

City of Granger
Council Meeting Minutes
January 8, 2020

Mayor James opened the City Council meeting at 7:00 p.m. at City Hall, 1906 Main Street, Granger, Iowa, 50109.

Roll Call: Present: Backous, Brandt, Saak, Schutt Not Present: Bermel

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

Elected Mayor and Council members were sworn in on December 11, 2019 by the City Clerk.

Shon Bruellman – Big Red Food Truck - request to waive time restriction on transient merchant license (Code Section 122.10 limits license to between 8 a.m. and 6 p.m.) to allow service until 9 p.m. through December 31, 2020 was approved by Schutt, seconded by Brandt. All Ayes.

Angela Selby – Kulinary Khaos Food Truck – request to waive time restriction on transient merchant license (Code Section 122.10 limits license to between 8 a.m. and 6 p.m.) to allow service until 9 p.m. through December 31, 2020 was approved by Schutt, seconded by Saak. All Ayes.

Bermel arrived at 7:05 p.m.

Action on Resolution 2020-1 – recognizing Wayne Bice’s 8 years of service on Granger City Council was approved by Backous, seconded by Saak. All Ayes.

Action on Ordinance No. 387 – Amending the Code of Ordinances by adding Section 69.10 to Limit Truck and Trailer Parking in the City of Granger, second reading was approved by Schutt, seconded by Brandt. All Ayes. Schutt made motion to waive the third reading, seconded by Brandt. All Ayes.

The following 2019-2020 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 – Kelly Owen, approved by Backous, seconded by Saak. All Ayes.
- c. City Clerk/Treasurer – Kristy Trzeciak approved by Saak, seconded by Brandt. All Ayes.
- d. City Attorney – Ben Rouse approved by Schutt, seconded by Saak. All Ayes.
- e. City Engineer – Bob Veenstra approved by Schutt, seconded by Backous. All Ayes.
- f. Public Works Director – Jarrod Sturtz approved by Schutt, seconded by Bermel. All Ayes.
- g. Building Official – Jason Van Ausdall approved by Schutt, seconded by Backous. All Ayes.
- h. Zoning Administrator – Jason Van Ausdall approved by Schutt, seconded by Backous. All Ayes.

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

The 2018 Sidewalk Improvements Program – The project will be accepted at the February meeting and once it is accepted the process to finalize the special assessments will begin. The property owners will have a period of time to pay the assessment. If it is not paid during that period, it will be spread over 10 years on their property taxes which will start in September 2020. Any amount under \$500 will have to be paid in full, any amount over the \$500 will be spread over the 10 years. Engineer Veenstra suggests we set the interest rate at 3% over 10 years. Partial Payment Estimate No. 3 (final) – Denco Highway Construction Co. - \$8,309.50 was approved by Schutt, seconded by Brandt. All Ayes.

Police Report – From 12/9/19 – 1/5/20 - reported 2 suspicious vehicles, 3 motorist assists, 2 fire alarms, 1 harassment, 2 theft, 1 identity theft, 3 suspicious persons, 1 civil standby, 3 animal calls, 1 employee dispute (not Granger), 1 counterfeit currency, 4 ambulance calls, 2 parking complaints, 3 citations, 2 warnings, and other agency assists.

Fire Department December 2019 Report shows there were 12 EMS calls, 2 motor vehicle accidents, 6 fires, and 1 mutual aid.

Public Works Report – Action to replace pump at the sewer plant in the amount of \$15,000 was approved by Brandt, seconded by Saak. All Ayes.

Parks and Recreation Report – Harned mentioned the officers were elected as follows: Jeri Wendzel is chair, Erik Smith is co-chair, and Jennifer Kopp is secretary. The spring/summer is in the planning stage with hopes to mail out by March 15th. Harned did not have anyone sign up for youth Spanish for the January/February session and she hasn’t received any feedback. Soccer will be moved

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to the spring. Adult fitness classes will run Monday through Friday at 8:45 a.m. Free streaming classes started on Monday, January 6th and will run through the month of January to see the interest. Adult volleyball had 4 teams register.

Mayor and Council discussed and reviewed the new drug and alcohol testing services agreement with C.J. Cooper & Associates with an annual administrative fee of \$85.00 plus per service charges as needed and the new service agreement for FMCSA drug and alcohol clearinghouse services with C.J. Cooper & Associates for annual fee of \$25.00. Along with this agreement, employees are put into a random drawing each quarter to go and get drug and alcohol tested within a time frame. The discussion was how should the City enforce this with the fire and ems personnel since they are paid volunteers. The Council will make that determination at the February meeting so we can include in the policy.

Action to approve Council’s appointment of J.T. Miller to Plan and Zoning Committee to fill the vacancy created by resignation of Scott D. Brandt (for balance of term ending December 31, 2021) was approved by Saak, seconded by Brandt. All Ayes.

