thomsen	2/5/2020	$180.00	Cleaning	Cleaning
890106	Griswold Communications	2/5/2020	$185.42	Pre-paid	Phone/internet/cable due 1/30/2020
890107	City of Griswold	2/5/2020	$47.84	Pre-paid	Water/sewer usage
890108	MidAmerican Energy	2/5/2020	$448.92	Pre-paid	Electricity/Gas due 2/5/2020
890109	Card Services	2/5/2020			Audio Books
890110	Amazon	2/5/2020	$185.89		Books
890110	Amazon	2/5/2020	$179.23		Books
890110	Amazon	2/5/2020	$212.94		Books
890110	Amazon	2/5/2020	$151.48		Books
890111	Amazon	2/5/2020	$13.99		Android Charger Cable
890112	Amazon	2/5/2020	$82.93		Trash bags, Power Strip, Hand Soap, Keyboard Organizer
890113	Amazon	2/5/2020	$29.92		DVDs
890114	Amazon	2/5/2020	$19.98		2020 Planner, Highlighters
890115	TEI Landmark	2/5/2020	$652.00		Audio Books
890116	Maynard Custom Solutions	2/5/2020	$745.00		Vspace Maintenance Plan, outstanding invoices
890117	Town & Country	2/5/2020	$80.00		Trash Service
890118	Perfection Learning	2/5/2020	$617.40		Award Books 2020-2021
890119	Iowa Library Association	2/5/2020	$65.00		Membership Dues
890120	Lisa Metheny	2/5/2020	$19.37		Mileage Reimbursement
890121	Continuing Ed.	2/5/2020			Kids First Conference

~~$3,917.31~~
$4167.31

BUDGET REPORT
CALENDAR 2/2020, FISCAL 8/2020

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	AMOUNT UNEXPENDED	PERCENT EXPENDED
001-410-6010	LIBRARY-SALARY	33,508.00	.00	19,689.72	13,818.28	58.76
001-410-6020	LIBRARY-PART TIME	16,795.00	.00	10,322.10	6,472.90	61.46
001-410-6040	LIBRARY-OVERTIME	.00	.00	.00	.00	.00
001-410-6210	LIBRARY-DUES,MEMBERSHIPS	130.00	.00	.00	130.00	.00
001-410-6230	LIBRARY-TRAINING	400.00	.00	280.00	120.00	70.00
001-410-6240	LIBRARY-TRAVEL,MILEAGE,M	1,000.00	.00	1,549.73	549.73-	154.97
001-410-6310	LIBRARY-BLDG REPAIRS/MAI	500.00	.00	604.04	104.04-	120.81
001-410-6371	LIBRARY-GAS/ELECTRIC	3,500.00	.00	1,510.70	1,989.30	43.16
001-410-6372	LIBRARY-SANITATION SERVI	800.00	.00	560.00	240.00	70.00
001-410-6373	LIBRARY-TELEPHONE	2,000.00	.00	1,112.17	887.83	55.61
001-410-6374	LIBRARY-SEWER UTILITY EX	600.00	.00	318.04	281.96	53.01
001-410-6408	LIBRARY-INSURANCE	1,400.00	.00	.00	1,400.00	.00
001-410-6419	LIBRARY-TECHNOLOGY	2,000.00	.00	1,013.84	986.16	50.69
001-410-6499	LIBRARY-MISC CONTRACTS	4,682.00	.00	2,537.43	2,144.57	54.20
001-410-6502	LIBRARY-BOOKS	6,000.00	.00	2,878.06	3,121.94	47.97
001-410-6504	LIBRARY-GRANT/DONATION E	.00	.00	7,396.93	7,396.93-	.00
001-410-6506	LIBRARY-OFFICE SUPPLIES	700.00	.00	321.81	378.19	45.97
001-410-6507	LIBRARY-OPER/MAINT/SUPPL	1,100.00	.00	1,123.74	23.74-	102.16
001-410-6511	LIBRARY-OTHER MEDIA	485.00	.00	300.67	184.33	61.99
001-410-6512	LIBRARY-PROGRAMS	300.00	.00	2,094.87	1,794.87-	698.29
001-410-6599	LIBRARY-MISCELLANEOUS	200.00	.00	188.98	11.02	94.49
	DIFFERENCE	76,100.00	.00	53,802.83	22,297.17	70.70
	PROOF	76,100.00	.00	53,802.83	22,297.17	70.70

LIBRARY BUDGET

After Proposed Amendments

Account Number	Account Title	Total Budget	FYTD Balance	Proposed Amendment Amount	Budget after Amendment	Amount Unexpended after Amendment	Amendment Notes
001-410-6010	LIBRARY-SALARY	$ 33,508.00	$ 20,957.73		$ 33,508.00	$ 12,550.27	
001-410-6020	LIBRARY-PART TIME	$ 16,795.00	$ 10,926.20		$ 16,795.00	$ 5,868.80	
001-410-6040	LIBRARY-OVERTIME	$ -	$ -		$ -	$ -	
001-410-6210	LIBRARY-DUES,MEMBERSHIPS	$ 130.00	$ -		$ 130.00	$ 130.00	
001-410-6230	LIBRARY-TRAINING	$ 400.00	$ 280.00	$ 65.00	$ 465.00	$ 185.00	ARSL Training Reimbursement
001-410-6240	LIBRARY-TRAVEL,MILEAGE,MEALS	$ 1,000.00	$ 1,549.73	$ 830.00	$ 1,830.00	$ 280.27	ARSL Training Reimbursement/Science Center of Iowa Sue Mileage Reimbursement
001-410-6310	LIBRARY-BLDG REPAIRS/MAINT	$ 500.00	$ 604.04		$ 500.00	$ (104.04)	
001-410-6371	LIBRARY-GAS/ELECTRIC	$ 3,500.00	$ 1,959.62		$ 3,500.00	$ 1,540.38	
001-410-6372	LIBRARY-SANITATION SERVICE	$ 800.00	$ 560.00		$ -	$ 240.00	
001-410-6373	LIBRARY-TELEPHONE	$ 2,000.00	$ 1,297.59		$ 2,000.00	$ 702.41	
001-410-6374	LIBRARY-SEWER UTILITY	$ 600.00	$ 318.04		$ 600.00	$ 281.96	
001-410-6408	LIBRARY-INSURANCE	$ 1,400.00	$ -		$ 1,400.00	$ 1,400.00	
001-410-6419	LIBRARY-TECHNOLOGY	$ 2,000.00	$ 1,013.84		$ 2,000.00	$ 986.16	
001-410-6499	LIBRARY-MISC CONTRACTS	$ 4,682.00	$ 2,537.43		$ 4,682.00	$ 2,144.57	
001-410-6502	LIBRARY-BOOKS	$ 6,000.00	$ 2,878.06	$ 1,245.00	$ 7,245.00	$ 4,366.94	Smith Donation/Janis Morris (Goltry Memorial)/Liberty Diversified Int/Jan Brown Donation
001-410-6504	LIBRARY GRANT/DONATION	$	$ 7,396.93	$ 8,285.36	$ 8,285.36	$ 888.43	($6,467.36 for LSTA Technology grant/Lois Carlisle Memorial Donations/Golden Tigers Donation for Surround Sound/Walmart Grant for Lighting & Meeting room)
001-410-6506	LIBRARY-OFFICE SUPPLIES	$ 700.00	$ 321.81		$ 700.00	$ 378.19	
001-410-6507	LIBRARY-OPER/MAINT/SUPPL	$ 1,100.00	$ 1,123.74		$ 1,100.00	$ (23.74)	
001-410-6511	LIBRARY-OTHER MEDIA	$ 485.00	$ 300.67		$ 600.00	$ 184.33	
001-410-6512	LIBRARY-PROGRAMS	$ 300.00	$ 2,094.87	$ 2,225.00	$ 2,525.00	$ 430.13	Summer Reading Program Donations Received
001-410-6599	LIBRARY-MISCELLANEOUS	$ 200.00	$ 188.98		$ 200.00	$ 11.02	
	TOTALS	**$ 76,100.00**	**$ 56,309.28**	**$12,650.36**	**$ 88,065.36**	**$ 32,441.08**	

TOTAL EXPENDED FYTD 63.94%

Griswold Public Library Board Meeting
January 7, 2020, 6pm.
Minuets

OPEN BUSINESS:

a. President Bob Amos called the meeting to order at 6:02pm.
b. Roll call: Bob Amos, Ben Greiman, Linda McLaren, and Shiona Putnam, present.
   Absent: Krisi Kaiser
   Also in attendance: Lisa Metheny, (Library Director) Carmen Sorensen, (City Council) Laura Hansen, (City Manager.
   Approval of agenda: Ben made the motion to accept the agenda, seconded by Linda. Motion carried.

