

City of Granger
Council Meeting Minutes
September 9, 2020

Mayor James opened the City Council meeting at 7:00 p.m. at the Community Center, 2200 Walnut Street, Granger, Iowa, 50109.

Present: Backous, Bermel, Brandt, Saak, Schutt

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

Matthew Pontious – 2301 Maplewood Drive – request to close street from Aspen to Sunview Drive on Saturday, September 26th from Noon to Midnight for a block party (Pontious will supply cones) was approved by Schutt, seconded by Saak. All Ayes.

Mayor James mentioned that there were a couple of changes to the 28E Agreement one being under the Termination clause which states that “either City may elect to terminate this Agreement at the end of any two-year term or if the Commission and both City Councils fail to agree upon and approve a budget for the District for the next fiscal by February 1 of any year beginning with the year 2021”. And the other change is that each City shall appoint two Commissioners to the five-member District, who shall be persons currently serving as City Council members instead of the Mayor and one City Council member. The fifth member shall be someone not affiliated with the City. Dr. Adams the superintendent from Woodward-Granger Schools is interested in the position. His goal has always been to form a partnership with both the towns of Granger and Woodward and the School District. The Stones who live at 2101 Court Street have lived in Granger for over 50 years and they were concerned with the crime in Granger and the issues at the Academy and they just want to be sure the coverage doesn’t change. The Benbows located at 1801 State Street asked if there was a sample work schedule that is available for anyone to see that shows the 24-7 coverage that is promised and the 60/40 split of the budget in the Agreement. Woodward Police Officer Cox mentioned he doesn’t have a permanent schedule worked out yet, but that each officer would work 12-hour shifts. The biggest concern would be the coverage during school drop-offs and pickups, but the Police would be sure to keep an eye on this during the first couple of weeks to know where the coverage is needed the most and if Reserves are needed during these times. The Action of the 28E Agreement to combine Granger Police Department and Woodward Police Department was approved by Backous, seconded by Schutt. All Ayes.

Action on Resolution 2020-22 – approving Plat of Survey of Parcel 20-66 and Parcel 20-67 was approved by Schutt, seconded by Bermel. All Ayes.

The Sidewalk Improvements Program 2018 – Backous made a motion to defer approving the Action to set the interest rate on assessments and Action on Resolution 2020-25 – adopting and levying the final schedule of assessments on the 2018 Sidewalk Improvements Program until the October City Council meeting, seconded by Saak. All Ayes.

Wastewater Treatment Plant Update – Engineer Veenstra mentioned that Erikson Construction Co., Inc. came and coated the exterior of the Wastewater Treatment Plant (WWTP). With preliminary observations of the interior of the control/administration building at the WWTP following the extended rainfall experienced over the period of September 8 through September 11, 2020, the indication shows leakage is still being experienced in the garage area. It appears the extent of leakage is less than prior to the exterior coating of the building. As of today, we do not know whether leakage was experienced in other portions of the building. The results of the preliminary observation would indicate the exterior coating did not completely address the leakage problem. Erikson Construction Co, Inc. will need to complete additional evaluation to determine the areas of remaining leakage and to propose an appropriate remedial plan.

Water Treatment Plant Additional Filter Installation Project – Engineer Veenstra mentioned that the Iowa Department of Natural Resources permit database indicates the project reviewer Sara Smith started reviewing the plans and specifications on September 4, 2020. Veenstra anticipates the construction permit for the project will be issued before the end of September 2020. Engineer Veenstra recommends the City move forward with the bidding of the project starting at the October 14th City Council meeting. Based on the project bidding schedule, the filters would not be delivered before the end of January 2021. To minimize the potential for a December payment estimate cost the contract documents include a provision that the initial payment estimate cannot be submitted before January 4, 2021. With the bidding schedule, the City should be able to finalize the project cost it will finance at its meeting on November 11, 2020. Taking into account the year-end holidays it would anticipate proceeds would be available by mid-January 2021 to coincide with the earliest possible partial payment estimate date for the project.

