

Tentative Agenda
Glenwood City Council Meeting
February 13, 2024
Located at City Hall at 5 N. Vine St. ~7:00pm
Committee Meetings 5:30 - 7:00 pm

- | | |
|--------------------------------------|---|
| Budget & Finance | - YMCA |
| - FY25 Budget | - Sand Removal Quotes - Midland Pumping Service - S&S Pumping Service |
| Public Works | - Retaining Wall Quotes - ProSite - Quality Hardscapes |
| - Sidewalk Ordinance | |
| - Nuisance Abatement | - RAGBRAI - Update |
-

Council Meeting - 7:00 p.m.

1. **Call to order/roll call**
2. **Pledge of Allegiance**
3. **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. Agenda
 - b. Abstract of Claims #14
 - c. [Minutes from January 23, 2024](#)
 - d. [Minutes from January 29, 2024](#)
 - e. [Minutes from February 5, 2024](#)
 - f. Renewal of Adriano's Brick Oven Liquor License
 - g. Renewal of American Legion Post #141 Liquor License
4. **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.
5. **Motion to appoint At-Large City Council Member to serve the remainder of Holly Jackson's 4-year term ending December 31, 2025, effective Immediately**
6. **Mayor to administer oath of office**
7. **Motion to Set Public Hearing Date for Oak Ridge II Preliminary Plat on February 27, 2024 at 7:00 p.m.**
8. **Committee Reports**
 - a. Budget & Finance - Smithers
 - i. FY25 Budget
 - ii. Set Full Budget Levy Public Hearing
 - iii. YMCA Sand Filter Media Removal
 - iv. YMCA Retaining Wall
 - b. Public Works - Kates
 - i. [Sidewalk Ordinance](#)
 - ii. [Nuisance Abatement](#)
 - c. RAGBRAI - Update
9. **Departmental Reports**
 - a. Clark-Public Works
 - i. Part-Time Winter Crew Job Description
 - b. Johansen – Police Dept
 - i. Active Shooter Training Equipment Purchase
 - c. Painter – Library
 - d. Collins – Cemetery
 - i. Mower purchase - [Uphoff Quote](#)
 - e. Gray – Fire & Rescue/ Code enforcement
 - i. [Abandoned Property Ordinance](#)
 - ii. [January P&Z Minutes](#)
 - iii. Alexandria Drake, Volunteer Firefighter, Pending Background Check
 - iv. Assistance to Firefighter Grant for tanker purchase - Motion to approve hiring grant writer and applying for grant
 - f. Mattox – Park
 - i. [January Park Board Minutes](#)
 - ii. Museum Shelter Update
 - g. Farnan – Admin

i. [January 2024 Financials - Revenue/Expense Report](#)

10. **Council Member Reports**

11. **Mayor Report**

12. **Motion to Adjourn**

Order of agenda at discretion of Mayor

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

Virtually: <https://meet.goto.com/CityofGlenwood/> Phone: (786) 535-3211 Access Code: 738-827-117

CHAPTER 136

SIDEWALK REGULATIONS

136.01 Purpose	136.10 Failure to Repair or Barricade
136.02 Definitions	136.11 Interference with Sidewalk Improvements
136.03 Removal of Snow, Ice and Accumulations	136.12 Awnings
136.04 Responsibility for Maintenance	136.13 Encroaching Steps
136.05 City May Order Repairs	136.14 Openings and Enclosures
136.06 Sidewalk Construction Ordered	136.15 Fires or Fuel on Sidewalks
136.07 Permit Required	136.16 Defacing
136.08 Sidewalk Standards	136.17 Debris on Sidewalks
136.09 Barricades and Warning Lights	136.18 Merchandise Display
	136.19 Sales Stands

136.01 PURPOSE. The purpose of this chapter is to enhance safe passage by citizens on sidewalks, to place the responsibility for the maintenance, repair, replacement or reconstruction of sidewalks upon the abutting property owner and to minimize the liability of the City.