   Consent Agenda:
   All items under the Consent Agenda will be enacted by one motion.
   Ben made the motion to approve the consent agenda. Seconded by Shiona. Motion carried.
c. Public Comments: None.
d. Friends of the Library: None.
e. Golden Tigers: None.

OLD BUSINESS:

The Countywide Trivia Fundraiser was discussed, this event will be held at the Griswold Community Bld. on March 7th at 5pm. Flyers are out and advertising has begun.

Board Evaluations are still incomplete.

NEW BUSINESS:

Lisa has hired a new assistant Caitlin Mueller, she will be paid $10.00 an hour and will work no more than 25hours a week.

Ben made the motion to pay Caitlin $10.00 an hour and to pay $10.00 an hour for a new fill-in when needed. (no name given) Seconded by Shiona: Motion carried.

Ben made the motion to send Lisa and Kaitlin to the Childrens Conference in Des Moines. Seconded by Shiona. Motion carried.

Linda made the Motion to Adjourn at 6:37 Seconded by Ben.

No training followed this meeting due to technical difficulties. Our next meeting will be on February 12th. at 6pm.

Respectfully submitted

Shiona M Putnam

Shiona M Putnam
Secretary Pro-tem

Community Building Report
February 10, 2020

Past Events

- February 3 – Republican Caucus, small room
- February 4 – Meeting, small room

Upcoming Events

- February 8 – Birthday party, small room
- February 19 – Little League Registration, whole building
- February 22 – Wedding reception, whole building
- February 29 – Griswold High School Father-Daughter Dance, whole building
- March 7 – Cass County Library Trivia Night, whole building
- March 14 – Griswold Firemen's Dance, whole building

CASS CO SHERIFF'S OFFICE

Call Summary Report

01/01/2020 HH:mm thru 01/31/2020 HH:mm

Tracking: Grid Selected Agency Type: Police Selected Agency ID: All

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
20000003	911WRONG	01/01/2020	01:13	56171 WICHITA RD										
20000004	MVAPD	01/01/2020	01:22	620TH ST/ TUCSON RD										
					CCSO	1507	Q3413	01:22	01:22	01:56	0	0	34	34
20000012	VANDALI*	01/01/2020	03:29	501-4 NORTH ST										
					CCSO	1507	Q3413	03:38	03:51	04:14	9	13	23	36
					CCSO	1507	Q3413	04:53	04:53	08:38	84	0	225	225
20000014	RADIOVHF	01/01/2020	03:57	501-4 NORTH ST										
20000017	PATROL	01/01/2020	07:43	603 2ND ST										
					CCSO	1505	L0927	07:43	07:43	08:40	0	0	57	57
20000028	INFO	01/01/2020	16:05	71635 640TH ST										
20000030	ASSIST	01/01/2020	17:30	612TH ST/ TUCSON RD										
					CCSO	1503	S3003	17:30		19:07	0			97
					CCSO	1503	S3003	19:07		19:08	97			1
					CCSO	1503	S3003	19:22	19:43	19:54	112	21	11	32
20000031	PATROL	01/01/2020	17:32	603 2ND ST										
					CCSO	1505	L0927	17:32	17:32	17:32	0	0	0	0
20000046	PATROL	01/02/2020	06:45	603 2ND ST										
					CCSO	1505	L0927	06:45	06:45	08:01	0	0	76	76
20000064	PATROL	01/02/2020	21:10	603 2ND ST										
					CCSO	1504	M9971	21:10	21:10	22:07	0	0	57	57
20000074	ASSIST	01/03/2020	03:16	411 MAIN ST										
					CCSO	1504	M9971	03:16	03:37	03:38	0	21	1	22
20000075	PATROL	01/03/2020	03:39	603 2ND ST										
					CCSO	1504	M9971	03:39	03:39	04:02	0	0	23	23
20000077	PATROL	01/03/2020	08:30	603 2ND ST										
					CCSO	1508	B5047	08:30	08:30	12:42	0	0	252	252

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
200[illegible]08[illegible]	FALARMC	01/03/2020	18:14	20 MADISON ST										
20000097	ABUSE	01/03/2020	19:18	106 HARRISON ST										
					CCSO	1509	O4951	19:53		20:06	35			13
20000145	PATROL	01/04/2020	15:09	603 2ND ST										
					CCSO	1509	O4951	15:09	15:09	15:19	0	0	10	10
20000154	PATROL	01/04/2020	20:43	603 2ND ST										
					CCSO	1509	O4951	20:43	20:43	00:46	0	0	243	243
20000170	PATROL	01/05/2020	14:43	603 2ND ST										
					CCSO	1508	B5047	14:43	14:43	15:08	0	0	25	25
20000177	PATROL	01/05/2020	19:53	603 2ND ST										
					CCSO	1507	Q3413	19:53	19:53	00:32	0	0	279	279
20000220	PATROL	01/06/2020	15:25	603 2ND ST										
					CCSO	1505	L0927	15:25	15:25	15:52	0	0	27	27
					CCSO	1505	L0927	16:18	16:18	16:19	53	0	1	1
20000221	WARRANT	01/06/2020	15:52	1106 MAIN ST										
					CCSO	1505	L0927	15:52	15:52	16:18	0	0	26	26
20000230	FAMILY	01/06/2020	21:24	20 MADISON ST										
					CCSO	1503	S3003	21:24		22:07	0			43
20000237	PATROL	01/07/2020	06:50	603 2ND ST										
					CCSO	1505	L0927	06:50	06:50	08:01	0	0	71	71
20000241	THEFT	01/07/2020	08:22	604 CASS ST										
20000282	ALARMCP	01/08/2020	08:05	63003 TUCSON RD										
20000305	PATROL	01/08/2020	21:57	603 2ND ST										
					CCSO	1509	O4951	21:57	21:57	00:13	0	0	136	136
20000327	VANDALIS	01/09/2020	21:20	20 MADISON ST										
					CCSO	1507	Q3413	21:55	22:16	22:33	35	21	17	38
20000328	PATROL	01/09/2020	22:16	603 2ND ST										
					CCSO	1509	O4951	22:16	22:16	23:38	0	0	82	82
20000331	PATROL	01/09/2020	22:33	603 2ND ST										
					CCSO	1507	Q3413	22:33	22:33	22:56	0	0	23	23

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
200[illegible]34[illegible]	PATROL	01/10/2020	12:37	603 2ND ST	CCSO	1505	L0927	12:37	12:37	13:00	0	0	23	23
20000371	PATROL	01/11/2020	01:27	603 2ND ST	CCSO	1504	M9971	01:27	01:27	02:45	0	0	78	78
20000377	PATROL	01/11/2020	06:51	603 2ND ST	CCSO	1505	L0927	06:51	06:51	09:09	0	0	138	138
20000402	PATROL	01/11/2020	21:32	603 2ND ST	CCSO	1504	M9971	21:32	21:32	22:32	0	0	60	60
20000407	PATROL	01/11/2020	23:15	603 2ND ST	CCSO	1504	M9971	23:15	23:15	00:03	0	0	48	48
20000416	PATROL	01/12/2020	10:19	603 2ND ST	CCSO	1505	L0927	10:19	10:19	11:33	0	0	74	74
20000429	911WRONG	01/12/2020	19:07	306 MONTGOMERY ST										
20000452	BURGLARY	01/13/2020	14:05	64666 TUCSON RD	CCSO	1508	B5047	14:05	14:05	14:55	0	0	50	50
20000468	BURGLARY	01/13/2020	21:19	64666 TUCSON RD	CCSO	1507	Q3413	21:19	21:41	22:44	0	22	63	85
20000489	911HANG	01/14/2020	16:39	306 MONTGOMERY ST										
20000496	INFO	01/14/2020	20:38	64666 TUCSON RD	CCSO	1507	Q3413	20:38	20:50	21:44	0	12	54	66
20000509	INFO	01/15/2020	06:53	64666 TUCSON RD	CCSO	1502	W0350	07:08	07:14	07:18	15	6	4	10
					CCSO	1505	L0927	06:53		07:41	0			48
20000516	PATROL	01/15/2020	10:49	603 2ND ST	CCSO	1501	M0803	10:49	10:49	11:43	0	0	54	54
20000518	PATROL	01/15/2020	13:54	603 2ND ST	CCSO	1508	B5047	13:54	13:54	16:18	0	0	144	144
20000519	PATROL	01/15/2020	14:47	603 2ND ST	CCSO	1505	L0927	14:47	14:47	15:05	0	0	18	18