Police Report for 8/10-9/7/20 reported 2 harassments, 1 storm, 2 traffic control, 3 public assists, 3 reckless drivers, 1 suicidal subject, 7 animal complaints, 1 parking (towed), 4 parking, 1 obscene phone call, 2 neighbor disputes, 1 theft (juvenile referral), 1 theft, 1 accident, 1 menacing phone call, 1 arrest warrant check, 1 out-of-control person, 5 citations, and 5 other agency assists. Action on Resolution 2020-23 – recognizing Kelly Owen’s service to the City of Granger for more than five years, was approved by Saak, seconded by Bermel. All Ayes. Action to approve appointing Chris Knouse as acting Police Chief starting October 1st was approved by Brandt, seconded by Saak. All Ayes.

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Fire Department August 2020 Report shows there were a total of 33 calls. 15 of those calls were EMS calls, 3 mutual aid calls, 1 motor vehicle accident, 1 water rescue, and 13 fire calls. In August there was an increased volume of cardiac-related calls. According to the American Heart Association, the common warning signs of a heart attack are: 1) pain or discomfort in chest; 2) lightheadedness, nausea & vomiting; 3) jaw, neck, or back pain; 4) discomfort or pain in the arm or shoulder, and; 5) shortness of breath. Be sure you are aware of the warning signs of a heart attack and call 911 immediately if you or a loved one is experiencing these symptoms. There are two anniversaries in the department, Andy Stanger has 15 years and Josh Saak has 2 years. The Fire & EMS Department would like to recognize Sam Palmer for his high call response. Sam is a Firefighter and future Medic on the team and was the highest call response member in August. Sam has also started picking up part-time shifts during the day to further assist in the department. The Fire & EMS Department would like to purchase a standby generator for the Fire/EMS station and City Hall in case of an emergency due to a storm or other disasters. The last quote they had received was from a while ago from Elite Electric for the amount of \$17,895.00 which includes a concrete pad. The City Council was in favor of the idea but would like the City Clerk to research to see if there are grants available for this type of equipment.

Public Works Department – Action to approve the bid on the 2008 Peterbilt truck in the amount of \$15,500.00 from the City of Rhodes with a signature in writing that the buyer is aware of the condition of the truck and that they are ok with purchasing the truck as is, was approved by Schutt, seconded by Bermel. All Ayes. The City received an insurance check from EMC in the amount of \$15,034.95 to cover the costs of downed trees in City parks and damage to City buildings caused by Derecho. Action on Ordinance No. 392 – providing for certain required stops at the intersection of Walnut Street and State Street and Walnut Street and Broadway Street, the first reading was approved by Brandt, seconded by Backous. All Ayes. Backous made a motion to waive the second and third readings, seconded by Brandt. All Ayes.

Parks and Recreation Report – The Centennial Park playground is currently closed and installation is being planned. Youth volleyball begins Sunday and the school will be requiring masks for programs. They are also required in all common areas for players and coaches. When beginning practices or games, players and coaches can remove them if they want, but they must put them back on when leaving the building. Movie in the Park from August 22nd had 70 people in attendance and the Dough Crazy Food Truck was present. The next Movie in the Park will be held on Friday, October 2nd and the movie being played will be Hocus Pocus. Beggar's Night is scheduled for Friday, October 30th from 6-8 p.m. The City Council is interested in changing the Peddlers, Solicitors, and Transient Merchants (which includes Food Trucks) Ordinance to increase the license fees as follows: one day license from \$5.00 to \$50.00; one week license from \$10.00 to \$100.00; up to six-month license from \$20.00 to \$200.00; and one year or major part of license from \$25.00 to \$300.00. The City Attorney will draft up the Ordinance with these changes and include for discussion and possible approval at the October City Council meeting.

Action to approve the City Clerk to request reimbursement for eligible costs related to Derecho from FEMA in the amount to be determined was approved by Schutt, seconded by Saak. All Ayes.

Schutt made a motion to defer the discussion and recommendation on amending the Private Swimming Pool Ordinance to the Plan and Zoning Commission for Wednesday, October 7th at 7 p.m., seconded by Bermel. All Ayes.

Saak made a motion to defer the amendment of Ordinance No. 393 – Code Section 41.12 – on Fireworks to include the dates December 24th through December 31st for allowing the display of fireworks between the hours of 9 a.m. and 10 p.m. except the night of December 31st which is allowed until 11 p.m., seconded by Brandt. All Ayes.

Action on Resolution 2020=24 – approving the Street Financial Report (Road Use Tax) was approved by Backous, seconded by Brandt. All Ayes.