136.02 DEFINITIONS. For use in this chapter the following terms are defined:

1. "Broom finish" means a sidewalk finish that is made by sweeping the sidewalk when it is hardening.
2. "Established grade" means that grade established by the City for the particular area in which a sidewalk is to be constructed.
3. "One-course construction" means that the full thickness of the concrete is placed at one time, using the same mixture throughout.
4. "Owner" means the person owning the fee title to property abutting any sidewalk and includes any contract purchaser for purposes of notification required herein. For all other purposes, "owner" includes the lessee, if any.
5. "Portland cement" means any type of cement except bituminous cement.
6. "Sidewalk" means all permanent public walks in business, residential or suburban areas.
7. "Sidewalk improvements" means the construction, reconstruction, repair, replacement or removal, of a public sidewalk and/or the excavating, filling or depositing of material in the public right-of-way in connection therewith.

8. "Wood float finish" means a sidewalk finish that is made by smoothing the surface of the sidewalk with a wooden trowel.

136.03 REMOVAL OF SNOW, ICE AND ACCUMULATIONS. It is the responsibility of all abutting property owners to remove snow, ice and accumulations from sidewalks after a weather event. For all commercial properties, the property owners shall remove the snow, ice and accumulations from the sidewalks within twenty-four (24) hours of a weather event. For all other properties, the abutting property owner shall remove snow, ice and accumulations from sidewalks within forty-eight (48) hours of a weather event. Notwithstanding anything to the contrary in the following sections, if the property owner does not remove the snow, ice or accumulation within the specified time frame, the City may do so and assess the costs against the property owner for collection in the same manner as real estate taxes. The cost assessed shall be calculated at \$2.00 a linear foot for each foot of the sidewalk in which the snow, ice, or accumulations have been removed by the City, with such costs not to exceed \$150.00 per sidewalk. There shall also be assessed to the property owner an administrative fee of \$30.00. *(Ord. 860 - Apr. 14 Supp.)*

(Code of Iowa, Sec. 364.12[2b & e])

136.04 RESPONSIBILITY FOR MAINTENANCE. It is the responsibility of the abutting property owners to maintain in a safe, hazard-free condition and to the requirements of the City any sidewalk outside the lot and property lines and inside the curb lines or traveled portion of the public street.

(Code of Iowa, Sec. 364.12 [2c])

(Ord. 832 - Oct. 10 Supp.)

136.05 CITY MAY ORDER REPAIRS. If the abutting property owner does not maintain sidewalks as required, the Council may serve notice on such owner, by certified mail, requiring the owner to repair, replace or reconstruct sidewalks within a reasonable time and if such action is not completed within the time stated in the notice, the Council may require the work to be done and assess the costs against the abutting property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2d & e])

136.06 SIDEWALK CONSTRUCTION ORDERED. The Council may order the construction of permanent sidewalks upon any street or court in the City and may specially assess the cost of such improvement to abutting property owners in accordance with the provisions of Chapter 384 of the Code of Iowa.

(Code of Iowa, Sec. 384.38)

136.07 PERMIT REQUIRED. No person shall remove, reconstruct or install a sidewalk unless such person has obtained a permit from the City and has agreed in writing that said removal, reconstruction or installation will comply with all ordinances and requirements of the City for such work. The requirements of the City may include, but are not necessarily limited to, such matters as design appearance of the sidewalk, the colors of the sidewalk, the concrete or other materials utilized in the reconstruction or installation of the sidewalk, the dimensions and thickness of the sidewalk and the location of the sidewalk.

(Ord. 832 - Oct. 10 Supp.)

