

## Glenwood City Council Committee Meeting Minutes

August 8, 2023

Glenwood City Council met for committee meetings on Tues, 8.8.23 at 6:00 pm in Council Chambers prior to the City Council meeting with the following present Mayor Pro Tem Dan McComb; Council Members present: Donnie Kates, Laurie Smithers, Holly Jackson, and Jeremy Rodman. City employees present: Fire Chief Gray, Jamey Clark, Amber Farnan, Tara Painter, Lt Worcester; Guests: Joe Foreman and Jennie Davis

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.

### Budget & Finance

- Chamber Director Jennie Davis shared information on RAGBRAI requested Council consider applying as a host city for 2024. Thanked the Council for continued support for the Chamber & City's annual dues of \$3,500
- Request from previous meeting regarding pool entry free for non-swimmers

### Public Works

- Square nodes maintenance and upkeep; County received bid for repair of sidewalks around the Courthouse property, will share bid for node repairs
- Fairview Creek next steps, Eagle Engineering working on bid package for Council approval

### Public Admin

- Food truck allowable parking areas around the square
- Changing the payroll process for employees in November

Meeting ended at 6:59pm

## Glenwood City Council Minutes

August 8, 2023

Glenwood City Council met in regular session on Tues, 8.8.23 at 7:00 pm in Council Chambers Mayor Pro Tem Dan McComb called the meeting to order with the following Council Members present: Donnie Kates, Laurie Smithers, Holly Jackson, and Jeremy Rodman. City employees present: Fire Chief Gray, Jamey Clark, Amber Farnan, Lt Worcester, Chief Johnansen, and Tara Painter; Guests: Joe Foreman, Jennie Davis, Sandi Winton, Jim Hughes; virtually: Bob Wray, Dani Briggs (SWIPCO) & Aaron Ling; Mayor Kohn was absent.

Motion Kates/2nd Smithers to approve the Consent Agenda as printed: Agenda, Abstract of Claims #3, Minutes of July 25, 2023, Pay Requests for CDBG Projects Pass Through Funds: Pay Request 1- Project 22-ARPDH-024 - 2 N Walnut St in the amount of \$120,489.20 - Upper Story Grant, Pay Request 2 for Project 19-DRH-016 - 110 Nuckolls St in the amount of \$26,231.81, Pay Request 6 for Project 19-DRH-001 - 712 Lofts in the amount of \$114,375.00, Pay Request 4 for Project 19-DRH-002 - 308 N Hazel St in the amount of \$29,009.00; Ayes- 5 Nays-0 motion carried

Mayor Pro Tem McComb opened the public meeting regarding the Adoption of the 2023 Glenwood Comprehensive plan at 7:04pm; no written or oral comments received from the public prior to the meeting and no oral comments made at the public hearing, Dani Briggs w/ SWIPCO discussed the process, public hearing closed at 7:06 pm

Motion Jackson/2nd Kates to approve Resolution 3640 Adoption of the 2023 Glenwood Comprehensive Plan; Ayes- 5 Nays-0 motion carried

Motion Smithers/2nd McComb to approve overage of \$540.00 for replacement pump at the YMCA - Houser's AC & Htg invoice #10198, total due \$7,288.30, Ayes- 5 Nays-0 motion carried

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

Motion Smithers/2nd Kates to approve IA DOT Agreement for Surface Transportation Block Grant Program- Locust Street, from Sharp St North 0.6 miles to Hazel St HMA Resurfacing; Ayes- 5 Nays-0 motion carried

Motion Kates/2nd Jackson to approve sidewalk reimbursement for Bob Huff in the amount of \$250.00; Ayes- 5 Nays-0 motion carried

Action items from committee meeting discussions  
Smithers reported for Budget & Finance

Motion Smithers/2nd Jackson to approve submittal of application for RAGBRAI 2024 host city; Ayes- 5 Nays-0 motion carried

Motion Smithers/2nd Kates to approve yearly contribution to Mills County Chamber in the amount of \$3,500; Ayes- 5 Nays-0 motion carried

Council discussed request regarding non-swimmers entry fee waived; no change to policy, fee must be paid to enter the Aquatic Center

Kates reported for Public Works

Council will consider bid for repair work to nodes, once the quote from Mills County's contractor is received, possibly partnering w/County to have all the sidewalk repairs around the Courthouse property done simultaneously. Property owners are responsible for the sidewalks in front of their buildings, including the decorative brickwork, the City is responsible for the nodes around the square

Discussed Fairview Creek timeline, Jake Zimmerer is working on bid proposal, will bring to Council for approval, possible bid opening in September, Council would review bids and evaluate plans to move forward

Jackson reported for Public Admin

Council will review food truck parking around square and finalize map at future meeting

Discussed current payroll process and agreed to move forward with changes to allow staff to have a week to process payroll instead of 5-6 hours currently, Council requested Admin Farnan to research software options for timecards

Department Reports

Director Clark reported that Public Works will be repainting the parking stalls on the square on 8.18.23 at 2:30 am, there will be no parking on the square during this time, rain date is 8.25.23

Police Chief Johansen & Lt. Worcester reported suspending FLOCK camera system trial due to lack of responsiveness from company, hardware had to be replaced twice & it is not a good fit for our needs. Johansen is following up w/FLOCK for removal of system; Reminder of street closures for Cultivate Community event on 8.9.23; 249 calls for service since last meeting

Library Director Painter reported bookshelves have been received and installed

Admin Farnan reported for the Cemetery - Removed tree from property that had a large limb break 2 weeks ago

Fire Chief Gray reported working on 28E & tier agreements, 45 calls since last meeting - 835 for the year, upcoming confined space training

Admin Farnan reported on elections in November: Wards 1 & 2, 1 at large Council Member & Mayor terms all expire this year. Forms for getting on the ballot are available at City Hall, Library & online at [www.cityofglenwood.org](http://www.cityofglenwood.org), forms must be fully completed and turned into City Hall between 8.28.2023 & 9.21.2023 at 5:00 pm.


Motion Kates/2nd Smithers to approve the Downtown Revitalization contract with Curtis Architecture, pending changes city attorney Woods recommended; Ayes- 5 Nays-0 motion carried

Mayor Pro Tem McComb gave a brief update on Mayor Kohn.

Motion Kates/2nd Jackson to adjourn meeting at 7:40pm; Ayes- 5 Nays-0 meeting adjourned

Attest:

  
\_\_\_\_\_  
Jessica Alley, City Clerk

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