Finance Committee Member, Backous reported that there was an addition of a bill to be paid from Bascom Truck & Automotive in the amount of \$63.75 and holding off on paying Clive Power & Equipment in the amount of \$48.72 due to the invoice being turned in late. There was also a voided check for \$100.00 for the Iowa Department of Natural Resources for a permit which was paid by Veenstra & Kimm, Inc. instead. All other information at this time was in order. Schutt made a motion to approve the report, seconded by Saak. All Ayes.

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

Mayor's Report – Mayor James mentioned there needs to be a Special City Council meeting either the week of September 21st or 28th. The City Council chose Monday, September 28th at 7 p.m. for a Special City Council meeting at the Community Center. Mayor James received a letter from Gregg Erickson concerning the Library conditions/damages that were brought up last month. After a commercial inspection that was done by The Dude, LLC on August 14, 2020, the following concerns will be addressed: 1) a commercial contractor is scheduled to install a commercial-grade dehumidifier and an outside air exchanger to control the humidity and air pressure in the library building to

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help solve the moisture and dampness issue. The building has spray form insulation applied to control noise and maintain the temperature within the building. The dehumidifier is to be installed in the second bathroom, currently being used as a storage room. It is recommended the room be turned into a bathroom as originally intended; 2) the insect problem has been treated with two commercial applications and an annual maintenance program will be installed as a precaution of future problems; 3) it is recommended that a regular monthly cleaning and maintenance program be scheduled to change the furnace air filters and cleaning of cold air returns and registers to prevent the collection of dust and plugging up the filter and; 4) the drywall has been repaired around the east door and south window. Erickson mentioned the building was professionally inspected and it looks great for being a 100-year-old building except for a few cracks on the building. Mayor James will work with Harriet, the Library Director, and the Board to work through some of these suggestions. Mayor James mentioned the full-time police officer job ad has been posted in the paper and on governmentjobs.com and Sheriff Chad Leonard with Dallas County has also posted to their Facebook. The applications are due to the City by September 30th. City Council members Saak and Brandt would be interested in being part of the hiring committee along with the Mayor and our current Police Officer, Knouse. Mayor James received a couple of calls regarding annexing to the City. The Orchard Place south of town along Highway 141 and the landowner north along Xavier Avenue. There also was another landowner interested a year ago that is next to Orchard Place. The City Council would be interested in having the Mayor contact all the landowners interested north and south of town as well as circle back to the landowners to the East towards Jester Park. Section 6.6 of the Personnel Policy Handbook regarding "Working on Holidays" states that employees who are required to work all or part of any given holiday shall be compensated for by double time for the time worked. The part-time Fire and EMS Personnel were in question, whether they would be considered employees who are "required" to work. The City Council would like that section to stay the same for full-time employees, but for part-time employees, they would receive time and a half for hours worked as long as approved by their immediate supervisor. The change to that section will be brought back to the October City Council meeting for approval which will go into effect after it is approved. Mayor James mentioned the City will not be participating in the Employee Social Security Tax Deferral that went into effect on September 1st. The City Attorney mentioned the full and digital update of the City code with Iowa Codification was last completed back in 1994 and that the City is probably due for an update. The cost of the update will be around \$6,000.

A reminder that the City-wide Clean-up Day is scheduled for Saturday, September 19, 2020.

The meeting adjourned at 9:10 p.m.

Tony L. James, Mayor

Attest: _____
Kristy Trzeciak, City Clerk

AUGUST 2020 CLAIMS
DESCRIPTION

VENDOR	DESCRIPTION	AMOUNT
Access Systems Leasing	New Copier Lease + Usage	\$ 460.28
Access Systems Leasing	New Copier Lease One-Time Origination Fee	\$ 79.50
Access Systems Leasing	Server Lease	\$ 248.52
Agsourc Laboratories	Wastewater tests + UPS shipping charges	\$ 132.00
Agsourc Laboratories	Wastewater tests + UPS shipping charges	\$ 303.00
Badger Meter	Services for August 2020	\$ 40.32
Banleaco	Folder/Inserter Lease	\$ 154.22
Barnes & Noble	Books	\$ 103.06
Barnes & Noble	Books/Legos	\$ 245.52
Barnes & Noble	Books/DVDs	\$ 227.58
Barnes & Noble	Book	\$ 20.80
Barnes & Noble	Books	\$ 73.54
Barnes & Noble	Books	\$ 115.12
Barnes & Noble	Books	\$ 76.74
Bascom Truck & Automotive	Checked Emission System on 2007 Peterbilt Truck	\$ 63.75
Bound Tree Medical	Suction Cups/Defib Pads	\$ 685.96
Bound Tree Medical	IV Catheters	\$ 165.30
Bound Tree Medical	Annual Software for Vending Machine	\$ 1,509.99
Bound Tree Medical	Arm Slings	\$ 17.98
Bound Tree Medical	Dextrose	\$ 122.50
Bound Tree Medical	Syringe	\$ 135.95
Bound Tree Medical	Oxygen Nasal Cannula Tubing	\$ 34.79

