

**Tentative Agenda  
Glenwood City Council Meeting  
July 28, 2020  
City Hall  
7:00 p.m.  
Virtual Meeting**

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/CityofGlenwood/city-council-meeting>

You can also dial in using your phone.

United States: +1 (872) 240-3412

Access Code: 702-282-837

**6:00 – 7pm (in no particular order)**

**Budget & Finance**

- Cemetery part-time employees increase
- Swimming Pool – water usage
- Pickleball change order

**Public Safety**

- West Traffic Flow

**Public Admin**

- Public Works Director position

1. **Call to order / roll call**
2. **Consent agenda** - All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion on these items unless a request is made prior to the time Council votes on the motion:
  - a. **Approve agenda**
  - b. **Approve abstract of claims #2**
  - c. **Approve minutes of July 14, 2020**
3. **Allow visitors to address council**

Visitors may address the Council at this time; however, comments will be limited to 3 minutes. As per Iowa's Open Meetings Law, Council can only listen during public comments and cannot take any action on items that are not posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.
4. **Discussion/formal action on street closure permit for Harley Davidson Bike Night - Dan Roland**
5. **Approve Mayoral reappointment of Bob Wray to Library Board 6-year term ending June 30, 2026**
6. **Approve Mayoral reappointment of Ray Dean Cain to Cemetery Board 3-year term ending July 5, 2023**
7. **Committee meeting**
  - a. **Budget & Finance – Smithers**
    - i. **Discussion/formal action on Cemetery Board's recommendation to increase part-time hourly rate to \$13/hr for Cemetery part-time employees**
    - ii. **Motion to approve the Vine Street Pickleball Courts Project Change Order No. 1 for a time extension of 30 days for Mid-American Courtworks, LLC.**
    - iii. **Pool water usage update**
  - b. **Public Safety – Rodman**
    - i. **Motion to have first reading of Ordinance 903, an ordinance amending the code of ordinances for the City of Glenwood, Iowa by amending provisions concerning traffic (West Elem. Traffic during AM hours during school only)**
    - ii. **Motion to approve the first reading of Ordinance 903, an ordinance amending the code of ordinances for the City of Glenwood, Iowa by amending provisions concerning traffic**
  - c. **Public Admin – Jackson**
    - i. **Discussion/formal action on open public works director position**
8. **Departmental Reports**
  - a. **Public Works**
  - b. **Johansen – Police Dept /Code enforcement**
    - i. **Discussion/formal action to approve extending offer to candidate for open police officer position**
    - ii. **Discussion/possible formal action on bid openings for Chevy Caprice**
  - c. **Hitchcock - Code Enforcement**
  - d. **Painter – Library**
  - e. **Collins – Cemetery**
  - f. **Gray – Fire & Rescue**

**g. Mattox – Park**

**i. Discussion/possible motion to relocate Stinard Statue - Steve Hunt**

**h. Winquist/Farnan – Admin**

**9. City Attorney's Report**

**10. Mayor Report**

**11. Motion to Adjourn** Motion \_\_\_\_\_ Second \_\_\_\_\_ Ayes \_\_\_\_\_ Time: \_\_\_\_\_ PM

Order of agenda at discretion of Mayor

For hearing assistance contact City Hall seven business days prior to meeting date.