136.08 SIDEWALK STANDARDS. Sidewalks repaired, replaced or constructed under the provisions of this chapter shall be of the following construction and meet the following standards:

1. Cement. Portland cement shall be the only cement used in the construction and repair of sidewalks.
2. Construction. Sidewalks shall be of one-course construction.
3. Sidewalk Base. Concrete may be placed directly on compact and well-drained soil. Where soil is not well drained, a three (3) inch sub-base of compact, clean, coarse gravel, sand, or cinders shall be laid. The adequacy of the soil drainage is to be determined by the City.
4. Sidewalk Bed. The sidewalk bed shall be so graded that the constructed sidewalk will be at established grade.
5. Length, Width and Depth. Length, width and depth requirements are as follows:
 - A. Residential sidewalks shall be at least four (4) feet wide and four (4) inches thick, and each section shall be no more than four (4) feet in length.
 - B. Business District sidewalks shall extend from the property line to the curb. Each section shall be four (4) inches thick and no more than six (6) feet in length.
 - C. Driveway areas shall be not less than six (6) inches in thickness.
6. Location. Residential sidewalks shall be located with the inner edge (edge nearest the abutting private property) on the property line, unless the Council establishes a different distance due to special circumstances.

7. Grade. Curb tops shall be on level with the centerline of the street which shall be the established grade.
8. Elevations. The street edge of a sidewalk shall be at an elevation even with the curb at the curb or not less than one-half ($\frac{1}{2}$) inch above the curb for each foot between the curb and the sidewalk.
9. Slope. All sidewalks shall slope one-quarter ($\frac{1}{4}$) inch per foot toward the curb.
10. Finish. All sidewalks shall be finished with a "broom" or "wood float" finish.
11. Curb Ramps and Sloped Areas for Persons with Disabilities. If a street, road, or highway is newly built or reconstructed, a curb ramp or sloped area shall be constructed or installed at each intersection of the street, road, or highway with a sidewalk or path. If a sidewalk or path is newly built or reconstructed, a curb ramp or sloped area shall be constructed or installed at each intersection of the sidewalk or path with a street, highway, or road. Curb ramps and sloped areas that are required pursuant to this subsection shall be constructed or installed in compliance with applicable Federal requirements adopted in accordance with the Federal Americans with Disabilities Act, including (but not limited to) the guidelines issued by the Federal Architectural and Transportation Barriers Compliance Board. (Ord. 836 - Oct. 10 Supp.)
(Code of Iowa, Sec. 216C.9)

136.09 BARRICADES AND WARNING LIGHTS. Whenever any material of any kind is deposited on any street, avenue, highway, passageway or alley when sidewalk improvements are being made or when any sidewalk is in a dangerous condition, it shall be the duty of all persons having an interest therein, either as the contractor or the owner, agent, or lessee of the property in front of or along which such material may be deposited, or such dangerous condition exists, to put in conspicuous places at each end of such sidewalk and at each end of any pile of material deposited in the street, a sufficient number of approved warning lights or flares, and to keep them lighted during the entire night and to erect sufficient barricades both at night and in the daytime to secure the same. The party or parties using the street for any of the purposes specified in this chapter shall be liable for all injuries or damage to persons or property arising from any wrongful act or negligence of the party or parties, or their agents or employees or for any misuse of the privileges conferred by this chapter or of any failure to comply with provisions hereof.

136.10 FAILURE TO REPAIR OR BARRICADE. It is the duty of the owner of the property abutting the sidewalk, or the owner's contractor or agent,

to notify the City immediately in the event of failure or inability to make necessary sidewalk improvements or to install or erect necessary barricades as required by this chapter.

136.11 INTERFERENCE WITH SIDEWALK IMPROVEMENTS. No person shall knowingly or willfully drive any vehicle upon any portion of any sidewalk or approach thereto while in the process of being improved or upon any portion of any completed sidewalk or approach thereto, or shall remove or destroy any part or all of any sidewalk or approach thereto, or shall remove, destroy, mar or deface any sidewalk at any time or destroy, mar, remove or deface any notice provided by this chapter.

136.12 AWNINGS. It is unlawful for a person to erect or maintain any awning over any sidewalk unless all parts of the awning are elevated at least eight (8) feet above the surface of the sidewalk and the roof or covering is made of duck, canvas or other suitable material supported by iron frames or brackets securely fastened to the building, without any posts or other device that will obstruct the sidewalk or hinder or interfere with the free passage of pedestrians.