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Bound Tree Medical	Particulate Respirator N95 Mask	\$ 110.00
Bound Tree Medical	IV Solution	\$ 99.48
Brown, Fagen & Rouse	Legal Services for August 2020	\$ 2,800.00
Burns, Brandon	Cell Phone Reimbursement	\$ 35.00
Capital City Equipment	Oil Filters/Safety Glasses/Idler Pulley	\$ 562.03
Casey's Business MasterCard	Fuel	\$ 1,189.28
Cash	Replenish Petty Cash Fund	\$ 88.10
Clark Equipment Co.	Grapple Bucket for Derecho Cleanup	\$ 2,751.96
Clive Power Equipment	Leaf Backpack Blower for Derecho Cleanup	\$ 479.96
Clive Power Equipment	Saw Chain/Chain Loop/Chain Saw Bar/Bar Oil	\$ 168.43
Core & Main	Water Main Repair Clamps	\$ 230.00
Core & Main	Valve Box Risers/Lid	\$ 114.00
Core & Main	Water Main Repair Clamps	\$ 478.30
Culligan Water of Adel	Bottled Water + Cooler Rental	\$ 24.05
D & K Products	Roudup	\$ 215.00
Demco	Classification Labels/I Love Books Economy Book Bag	\$ 66.72
Electric Pump	2020 Service Agreement	\$ 1,200.00
Feick, Brad	Cell Phone Reimbursement	\$ 35.00
Finer Cuts Lawn Care	Operator Work for Derecho Cleanup 8/19/20	\$ 2,425.00
Fire Recovery EMS	August Billing	\$ 495.18
Fire Rescue Specialty	Used SCBA Cylinders & Used PSI Breathing Apparatus	\$ 1,250.00
Freedom First Aid & Safety	First Aid Kit Supplies	\$ 48.60
Grangeriowa.gov	Annual .Gov Domain Renewal for City Website	\$ 400.00
Harned, Jennifer	Cell Phone Reimbursement	\$ 35.00
Harvard Maintenance, Inc.	Gym Wipes for Community Center	\$ 247.76
Hawkins	Chlorine/Sodium Permanganate	\$ 1,391.02
Iowa One Call	811 Emails	\$ 46.10
Iowa Parks & Recreation Assoc	Annual Membership	\$ 170.00
Karl Chevrolet	2020 Chevrolet Tahoe Truck for Police	\$ 34,784.78
Keltek	Light Bar Cover	\$ 60.99
Keystone Labs	Water Tests	\$ 28.00
Keystone Labs	Water Tests	\$ 110.00
Linnenbrink, Lauren	GCC Rental Reimbursement	\$ 110.00
Menards	Hexcap Screw/Nylon Lock Nut/Fender Washer	\$ 11.93
Menards	Antifreeze/Water Repell Fast Wax/Glass Cleaner	\$ 30.92
Miller, Fidler & Hinke	Worker's Compensation Audit 4/1/19-4/1/20	\$ 1,235.00
Miller, Fidler & Hinke	General Liability Audit 4/1/19-4/1/20	\$ 2,167.00
Miller, Fidler & Hinke	Insurance Credit	\$ (153.00)
Mullins, Aaron	Cell Phone Reimbursement	\$ 35.00
Office Depot	Folders/Tape/Ink	\$ 131.04
Office Depot	Scotch Tape/Toner	\$ 94.97
Office Depot	Brochure Paper	\$ 134.94
Office Depot	Laser Paper	\$ 219.90
Office Depot	Toner	\$ 50.60
Office Depot	Cookies	\$ 26.29
Office Depot	Face Masks/Copy Paper	\$ 59.98
Office Depot	Frito Chips	\$ 22.49
Office Depot	Headphones	\$ 25.49
Office Depot	USB Flash Drives	\$ 49.99
Office Depot	Manilla Envelopes w/Clasps	\$ 6.76
Overdrive, Inc.	FY2021 Bridges E-Book Content Fee	\$ 461.92
Oriental Trading	DIY Wood Birdhouses/Origami Paper Booklets	\$ 83.94
Oriental Trading	Origami Paper Booklets	\$ 28.17
Oriental Trading	Foam School Pic Frame Mag/Back to School Bus Frame/Name Tag Neck	
	Fabulous Foam Back to School Frames/Foam Adhesive BTS Shapes	\$ 100.43