CITY OF GLENWOOD		ABSTRACT # 1	Date	
ACH Pmt	Payroll	Payroll	\$ 38,748.95	7/16/2020 Payroll
Elect	FNB	Fed/Fica	\$ 12,765.04	7/16/2020 Payroll
	76043 Treas. St of Iowa	Ia W/H	\$ 2,046.00	7/16/2020 Payroll
	76044 IPERS	Ipers	\$ 8,150.55	7/16/2020 Payroll
	76045 Collection Service	Emp Deduction	\$ 216.00	7/16/2020 Payroll
	76046 Iowa Dept. of Revenue	Emp Deduction	\$ 423.00	7/16/2020 Payroll
	76047 Polk County	Emp Deduction	\$ 41.10	7/16/2020 Payroll
	3581 Quill	replace #76028/office suppli	\$ 523.77	7/15/2020 Pol
	4535 Western IA Networks	Phones	\$ 347.27	7/15/2020 Aqua
	50 Cohron	Concrete	\$ 2,687.07	7/28/2020 RUT
	79 Access Systems	Copiers	\$ 308.50	7/28/2020 Admin/pol
	210 AquaChem	Chemicals	\$ 959.35	7/28/2020 Aqua
	212 Black Hills	Service	\$ 120.63	7/28/2020 Admin/Fire/RL
	213 Black Hills	Service	\$ 35.21	7/28/2020 Cem
	227 Arrow	Med Supplies	\$ 747.50	7/28/2020 Fire
	324 Auto Value	Parts	\$ 102.40	7/28/2020 Fire
	325 Auto Value	Parts	\$ 137.24	7/28/2020 RUT
	410 Ben Lunstrom	Service	\$ 90.00	7/28/2020 Fire
	411 Ben Lunstrom	Service/pickleball	\$ 415.00	7/28/2020 Rec
	509 Bomgaars	Supplies	\$ 560.85	7/28/2020 Aqua/Cem/RU
	1261 Electronic Engineering	Radios	\$ 833.99	7/28/2020 Fire
	1374 Flat Iron	Uniform cleaning	\$ 39.00	7/28/2020 Pol
	1560 Country Tire	Service	\$ 1,369.41	7/28/2020 Pol
	2110 Iowa One Call	Locates	\$ 62.20	7/28/2020 RUT
	2200 Loess Hills Landfill	Waste disposal	\$ 43.85	7/28/2020 RUT
	2266 JQ Office	Copier	\$ 89.36	7/28/2020 Fire
	2540 Life Assist	Med Supplies	\$ 680.48	7/28/2020 Fire
	2574 Matheson	Oxygen	\$ 89.06	7/28/2020 Fire
	2615 Pat Martin	Health Ins Ded Reimb	\$ 2,500.00	7/28/2020 Emp ben
	2777 MidAmerican	Service	\$ 13.62	7/28/2020 RUT
	2778 MidAmerican	Service	\$ 970.56	7/28/2020 Admin
	2780 MidAmerican	Service	\$ 3,560.09	7/28/2020 Aqua
	2781 MidAmerican	Service	\$ 1,894.60	7/28/2020 Park/Rec
	2782 MidAmerican	Service	\$ 67.09	7/28/2020 Amph
	2783 MidAmerican	Service	\$ 74.11	7/28/2020 Cem
	2960 MES	Equipment	\$ 3,131.00	7/28/2020 Fire
	2970 Napa	Parts	\$ 29.30	7/28/2020 Aqua/RUT
	3509 Principal	Life/Ad&D	\$ 268.37	7/28/2020 Emp ben
	3581 Quill	Office supplies	\$ 2.79	7/28/2020 Pol
	3802 S&L Ent	Trash Service	\$ 195.00	7/28/2020 Park
	3818 Sandry	Gas meter	\$ 1,898.05	7/28/2020 Fire
	4025 Stericycle	Med waste disposal	\$ 86.76	7/28/2020 Fire
	4102 Stroud Pump	service	\$ 300.00	7/28/2020 Park
	4243 Barrett	Repairs	\$ 286.63	7/28/2020 Pol
	4351 US Cellular	Phones	\$ 690.79	7/28/2020 All
	4362 Uphoff	chain	\$ 37.20	7/28/2020 RUT

4459 Visa	Supplies	\$	351.58	7/28/2020 Admin/Rec
4461 visa	Supplies	\$	476.95	7/28/2020 Pol
4464 Visa	veh repair	\$	348.97	7/28/2020 Pol
4466 Visa	Postage	\$	11.00	7/28/2020 Pol
4478 Darley	Rope	\$	233.63	7/28/2020 Fire
4488 Wellmark	Health/Dental	\$	27,272.19	7/28/2020 Emp ben
		\$	<b>54,071.38</b>	

