

City of Granger
Council Meeting Minutes
January 13, 2022

Mayor Tony James opened the City Council meeting at 5:30 p.m. at the Community Center, 2200 Walnut Street, Granger, Iowa, 50109.

Present: Backous, Bermel, Brandt, Danilson, Saak

Backous made a motion to approve the consent agenda, seconded by Saak. All Ayes.

Budget department presentations for fiscal year 2022-2023

Bermel left at 6:15 p.m.

Elected Mayor and Council members were sworn in on December 30, 2021 by the City Clerk.

Public Forum – Rose Dory asked if the City could provide maps or handouts for items that is being discussed on the agenda so the audience is aware of what area in town the Mayor and City Council are talking about. She would also like the City Engineer to speak up and talk towards the audience when discussing the Engineer's report so they can better understand what is going on. Jeri Wendzel mentioned the street sign has not been put back up at the intersection of Highway 17 and Windcrest Drive and there is a post and sign down along State and Locust Streets. The Public Works department have flagged the area and will be fixing the post and sign soon and the street sign has been ordered for Windcrest Drive, however, there is a delay in shipping for signs at this time.

Travis Squires with Piper Sandler & Co. presented on the debt profile and capital planning review for the City of Granger.

The following 2022-2023 appointments were made by Mayor James with the exception of Police Chief and Public Works Director which also requires approval by the City Council:

- a. Mayor Pro-Tempore – Jodi Bermel
- b. Police Chief – Joe Cox, approved by Brandt, seconded by Backous. All Ayes.
- c. City Administrator – Kirk Bjorland approved by Saak, seconded by Brandt. All Ayes.
- d. City Clerk/Treasurer – Kristy Trzeciak approved by Saak, seconded by Brandt. All Ayes.
- e. City Attorney – Ben Rouse approved by Saak, seconded by Brandt. All Ayes.
- f. City Engineer – Bob Veenstra approved by Saak, seconded by Brandt. All Ayes.
- g. Public Works Director – Aaron Mullins approved by Brandt, seconded by Saak. All Ayes.
- h. Building Official – Jason Van Ausdall approved by Saak, seconded by Brandt. All Ayes.
- i. Zoning Administrator – Jason Van Ausdall approved by Saak, seconded by Brandt. All Ayes.

The designation of the official newspaper is the Dallas County News was approved by Brandt, seconded by Saak. All Ayes.

No Action on Resolution 2021-32 – approving site plan and architectural plan for Oak Creek Storage, LLC.

Landing at Oxley Creek West Plat 1 – City Attorney Ben Rouse mentioned the filing of the maintenance bonds, sidewalk agreement and required platting documents have been submitted. The payment for the water fee of \$250 and sewer fee of \$250 for each of the lots in the Final Plat need to be submitted to the City. Action on Resolution 2022-1 – partially accepting improvements with condition to complete remainder of punch list by May 15, 2022 was approved by Saak, seconded by Brandt. All Ayes. Action on Resolution 2022-2 – approving the Final Plat of Landing at Oxley Creek West Plat 1 was approved by Brandt, seconded by Backous. All Ayes.

City Building Official Report – This month, there was no report for the buildings located at 1802 Elm Street, 2004 West Street, and 1806 State Street. The property owners have until March 15th before the interior inspection will be done.

Plat of Survey Parcel 2021-253 – Action on Resolution 2022-3 – waiving compliance with the subdivision ordinance for Parcel 2021-253 was approved by Saak, seconded by Brandt. All Ayes.

