

Glenwood City Council Committee Meeting Minutes

December 12, 2023

Glenwood City Council met for committee meetings on Tues, 12.12.23 at 6:01 pm in Council Chambers prior to the City Council meeting. Mayor Pro Tem Dan McComb called the meeting to order with the following Council Members present: Jeremy Rodman, Holly Jackson, Laurie Smithers & Donnie Kates. City employees present: Jamey Clark, PD Chief Eric Johansen, Fire Chief Matt Gray, Jessica Alley, Amber Farnan, & Jordan Squires. Guests: Randy Romens, Jake Zimmerer, Brad Oliver. Virtual Guests: Bob Wray, Grant Anderson, Gina, and Aaron Ling.

Committee meetings are open to the public and 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 Zimmerer with Eagle Engineering:

- Discussed 2024 Locust St. Asphalt DOT bids: Western Engineering for \$671,410.70, OMG Midwest for \$834,318.90, and Henningsen Construction for \$1,063,019.71, DOT recommended Council to approve Western Engineering bid, full details of bids can be released to the public after 30 days of Council approval per DOT regulations
- Redbud Ave is a possibility for FY 24 road repair list due to savings on Locust St. project, Zimmerer recommending moving forward with Eagle Engineering doing survey for Redbud
- Zimmerer requested Council and Public Works to create a Future Street Projects list of priority

Budget & Finance- Chief Matt Gray & Grant Anderson with North Central Emergency Vehicles (virtual)

- Discussed possible purchase of ambulance for the City, projected completion date is 36 months, estimated \$389,829.00 including power cot, Osage Ambulance recommended due to transferable warranty, this can be ordered now and can be canceled at any time with no charges to the City, payment would not be due until ambulance is built and ready for delivery. Chief Gray would like to use funds from EMS billing to save for the purchase, will look for grants & other funding options.

Glenwood City Council Minutes

December 12, 2023

Glenwood City Council met in regular session on Tues, 12.12.2023 at 7:01 pm in Council Chambers. Mayor Pro Tem Dan McComb called the meeting to order with the following Council Members present: Holly Jackson, Jeremy Rodman, Laurie Smithers, & Donnie Kates. City employees present: Fire Chief Gray, Jamey Clark, Chief Johansen, Amber Farnan, Jessica Alley, and Jordan Squires; Guests: Joe Foreman, Jacque Young, Jennie Davis, Brad Oliver, Branden Davis, Barbara Dilworth, Joyce Rockwell, Bruce & Julie Van Meeteren, Randy Romens, Nancy Bristow, Gena & Roger Craig, Maxine Woods, Joe Ilsemire, Jim Henderson, & Teri Winum; Virtual: Aaron Ling, Ethan Hewett, Bob Wray, Jim, Dillon, Gina, & Adam Braun.

Motion Kates/2nd Smithers to approve the Consent Agenda as printed: Agenda, Abstract of Claims #11, Minutes of 11.28.2023 meeting, Minutes of 11.30.2023 Special Meeting, Super Board Meeting Notes 12.7.2023, liquor license renewals for Fas Mart #551 & Bucksnot Grill and Sports Bar, Designate Opinion Tribune at official newspaper for 2024, Extension Requests for 19-DRH-008, Burr Oak Apartments to June 30, 2024, and Infill Lots: 19-DRH-002, 19-DRH004, 19-DRH-006, 19-DRH-007 & 19-DRH-016 to April 30, 2024; Ayes- 5 Nays- 0 motion carried

Ken Wilson- spoke to Council about January being Cervical Health Awareness Month, wanted to bring awareness that regular screenings are effective in detecting the disease early

Mayor Pro Tem Dan McComb read Cervical Health Awareness Month Proclamation

Jennie Davis - Mills County Chamber - requested replacing large poles for banners Locust St, which broke last week; Director Clark to research prices on new poles

Randy Romens - Park Board - requested City to allow pickleball club to install waterline, Mills County Board of Supervisors approved funding up to \$2800, other funding has been secured by other parties, no cost to City for installation, however. City would assume the water line and future maintenance/repairs, Jackson would have liked the City to be part of discussion at Mills County meeting & questioned the validity of the vote at county level, Smithers would like a better working relationship between City and SWI Pickleball; MOU or rec agreement needed

Motion Rodman/2nd Smithers to approve Installing Waterline at Pickleball with City Assuming Responsibility; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd McComb to Approve Resolution 3659 attesting proper procedures followed by the Glenwood Municipal Utilities Board for adopting GMU budget for CY 24; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Kates to approve Resolution 3660 Establishing Policy for the Payment of Claims due to the Cancellation of the Second City Council Meeting in December; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Smithers to Approve 2024 City of Glenwood Meeting Dates, revising November 19th to November 5th; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Jackson to Approve Setting Appointment Date for Mayor to December 29th at 5:30pm at Glenwood City Hall; Ayes- 5 Nays- 0 motion carried

Motion Jackson/2nd Kates to Approve City Clerk Job Description; Ayes- 5 Nays- 0 motion carried

Motion Jackson/2nd Smithers to Approve City Administrator/ Finance Director Job Description; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Jackson to approve 207 Fairview Dr Sidewalk Reimbursement for \$250; Ayes- 5 Nays- 0 motion carried