City Council Minutes  
July 14, 2020

Glenwood City Council met in regular session on Tues, July 14, 2020 at 7:00pm in City Hall Council Chambers. In order to help stop the spread of COVID-19 virus, the meeting was held electronically. Chapter 21.8 of the IA code does permit an electronic meeting where members participate remotely when an in-person meeting is impossible or impractical. Mayor Kohn called the meeting to order w/the following present in chambers- Council Members: Jeremy Rodman, Laurie Smithers & Dan McComb; City Employees: Angie Winquist & Amber Farnan; Fire Chief Matt Gray; guest Jim Hughes; via phone; Tara Painter, Chief Eric Johansen, guests Kendra Biermann, Roger Craig, Brad Oliver & Joe George; Council Members Holly Jackson & Donnie Kates were absent

Motion-McComb/2<sup>nd</sup>-Rodman to approve the consent agenda

- a. Approve agenda
- b. Approve abstract of claims #1
- c. Approve minutes of June 23, 2020
- d. Approve liquor license renewal for Lincoln Farm & Home #1

Roll call: Ayes-3 Nays-0 motion carried

Motion-Smithers/2<sup>nd</sup>-McComb for Glenwood Lion's Club Lawn Mower Poker Run on 8/29/2020 11am-5pm w/UTVs, ATVs, lawn mowers & golf carts, including unregistered UTVs & ATVs

Roll call: Ayes-2 Nays-1 Rodman motion carried

Dan Roland Loess Hills Harley Davidson planning event on the square, he will return to Council once a date & specifics have been finalized, will contact Mills County for use of Court House Lawn – No action at this time

This being the time, date and place as advertised for the public hearing for sale of real estate owned by City of Glenwood (106 N. Locust St); Mayor Kohn opened the floor for discussion at 7:17pm; No written or verbal objections were received; Public hearing closed at 7:18pm

Motion-McComb/2<sup>nd</sup>-Smithers to approve Resolution 3510 approving the sale & conveyance of real estate owned by the City of Glenwood; 1 bid on 106 N. Locust St was received, Jim Hughes for \$10,000

Roll call: Ayes-3 Nays-0 motion carried

Motion-Rodman/2<sup>nd</sup>-McComb to approve Resolution 3505 awarding contract for the Vine Street Pickleball Courts Project, in the amount of \$117,800 to Mid-American Courtworks

Roll call: Ayes-3 Nays-0 motion carried

Motion-Smithers/2<sup>nd</sup>-McComb to approve Mayor's appointment of Jim Henderson to the Park Board, finishing out Rod Radford's term ending 4/10/21

Roll call: Ayes-3 Nays-0 motion carried

Motion-Smithers/2<sup>nd</sup>-McComb to have 3<sup>rd</sup> reading of Ordinance 900; an Ordinance amending the code of ordinances for the City of Glenwood, IA, by adding provisions pertaining to vehicle stop requirements within the city of Glenwood, IA (Removed 6<sup>th</sup> & Walnut portion)

Roll call: Ayes-3 Nays-0 motion carried

Motion-McComb/2<sup>nd</sup>-Smithers to approve 3<sup>rd</sup> reading of Ordinance 900; an Ordinance amending the code of ordinances for the City of Glenwood, IA, by adding provisions pertaining to vehicle stop requirements within the city of Glenwood, IA (Removed 6<sup>th</sup> & Walnut portion)

Roll call: Ayes-3 Nays-0 motion carried

Motion-Smithers/2<sup>nd</sup>-McComb that Ordinance 900 be finally adopted after legal publication by law

Roll call: Ayes-3 Nays-0 motion carried

Motion-McComb/2<sup>nd</sup>-Rodman to have 3<sup>rd</sup> reading of Ordinance 901; an Ordinance amending the code of ordinances for the City of Glenwood, IA, by amending the zoning map of the city of Glenwood's Unified Land Development Ordinance (Former Glen Haven property)

Roll call: Ayes-3 Nays-0 motion carried

Motion-McComb/2<sup>nd</sup>-Smithers to approve 3<sup>rd</sup> reading of Ordinance 901; an Ordinance amending the code of ordinances for the City of Glenwood, IA, by amending the zoning map of the city of Glenwood's Unified Land Development Ordinance (Former Glen Haven property)

Roll call: Ayes-3 Nays-0 motion carried

Motion-Smithers/2<sup>nd</sup>-McComb that Ordinance 901 be finally adopted after legal publication by law