Highway 141 Utilities Extension Project – The City Council would like to move forward with extending the water main and sanitary sewer northerly along the east of Highway 17 to the southwest corner of the Rueter property. In return, Rueter Corp and Rueter & Zenor Company agrees to convey an approximately one acre parcel of land in the northeast corner of their property to the City of Granger for use as a water tower site. In order to move forward, Veenstra & Kimm, Inc. have proposed an agreement that will provide both design and construction related services for the project. The City is likely to use ARPA funds for the utility extensions and the cost for engineering services is eligible to be paid from the ARPA funds as well. Action to approve Veenstra & Kimm, Inc. Professional Services Agreement not to exceed \$20,500 for the Highway 141 Utilities Extension Project (paid from the ARPA funds) was approved by Saak, seconded by Brandt. All Ayes. Action to authorize Mayor to sign Letter of Intent regarding intent to provide mutual services agreement between City of Granger and Rueter Corp/Rueter & Zenor Company was approved by Backous, seconded by Saak. All Ayes.

City of Granger
Council Meeting Minutes
January 13, 2022

City Administrator Report – Kirk Bjorland will be meeting with the Fire/EMS Department to go over specifications such as the design, material and cost for the new public safety building. Kirk mentioned he will be moving his office to City Hall beginning next week. He and the Mayor met with the Iowa DOT and they mentioned the study shows no speed reduction on Highway 17 or stop lights at this time. The City can pay a private consultant to review this further down the road if we like. Kirk mentioned the Iowa DOT is looking into eliminating the crossover on Highway 141 for those coming from the north on 121st Street. Those coming from the south can still crossover and go west on Highway 141. There is a proposed route coming in the future for those coming from 121st Street to get on Highway 141. Kirk will have some updates on what the community center will look like if the City decides to move the library there in the near future. Huxley Communications has been rewarded funding to bring fiber to Granger, more on that coming soon.

Police Report for December reported 68 calls: 2 alarms, 1 animal bite, 1 assault, 2 assists, 3 broadcasts, 5 domestic, 2 harassment/threats, 5 follow-up investigations, 11 medical/ambulance trips, 5 motorist assists, 1 motor vehicle hit & run, 1 motor vehicle – PI, 2 noise complaints, 6 return phone calls, 4 suspicious, 1 theft, 4 traffic complaints, 2 traffic hazards, 6 traffic stops, 1 suicidal suspect, and 3 welfare checks.

Fire & EMS Department Report – In December there were a total of 34 calls. 24 of those were EMS natured, 3 were Fire natured, 1 motor vehicle accident, 1 other and 5 were mutual aid calls. The year ended with an average of 1 call per day with a total of 365 calls. Jessica Juhl has started the EMT program through DMACC. We anticipate her being certified and ready to hit the ground running by the end of the semester in May. Bethany Stanger has started her Advanced EMT program through Mercy College. We anticipate her to be certified by June. The Advanced EMT allows for certain advanced skills to be performed outside of the EMT scope this is usually found in the paramedic scope. Sam Palmer has started his second semester of paramedic school and is doing well and passing after the first semester. We anticipate that he will be done with paramedic school by the end of the year. Sam Palmer has 3 years of service with the department. There was discussion on the AEV sales agreement and finance options for the new ambulance. The new ambulance was part of the Capital Improvement Plan for FY 2023. The City Council will further discuss the finance options during the budget workshop on January 27th. Brandt mad a motion to authorize the Mayor to sign the purchase agreement, seconded by Saak. All Ayes.

Public Works Report – Action to approve the bid on the 2011 Dodge 5500 Truck in the amount of \$20,100 from Matt Manning and permission to split the revenue between the water and sewer funds was approved by Backous, seconded by Brandt. All Ayes. Action to approve the Electric Pump quote in the amount of \$14,493 to replace a lift station pump was approved by Saak, seconded by Brandt. All Ayes.

Parks & Recreation Report – Angela Parks is Chair, Erik Smith is Vice Chair, and Bryan Reiter is Secretary. There were six teams that signed up for indoor adult volleyball and games began on January 9th. City Administrator Kirk Bjorland has offered the Parks & Recreation Director position to an applicant and he should know something by Monday.

Trails Report – Action to approve the Winter Wonderland Family 5k Walk/Run route was approved by Brandt, seconded by Saak. All Ayes.