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Peak Software Systems, Inc.	Sportsman Online Software	\$ 2,764.50
Pitney Bowes	Postage Meter Lease for 6/12/20-9/11/20	\$ 372.21
Pohlmeier Construction, Inc.	Storm Sewer Repairs	\$ 3,600.00
Praxair	Oxygen	\$ 203.77
Quick Oil Co.	PowerMax Diesel for City Shed/Water Plant	\$ 479.95
Quick Oil Co.	Delivery Charge	\$ 75.00
Racom	EDACS Access/Beon Access	\$ 523.35
Sam's Club	Kleenex/Paper Towels	\$ 57.64
Sprayer Specialties, Inc.	Spray Wand/Pump	\$ 45.00
State Hygienic Laboratory	Water Tests	\$ 52.00
State Library of Iowa	FY2021 Bridges E-Book Platform Fees	\$ 62.00
Sturtz, Jarrod	Cell Phone Reimbursement	\$ 35.00
Swank Motion Pictures	Wonder Park DVD License	\$ 395.00
Teledyne Instruments, Inc.	Shipping/Handling Fee	\$ 25.00
The Sherwin Williams Co.	White Field Paint	\$ 212.55
Tiernan's Service Center	Freon for 2007 Ford Crown Victoria	\$ 175.00
Tiernan's Service Center	Front New Tires for John Deere Tractor	\$ 402.38
Tiernan's Service Center	Oil Change/Rotate Tires/Replace Bulb/Air Filter for 2011 RAM 5500 Truck	\$ 511.30
Tiernan's Service Center	Rental of Dump Truck Trailer for Derecho Cleanup	\$ 1,500.00
Tiernan's Service Center	Skid Loader Operator Work for Derecho Cleanup 8/11/20-8/14/20	\$ 4,375.00
Trzeciak, Kristy	Cell Phone Reimbursement	\$ 35.00
UPS	Shipping	\$ 57.80
Veenstra & Kimm, Inc.	The Landing at Oxley Creek Plat 2	\$ 616.05
Veenstra & Kimm, Inc.	Ironwood Estates Plat 3 Construction Services	\$ 343.68
Veenstra & Kimm, Inc.	2020 Bridge Inspections	\$ 1,493.50
Veenstra & Kimm, Inc.	Water Treatment Plant - Additional Filter Installation	\$ 200.74
Veenstra & Kimm, Inc.	Building Permit Fees for July 2020	\$ 6,810.70
Verizon	Cell Phone Charges	\$ 114.76
Walter's Sanitary Service, Inc.	Residential garbage reimbursement 8/1/20-8/31/20	\$ 8,424.20
Walter's Sanitary Service, Inc.	Container Rental/Pickup	\$ 64.00
Walter's Sanitary Service, Inc.	Container Rental/Pickup	\$ 86.08
Williams Scotsman	Police Mobile Trailer Rental Fee	\$ 338.00

TOTAL	<u><u>\$ 96,541.08</u></u>
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EXPENSE TOTALS PER FUND

General Fund	\$ 91,190.56
Water Fund	\$ 3,129.59
Sewer Fund	\$ 2,220.93
TOTAL	<u><u>\$ 96,541.08</u></u>

REVENUE TOTALS PER FUND

General Fund	\$ 24,508.53
Road Use Tax Fund	\$ 13,184.68
Employee Benefits Fund	\$ 153.34
Emergency Fund	\$ 37.74
Local Option Sales Tax Fund	\$ 19,678.66
Debt Service Fund	\$ 687.38
Water Fund	\$ 39,957.34
Sewer Fund	<u><u>\$ 63,574.67</u></u>
TOTAL	<u><u>\$161,782.34</u></u>