Roll call: Ayes-3 Nays-0 motion carried

Motion-McComb/2<sup>nd</sup>-Smithers to approve Resolution 3511 providing funding & maintenance agreement for the Mills County Trails Project, reviewed & approved by Council

Roll call: Ayes-3 Nays-0 motion carried

Committee reports for meetings held prior to Council

McComb & Rodman reported for Budget & Finance who discussed the pool & fire station

Lifeguard tested positive for Covid/Mills County Public Health Investigating, lifeguards in close contact w/individual are not working & getting tested, admittance & concessions at pool have been low

Motion-McComb/2<sup>nd</sup>-Smithers to approve the admittance of children 13 & younger w/someone 16+ years

Roll call: Ayes-2 Nays-1-Rodman motion carried

Motion-Rodman/2<sup>nd</sup>-Smithers to approve seeking bids for rewire of fire station

Roll call: Ayes-3 Nays-0 motion carried

No action needed on future plans for fire station, City Admin Winquist will seek bids/opinions/feasibility of new fire station/remodel, donor willing to help w/costs, any referendum on fire station will need to go to voters

Roll call: Ayes-3 Nays-0 motion carried

Motion-Rodman/2<sup>nd</sup>-McComb to approve Med 2 ambulance repairs by McMullen Ford-quote \$8800

Roll call: Ayes-3 Nays-0 motion carried

McComb reported for Public Admin who discussed adopting rules & regulations for council meetings

Motion-McComb/2<sup>nd</sup>-Rodman to approve Resolution 3512 Council Rules & Regulations

Roll call: Ayes-3 Nays-0 motion carried

#### Departmental Reports

Clerk Farnan reported for Public Works, Police Department & Cemetery

Motion-Smithers/2<sup>nd</sup>-McComb to approve bid from Affordable Asphalt for repairs on East Florence in the amount of \$2323; additional bid from Economy Asphalt for \$4500

Roll call: Ayes-3 Nays-0 motion carried

Public Works employees have been trimming trees, power to pickleball court should be completed by MidAmerican soon

K9 unit received a \$2000 donation from Schildberg for new bite suit, speed trailer is operational parked on N Linn St

New asphalt is done at Cemetery

Director Painter reported for Library waiting on supplies before opening, rearranging library

Chief Gray reported for Fire & Rescue calls increasing, grain bin rescue kit received from Mills County EMA, fire fighters Clark & Cave received IFSAC areal operator certificates

Stephen Hunt from Park Board reported for Park

Motion-McComb/2<sup>nd</sup>-Rodman to approve signing easement for MidAmerican Energy to provide new building w/electricity

Roll call: Ayes-3 Nays-0 motion carried

Discussed tree at GLP that is falling into lake, Superintendent Mattox is getting bids for removal

City Admin Winquist asked Council for permission to close the office over lunch hours when only one person is in the office-Council granted permission for closing office when needed

Dan Corrigan, producer requested permission to film a commercial for a political figure on 7/17/2020, crew of 10-12 people, no closing of streets, not an endorsement of candidate, will email cert of liability insurance

Mayor Kohn is looking for volunteers to help w/weeding flower beds at the Park, he has been working on the Zen Rock.

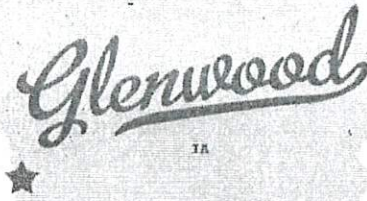
Motion-McComb/2<sup>nd</sup>-Smithers to adjourn at 8:17p.m.

Roll Call Ayes: 3 Nays: 0 Motion carried

Attest:

\_\_\_\_\_  
Ron Kohn, Mayor

\_\_\_\_\_  
Amber Farnan, City Clerk



*Revised*

### APPLICATION FOR STREET CLOSING PERMIT

To enable you to close or block off a street for a neighborhood or special event, the Glenwood City Council must first give approval.