Council reports on committee meetings held prior to the Council meeting

Kates for Public Works - discussed Locust St bids, possibility for Redbud Ave Street road repair, & Future Street Project List

Motion Kates/2nd McComb to accept Locust St Bid from Western Engineering for \$671,410.70 and Authorize City Administrator to Complete Contract Provisions; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Smithers to Authorize Eagle Engineering to Move Forward with Plans and Specs for Redbud Ave; Ayes- 5 Nays- 0 motion carried

Jackson for Public Admin- Committee Meeting did not discuss Fire Ordinances due to lack of time

Smithers for Budget & Finance- discussed possible ambulance purchase

Motion Smithers/2nd Kates to Approve North Central Emergency Vehicles Ambulance Purchase, to Include Power Cot at \$389,829.00, after Agreement can be reviewed by City Attorney; Ayes- 5 Nays- 0 motion carried

Department Reports

Public Works Director Clark- Bobcat Skid Loader will be ready first of year; Salt & sand delivered

Police Chief Johansen- discussed PD recruitment updates with new flyer and QR code; VA and Sheriff's office did not need a working dog, recommended to Council to retire Zeke and offer to Noah Hahn as sole owner & suspend K-9 unit; 146 calls, 7 arrests, 8 incidents, & 4 car accidents in last 2 weeks

Motion Smithers/2nd Jackson to Approve & Sign Handle with Care Memorandum of Understanding; Ayes- 5 Nays- 0 motion carried

Motion Rodman/2nd McComb to Approve Drone Policy; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Jackson to Extend a Conditional Offer of Police Officer I, Potential Start Date of 12.28.2023 at \$24.47/hr per Union Contract; Ayes- 5 Nays- 0 motion carried

Motion Jackson/2nd Smithers to Approve Sale of Firearm to Captain Patrick Martin for \$305; Ayes- 5 Nays- 0 motion carried

Motion Rodman/2nd McComb to Accept Captain Patrick Martin's retirement effective 12.27.2023; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Kates to Accept Resignation of Sergeant Noah Hahn, effective 12.20.2023; Ayes- 5 Nays- 0 motion carried

Motion Jackson/2nd Smithers to Retire Zeke from K9 Program, Effective 12.20.23 & to Remain with Sergeant Hahn as Sole Owner Responsible for Zeke; Ayes- 5 Nays- 0 motion carried

Farnan-Library- hired part time library assistant, Cadence Ewald at \$12.25 per/hr

Farnan-Cemetery- Smithers discussed Catholic Section Maintenance fee increase with Father Dan

Motion Smithers/2nd Kates to Approve Resolution 3661 Revising Cemetery Fees, Effective January 1, 2024; Ayes- 5 Nays- 0 motion carried

Fire Chief Gray- 38 calls: 29 in City limits, 23 medical calls, 1 structure fire; discussed quote for larger dumpster to be placed at Public Works, Clark stated not needing larger dumpster, no action taken; Thank you to Dan McComb and Jeremy Rodman for getting the Fire Department where it is today and your time on City Council

Jessica for Park & Rec- met with Park Superintendent Mattox & Janis at ICAP to discuss donated playground equipment from the City of Bellevue, in good shape, support poles are broken, Mattox is working on getting specs and seeing if GAMETIME can supply parts for equipment

Admin/Finance Farnan- discussed training new hire at City Hall; received draft audit, working on Budget; open enrollment for health insurance closes 12.15.2023

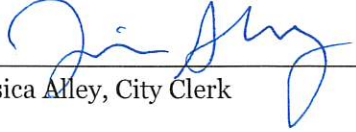
Motion Kates/2nd Smithers to approve November 2024 Financials and Fund Report; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Kates to Approve CDBG Pass Thru Funds Pay Requests as presented on agenda: Pay Request 10 - 306 N. Locust St, 19-DRH-006 - in the amount of \$18,629.17, Pay Request 11 - 306 N. Locust St, 19-DRH-006 - in the amount of \$9,570, Pay Request 4 - 110 Nuckolls St, 19-DRH-016 - in the amount of \$5,728.58, Pay Request 9 - Arbor Hills, 19-DRH-018 - in the amount of \$15,065.23, Pay Request 7 - 308 N. Hazel St, 19-DRH-002 - in the amount of \$21,083.51, Pay Request 12 - 1001 N. Linn St, 19-DRH-007 - in the amount of \$6,386.34, Pay Request 13 - 1001 N. Linn St, 19-DRH-007 - in the amount of \$9256, Pay Request


12 - 408 N. Myrtle St, 19-DRH-004 - in the amount of \$13,290.14, Pay Request 13 - 408 N. Myrtle St, 19-DRH-004 - in the amount of \$14,751.75, Pay Request 11 - 210 Valley St, 19-DRH-005 - in the amount of \$43,530.92, Revised Pay Request 1 - 2 N. Walnut St, 22-ARPDH-024 - in the amount of \$120,000, previous approved amount was \$120,489.20, & Pay Request 2 - 2 N. Walnut St, 22-ARPDH-024 - in the amount of \$80,000; Ayes- 5 Nays- 0 motion carried

Motion Jackson/2nd Smithers to adjourn meeting at 8:46 pm; Ayes- 5 Nays-0 meeting adjourned

Attest:



Jessica Alley, City Clerk



Mayor

