Minutes
City of Griswold
Regular Council Meeting, City Council Chambers
April 10, 2017
6:00 PM

The Griswold City Council met in regular session at the Griswold City Council Chambers. Mayor Jeb Peck called the meeting to order. Council present: Cook, Wyman, Askeland, Sorensen, Moore. Absent: none.
Motion by Askeland to approve the agenda. Seconded by Sorensen. Approved 5-0.
Motion by Wyman to approve the following items under the Consent Agenda.

a. Minutes of the March 13, 2017 Regular Council Meeting
b. Claims
c. Treasurers Report – ending March 31, 2017
d. March Clerks Report
e. Liquor License Renewal #LC0034561– Dusty's Place

Seconded by Cook. Approved 4-0. Askeland abstained.

PUBLIC COMMENTS

None.

DEPARTMENTAL REPORTS

a. Public Works – Written report submitted. Public Works Director, Jeff Metheny, informed council that the first LED Street light was installed on the corner of Main and Union St with hopes of getting all lights switched to LED within the next year. Metheny also commended the Creighton University kids for their help over the weekend.
b. Library – Library Director, Lisa Metheny, gave verbal report and provided a copy of the Library's finalized five year plan.
c. Community Building – Written report submitted. Askeland inquired about renter's responsibility in cleaning the building after using and ways to improve the process.
d. Cass County Sheriff – Written report submitted.

COMMITTEE REPORTS

a. CADCO – No meeting attended.
b. Cass County Environmental Control – Moore gave verbal report. CCEC will most likely have a public meeting in the beginning of May to discuss changes in the prices of recycling.

OLD BUSINESS

a. Motion by Wyman to award the **Whitney St. Culvert** bid to JP Boring out of Oakland, IA at the price of $33,424. Seconded by Askeland. Roll Call Ayes: Askeland, Cook, Moore, Sorensen, and Wyman. Nays: none. Motion carried.
b. **Community Building Policy:** Procedure 001, Resolution No. 32-2011—tabled**.**

NEW BUSINESS

a. Council gave Metheny permission to use his discretion in the price and advertising of the **sale of the old Sander.**
b. Motion by Askeland to **join the 28E agreement** regarding the East Nishnabotna Watershed Coalition, Watershed Management Association. Seconded by Cook. Approved 4-1.
c. Motion by Cook to set the **Public Hearing for FY17 Budget Amendment #2** for May 8, 2017 at 6:00 p.m. at Griswold City Council Chambers. Seconded by Askeland. Approved 5-0.
d. Motion by Wyman to **Set Public Hearing for Ordinance 1-2017: Adopting an Ordinance repealing Title III, Chapter 10 Floodplain Regulations** for May 8, 2017 at 6:00 p.m. at Griswold City Council Chambers. Seconded by Cook. Approved 4-1.
e. Motion by Askeland to pay for the landfill fees for the **City-Wide Cleanup** to be scheduled by Griswold Community Betterment. Seconded by Sorensen. Approved 5-0.
f. Motion by Askeland to approve **Property Insurance Renewal** with Gade Insurance/EMC in the amount of $34,998. Seconded by Cook. Approved 5-0.
g. Discussion regarding the dismissal of the nuisance charges against **808 4th Street Property**—no decision was made.
h. **Scott Street Signs**—no decision was made.
i. Motion by Cook to approve **Resolution No. 14-2017: Transfer of Funds from FY16**. Seconded by Wyman. Roll Call Ayes: Askeland, Cook, Moore, Sorensen, and Wyman. Nays: none. Motion carried.
j. Motion by Sorensen to approve **Resolution No. 15-2017: Transfer of Funds to Correct Accounts**. Seconded by Askeland. Roll Call Ayes: Askeland, Cook, Moore, Sorensen, and Wyman. Nays: none. Motion carried.