136.13 ENCROACHING STEPS. It is unlawful for a person to erect or maintain any stairs or steps to any building upon any part of any sidewalk without permission by resolution of the Council.

136.14 OPENINGS AND ENCLOSURES. It is unlawful for a person to:

1. Stairs and Railings. Construct or build a stairway or passageway to any cellar or basement by occupying any part of the sidewalk, or to enclose any portion of a sidewalk with a railing without permission by resolution of the Council.
2. Openings. Keep open any cellar door, grating or cover to any vault on any sidewalk except while in actual use with adequate guards to protect the public.
3. Protect Openings. Neglect to properly protect or barricade all openings on or within six (6) feet of any sidewalk.

136.15 FIRES OR FUELS ON SIDEWALKS. It is unlawful for a person to make a fire of any kind on any sidewalk or to place or allow any fuel to remain upon any sidewalk.

136.16 DEFACING. It is unlawful for a person to scatter or place any paste, paint or writing on any sidewalk.

(Code of Iowa, Sec. 716.1)

136.17 DEBRIS ON SIDEWALKS. It is unlawful for a person to throw or deposit on any sidewalk any glass, nails, glass bottle, tacks, wire, cans, trash, garbage, rubbish, litter, offal, or any other debris, or any substance likely to injure any person, animal or vehicle.

(Code of Iowa, Sec. 364.12 [2])

136.18 MERCHANDISE DISPLAY. It is unlawful for a person to place upon or above any sidewalk, any goods or merchandise for sale or for display in such a manner as to interfere with the free and uninterrupted passage of pedestrians on the sidewalk; in no case shall more than three (3) feet of the sidewalk next to the building be occupied for such purposes.

136.19 SALES STANDS. It is unlawful for a person to erect or keep any vending machine or stand for the sale of fruit, vegetables or other substances or commodities on any sidewalk without first obtaining a written permit from the Council.

CHAPTER 50

NUISANCE ABATEMENT PROCEDURE

50.01 Definition of Nuisance	50.09 Abatement in Emergency
50.02 Nuisances Enumerated	50.10 Abatement by City
50.03 Other Conditions	50.11 Collection of Costs
50.04 Nuisances Prohibited	50.12 Installment Payment of Cost of Abatement
50.05 Nuisance Abatement	50.13 Failure to Abate
50.06 Notice to Abate: Contents	50.14 Fine for Failure to Abate
50.07 Method of Service	50.15 Subsequent Violation Within 365 Days
50.08 Request for Hearing	

50.01 DEFINITION OF NUISANCE. Whatever is injurious to health, indecent, or unreasonably offensive to the senses, or an obstruction to the free use of property so as essentially to interfere unreasonably with the comfortable enjoyment of life or property is a nuisance. *(Ord. 581)*

(Code of Iowa, Sec. 657.1)

50.02 NUISANCES ENUMERATED. The following subsections include, but do not limit, the conditions which are deemed to be nuisances in the City:

1. **Offensive Smells.** Erecting, continuing or using any building or other place for the exercise of any trade, employment or manufacture, which, by occasioning noxious exhalations, unreasonably offensive smells, or other annoyances, becomes injurious and dangerous to the health, comfort or property of individuals or the public. *(Ord. 581)*

(Code of Iowa, Sec. 657.2[1])

2. **Filth or Noisome Substance.** Causing or suffering any offal, filth or noisome substance to be collected or to remain in any place to the prejudice of others.

(Code of Iowa, Sec. 657.2[2])

3. **Impeding Passage of Navigable River.** Obstructing or impeding without legal authority the passage of any navigable river, harbor or collection of water.

(Code of Iowa, Sec. 657.2[3])

4. **Water Pollution.** Corrupting or rendering unwholesome or impure the water of any river, stream or pond, or unlawfully diverting the same from its natural course or state, to the injury or prejudice of others.

