

Glenwood City Council Committee Meeting Minutes

July 25, 2023

Glenwood City Council met for committee meetings on Tues, 7.25.2023 at 5:45 pm in Council Chambers prior to the City Council meeting with the following present Mayor Ron Kohn; Council Members present: Donnie Kates, Laurie Smithers, Holly Jackson, Dan McComb, and Jeremy Rodman. City employees present: Fire Chief Gray, Jamey Clark, Amber Farnan, Jessica Alley, Tara Painter, Lt Worcester; Guests: Joe Foreman, Jake Zimmerer

Committee meetings are for discussion only, no action is taken, but a quorum is usually present. Action, if any, will be taken during the Council Meeting following the committee meetings or at another scheduled council meeting.

Public Works - Jake from Eagle Engineering (EE) discussed current City projects including:

- Maplewood Cir & Oak Ridge Dr streets, EE & Public Works have inspected and recommend the City take ownership of them, Farnan to research if formal action is needed from Council
- Locust St overlay plans & design sent off to state, bidding for project is estimated fall 2023, construction is estimated spring/summer 2024
- Chip & seal road repair for FY 23/24 will be on Walnut St (Tyson St to Coolidge St), Coolidge St (Walnut St to Vine St), 1st St (Locust St to Walnut St), Vine St (1st St to 3rd St)
- EE will be moving forward creating Fairview Creek Stabilization plans for bids, EE will provide proposal for services at 8.8.2023 meeting
- Coolidge St road repair assessed as complete
- Pool operating and aesthetic features to be assessed for fixing in fall
- Discussion about adding rip rap and dirt to slow S. Chestnut St drainage
- Marian Heights drainage/sinkhole issues from sewer project are being addressed by contractors and EE will be following up
- Marian Ave/Redbud Ave flume (Oak Ridge Park) to be addressed by contractors
- Architect for Runza/Pizza Hut currently redesigning structure to comply with DNR standards

Public Admin

- Abandoned Green St property and possibility of City acquiring it, Farnan will provide more information after discussion with Attorney Woods on process
- Resolution 3638 addresses open record requests, policy is consistent with Chapter 22 of Iowa Code, Attorney Woods has reviewed and approved policy, policy will streamline open records requests, help protect the City, assist the public in requesting records & ensure that all requests are handled in the same manner
- Food Truck map created for possible parking locations on city streets and possibly City property, Council to review and discuss at next committee meeting

Budget & Finance

- Amendment to FY24 budget which includes moving downtown revitalization from the general fund to a capital improvement fund, expending funds budgeted for FY23 in FY24 due to projects not being completed by end of FY23 (trail bridges, Library bookcases & water damage repairs, concession stand), and account for insurance reimbursement and repairs for hail damage to several police vehicles; public hearing needs set before adoption
- Possibility of adding lodging tax to the 2023 ballot, Farnan would work with bond attorneys to set up
- Western IA Networks (WIN) is interested in moving forward with broadband, prefer to continue their partnership with Mills County & have city contribute to the County, WIN and/or Mills County will provide more information after their next meeting with the County

Meeting ended at 6:59 p.m.

Glenwood City Council Minutes
July 25, 2023

Glenwood City Council met in regular session on Tues, 7.25.2023 at 7:00 pm in Council Chambers Mayor Ron Kohn called the meeting to order with the following Council Members present: Donnie Kates, Laurie Smithers, Holly Jackson, Dan McComb, and Jeremy Rodman. City employees present: Fire Chief Gray, Jamey Clark, Amber Farnan, Jessica Alley, Lt Worcester, and Tara Painter; Guests: Joe Foreman, Jake Zimmerer, Michelle Wright, Julie Schutz, Heidi M., Jacque Young, Randy Romens, Terry Stanley, Chelle Kingsdorf, Dr. S. Prickett; virtually: Bob Wray & Ethan Hewett

Motion McComb/2nd Kates to approve the Consent Agenda as printed: Agenda, Abstract of Claims #2, Minutes of July 11, 2023, Mills County Historical Society Liquor License Renewal, County's reappointment of Richard Crouch to P&Z Board, 5 year term ending 08/07/2028, Council's reappointment of John Bueltel to P&Z Board, 5-year term ending 08/07/2028; Ayes- 5 Nays-0 motion carried

Michelle Wright with Kiwanis Club- requested a Resolution and letter of support for the Iowa DNR REAP Grant Kiwanis is applying for ground improvements at Hiley Park, received support from the Park Board & Mills County Conservation Board, grant has no match requirement

Motion Smithers/2nd Jackson to approve Res 3639 a Resolution Supporting the Submittal of a REAP Grant for Hiley Park Improvements; Ayes- 5 Nays-0 motion carried

Julie Schutz- requested Council review their entry fees for non-swimmers/observers, Council to review & discuss at 8.8.2023 meeting

Farnan- discussed new concession site visit with Fire Chief Gray on 7.24.23, Mark Hughes Construction will be installing mirrors & new rounded edge counter & repairing a bathroom stall door, discussion needed on cleaning and maintaining the concession/bathrooms

Motion Jackson/2nd McComb to approve Final Pay Request to Mark Hughes Construction in the Amount of \$123,509.15 for Completion of the Concession Stand at Rec Complex; Ayes- 5 Nays-0 motion carried

Farnan- Glenwood Comprehensive Plan has been reviewed and approved by P&Z Board, Public Hearing required before City Council can formally adopt the plan

Motion Jackson/2nd Smithers to approve Setting a Public Hearing for Adoption of Comprehensive Plan for August 8, 2023 at 7:00 p.m.; Ayes- 5 Nays-0 motion carried

Action items from committee meeting discussions

Kates for Public Works - no action from committee meeting discussions, Eagle Engineering to provide proposal for Fairview Creek stabilization project, Farnan & Clark will provide update regarding assuming Maplewood Cir & Oak Ridge Dr streets from developer