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
200 53	PATROL	01/16/2020	00:03	603 2ND ST										
					CCSO	1504	M9971	00:03	00:03	03:00	0	0	177	177
20000538	PATROL	01/16/2020	07:27	603 2ND ST										
					CCSO	1505	L0927	07:27	07:27	09:32	0	0	125	125
20000543	PATROL	01/16/2020	09:49	603 2ND ST										
					CCSO	1501	M0803	09:49	09:49	10:55	0	0	66	66
20000558	ASSIST	01/16/2020	17:12	605 NORTH ST										
					CCSO	1505	L0927	17:13		17:23	1			10
20000560	PATROL	01/16/2020	17:39	603 2ND ST										
					CCSO	1503	S3003	17:39	17:39	17:47	0	0	8	8
					CCSO	1503	S3003	17:57	17:57	18:46	18	0	49	49
20000561	TS	01/16/2020	17:47	900-BLK MAIN ST										
					CCSO	1503	S3003	17:47	17:47	17:57	0	0	10	10
20000568	PATROL	01/16/2020	21:27	603 2ND ST										
					CCSO	1504	M9971	21:27	21:27	23:55	0	0	148	148
20000582	LOUD	01/17/2020	02:17	411 MAIN ST										
					CCSO	1504	M9971	02:17		02:25	0			8
20000596	PATROL	01/17/2020	12:57	603 2ND ST										
					CCSO	1508	B5047	12:57	12:57	15:36	0	0	159	159
20000619	SUSP	01/18/2020	05:11	64666 TUCSON RD										
					CCSO	1507	Q3413	05:11	05:11	05:43	0	0	32	32
20000642	WELFARE	01/18/2020	18:33	502 2ND ST										
					CCSO	1509	O4951	18:48	18:55	18:55	15	7	0	7
20000644	PATROL	01/18/2020	18:45	603 2ND ST										
					CCSO	1509	O4951	18:45	18:45	18:48	0	0	3	3
					CCSO	1509	O4951	18:55	18:55	19:06	10	0	11	11
20000646	PATROL	01/18/2020	19:06	603 2ND ST										
					CCSO	1507	Q3413	19:06	19:06	19:10	0	0	4	4
					CCSO	1507	Q3413	19:14	19:15	21:01	8	1	106	107
20000647	TS	01/18/2020	19:10	600TH ST/ TUCSON RD										
					CCSO	1507	Q3413	19:10	19:10	19:14	0	0	4	4

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
200[illegible]655	PATROL	01/18/2020	23:12	603 2ND ST										
					CCSO	1507	Q3413	23:12	23:12	02:30	0	0	198	198
20000656	PATROL	01/18/2020	23:12	603 2ND ST										
					CCSO	1509	O4951	23:12	23:12	02:30	0	0	198	198
20000659	INFO	01/19/2020	03:38	64666 TUCSON RD										
					CCSO	1507	Q3413	03:38	03:38	03:38	0	0	0	0
20000673	INFO	01/19/2020	15:45	603 2ND ST										
					CCSO	1509	O4951	15:46	15:46	17:21	1	0	95	95
20000691	PATROL	01/20/2020	07:18	603 2ND ST										
					CCSO	1505	L0927	07:18	07:18	09:25	0	0	127	127
					CCSO	1505	L0927	09:26	09:26	09:28	128	0	2	2
					CCSO	1505	L0927	09:31	09:31	09:39	133	0	8	8
20000693	SCHOOL	01/20/2020	09:25	807 1ST ST										
					CCSO	1505	L0927	09:25	09:25	09:26	0	0	1	1
20000694	SCHOOL	01/20/2020	09:28	200 MONTGOMERY ST 'D										
					CCSO	1505	L0927	09:28	09:28	09:31	0	0	3	3
20000732	PATROL	01/21/2020	13:55	603 2ND ST										
					CCSO	1501	M0803	13:55	13:55	14:30	0	0	35	35
20000733	PATROL	01/21/2020	14:56	603 2ND ST										
					CCSO	1509	O4951	14:56	14:56	15:11	0	0	15	15
20000734	TS	01/21/2020	15:28	630TH ST/ UPLAND RD										
					CCSO	1509	O4951	15:28	15:28	15:36	0	0	8	8
20000737	PATROL	01/21/2020	16:06	603 2ND ST										
					CCSO	1505	L0927	16:06	16:06	17:22	0	0	76	76
20000742	RADIO700	01/21/2020	17:15	603 2ND ST										
20000761	PATROL	01/21/2020	21:49	603 2ND ST										
					CCSO	1504	M9971	21:49	21:49	23:41	0	0	112	112
20000763	PATROL	01/21/2020	21:57	603 2ND ST										
					CCSO	1509	O4951	21:57	21:57	22:08	0	0	11	11
					CCSO	1509	O4951	22:11	22:11	22:17	14	0	6	6
					CCSO	1509	O4951	22:25	22:28	22:57	28	3	29	32

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
200 76	TS	01/21/2020	22:08	1ST ST/ ADAIR ST										
					CCSO	1509	O4951	22:08	22:08	22:11	0	0	3	3
20000767	TS	01/21/2020	22:17	MAIN ST/ MONTGOMERY ST										
					CCSO	1509	O4951	22:17	22:17	22:25	0	0	8	8
20000784	PATROL	01/22/2020	10:49	603 2ND ST										
					CCSO	1508	B5047	10:49	10:49	11:25	0	0	36	36
20000789	ABUSE	01/22/2020	14:25	106 HARRISON ST										
20000816	PATROL	01/23/2020	02:19	603 2ND ST										
					CCSO	1507	Q3413	02:19	02:19	03:52	0	0	93	93
20000840	PATROL	01/23/2020	22:51	603 2ND ST										
					CCSO	1507	Q3413	22:51	22:51	23:26	0	0	35	35
					CCSO	1507	Q3413	00:38	00:38	01:19	107	0	41	41
20000843	EXTRA	01/24/2020	04:59	64666 TUCSON RD										
					CCSO	1507	Q3413	04:59	04:59	04:59	0	0	0	0
20000844	PATROL	01/24/2020	06:54	603 2ND ST										
					CCSO	1505	L0927	06:54	06:54	08:10	0	0	76	76
					CCSO	1505	L0927	08:13	08:13	09:30	79	0	77	77
20000847	TS	01/24/2020	08:10	20 MADISON ST										
					CCSO	1505	L0927	08:10	08:10	08:13	0	0	3	3
20000856	PATROL	01/24/2020	15:27	603 2ND ST										
					CCSO	1505	L0927	15:27	15:27	16:01	0	0	34	34
20000869	PATROL	01/25/2020	00:08	603 2ND ST										
					CCSO	1504	M9971	00:08	00:08	04:32	0	0	264	264
20000871	PATROL	01/25/2020	08:53	603 2ND ST										
					CCSO	1505	L0927	08:53	08:53	10:21	0	0	88	88
20000906	PATROL	01/26/2020	06:54	603 2ND ST										
					CCSO	1505	L0927	06:54	06:54	08:33	0	0	99	99
20000973	PATROL	01/28/2020	10:48	603 2ND ST										
					CCSO	1501	M0803	10:48	10:48	11:55	0	0	67	67
20000987	911HANG	01/28/2020	18:20	603 2ND ST										