(Code of Iowa, Sec. 657.2[4])

5. Blocking Public and Private Ways. Obstructing or encumbering, by fences, buildings or otherwise, the public roads, private ways, streets, alleys, commons, landing places or burying grounds.

(Code of Iowa, Sec. 657.2[5])

6. Billboards. Billboards, signboards and advertising signs, whether erected and constructed on public or private property, which so obstruct and impair the view of any portion or part of a public street, avenue, highway, boulevard or alley or of a railroad or street railway track as to render dangerous the use thereof. **(See also Section 62.09)**

(Code of Iowa, Sec. 657.2[7])

7. (Repealed by Ordinance No. 604)

8. Storing of Flammable Junk. Depositing or storing of flammable junk, such as old rags, rope, cordage, rubber, bones and paper, by dealers in such articles within the fire limits of the City, unless in a building of fireproof construction. **(See also Chapter 51)**

(Code of Iowa, Sec. 657.2[10])

9. Air Pollution. Emission of dense smoke, noxious fumes or fly ash.

(Code of Iowa, Sec. 657.2[11])

10. Weeds, Brush. Dense growth of all weeds, vines, brush or other vegetation in the City so as to constitute a health, safety or fire hazard.

(Code of Iowa, 657.2[12])

11. Dutch Elm Disease. Trees infected with Dutch Elm Disease. **(See also Chapter 151)**

(Code of Iowa, Sec. 657.2[13])

12. Airport Air Space. Any object or structure hereafter erected within one thousand (1,000) feet of the limits of any municipal or regularly established airport or landing place, which may endanger or obstruct aerial navigation including take-off and landing, unless such object or structure constitutes a proper use or enjoyment of the land on which the same is located.

(Code of Iowa, Sec. 657.2[9])

13. Houses of Ill Fame. Houses of ill fame, kept for the purpose of prostitution and lewdness; gambling houses; places resorted to by persons participating in criminal gang activity prohibited by Chapter 723A of the Code of Iowa or places resorted to by persons using controlled substances, as defined in Section 124.101 of the Code of Iowa, in violation of law, or houses where drunkenness, quarreling,

fighting or breaches of the peace are carried on or permitted to the disturbance of others.

(Code of Iowa, Sec. 657.2[6])

14. Accumulation of Litter. Accumulation of litter, as defined in Chapter 105 of this Code of Ordinances, on any premises, improved or vacant, or on any public place.

50.03 OTHER CONDITIONS. The following chapters of this Code of Ordinances contain regulations prohibiting or restricting other conditions which are deemed to be nuisances:

1. Inoperable Vehicles and Junk (See Chapter 51)
2. Dangerous Buildings (See Chapter 145)
3. Storage and Disposal of Solid Waste (See Chapter 105)
4. Trees (See Chapter 151)
5. Drug Paraphernalia (See Chapter 52)

50.04 NUISANCES PROHIBITED. The creation or maintenance of a nuisance is prohibited, and a nuisance, public or private, may be abated in the manner provided for in this chapter or State law.

(Code of Iowa, Sec. 657.3)

50.05 NUISANCE ABATEMENT. Whenever the Mayor or other authorized municipal officer finds that a nuisance exists, such officer may cause to be served upon the property owner, or any person in possession thereof, a written notice to abate the nuisance within a reasonable time after notice.

(Ord. 696 - Jun. 02 Supp.)

(Code of Iowa, Sec. 364.12[3h])

50.06 NOTICE TO ABATE: CONTENTS. The notice to abate shall contain:

(Code of Iowa, Sec. 364.12[3h])

1. Description of Nuisance. A description of what constitutes the nuisance.
2. Location of Nuisance. The location of the nuisance.
3. Acts Necessary to Abate. A statement of the act or acts necessary to abate the nuisance.
4. Reasonable Time. A reasonable time within which to complete the abatement.

5. **Assessment of City Costs.** A statement that if the nuisance or condition is not abated as directed and no request for hearing is made within the time prescribed, the City will abate it and assess the costs against such person.