Jackson for Public Admin - No action on Green St property or food truck parking, will be discussed at future meetings

Motion Jackson/2nd McComb to adopt Resolution 3638 Open Records Policy; Ayes- 5 Nays-0 motion carried

Smithers for Budget & Finance - No action on Western Iowa Networks (WIN) broadband project awaiting more information from WIN & Mills County

Motion Smithers/2nd Jackson to approve Set Public Hearing for Amendment to FY24 Budget ending June 30, 2023 for August 22, 2023 at 7:00 p.m.; Ayes- 5 Nays-0 motion carried

Motion Smithers/2nd Jackson to approve working with bond council to add Lodging Tax to 2023 ballot; Ayes- 5 Nays-0 motion carried

Department Reports

Director Clark for Public Works - Crosswalk painting in coming weeks, cold patching & working on repairs for street overlay projects

Lt Worcester reported for the PD - plans to end Flock Cameras when trial is over; handled 256 calls since last meeting

Motion Smithers/2nd Kates to approve the First Reading of Ordinance 930 an Ordinance Amending the Code of Ordinances pertaining to Vehicle Stop Requirements within the City. (Adding Stop Signs on 4th, Elm & Nuckolls Streets); Ayes- 5 Nays-0 motion carried

Motion Smithers/2nd McComb to approve Promotion of Police Officer Dan Kammerer from Police Officer II to Police Officer III effective July 27, 2023 at \$28.92/hr per union contract; Ayes- 5 Nays-0 motion carried

Motion Kates/2nd Smithers to approve advertising the 2011 Tahoe & 2013 Tahoe for sale via sealed bid, after vehicles are decommissioned; Ayes- 5 Nays-0 motion carried

Director Painter with Library- reported no further water issues at the Library

Chief Gray with FD-IMWCA met for site visit, happy with City improvements; Fire & Rescue had 59 calls since the last meeting, 45 in the City limits

Motion Kates/2nd Smithers to approve 50% Matching DNR Grant for Wildland Fire Assistance up to \$4,500; Ayes- 5 Nays-0 motion carried

Park Board Chairperson Romens for Park-Board request to allocate unspent funds from FY23 to FY24, Farnan stated this would require a budget amendment and would be setting precedent for other departments to make similar requests.

Mayor Kohn called for a motion to approve, died due to lack of motion, no action taken.

Motion Kates/2nd McComb to approve Park Board to purchase a storage shed for pickleball courts as a show of good faith, not to Exceed \$3,000; Ayes- 4 Nays-1 (Smithers) motion carried

Motion to approve purchasing a 72" Scag Turf Tiger Mower from Uphoff Outdoor Power in the Amount \$15,054.20; Ayes- 5 Nays-0 motion carried

Romens reported the small pond is filled, finishing work will be completed by park employees; waiting on DNR for large lake water shock report

Farnan reported vacancies on the Board of Adjustment & Planning and Zoning, and anticipated vacancy on the Library Board; Farnan & Alley attending training classes in Ames the week prior

Motion Jackson/2nd Kates to approve June 2023 Financials; Ayes- 5 Nays-0 motion carried

June 2023 Revenues/Expense Report

Fund	Beginning Fund Bal	Revenues	Expenses	Ending Fund Bal
General	\$1,296,991.96	\$125,845.36	\$413,963.71	\$1,008,873.59
Aquatic	(\$55,852.32)	\$34,828.15	\$10,198.67	(\$31,222.84)
Road Use	\$1,432,298.42	\$78,316.42	\$7,260.12	\$1,503,354.55
Employee Benefits	\$1,336,908.11	\$22,311.84	\$91,785.63	\$1,267,434.34
Emergency Fund	\$52,941.98	\$839.61	-	\$53,781.59
LOSST	\$2,140,283.85	\$65,578.50	\$660.68	\$2,205,201.67
Asset Forfeitures	\$11,435.41	\$300.00	-	\$11,735.41
Debt Service	(\$389,442.65)	\$4,898.83	\$1,000.00	(\$385,543.82)
GSB Now Acct	\$121.62	\$38.71	-	\$160.33
Cem Perp Care	\$63,391.28	\$144.19	-	\$63,535.47
Park Capital	\$7,000	-	-	\$7,000

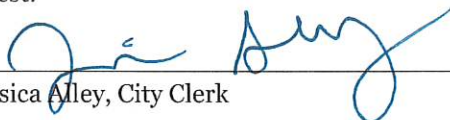
Cemetery Capital	\$6,554	-	-	\$6,554
ARPA	\$779,529.40	-	-	\$779,529.40
TIF	\$102,821.04	-	-	\$102,821.04
FEMA	\$3,628.14	-	-	\$3,628.14
2019 GO CAP	\$222,275.93	-	-	\$222,275.93
Marian Htgs	\$43,809.80	-	-	\$43,809.80
CDBG**	(\$192.00)	-	-	(\$192.00)
Amph Capital	\$197,103.47	-	-	\$197,103.47
Totals	\$7,262,453.72	\$333,101.61	\$524,868.81	\$7,070,686.52

**The negative balance is due to paying for the hotel/mileage for the HUD fraud training in Des Moines and not receiving the reimbursement yet.

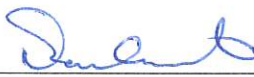
These totals do not include budgeted end of FY2023 transfers. These end of year transfers are usually done during the audit – which is in late September this year.

Motion McComb/2nd Kates to Adjourn meeting at 8:34 pm; Ayes-5 Nays-0 Meeting Adjourned

Attest:



 Jessica Alley, City Clerk



 Mayor Ron Kohn by Dan McComb
 Mayor pro tem