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
200 98	PATROL	01/28/2020	18:22	603 2ND ST										
					CCSO	1509	O4951	18:22	18:22	19:58	0	0	96	96
20000997	LOUD	01/28/2020	21:36	411 MAIN ST										
					CCSO	1509	O4951	21:45		21:46	9			1
					CCSO	1509	O4951	21:57	21:57	22:09	21	0	12	12
20000998	PATROL	01/28/2020	21:46	603 2ND ST										
					CCSO	1509	O4951	21:46	21:46	21:57	0	0	11	11
					CCSO	1509	O4951	22:09	22:09	22:24	23	0	15	15
20001009	PATROL	01/29/2020	08:22	603 2ND ST										
					CCSO	1505	L0927	08:22	08:22	12:07	0	0	225	225
20001014	PATROL	01/29/2020	11:04	603 2ND ST										
					CCSO	1508	B5047	11:04	11:04	13:55	0	0	171	171
20001019	TRAFHAZ	01/29/2020	17:00	630TH ST/ RICHLAND RD										
					CCSO	1505	L0927	17:00	17:00	17:01	0	0	1	1
20001031	PATROL	01/29/2020	21:34	603 2ND ST										
					CCSO	1504	M9971	21:34	21:34	22:43	0	0	69	69
20001035	PATROL	01/29/2020	22:32	603 2ND ST										
					CCSO	1503	S3003	22:32	22:32	22:41	0	0	9	9
					CCSO	1503	S3003	22:44	22:44	00:13	12	0	89	89
20001039	PATROL	01/30/2020	06:55	603 2ND ST										
					CCSO	1505	L0927	06:55	06:55	07:40	0	0	45	45
					CCSO	1505	L0927	07:49	07:49	10:06	54	0	137	138
20001040	TS	01/30/2020	07:40	550TH ST/ UNION ST										
					CCSO	1505	L0927	07:40	07:40	07:49	0	0	9	9
20001048	FALARMR	01/30/2020	10:12	69595 570TH ST										
					GFD	551	551	10:17	10:22	10:38	5	5	16	30
					GFD	561	561	10:22	10:35	10:38	10	13	3	25
					GFD	562	562	10:23	10:35	10:38	11	12	3	24
					GFD	572	572	10:23	10:35	10:38	11	12	3	24
					GFD	581	581	10:16	10:19	10:38	4	3	19	31
					GRES	592	592	10:19	10:22	10:38	7	3	16	28
					GFD	GFD	GFD	10:13		10:16	1			3

Incident #	Call Type	Date	Time	Location	Unit Agency	Unit	Officer	Disp	Arriv	Clear	Dispatch Response	Arrived Interval	Cleared Interval	Total Time on Call
20001107	PATROL	01/30/2020	22:41	603 2ND ST										
					CCSO	1504	M9971	22:41	22:41	00:52	0	0	131	131
					CCSO	1504	M9971	01:39	01:39	02:59	178	0	80	80
20001079	DOMVERB	01/31/2020	00:51	507 4TH ST										
					CCSO	1504	M9971	00:52	01:05	01:39	1	13	34	47
20001091	PATROL	01/31/2020	12:15	603 2ND ST										
					CCSO	1501	M0803	12:15	12:15	12:31	0	0	16	16
20001098	TS	01/31/2020	16:19	630TH ST/ RICHLAND RD										
					CCSO	1509	O4951	16:19	16:19	16:29	0	0	10	10
20001099	TS	01/31/2020	16:31	630TH ST/ RICHLAND RD										
					CCSO	1509	O4951	16:31	16:31	16:38	0	0	7	7
20001100	TS	01/31/2020	16:55	630TH ST/ RICHLAND RD										
					CCSO	1509	O4951	16:55	16:55	17:00	0	0	5	5
20001101	TS	01/31/2020	17:28	630TH ST/ RICHLAND RD										
					CCSO	1509	O4951	17:28	17:28	17:34	0	0	6	6
20001104	TS	01/31/2020	17:44	630TH ST/ RICHLAND RD										
					CCSO	1509	O4951	17:44	17:44	17:48	0	0	4	4

Total Number of Calls: 106 **Total Time Consumed in Minutes: 6966**

Fire and Rescue Report February 6, 2020

The month of January was busy for the members of Griswold Fire & Rescue, responding to 28 incidents. Many of the incidents were medical in nature, however both fire & rescue members responded to assist. Over the fall/winter, two members were able to complete and pass EMT training. Kirk Stapleton and Severin Ritter have both passed the class and are awaiting a National exam date to become certified to practice as EMT's.

Jeff was able to get ahold of Mike Croxell to install the door opener remote as discussed at the previous council meeting. The opener is installed and is a nice benefit to the members running the squad.

Both Fire & Rescue applied for the Cass County Foundation grant in January. The Fire dept is seeking grant money for an AED and particulate hoods. The AED will be placed in our explorer, which is typically a first out vehicle. This will allow firefighters to utilize their CPR training in the event of a cardiac arrest incident when EMS members might be delayed response. The particulate hoods are worn under the helmet to protect the head/neck. These hoods better help filter the cancer causing carcinogens often found in structure fires.

Griswold Rescue also applied for the grant and is seeking money for two new computers and the license of our patient reporting software. Each squad will have a computer in it, and with the new license members will be able to access the reporting software without initial internet connection. This will help us complete a report on every patient and every incident, to better protect the department/city from litigation. It will also provide a means to work on the reports while still on the transport, resulting in considerable time savings. We are hopeful we will obtain these grants, and on the EMS side, have started to move forward with the purchases.

In January, members trained vigorously on firefighter extraction from a structure fire. Members drug down firefighters to a safe area, the firefighter was stripped from his gear and treated as a cardiac arrest patient, where CPR and defibrillation were performed. After the training, teams better understood how to navigate obstacles in a structure fire and difficulty of firefighter removal. As always, these men and women put in countless volunteer hours to ensure our community will have the best outcome possible in any situation. If you see them out in public, please thank them, they absolutely deserve it.

Our annual fire and rescue dance will be held at the community building on March 14, beginning at 5pm. Please feel free to pass this information along to the public. We will soon be mailing our save the dates, as well as updating our Facebook page with this information. We look forward to seeing our council members at this event.

-Brad Amos
Captain

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO ***Written Report Submitted***
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**
11. **PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**
12. **ADJOURNMENT** *next regular meeting to be held March 9th at City Council Chambers*

CADCO
Board Meeting
January 9, 2020

The regular Cass/Atlantic Development Corp (CADCO) board meeting was held on Thursday, January 9, 2020, at Iowa Western Community College.

Present: Crozier, Smith, Green, Hartkopf, Jones, Olson, Altman, Barber, Waterbury, Brink, Executive Director McEntaffer.

Vice President Crozier called the meeting to order at 12:00 p.m. Jones motioned and Green seconded; approval of agenda. Motion carried. December's meeting minutes approved by Barber and seconded by Olson.

Financials were presented by McEntaffer; approved by Brink and second by Green. Motion carried.

There were no conflicts of interest.

Executive Director Jennifer McEntaffer gave the Director's report.

- Leading Cass County covered economic development. John McCurdy was the presenter. The group toured Atlantic Coca-Cola Bottling.
- Participated in a Certified Site Webinar. The Valley Business Park will look into this further in July.
- Infill Housing Program – Met with SWIPCO regarding utilizing their non-profit status. Will be applying for a grant through Iowa West Foundation.
- Met with Starlyn from Iowa Western Community College regarding job training funds.
- The Laborshed Study will begin January 21st
- Assisted in eight mock interviews with School to Work.
- Haillie will be back on January 29, 2020.
- Schuler has been purchased by Vermeer
- Leighton Tool & Dye has expanded. They are looking to hire.
- Alliant Energy has no intention of moving their employees out of Atlantic.
- Newsletter included stories on the Atlantic Cinema and hospital renovations.
- Trails Committee will meet the January 16th from 1:30 p.m. – 2:30 p.m.

Atlantic – City Clerk out for a month due to illness.