APPLICANT'S NAME: **Loess Hills Harley-Davidson, Dan Roland, General Manager**

ADDRESS: **57408 190<sup>TH</sup> Street, Pacific Junction, Iowa 51561**

PHONE: **712-800-3500** CELL: **845-548-7767**

EMAIL ADDRESS: **danr@loesshillshd.com**

CONTACT NAME (IF DIFFERENT THAN APPLICANT) \_\_\_\_\_

CONTACT PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

CONTACT EMAIL: \_\_\_\_\_

PURPOSE OF STREET CLOSURE: **Bike Night - Motorcycles**

AREA TO BE CLOSED: **East Sharp Street, N Vine Street and 1<sup>st</sup> Street of the Square**

DATE & TIME OF CLOSURE: ~~Wednesday, August 26<sup>th</sup>, 5-9PM~~ *THURS AUG 27<sup>th</sup> 5-9PM*

ADDRESS WHERE BARRICADES SHOULD BE DROPPED OFF: **Corner of E Sharp Street and Vine Street**

Barricades will be picked up at the same location the next working day following street closure.

FOR OFFICE PERSONNEL ONLY	
Date submitted: _____	Permit No. _____
City Clerk's Approval/Denial: _____	
Police Dept. Approval/Denial: _____	
Public Works Dept. Approval/Denial: _____	
Fire Dept. _____	
Mills County Dispatch Notified _____ (527-4844)	CC all Dept. Revised: 07-02-13

City Council Approval / Denial:

Date:

## GLENWOOD CEMETERY BOARD MEETING

The Glenwood Cemetery Board met in regular session on Wednesday, July 15, 2020 at 9:30 A.M., at the Cemetery Legion Building with the following present: Board members Ray Dean Cain, Bev Blasi & Jerry Shaw, and Cemetery Sexton Michael Collins.

Motion by Blasi, seconded by Cain to approve the agenda as presented  
Ayes - 3      Nays - 0

Motion by Shaw, seconded by Blasi, to approve the minutes of June 17, 2020  
Ayes - 3      Nays - 0

Motion by Shaw, seconded by Cain, to approve the following claims:  
Ayes - 3      Nays - 0

See claims:

<b>75873</b>	<b>Affordable Asphalt</b>	<b>Paving</b>	<b>\$ 6,800.00</b>	<b>6/23/2020</b>
<b>75875</b>	<b>Black Hills</b>	<b>Utilities</b>	<b>\$ 20.42</b>	<b>6/23/2020</b>
<b>75879</b>	<b>Bomgaars</b>	<b>Supplies</b>	<b>\$ 219.97</b>	<b>6/23/2020</b>
<b>75902</b>	<b>No Frills</b>	<b>Paper Products</b>	<b>\$ 15.68</b>	<b>6/23/2020</b>
<b>75913</b>	<b>MidAmerican</b>	<b>Service</b>	<b>\$ 41.86</b>	<b>6/23/2020</b>
<b>75916</b>	<b>Napa</b>	<b>Parts</b>	<b>\$ 130.21</b>	<b>6/23/2020</b>
<b>75975</b>	<b>Bomgaars</b>	<b>Supplies</b>	<b>\$ 77.86</b>	<b>7/14/2020</b>
<b>75977</b>	<b>BP</b>	<b>Fuel</b>	<b>\$ 270.91</b>	<b>7/14/2020</b>
<b>75985</b>	<b>John Deere Financial</b>	<b>Parts</b>	<b>\$ 166.45</b>	<b>7/14/2020</b>
<b>75989</b>	<b>Glenwood Feed</b>	<b>Chain saw/oil</b>	<b>\$ 352.90</b>	<b>7/14/2020</b>
<b>76035</b>	<b>US Cellular</b>	<b>Phone</b>	<b>\$ 27.49</b>	<b>7/14/2020</b>
<b>76040</b>	<b>Century Link</b>	<b>Phones</b>	<b>\$ 58.01</b>	<b>7/14/2020</b>

Motion by Cain, seconded by Blasi, to recommend increase in hourly wage for part-time workers to \$13.00/hr to match new park part-time workers  
Ayes - 3      Nays - 0

Discussion:

- The Board would like to make a recommendation to Council of giving a \$0.63/hr raise to the permanent part-time employees to match the new hires at the Park at \$13.00/hr.
- Asphalt work has been completed and Board is very satisfied.
- Removed one of the 3 dead trees and still making progress to move forward to get the other 2 done by the end of the summer.
- Redid leaning retaining wall, Board is very impressed that we were able to reuse all the old product and have very good results.
- Drafted letter that we are going to send to the Legion that we will no longer offer the building for coffee and donuts after the Memorial service

Motion by Cain, seconded by Blasi, to adjourn the meeting

Meeting adjourned at 10:06 a.m.