Action to set public hearing on 2020-2021 City budget maximum property tax dollars to certify for levy for 7 p.m. on February 12, 2020 was approved by Schutt, seconded by Brandt. All Ayes.

Budget Workshop is scheduled for Wednesday, January 15th starting at 6 p.m.

Schutt reported on behalf of the Finance Committee that all information at this time was in order except one invoice that was for a personal purchase that will be paid by the employee and not the City. Schutt made motion to approve the report, seconded by Backous. All Ayes.

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

Mayor James and the Council reviewed and discussed the City of Granger personnel policy and procedures manual revisions. The changes will be reflected at the February meeting for an official approval to go into effect July 1, 2020. The compensatory time for the soon to be exempt employees will need to use all their comp time by June 30th. The new performance evaluation form will go into effect this December and then the proposed increase in salary will be included in the budget projections for the following fiscal year. The job descriptions for all the City employees will be reviewed and then approved at the February meeting. Council member Bermel will look into combining the phone and internet bills for the City to see if we can save some money. Council members Saak and Brandt will do some research on having a locally owned utility. Mayor James mentioned he plans to set up a meeting with the Sturgeons on the lots that are for sale in Granger and with property owners about annexation.

Action to approve \$100 donation to New Opportunities, Inc., which provides assistance programs from the federal and state governments to local residents was approved by Schutt, seconded by Backous. All Ayes.

Meeting adjourned at 8:45 p.m.

Tony L. James, Mayor

Attest: _____
Kristy Trzeciak, City Clerk

DECEMBER 2019 CLAIMS
DESCRIPTION

VENDOR	DESCRIPTION	AMOUNT
Access Systems Leasing	Copier Lease + Usage	\$ 375.07
Access Systems Leasing	Server Lease + IT Services	\$ 625.74
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 504.50
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 240.00
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 375.00
Agsource Laboratories	Wastewater tests + UPS shipping charges	\$ 159.50
Background Investigation Bureau	Background checks for basketball coaches	\$ 11.95
Background Investigation Bureau	Background checks for basketball coaches	\$ 47.80
Badger Meter	Beacon Mobile Hosting Service	\$ 38.28
Banleaco	Folder/Inserter Lease	\$ 154.22
Barnes & Noble	Legos/Dora and the Lost City of Gold	\$ 96.91
Barnes & Noble	EGC Certificates	\$ 25.00

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Barnes & Noble	Books	\$ 19.16
Barnes & Noble	DVD	\$ 6.99
Barnes & Noble	Books	\$ 37.58
Barnes & Noble	DVDs	\$ 71.67
Barnes & Noble	Books	\$ (40.58)
Barnes & Noble	Books	\$ 28.92
Barnes & Noble	Books	\$ 13.58
Barnes & Noble	DVDs	\$ 52.57
Barnes & Noble	Books	\$ 32.78
Barnes & Noble	DVD	\$ 29.99
Barnes & Noble	Books	\$ 111.17
Barnes & Noble	Books	\$ 52.55
Barnes & Noble	DVDs	\$ 93.82
Barnes & Noble	Books	\$ 47.96
Barnes & Noble	Books	\$ 40.00
Barnes & Noble	Books	\$ 58.36
Barnes & Noble	Book	\$ 11.16
Barnes & Noble	Books	\$ 104.62
Barnes & Noble	Book	\$ 20.99
Barnes & Noble	Books	\$ 179.64
Boot Barn	Boots - Feick	\$ 119.00
Boot Barn	Jeans - Mullins	\$ 134.96
Bound Tree Medical, LLC	Prep Pads/Cath/Gloves/Syringes/Lancets/Suction Tubing/Oral Nasal W/02 Tubing/Airway Needleless injection/Extrication Collar/Military Kit/Germicidal Wipes	\$ 509.33
Brown, Fagen & Rouse	Legal Services for December 2019	\$ 2,800.00
Burns, Brandon	Cell Phone Reimbursement	\$ 35.00
Capital City Equipment	Replace Joystick on Tool Cat	\$ 983.14
Capital City Equipment	Hydraulic Valve for Tool Cat	\$ 673.14
Casey's Business MasterCard	Fuel	\$ 1,262.87
CJ Cooper & Associates	DOT Non DOT Co Policy Rev/Annual Admin Fee/Annual Clearing House Fee	\$ 175.00
Clive Power Equipment	Starter cover with Pullcord	\$ 100.41
Concrete Technologies Inc.	Commercial Special Backfill/ 1" Clean	\$ 1,329.22
Culligan Water of Adel	Bottled Water + Cooler Rental	\$ 30.55
Curtis, Nancy	K-2nd Grade Spanish Session 1	\$ 280.00
Dallas Co. Auditor	Dallas Co. City Election	\$ 742.97
Dallas Co EMS	ALS1 Emergency Base Rate-Resident	\$ 150.00
Dallas Co News	Subscription	\$ 46.00
Demco	Digital Double Stack Bar	\$ 82.53
Demco	Demco Film Fiber Tape	\$ 37.13
Demco	Scotch Tape	\$ 30.80
Demco	Glue Stick/Bluetooth Speaker/Art Paper/	\$ 86.32
Empowerment Solutions, LLC	Hosting WordPress Installation & Database on Vitual Servers/Quartely Hosting Fee	\$ 225.00
Feick, Brad	Cell Phone Reimbursement	\$ 35.00
Fire Recovery EMS	December Billing	\$ 190.05
Fire Service Training Bureau	Certification Fees for Hazmat & FF 1 for Samuel Palmer	\$ 100.00
Frederick, Michael	Bunny Love Book	\$ 24.00
Granger Motors	Seatbelt Replace/ABS Module Replace/Dash Cluster Repalce-Police Crown Vic	\$ 3,443.58
Harned, Jennifer	Cell Phone Reimbursement	\$ 35.00
Hawkins	Chlorine/Promagnate/Pump Hose Parts	\$ 1,478.99
Iowa Law Enforcement Academy	Firearms Recertification-Chris Knouse	\$ 150.00
Iowa One Call	811 E-Mails	\$ 40.90
Menards - Grimes	Washer Fluid/Smoke Detector Batteries/Light Blubs	\$ 84.94
Mullins, Aaron	Cell Phone Reimbursement	\$ 35.00
Office Depot	Ink	\$ 61.02
Office Depot	Planner/Ink/Toner/Calendar Refill/Plastic Cups	\$ 166.68