6. **Notice of Subsequent Violation.** A statement that in the event such nuisance is abated by the City, a subsequent like nuisance which occurs on the same property within 365 days of the date of the notice may be abated by the City without prior notice to such person and with the costs assessed to such person.

(Ord. 732 - Oct. 03 Supp.)

50.07 METHOD OF SERVICE. The notice may be served upon the property owner or person in possession thereof by personal service, certified mail, regular mail or publication in the Glenwood Opinion Tribune. If the owner of the property or the person in possession thereof is unknown or their whereabouts are unknown, notice may be provided by posting a dated and signed placard in a conspicuous place on the property in violation of this chapter.

(Ord. 748 - Nov. 04 Supp.)

(Code of Iowa, Sec. 364.12[3h])

50.08 REQUEST FOR HEARING. Any person ordered to abate a nuisance may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. The hearing will be before the Council at a time and place fixed by the Council. The findings of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.

50.09 ABATEMENT IN EMERGENCY. If it is determined that an emergency exists by reason of the continuing maintenance of the nuisance or condition, the City may perform any action which may be required under this chapter without prior notice. The City shall assess the costs as provided in Section 50.11 after notice to the property owner under the applicable provisions of Sections 50.05, 50.06 and 50.07 and hearing as provided in Section 50.08.

(Code of Iowa, Sec. 364.12[3h])

50.10 ABATEMENT BY CITY. If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the City may perform the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the Clerk who shall pay such expenses on behalf of the City.

(Code of Iowa, Sec. 364.12[3h])

50.11 COLLECTION OF COSTS. The Clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one (1) month, the Clerk shall certify the costs to the County Treasurer and such costs shall then be collected with, and in the same manner, as general property taxes.

(Code of Iowa, Sec. 364.12[3h])

50.12 INSTALLMENT PAYMENT OF COST OF ABATEMENT. If the amount expended to abate the nuisance or condition exceeds one hundred dollars (\$100.00), the City may permit the assessment to be paid in up to ten (10) annual installments, to be paid in the same manner and with the same interest rates provided for assessments against benefited property under State law.

(Code of Iowa, Sec. 364.13)

50.13 FAILURE TO ABATE. Any person causing or maintaining a nuisance who shall fail or refuse to abate or remove the same within the reasonable time required and specified in the notice to abate is in violation of this Code of Ordinances.

50.14 FINE FOR FAILURE TO ABATE. Any person who fails to abate either a public or private nuisance, after (1) being served with a notice to abate and not requesting a hearing within the time prescribed in the notice as provided in Section 50.08, or (2) after being ordered to abate a nuisance by the Council after hearing and within the time so provided in the order of the Council, shall be subject to the fine as established in Section 1.10 of this Code of Ordinances. Every day that the nuisance continues after the date of (1) or (2) above, shall be considered a separate violation of this section. The issuance of a complaint or citation under this section shall not be considered the sole remedy of the City and shall not be deemed to restrict the City's ability to seek additional relief under this statute or the Code of Iowa. *(Ord. 647 - Nov. 99 Supp.)*

50.15 SUBSEQUENT VIOLATION WITHIN 365 DAYS. If a person allows a subsequent nuisance to exist within 365 days of being served with a previous nuisance abatement notice involving the same subject matter and property as the previous nuisance and for which the City abated the previous nuisance pursuant to Section 50.10, the City shall have the right to abate the subsequent nuisance without prior notice to such person and to immediately certify the costs thereof to the County Treasurer. *(Ord. 813 - Aug. 08 Supp.)*

EDITOR'S NOTE

A suggested form of notice for the abatement of nuisances is included in the appendix of this Code of Ordinances.

Caution is urged in the use of this administrative abatement procedure, particularly where cost of abatement is more than minimal or where there is doubt as to whether or not a nuisance does in fact exist. If compliance is not secured following notice and hearings, we recommend you review the situation with your attorney before proceeding with abatement and assessment of costs. Your attorney may recommend proceedings in court under Chapter 657 of the Code of Iowa rather than this procedure.