k. Motion by Askeland to approve **Resolution No. 16-2017: Approve Street Closure for Junk Market.** Seconded by Wyman. Roll Call Ayes: Askeland, Cook, Moore, Sorensen, and Wyman. Nays: none. Motion carried.
l. Motion by Wyman to approve **Resolution No. 17-2017: Organization Resolution for Credit Card Program at UMB Bank**. Seconded by Sorensen. Roll Call Ayes: Askeland, Cook, Moore, Sorensen, and Wyman. Nays: none. Motion carried.
m. Motion by Askeland to amend **Section 6.2 titled "Vacation Time" in the Personnel Manual to read,** "After the first year of employment, the employee will be granted one (1) week of vacation." Seconded by Moore. Approved 5-0.

MESSAGES AND PAPERS FROM THE MAYOR

None.

MESSAGES AND PAPERS FROM THE CITY MANAGER

City Manager, Laura Hansen, notified council that we have had several complaints about the trash at 608 2nd St and they are working towards getting it cleaned up.

Council members wanted Hansen to look into various other properties that have trash issues.

PROPOSITIONS AND REMARKS FROM COUNCIL MEMBERS

Askeland wanted to remind everyone not to blow your grass clippings into the streets.

Moore would like to see the City do some kind of memorial for Roger Rhoads.

Motion by Askeland to adjourn. Seconded by Cook. Approved 5-0. 7:07 p.m.

MARCH CLAIMS

VENDOR NAME	REFERENCE		TOTAL
AKIN BUILDING CENTERS	LADDER/SCREWS	$	206.47
SYNCB/AMAZON	FURNACE REPAIRS	$	1,205.58
ATLANTIC PEST CONTROL LLC	PEST CONTROL	$	47.50
BASE	DEDUCTIBLE REIMBURSEMENT	$	233.24
BIBLIONIX	AUTOMATION SERVICE	$	1,000.00
CAPPEL'S	PUMP REPAIRS	$	25.66
CARNEGIE-EVANS PUBLIC LIBRARY	AUDIOBOOKS	$	68.00
CASS COUNTY ENGINEER	SAND/SALT MIX	$	245.00
CASS COUNTY MEMORIAL HOSPITAL	MEDICAL SUPPLIES	$	15.86
CASS COUNTY SHERIFF'S DEPT.	28E AGREEMENT-MARCH	$	5,305.00
CITY OF GRISWOLD	UTILITY BILL	$	164.41
CITY OF RED OAK AMBULANCE SERV	MUTUAL AID	$	220.00
COUNSEL OFFICE & DOCUMENT	COPIER LEASE	$	235.51
DATA TECHNOLOGIES, INC	COMPUTER FEES	$	95.00
DEMCO, INC	SUPPLIES	$	68.52
DRUE KIRCHHOFF	TAX REIMBURSEMENT	$	2,935.50
ECONO SIGNS	STREET SIGNS	$	164.95
EFTPS	FED/FICA TAXES	$	3,239.76
FIREGUARD INCORP.	FLOW TEST	$	647.50
GIS BENEFITS	GROUP BENEFITS	$	174.54
GREATAMERICA FINANCIAL SVCS	COPIER CONTRACT	$	68.48
GRISWOLD AMERICAN	MINUTES/CLAIMS	$	477.65
GRISWOLD COMMUNICATIONS	TELEPHONE	$	851.54
GRISWOLD LIBRARY	PETTY CASH	$	30.97
HEIMAN FIRE EQUIPMENT	NAME PATCHES	$	317.70
IPERS	IPERS	$	2,207.04
JEFF METHENY	CLOTHING REIMBURSEMENT	$	383.49
LAURA HANSEN	FEB/MARCH PHONE REIMBURSEMENT	$	80.00
LISA METHENY	MILEAGE REIMBURSEMENT	$	17.98