Anita – Sinclair food service waiting on equipment; finishing cement work
Hangar is built, waiting on concrete
City is putting in water and sewer lines
Pole building went up

Hartkopf – VBP is working towards contacting someone regarding taxes and 28E Agreement

Altman – CCHS has constructed cardboard mockups at Rex Pharmacy for the exam rooms and registration area
There will be a pharmacy renovation in the hospital
Success with recruitment –
Dr. Chang, OBGYN;
Dermatologist only in Atlantic
Oncologist only in Atlantic
Remodel of cancer treatment room
Rapid care – expand clinic hours; 9:00 a.m. – 9:00 p.m. Monday through Friday, Saturday and Sunday will be 10:00 a.m. – 6:00 p.m.
Received the Performance Leadership Award and Quality and Outcomes

Barber – A few students are participating in work base learning for a couple students in welding.

Waterbury – SWIPCO – grant money available
40 homes available

Brink – New fire chief
Two new council members
Parks & Rec Director is now under the direction of City Administrator

Hartkopf – The County is currently looking for a Zion and SW Iowa Mental Health location.

Green – Continuing to work with the landfill regarding their transfer station situation.

Olson – There will be two regional meetings.
Cow/calf and Crop Advantage
Grain marketing meeting

Smith – 2nd round of CDBG architect

Chamber Annual Dinner – January 18, 2020

There being no further business the meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Jennifer McEntaffer

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control ***Written Report Submitted***
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**
11. **PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**
12. **ADJOURNMENT** *next regular meeting to be held March 9th at City Council Chambers*

Cass County land fill meeting – February 04, 2020

The consulting engineer from SCS and Brandi, the landfill manager, visited area landfill operations and discussed their willingness and ability to work with Cass County. All stated their willingness to work with Cass County. The consulting engineer gave a report on the findings of the visits. The SCS engineer presented pictures of different equipment trailer options for transporting refuse from Cass County. Only Loess Hills Landfill at Glenwood can handle a "Tipper Trailer" which has advantages over a "Walking Floor Trailer".

The Board has not voted on the formal bid requirements from the proposed transfer sites. There are considerations to be made regarding what equipment will be needed to both be efficient in loading and unloading, and what equipment will work at some of the proposed landfills operations. Financial models will be presented by SCS regarding equipment and proposals for leasing or purchasing equipment as well as other factors that need to be discussed.

This process is expected to be completed within the next two or three months.

The landfill was able to ship out three loads of recycled cardboard this past week. The price is still poor but this freed up space.

The next meeting will be March 3rd.

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management ***Written Report Submitted***
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**
11. **PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**
12. **ADJOURNMENT** *next regular meeting to be held March 9th at City Council Chambers*

Emergency Management Agency Meeting Minutes **January 28, 2020**

Present: Steve Green, CC BOS; Randy Baxter, Marne; Darby McLaren, CCSO; Jim Behrens, Atlantic; Julie Adams, Griswold; Jackson Bissell, Massena; Virginia Coughlin, Cumberland and Mike Kennon, CC EMA.

Absent: Mitch Boysen, Wiota; Tom Harris, Anita and Ryan Archibald, Lewis

Guests: None.

Vice Chair Steve Green: Meeting called to order at 7:20 PM.

Randy Baxter: Motion to approve the agenda.
Virginia Coughlin: Second.
Carried unanimously.

Public Hearing

Steve Green called the Public Hearing to order @ 7:21 PM.
Mike Kennon stated that the State had changed the online budget process and document format, making the printouts of the budget harder to read and follow. He said that the biggest project on the horizon is to trade in the current EMA vehicle by this spring.

No further discussion.

Jackson Bissell: Motion to close Public Meeting.
Virginia Coughlin: Second.
Carried Unanimously.

Jackson Bissell: Motion to approve the Cass County Emergency Management Budget FYE 2021 as published in the 1-17-2020 edition of the Atlantic News-Telegraph.
Virginia Coughlin: Second.
Carried Unanimously.

Election of Officers

Steve Green: Motion to nominate Mark O'Brien as EMA Board Chair.
Randy Baxter: Second.
No further nominations or discussion.
Carried Unanimously.

Steve Green: Motion to nominate Jim Behrens as EMA Board Vice Chair.
Virginia Coughlin: Second.
No further nominations or discussion.
Carried Unanimously.

Respectfully Submitted,

Steve Green: Motion to nominate Mike Kennon as Recording Secretary.
Julie Adams: Second.
No further nominations or discussion.
Carried Unanimously.

Randy Baxter: Motion to approve minutes of 10-22-2019 EMA Board meeting.
Jackson Bissell: Second.
Carried unanimously.

Julie Adams: Motion to approve October, November, December expenses.
Randy Baxter: Second.
Carried unanimously.

Old Business

New Business

Coordinator's Report
Kennon stated that SWIPCO should soon be having Initial Planning Meetings for creating the Countywide Hazard Mitigation Plan. The completed and approved plan is due the spring of 2021.
Kennon continues to work on the 2020 EMPG grant application.
Kennon gave a brief update on the new emergency response radio system in the County. Two new dispatch radios were recently installed which allows responders to talk directly with dispatch on local talk groups.
Finally, Kennon mentioned that the EMS agreement between Cass County, City of Atlantic and Medivac terminates the end of June 2020. He also mentioned that County fire departments have been using EMA training funds.

No public comments or concerns.

Jackson Bissell: Motion to adjourn.
Randy Baxter: Second.

Respectfully Submitted

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League ***No meeting – no report.***

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**
11. **PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**
12. **ADJOURNMENT** *next regular meeting to be held March 9th at City Council Chambers*

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments ***Mayor Rhine is requesting this item to be postponed. until the next meeting.***
   Motion to postpone this item until the next regularly scheduled council meeting.

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds

9. **REMARKS FROM THE CITY MANAGER**
10. **MESSAGES AND PAPERS FROM THE MAYOR**
11. **PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS**

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

   Because the new law set the threshold of 2% growth from the previous fiscal year (which we exceeded) the resolution must receive two-thirds approval from the council to move forward. Motion to approve Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied. (someone will need to second it and then there will be a roll call).

   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget

RESOLUTION NO. 24-2020

A Resolution Approving the FY2021 Maximum Property Tax Dollars to be Levied

WHEREAS, the City Council of the City of Griswold has considered the proposed FY2021 city maximum property tax dollars for the affected levy total; and

WHEREAS, a notice concerning the proposed city maximum property tax dollars was published and posted on the city web site and Facebook account as required on January 29, 2020; and

WHEREAS, a public hearing concerning the proposed city maximum property tax dollars was held on February 10th, 2020 at 6 p.m. in Griswold City Council Chambers,

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Griswold, that the maximum property tax dollars for the affected tax levies for FY 2021 shall not exceed $304,166, which represents an increase of greater than 102% from the maximum property tax dollars requested for FY2021.

PASSED and APPROVED this 10th day of February 2020.

Adams _____
Askeland _____
Preston _____
Sorensen _____
Stapleton _____

_____

Mayor, Brad Rhine

Attest:_____

City Clerk, Hannah Bierbaum

CITY NAME	NOTICE OF PUBLIC HEARING -PROPOSED PROPERTY TAX LEVY	CITY CODE
Griswold	Fiscal Year July 1, 2020 - June 30, 2021	15-130

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date:	Meeting Time:	Meeting Location:
2/10/2020	6:00 PM	City Council Chambers, Griswold City Hall, 601 2nd St., Griswold, Ia 51535

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy.
After adoption of the proposed tax levy, the Council will publish notice and hold a hearing on the proposed city budget.

City Web Site (if available):	City Telephone Number:
www.griswoldia.org	712-778-2615

Iowa Department of Management		Current Year Certified Property Tax 2019/2020	Budget Year Effective Property Tax 2020/2021**	Budget Year Proposed Maximum Property Tax 2020/2021	Annual % CHG
Regular Taxable Valuation	1	23,307,203	25,275,255	25,275,255	
Tax Levies:					
Regular General	2	$188,788	$188,788	$204,730	
Contract for Use of Bridge	3	$0	$0	$0	
Opr & Maint Publicly Owned Transit	4	$0	$0	$0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	5	$0	$0	$0	
Opr & Maint of City-Owned Civic Center	6	$3,146	$3,146	$3,412	
Planning a Sanitary Disposal Project	7	$0	$0	$0	
Liability, Property & Self-Insurance Costs	8	$20,850	$20,850	$21,000	
Support of Local Emer. Mgmt. Commission	9	$0	$0	$0	
Emergency	10	$6,293	$6,293	$6,824	
Police & Fire Retirement	11	$0	$0	$0	
FICA & IPERS	12	$20,400	$20,400	$21,200	
Other Employee Benefits	13	$43,115	$43,115	$47,000	
***Total 384.15A Maximum Tax Levy**	14	$282,592	$282,592	$304,166	**7.63%**
Calculated 384.15A MaximumTax Rate	15	$12.12466	$11.18058	$12.03413	

Explanation of significant increases in the budget:

Regular Taxable Valuation of properties increased from previous fiscal year. Therefore, the max tax levy requested for General, Operation & Maintenance of City Civic Center (Community Building), and Emergency Fund is adjusted to reflect changes in property tax valuations. FICA & IPERS and Other Employee Benefits increased due to estimated employment cost increases, which include payroll taxes, health insurance, and workers' compensation.