Amber Farnan <amber.farnan@cityofglenwood.org>

FW: Media Removable from Sand Filter

Diana Burchett <dburchett@metroymca.org>
To: Amber Farnan <amber.farnan@cityofglenwood.org>

Thu, Jan 25, 2024 at 10:48 AM

Here is one of the bids for the pool filter repairs.

Diana Burchett

Executive Director

MILLS COUNTY YMCA

110 Sivers Road Glenwood IA 51534

Office: 712-527-4352 Mobile: 712-370-2880

dburchett@metroymca.org | www.metroymca.org | Mills County YMCA Facebook

From: Midland Pumping <midlandpumpingservice@gmail.com>

Sent: Thursday, January 25, 2024 8:55 AM

To: Diana Burchett <dburchett@metroymca.org>

Subject: Re: Media Removable from Sand Filter

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Diana,

Thank you, again, for reaching out to us regarding this bid. The estimate would be \$1800-\$2500. That would include travel time/fuel, time on site and waste disposal time/cost. Please let me know if you have any questions or if you need an itemized bid.

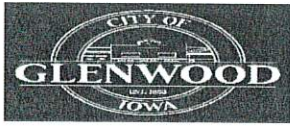
Thank you,

Aimee Hoffman

Office Manager

Midland Pumping Service

402-332-5575



Amber Farnan <amber.farnan@cityofglenwood.org>

FW: sand filters

1 message

Diana Burchett <dburchett@metroymca.org>
To: Amber Farnan <amber.farnan@cityofglenwood.org>

Thu, Jan 25, 2024 at 10:49 AM

Here is the second bid for pool filter repairs.

Thanks,

Diana Burchett

Executive Director

MILLS COUNTY YMCA

110 Sivers Road Glenwood IA 51534

Office: 712-527-4352 Mobile: 712-370-2880

dburchett@metroymca.org | www.metroymca.org | Mills County YMCA Facebook

From: Courtney Archer <office@sspumpingblair.com>

Sent: Wednesday, January 24, 2024 1:37 PM

To: Diana Burchett <dburchett@metroymca.org>

Subject: sand filters

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Diana,

We would charge \$500 to pump out the sand filters in Glenwood. That covers an hour of time once we get there, which is usually plenty of time. If the job takes longer, we charge by the quarter hour.

--

Courtney Archer

Manager

S&S Pumping Service LLC
369 Industrial Park Dr

ProSite Co

"For a Site Above the Rest, Call the Pros"

ESTIMATE

313 Louise Ave.
 Glenwood, IA 51534
 Phone (402)677-5609

DATE: FEBRUARY 7, 2024

To:
 Dianna Burchett
 Mills County YMCA

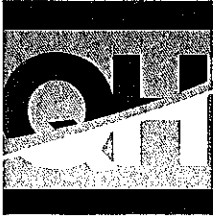
SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
					Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Tear out and removal of old wall		\$475.00
	Building a new 10ft x 2 ft Retaining wall		\$1,500.00
	Cleaning up above the retaining wall and putting commercial fabric and river rock		\$1,225.00

SUBTOTAL	\$3,200.00
SALES TAX 7%	If applicable
SHIPPING & HANDLING	\$0
TOTAL DUE	\$3,200.00

All pricing is subject to change due to change order or variance in material cost.
 If you have any questions concerning this estimate, contact Jay Christensen (402) 677-5609

THANK YOU FOR YOUR BUSINESS!



Invoice #103

Feb 03, 2024

BILL TO

Diana Burchett

dburchett@metroymca.org

FROM

Jesse D Drewes

61675 242nd st

Glenwood 51534

qualityhardscapesofomaha@gmail.com

+1 4022983868

INVOICE ITEMS	AMOUNT
Glue 1 unit x \$12.99/unit	\$12.99
Delivery	\$85.00
Dump fee	\$30.00
1" clean limestone 3 units x \$55.00/unit	\$165.00
Perforated Drain tile 1 unit x \$49.99/unit	\$49.99
Wall drain adapter 1 unit x \$35.99/unit	\$35.99

INVOICE ITEMS

AMOUNT

Labor
16 hrs x \$105.00/hr

\$1,680.00

\$2,058.97

PAYMENT DUE

MESSAGE

Thank you for your business.