Library Board of Trustees – Action to approve Mayor’s appointment of Angela Parks for term ending June 30, 2026 (taking over Kelli Anliker’s term) was approved by Brandt, seconded by Backous. All Ayes.

Action to approve reappointment of Todd Shillington to Plan and Zoning Commission for term ending December 31, 2025 was approved by Brandt, seconded by Saak. All Ayes.

Action to approve the resignation of JT Miller form the Plan and Zoning Commission effective January 1, 2022 was approved by Backous, seconded by Brandt. All Ayes.

Action to set public hearing on 2022-2023 City budget maximum property tax dollars to certify for levy for 6 p.m. on February 24, 2022 was approved by Brandt, seconded by Saak. All Ayes.

Action to authorize the Mayor to sign Memorandum of Agreement with Polk County regarding the combination of the incorporated residents and unincorporated residents of Jefferson Township into one combined precinct, namely Jefferson-1 was approved by Brandt, seconded by Saak. All Ayes.

The Budget Workshop will be Thursday, January 27th at 6 p.m. at the Community Center.

Finance Committee Member Brandt reported that all information was in order except the City Clerk is waiting to hear back from gWorks on a bank reconciliation issue. Saak made a motion to approve the finance committee, seconded by Backous All Ayes.

City of Granger
Council Meeting Minutes
January 13, 2022

Backous made a motion to approve all bills for payment, seconded by Saak. All Ayes.

Action to approve \$100 donation to New Opportunities, Inc. which provides a public benefit to citizens of Granger by providing assistance programs from the federal and state governments to local residents was approved by Saak, seconded by Backous. All Ayes.

The meeting adjourned at 9:03 p.m.

Tony James, Mayor

Attest: _____
Kristy Trzeciak, City Clerk

**JANUARY 2022 CLAIMS
DESCRIPTION**

VENDOR	DESCRIPTION	AMOUNT
Access Systems	IT Support	\$ 469.72
Access Systems Leasing	Copier Lease + Usage	\$ 487.24
Access Systems Leasing	Server Lease	\$ 248.52
AccuJet	Jet Sewer on Elm Street	\$ 927.40
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 509.00
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 123.50
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 217.00
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 641.50
Ahlers Cooney, PC	The Landing at Oxley Creek Urban Renewal Plan	\$ 583.00
Amazon Business	Swiffer Wetjet Mop Pad Refills/Floor Cleaner Refill/Dishwashing Dish Soap/ Paper Towels	\$ 130.97
Amazon Business	Durham Polypropylene Plastic Hook on Bin	\$ 289.92
Amazon Business	Monitor Battery 9V Lithium	\$ 128.00
Amazon Business	Magreel Fishing Tackle Boxes	\$ 25.99
Badger Meter	Beacon Mobile Hosting Services for December 2021	\$ 46.38
Banleaco	Folder/Inserter Lease	\$ 154.22
Barnes & Noble	Books	\$ 354.56
Barnes & Noble	Books	\$ 107.13
Barnes & Noble	Books/DVDs	\$ 334.95
Barnes & Noble	Books/DVDs	\$ 207.88
Barnes & Noble	Books	\$ 67.03
Barnes & Noble	Paint Your Own Neon Stones Kit/Art & Science of Crystal/Play the Harm/ Lean to Juggle/Card Tricks/Rabbit's Hat Magic Tricks/Legos/EGC Certs	\$ 163.30
Bjorland, Kirk	Cell Phone Reimbursement (Dec/Jan)	\$ 70.00
Boot Barn	Clothing - McLaughlin	\$ 530.01
Bound Tree Medical, LLC	Ext Set Clamp	\$ 163.99
Bound Tree Medical, LLC	IV Solution	\$ 116.28
Bound Tree Medical, LLC	Assure Prism Kit/Blood Glucose Test Strips/Germicidal Wipes	\$ 191.94
Bound Tree Medical, LLC	IV Catheter/Transparent Film Dressing/I-Gel Supraglottic Airway/Gloves/ Oxygen Masks	\$ 321.97
Brown, Fagen & Rouse	Legal Serv for January 2022	\$ 2,800.00
Capital City Equipment	Wheel Stud/Lug Nut	\$ 11.14
Casey's Business MasterCard	Fuel	\$ 1,727.59
Christian Edwards	Little Hawks B-Ball T-shirts/Coaches T-shirts	\$ 801.00
CJ Cooper & Associates	Clearing House Annual Query for DOT Drivers	\$ 30.00
CJ Cooper & Associates	Drug Screen Results - Scroggin/Peterson	\$ 120.00
Colored Sand	8 oz. Sq. Bottle/Red Sand/Green Sand/White Sand/Burgundy Sand/Lime Sand	\$ 60.08
Co. of Polk Office of Elections	City/School Election for 2021	\$ 330.22
Culligan Water of Adel	Bottled Water + Cooler Rental	\$ 18.69
Dallas County Elections	City/School Election for 2021	\$ 966.92
Dallas County EMS	Ambulance Tiering Services	\$ 150.00
Dallas County EMS	Ambulance Tiering Services	\$ 150.00