MATHESON TRI-GAS INC	CHEMICALS	$	76.56
MAYNARD CUSTOM SOLUTIONS	SOFTWARE RENEWAL/SUPPORT	$	240.00
MIDAMERICAN ENERGY	UTILITIES	$	229.40
MIDWEST DATA	MONTHLY SERVICE	$	82.00
MONTGOMERY CO HOSPITAL	CPR CLASS	$	50.00
NISHNABOTNA VALLEY REC	CEMETARY - ELEC/GAS	$	25.00
OTTO,LORENCE & WIEDERSTEIN	FEBRUARY RETAINER	$	2,000.00
PHYSICIAN'S CLAIMS COMPANY	DAY SHEETS	$	900.04
UNITED STATES POSTAL SERVICE	POSTAGE	$	389.93
QUILL CORPORATION	OFFICE SUPPLIES	$	193.52
ROBINSON TRUE VALUE	POSTAGE	$	25.55
SCHILDBERG CONSTRUCTION CO.	ROCK, GRAVEL,SAND	$	2,821.32
STATE HYGIENIC LABORATORY	WATER LAB FEES	$	44.50
TIGER MART	FUEL	$	758.02
SUE PETERSEN	MILEAGE REIMBURSEMENT	$	16.81
TOWN & COUNTRY SANITATION	MONTHLY SERVICE	$	81.00
TREASURER, STATE OF IOWA	STATE TAXES	$	591.00
VIRGINIA ASKELAND	CLEANING	$	90.00
WELLMARK	PREMIUMS	$	3,549.26
WYMANS CARQUEST	DUMPTRUCK PARTS	$	119.72
	TOTAL:	$	33,016.48

1	GENERAL	$	17,529.68
110	ROAD USE TAX	$	6,084.58
112	EMPLOYEE BENEFITS	$	1,631.57
140	COMMUNITY BLDG	$	216.22
141	RESCUE FUND	$	1,412.11
600	WATER	$	3,460.10
610	SEWER	$	2,682.22
	TOTAL BY FUND:	$	33,016.48

MARCH 2017 CLERKS REPORT

REVENUE BY FUND

GENERAL TOTAL	$45,155.46
ROAD USE TAX TOTAL	$10,210.61
EMPLOYEE BENEFITS TOTAL	$3,384.05
EMERGENCY FUND TOTAL	$356.01
LOCAL OPTION SALES TAX TOTAL	$8,847.92
TAX INCREMENT FINANCING	$0.00
COMMUNITY BLDG TOTAL	$1,070.26
RESCUE FUND TOTAL	$6,640.39
FLOOD CONTROL TOTAL	$0.81
LITTLE LEAGUE FIELD TOTAL	$0.00
DEBT SERVICE TOTAL	$0.00
CAPITAL IMPROVEMENT FUND	$889.88
CAPITAL PROJECT FUND TOTA	$27.80
PW VEHICLE REPLACEMENT TO	$3.58
CAPITAL PROJ RESERVE TOTAL	$0.31
SOURCE WATER PROTECTION	$1.01
ROADS-PROJECTS TOTAL	$0.00
PERPETUAL CARE TOTAL	$4.69
WATER TOTAL	$15,765.58
SEWER TOTAL	$25,509.91
STORM WATER TOTAL	$0.00
TOTAL REVENUE BY FUND	**$117,868.27**

EXPENSE BY FUND

GENERAL TOTAL	$20,579.76
ROAD USE TAX TOTAL	$9,468.38
EMPLOYEE BENEFITS TOTAL	$3,430.80
EMERGENCY FUND TOTAL	$0.00
LOCAL OPTION SALES TAX	$0.00
TAX INCREMENT FINANCING	$0.00
COMMUNITY BLDG TOTAL	$216.22
RESCUE FUND TOTAL	$1,302.11
DEBT SERVICE TOTAL	$0.00
SOURCE WATER PROTECTION	$0.00
ROADS-PROJECTS TOTAL	$0.00
WATER TOTAL	$4,854.14
SEWER TOTAL	$4,045.63
TOTAL EXPENSES BY FUND	**$43,897.04**