If applicable, the above notice also available online at:

www.griswoldia.org
facebook.com/cityofgriswold

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work

   Concrete prices are forecasted to increase and PCS is expecting a 5.5% increase. The total cost increase for the concrete is $6,226.81 and the cost for the slight grading adjustment and addition of a surface drain (as shown on the documents included in the packet) is $2,473. Joey Whitehouse from ISG will be attending the meeting to provide answers should any questions arise. Motion to approve Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work. (someone will need to second it and then there will be a roll call).

RESOLUTION NO. 26-2020

A RESOLUTION APPROVING CONTRACT CHANGE ORDER NO. 3 FOR THE 2019 STREET IMPROVEMENT PROJECT FOR PRICE INCREASES IN CONCRETE AND ADDITIONAL WORK

WHEREAS, the City of Griswold has contracted with Precision Concrete Services, Inc. and I+S Group for the completion of the 2019 Street Improvement Project; and

WHEREAS, Precision Concrete Services has submitted the attached Change Order No. 3 in the amount of $6,226.81 for concrete price increases and $2,473.00 for furnishing and installation of surface drain as listed in Supplemental Instruction #3; and

WHEREAS, I+S Group has determined a need to modify the plans and specification related to drainage as listed in Supplemental Instruction #3, attached hereto,

NOW THEREFORE BE IT RESOLVED, the City of Griswold City Council approves Change Order No. 3 increasing the total project cost by $8,699.81 and directing the contractor to proceed with the additional work listed in Supplemental Instruction #3.

Moved by _____ to adopt. Seconded by _____ to adopt.

PASSED and APPROVED this 10th day of February, 2020.

Adams _____
Askeland _____
Preston _____
Sorensen _____
Stapleton _____

_____
Mayor, Brad Rhine

Attest:_____

City Clerk, Hannah Bierbaum

CHANGE ORDER
NUMBER 3

Date of Issuance: February 10, 2020 Effective Date: February 10, 2020

PROJECT:	ENGINEER'S PROJECT NUMBER:
Griswold 2019 Street Improvements Projects	19-22401
OWNER:	DATE OF CONTRACT:
City of Griswold	June 10, 2019
CONTRACTOR:	OWNER'S CONTRACT NUMBER:
Precision Concrete Services, Inc.	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

This change order is for price increases in concrete from 2019 to 2020 and the additional work in Supplemental Instruction #3.

Attachments:

CHANGE IN CONTRACT PRICE:

Original Contract Price:

$458,573.75

(Increase) (Decrease) from previously approved Change Orders Number 1 to 3

$52,591.25

Contract Price prior to this Change Order:

$511,165.00

Increase of this Change Order:

$8,699.81

Contract Price Incorporating this Change Order:

$519,864.81

CHANGE IN CONTRACT TIMES:

Original Contract Times: [ ] Working Days [X] Calendar Days

Substantial Completion (day or dates): October 31, 2019

Ready for Final Payment (day or dates): December 1, 2019

(Increase) (Decrease) from previously approved Change Orders Number 1 to 3

Substantial completion (day or dates): June 20, 2020

Ready for Final Payment (day or dates): July 21, 2020

Contract Times prior to this Change Order:

Substantial Completion (day or dates): June 20, 2020

Ready for Final Payment (day or dates): July 21, 2020

Increase of this Change Order:

Substantial Completion (day or dates):

Ready for Final Payment (day or dates):

Contract Times with all approved Change Orders:

Substantial Completion (day or dates): June 20, 2020

Ready for Final Payment (day or dates): July 21, 2020

RECOMMENDED:	APPROVED:	ACCEPTED:
I & S GROUP, INC.	CITY OF GRISWOLD	PRECISION CONCRETE SERVICES, I
By:	By:	By:
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: 2/6/2020	Date:	Date:

					Amount	
Number	Item	Unit	Quantity	Unit Price	Increase	Decrease
30	SIDEWALK, 6", PCC	SY	45	$1.44	$64.80	
31	SIDEWALK, 4", PCC	SY	50	$1.15	$57.50	
33	DRIVEWAY, 6", PCC	SY	62	$1.37	$84.94	
36	FULL-DEPTCH PATCH, PCC, M-4 MIX	SY	120	$2.13	$255.60	
48	PCC PAVEMENT, 7" W/ INTEGRAL CURB & GUTTER	SY	3665	$1.52	$5,570.80	
49	PCC PAVEMENT, 6", PARKING LOT	SY	141	$1.37	$193.17	
50	SURFACE DRAIN	EA	1.0	$2,473.00	$2,473.00	

TOTALS	$8,699.81	$0.00
NET CHANGE IN CONTRACT PRICE	$8,699.81	
INCREASE (DECREASE) IN CONTRACT TIME, days		

Justification For Changes:

This change order is for price increases in concrete from 2019 to 2020 and the additional work in Supplemental Instruction #3.

Precision Concrete Services Inc.

60298 Glacier Rd
Atlantic, IA 50022
Telephone: (712) 243-2419
Fax: (712) 243-7053
cpaulsen@precisioniowa.com

Griswold 2019 Street Improvements
Griswold, Iowa 51535

Attn: Lenny Larson

CHANGE ORDER REQUEST

Contract # 19-015
Date: 1/28/20

We propose to furnish all materials and perform all labor necessary to complete the following:

Unit Price Changes Due to Ready Price Increases – 5.5% Increase After January 1, 2020
Construction was pushed to 2020 due to Property Easement Issues

Bid Item No.	Description	Unit Price Increase
30	Sidewalk, 6” PCC	$1.44/SY
31	Sidewalk, 4” PCC	$1.15/SY
33	Driveway, 6” PCC	$1.37/SY
36	Full Depth Patching, PCC, M-4 Mix	$2.13/SY
48	PCC Pavement, 7” W/Integral Curb & Gutter	$1.52/SY
49	PCC Pavement, 6”, Parking Lot	$1.37/SY

Supplemental Instruction #3

Additional Work for SI #3	$2590.00

Accepted Signature: _____ Date: _____

Supplemental Instructions

Project Identification:	2019 Street Improvements
Owner:	City of Griswold 601 2nd Street Griswold, Iowa 51535
Supplemental Instruction No.	03
Issuance Date:	October 11, 2019
Contract Date:	June 18, 2019
Engineer's Project No.:	18-22401

FROM THE ARCHITECT/ENGINEER

ISG
508 E Locust Street
Des Moines, Iowa 50309

TO THE CONTRACTOR

Precision Concrete Services, Inc.
60298 Glacier Road
Atlantic, Iowa 50022

The following items shall be appended to and become a part of the plans and specification for the above referenced project and shall supersede any conflicting provisions of these documents.