City of Granger
Council Meeting Minutes
January 13, 2022

Dallas County EMS	Ambulance Tiering Services	\$ 150.00
Emergency Apparatus Maint.	Check and Repair A/C on Unit E271	\$ 749.65
Empowerment Solutions	Quarterly Hosting Fee	\$ 225.00
Empowerment Solutions	Create New Password for Kristy/Update Indoor Volleyball Page	\$ 42.50
Fire Recovery EMS	December Billing	\$ 347.44
FirstNet	Fire/EMS Phone Charges	\$ 378.95
Graphic Edge	Fire/EMS Shirts	\$ 2,705.19
Hawkins, Inc.	Sodium Permanganate/Chlorine/Connecting Nut Adapter	\$ 1,627.36
Heard, Hunter	Cell Phone Reimbursement	\$ 35.00
Hotsy Cleaning Systems	Cord GFI/Cord Adapter	\$ 423.90
Iowa Firefighters Association	Fire Department Memberships	\$ 136.00
Iowa One Call	811 Emails	\$ 41.60
Juhl, Jessica	Reim. for Clothing/Iowa Government Background Check for EMT Class	\$ 275.80
Kanopy	Videos	\$ 10.00
Keystone Laboratories	Water Tests	\$ 28.00
Keystone Laboratories	Water Tests	\$ 458.00
Klocke's Emergency Vehicles	Pop Locks II Comp Door	\$ 74.19
KS State Bank	2020 Dodge RAM 5500 Lease Payment #2	\$ 39,483.26
Linde Gas & Equipment	Oxygen/Hose Twin	\$ 453.69
Linde Gas & Equipment	Oxygen	\$ 378.51
McLaughlin, Eric	Cell Phone Reimbursement	\$ 35.00
Menards	Spray Bottle/WD-40 Gallon Can	\$ 23.68
Menards	Greatstuff Window & Door	\$ 4.99
Menards	2x8x8 Treated/2x4x8 Treated/Screws	\$ 75.50
Menards	Rubber Air Hose	\$ 59.99
Midwest Overhead Garage Doors	Stripped Wires & Reconnected Wires on Fire Station Doors	\$ 164.00
Mullins, Aaron	Cell Phone Reimbursement	\$ 35.00
Office Depot	Toner	\$ 153.98
Office Depot	Pens/Desk Calendar Refill	\$ 16.37
Office Depot	Ink	\$ 57.77
OmniSite	1 Year Wireless Service for Lift Station Monitoring	\$ 276.00
O'Reilly	Wiper Blades/Wiper Blade Fluid	\$ 289.37
Oriental Trading	Natural Assortments: Stones & Minerals	\$ 99.99
Oriental Trading	Winter Boredom Buster Kit/Sweet Snowmen Craft Kit	\$ 88.78
Pink Stew Entertainment	Holiday Magic Show	\$ 100.00
Police Legal Sciences	Bias Prevention/De-Escalation Training for Cox/Armstrong	\$ 40.00
Pomp's Tire Service	Tires for Skid Loader	\$ 1,759.70
Racom	EDACS Access/Beon Access	\$ 538.00
Racom	Checked Out Vehicle Chargers/Replaced Bad Chargers	\$ 1,241.25
Stanger, Bethany	Reimbursement for TB Test for Admission to Mercy College	\$ 25.00
Stanger, Bethany	Mileage Reimbursement for Mercy College Class	\$ 51.48
State Hygienic Laboratory	Water Tests	\$ 27.00
State Hygienic Laboratory	Water Tests	\$ 57.50
Strauss Security Solutions	Quarterly Access Hosting Fees	\$ 59.85
Stryker Sales, LLC	LP15 Protect Ship in Maintenance/Onsite PM Maintenance Agreement	\$ 919.13
Tierman's Service Center	2016 Ford F250 Oil Change/Inspect Brakes	\$ 59.00
Tierman's Service Center	2017 RAM 5500 Fuel Filter Assembly	\$ 122.25
Tierman's Service Center	2020 Dodge RAM 5500 Oil Change	\$ 95.00
Tierman's Service Center	2020 Dodge RAM 5500 Oil Change/Def Fluid	\$ 145.00
Trzeciak, Kristy	Cell Phone Reimbursement	\$ 35.00
UPS	Shipping	\$ 15.45
UPS	Shipping	\$ 16.49
UPS	Shipping	\$ 15.45
UPS	Shipping	\$ 16.45
UPS	Shipping	\$ 15.45
Valley West Uniforms	Stethoscope/Penlight/Polo Shirt - B. Stanger	\$ 89.29