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Ray Dean Cain, Chairman

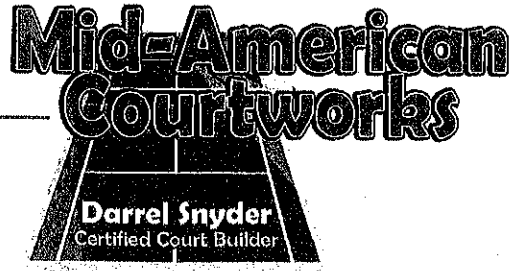
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Mike Collins, Cemetery Sexton





230 N. Byron Rd.  
Wichita, KS 67212



Office/fax: 316.558.5920  
Mobile: 316.650.8620  
Email: midamericacts@cox.net

7-21-20

Agreement between: City of Glenwood, IA. & Mid-American Courtworks

This letter is submitted with the signed bid documents requesting an additional 30 days of work time to construct the 6 Vine Street pickleball courts. The original time frame of 60 days is abnormally short for this project as concrete must cure after placement a minimum of 30 to 40 days. Secondly we need some leeway to employ a qualified concrete sub contractor (BMI Concrete) out of Wichita, KS. This company has a full summer-fall schedule and I feel good using this company which has over the past 20 years placed many previous tennis and pickleball courts for me. Their involvement includes 3 jobs that have received ASBA (American Sports Builders Assoc.) Courts of the Year awards. Three years ago they worked with me to place 12 tennis courts in Lawrence, KS. at the K.U. Varsity tennis center.

Lastly, we like all companies are dealing with a virus issue which as possible consequences of slowing down work should any employees get this virus. We are extremely busy as work was delayed this spring and summer due to the affects and precautions that were taken to avoid any employees getting sick. There is always a chance that shutdowns could happen in the future that would affect our work schedule. These are the reasons I am requesting a change order to add 30 days to the contract period. (Total 90 days)

Sincerely,

Darrel Snyder (Mid-American Courtworks)

**ORDINANCE NO. 903**

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF GLENWOOD, IOWA, BY AMENDING PROVISIONS CONCERNING TRAFFIC

BE it enacted by the City of Glenwood, Iowa:

SECTION ADDED: Chapter 68, Section 01, Subsection (07) shall be added read in full as follows:

**68.01**      **ONE-WAY TRAFFIC REQUIRED.** Upon following streets and alleys vehicular traffic, other than permitted cross traffic, shall move only in the indicated direction when appropriate signs are in place.

\* \* \*

7. On Sharp Street, from Grove Street to Hazel Street, eastbound traffic only one-half hour prior to the commencement of West Elementary School and one-half hour after the commencement of West Elementary School on all Glenwood Community School District Days.

SECTION ADDED: Chapter 68, Section 01, Subsection (08) shall be added to read in full as follows:

**68.01**      **ONE-WAY TRAFFIC REQUIRED.** Upon following streets and alleys vehicular traffic, other than permitted cross traffic, shall move only in the indicated direction when appropriate signs are in place.

\* \* \*

8. On Sharp Street, from Grove Street to Myrtle Street, school bus traffic only one-half hour prior to the commencement of West Elementary School and one-half hour after the commencement of West Elementary School on all Glenwood Community School District Days.

SECTION ADDED: Chapter 69, Section 08, Subsection (158) shall be added to read in full as follows:

**69.08**      **NO PARKING ZONES.** No one shall stop, stand or park a vehicle at any of the following specifically designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal.

\* \* \*

158. On the south side of Coolidge Street, from Locust Street to Elm Street, no parking between the hours of 7:00 a.m. and 4:00 p.m. each Monday through Friday.
159. On the west side of Grove Street, 175 feet south of Sharp Street.