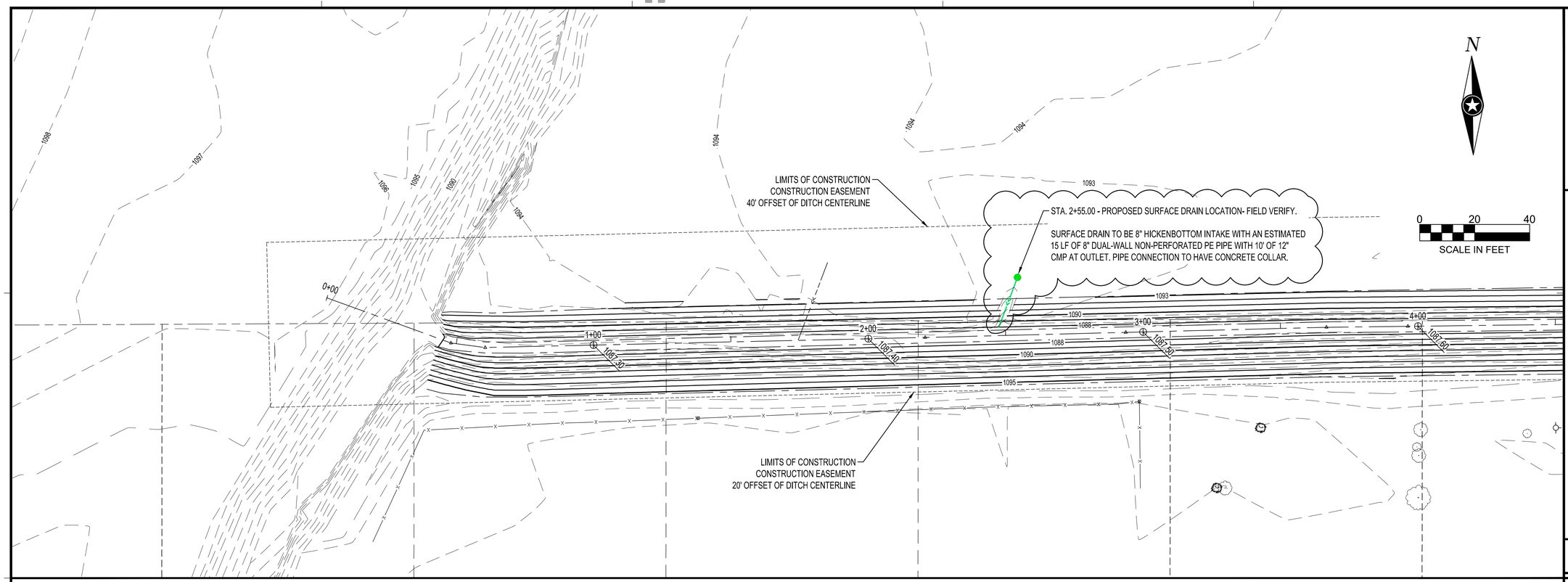
*This is not a change order, a change directive or directive to proceed with the work.

Clarifications:

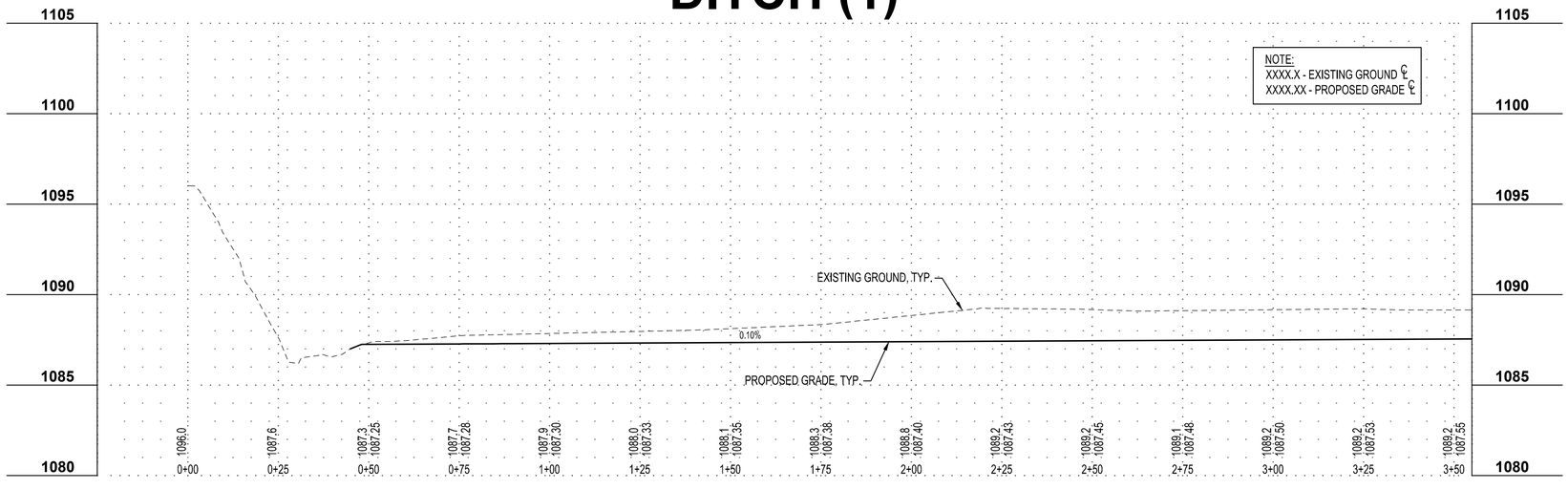
1. Sheet D.04 - Proposed location and description of surface drain on the north side of drainage ditch.
2. Sheet D.05 - Ditch side slope adjusted for a portion of the ditch on the southern side.

Attachments:

1. Plan Sheets D.04, D.05



DITCH (1)



THIS DOCUMENT IS THE PROPERTY OF I & S GROUP, INC. AND MAY NOT BE USED, COPIED OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.

PROJECT

CITY OF GRISWOLD

2019 STREET IMPROVEMENTS

GRISWOLD IOWA

REVISION SCHEDULE

DATE	DESCRIPTION	BY
05/02/19	ADDENDUM #1	JAW
10/11/2019	SUPPLEMENTAL INSTRUCTION #3	JAW

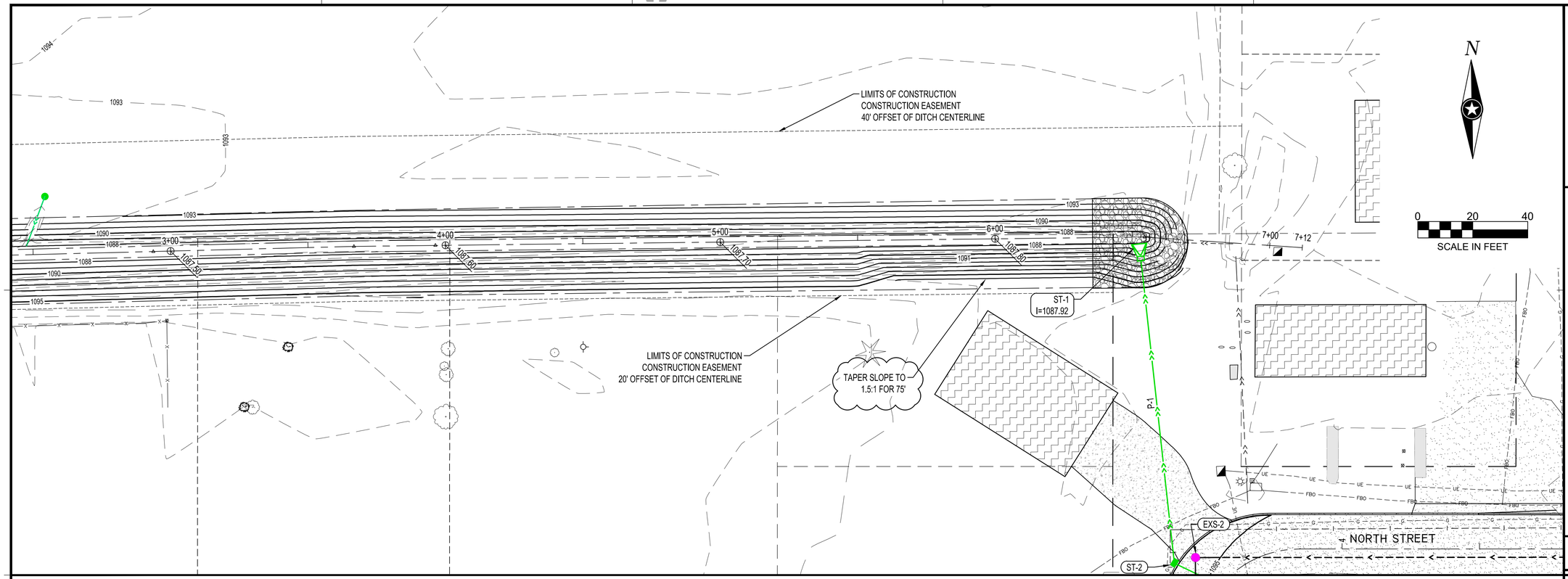
PROJECT NO.	18-22401
FILE NAME	22401 PLAN AND PROFILE
DRAWN BY	CLY
DESIGNED BY	JAW/CLY/LAL
REVIEWED BY	JAW/LAL/ARA
ORIGINAL ISSUE DATE	04/12/2019
CLIENT PROJECT NO.	-