City of Granger
Council Meeting Minutes
January 13, 2022

Veenstra & Kimm, Inc.	Engineering Services for Oxley Creek Culvert - Construction Services	\$ 1,992.20
Veenstra & Kimm, Inc.	Engineering Services for Landing at Oxley Creek West Plat 1	\$ 5,966.72
Veenstra & Kimm, Inc.	Engineering Services for Water Quality Initiative Project Completion Services	\$ 830.80
Veenstra & Kimm, Inc.	Building Permit Fees for November 2021	\$ 2,250.40
Verizon	Cell Phone Charges	\$ 106.40
Walter's Sanitary Service, Inc.	Residential Garbage Reimbursement 12/1-12/31/21	\$ 9,548.40
Walter's Sanitary Service, Inc.	Container Rental/Pickup	\$ 86.08
Walter's Sanitary Service, Inc.	Container Rental/Pickup	\$ 61.08
Williams Scotsman	Police Mobile Trailer Rental Fee	<u>\$ 338.00</u>
	TOTAL	<u><u>\$ 90,805.32</u></u>

EXPENSE TOTALS PER FUND

General Fund	\$ 44,016.14
Local Option Sales Tax Fund	\$ 39,483.26
Water Fund	\$ 4,044.28
Sewer Fund	<u>\$ 3,261.64</u>
TOTAL	<u><u>\$ 90,805.32</u></u>

REVENUE TOTALS PER FUND

General Fund	\$103,446.60
Road Use Tax Fund	\$ 16,470.13
Employee Benefit Fund	\$ 3,614.85
Emergency Fund	\$ 520.58
Local Option Sales Tax Fund	\$ 27,086.62
TIF Fund	\$ 19,851.73
Debt Service Fund	\$ 10,977.47
Water Fund	\$ 24,094.12
Sewer Fund	<u>\$ 48,136.37</u>
TOTAL	<u><u>\$254,198.47</u></u>