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Office Depot	Desk Chair	\$ 253.38
Office Depot	Toner	\$ 66.02
Office of Elections	Polk Co. Elections	\$ 162.21
Oriental Trading	Magnets/Ornament/Snakes & Lizards/Stickers	\$ 55.91
Pink Stew Entertainment	Magic Show	\$ 100.00
Polk City Fire Department	Tiering Services	\$ 400.00
Racom	EDACS Access/Beon Access	\$ 494.05
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Ramsey, Katie	Community Center Photos	\$ 65.00
Sandry Fire Supply	OHD Fit Testing	\$ 420.00
Sherwin-Williams Co.	Paint/Edger Pad/Spnges	\$ 180.45
Sherwin-Williams Co.	Paint	\$ 104.91
Sturtz, Jarrod	Cell Phone Reimbursement	\$ 35.00
Tennal, Miklannet	Basketball Clinic Instructor	\$ 360.00
Tennal, Miklannet	TOT Basketball Instructor	\$ 180.00
Tenting, Krystal	Yoga Instructor	\$ 343.00
Tiernan's Service Center	Tow/Parts/Labor to Replace Starter-Dump Truck	\$ 684.75
Tiernan's Service Center	Lube Oil Filter/Tire Rotation-Sewer Truck	\$ 60.00
Truck Equipment, INC	Blade Guide Assy	\$ 22.50
Truck Equipment, INC	Spreader	\$ 6,379.25
Trzeciak, Kristy	Cell Phone Reimbursement	\$ 35.00
UPS	Shipping	\$ 53.80
Veenstra & Kimm, Inc.	Building Permit Fees for November 2019	\$ 211.60
Walter's Sanitary Service, Inc.	Residential garbage reimbursement 12/1-12/31/19	\$ 7,840.20
Walter's Sanitary Service, Inc.	Container Rental/Pickup	\$ 91.00
Walter's Sanitary Service, Inc.	Container Rental/Pickup	\$ 258.88
Williams Scotsman	Police Mobile Trailer Rental Fee	\$ 338.00
	TOTAL	<u>\$ 38,994.39</u>

EXPENSE TOTALS PER FUND

General Fund	\$ 27,896.91
Road Use Tax Fund	\$ 7,121.50
Water Fund	\$ 2,157.61
Sewer Fund	\$ 1,818.37
TOTAL	<u>\$ 38,994.39</u>

REVENUE TOTALS PER FUND

General Fund	\$ 50,517.16
Road Use Tax Fund	\$ 9,874.62
Employee Benefits Fund	\$ 3,058.00
Emergency Fund	\$ 537.92
Local Option Sales Tax Fund	\$ 32,744.28
TIF Fund	\$ 6,362.39
Debt Service Fund	\$ 9,909.39
Water Fund	\$ 20,476.23
Sewer Fund	\$ 41,045.90
TOTAL	<u>\$174,525.89</u>