TITLE

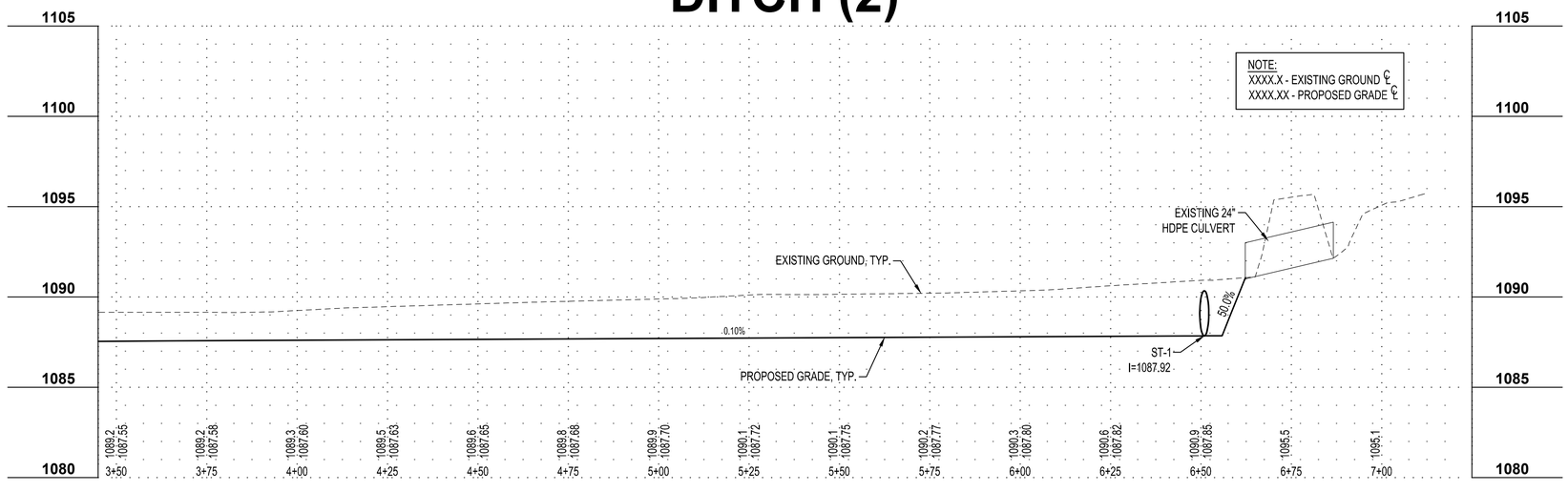
PLAN AND PROFILE DITCH

SHEET

D.04



DITCH (2)



ISG

CITY OF GRISWOLD IOWA EST 1879

THIS DOCUMENT IS THE PROPERTY OF I & S GROUP, INC. AND MAY NOT BE USED, COPIED OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.

PROJECT

CITY OF GRISWOLD

2019 STREET IMPROVEMENTS

GRISWOLD IOWA

REVISION SCHEDULE

DATE	DESCRIPTION	BY
05/02/19	ADDENDUM #1	JAW
06/24/2019	SUPPLEMENTARY INSTRUCTION #1	JAW
10/11/2019	SUPPLEMENTARY INSTRUCTION #3	JAW

PROJECT NO.	18-22401
FILE NAME	22401 PLAN AND PROFILE
DRAWN BY	CLY
DESIGNED BY	JAW/CLY/LAL
REVIEWED BY	JAW/LAL/ARA
ORIGINAL ISSUE DATE	04/12/2019
CLIENT PROJECT NO.	-

TITLE

PLAN AND PROFILE DITCH

SHEET

D.05

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
      The finance committee met and is ready to set the date for the public hearing for the FY21 Budget. This is just to set the date for the public hearing. Motion to set the public hearing for the FY21 Budget on March 9th, 2020 at 6:00 PM in City Council Chambers.

AGENDA
CITY OF GRISWOLD
REGULAR COUNCIL MEETING AGENDA
FEBRUARY 10, 2020
6:00 PM
CITY COUNCIL CHAMBERS

1. **OPENING BUSINESS**
   a. Call Meeting to Order
   b. Roll Call
   c. Approval of Agenda

2. **CONSENT AGENDA**
   All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.
   a. Minutes of the January 13, 2020 Regular Council Meeting
   b. Claims
   c. Treasurers Report – January 31, 2020
   d. Clerks Report
   e. Liquor License Renewal – Castaways #LC0045171

3. **PUBLIC HEARING**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied

4. **PUBLIC COMMENTS**

5. **DEPARTMENTAL REPORTS**
   a. Public Works
   b. Library
   c. Community Building
   d. Cass County Sheriff
   e. Fire and Rescue

6. **COMMITTEE REPORTS**
   a. CADCO
   b. Cass County Environmental Control
   c. Cass County Emergency Management
   d. Little League

7. **OLD BUSINESS**
   a. 2020 Mayoral Appointments

8. **NEW BUSINESS**
   a. Resolution 24-2020: Approving the FY2021 Maximum Property Tax Dollars to be Levied
   b. Resolution 26-2020: Approving Contract Change Order No. 3 for the 2019 Street Improvement Project for Price Increases in Concrete and Additional Work
   c. Set Public Hearing for FY21 Budget
   d. Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds
      There are a handful of past due utility billing balances that Hannah has tried all possible outlets to collect on without success. It is our recommendation to write off the balances on the accounts listed in the resolution. The past due balances will still stay in the utility billing bad debt system in our software but will be removed from the operating utility billing system. Motion to approve Resolution 27-2020: Authorizing the Write-off of Uncollectible Accounts Receivable in the Water and Sewer Funds. (someone will need to second it and then there will be a roll call.)

CITY OF GRISWOLD, IOWA
RESOLUTION 27-2020

A RESOLUTION AUTHORIZING THE WRITE-OFF OF UNCOLLECTIBLE ACCOUNTS RECEIVABLE IN THE WATER AND SEWER FUNDS

WHEREAS, the City of Griswold water and sewer funds have numerous accounts that have an outstanding balance of sixty days or older; and

WHEREAS, the City of Griswold would like to accurately portray the true economic value of the water and sewer funds on the balance sheet; and

WHEREAS, the City of Griswold believes these accounts are uncollectible and can be considered for write-off as bad debt,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF GRISWOLD, IOWA that the City Clerk of the City of Griswold, Iowa, is hereby authorized and directed to write-off the balances of the accounts shown on Exhibit "A", attached hereto, and by this reference incorporated as uncollectible bad debts. Said accounts will remain in the Iowa Offset Program and in the Bad Debt system for possible collection.

PASSED and APPROVED this 10th day of February, 2020.

Adams _____
Askeland _____
Preston _____
Sorensen _____
Stapleton _____

_____
Brad Rhine, Mayor

Attest:

_____
Hannah Bierbaum, City Clerk

EXHIBIT “A”

Account #	Date Final Billed	Amount
373004	4/1/2016	$ 31.67
484003	7/1/2016	$ 150.14
429002	3/29/2017	$ 66.20
262006	6/1/2017	$ 332.97
121002	7/1/2017	$ 168.43
124003	8/1/2017	$ 144.33
373006	8/1/2017	$ 174.48
280000	10/4/2017	$ 191.19
534006	12/1/2017	$ 319.80
168002	5/1/2018	$ 228.79
151004	8/1/2018	$ 225.28
599000	11/1/2018	$ 269.28
30000	5/1/2019	$ 272.35
443004	5/1/2019	$ 873.08
63003	7/1/2019	$ 163.28
440005	8/1/2019	$ 323.39
429003	8/1/2019	$ 431.74
494003	8/1/2019	$ 256.23
294004	9/1/2019	$ 95.93

Total: $4,718.56