Claims #14

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL LIABILITIES					
FED/FICA TAX PAYMENT	FED/FICA TAX	10,546.15		1291581	1/25/24
FED/FICA TAX PAYMENT	FED/FICA TAX	11,169.62	21,715.77	1291587	2/08/24
TREASURER, STATE OF IOWA	STATE TAX	1,635.94		1291582	1/25/24
TREASURER, STATE OF IOWA	STATE TAX	1,765.72	3,401.66	1291588	2/08/24
IPERS	IPERS	9,898.18		1291583	1/25/24
IPERS	IPERS	10,343.94	20,242.12	1291589	2/08/24
CITY OF GLENWOOD	HEALTH INS	2,311.28		81422	1/25/24
CITY OF GLENWOOD	HEALTH INS	2,540.27	4,851.55	81470	2/08/24
050 LIABILITIES TOTAL			50,211.10		
POLICE					
AUTO VALUE/ARNOLD MOTOR	REPLACE BATTERY FOR SPEED SIGN		236.10	81493	2/13/24
BEST FINISH AUTO SERVICE	2023 TAHOE OIL CHANGE		144.17	81495	2/13/24
BOMGAARS	PRESSURE WASHER		284.47	81496	2/13/24
CDW GOVERNMENT INC	PD REPLACEMENT COMPUTER		1,207.52	81498	2/13/24
DETAILS THE CLEANING CO.	CLEANING		200.00	81501	2/13/24
GARDEN TREASURES INC	ICE MELT FOR PD		47.97	81506	2/13/24
GOLDEN WEST INDUSTRIAL SUPPLY	FLASHLIGHT RECHARGE 700LMS		185.84	81508	2/13/24
ERGOTECH CONTROLS, LLC	CRADLEPOINT		1,687.90	81511	2/13/24
IOWA LAW ENFORCEMENT ACADEMY	O. ZARATE TRAINING & CERT.		7,100.00	81512	2/13/24
MIDAMERICAN ENERGY	POLICE ELECTRIC		144.53	81525	2/13/24
NAPA AUTO PARTS	SPEED SIGN		3.36	81528	2/13/24
QUILL	OFFICE SUPPLIES	301.04		81464	1/24/24
QUILL	OFFICE SUPPLIES	44.54	345.58	81533	2/13/24
US CELLULAR	POLICE DEPT		485.32	81537	2/13/24
VISA	WILLADSEN TRAINING		1,133.42	81466	1/24/24
VISA	IACP DUES MEMBERSHIP		190.00	81467	1/24/24
VISA	ADOBE ACROPRO SUBS		29.99	81468	1/24/24
WESTERN IOWA NETWORKS	PD		60.92	81542	2/13/24
110 POLICE TOTAL			13,487.09		
FIRE					
ALEX AIR APPARATUS, INC	REPLACEMENT OF RESCUE GEAR		2,564.00	81490	2/13/24
BLACK HILLS ENERGY	SERVICE		422.89	81491	2/13/24
AUTO VALUE	TRUCK WASH BRUSHES		43.98	81492	2/13/24
BOUND TREE MEDICAL, LLC	MED SUPPLIES		67.58	81497	2/13/24
FIRE SERVICE TRAINING BUREAU	A. BRAUN CERTIFICATION		100.00	81505	2/13/24
HEIMAN FIRE EQUIPMENT	NAME PLATE FOR FIRE COAT		101.36	81509	2/13/24
J Q OFFICE	FAX PRINTER SCANNER		106.80	81514	2/13/24
LIFE ASSIST	MEDICAL SUPPLIES		1,509.45	81518	2/13/24
MATHESON TRI-GAS, INC	OXYGEN		491.02	81520	2/13/24
LOGRX	ZIP TIES FOR MEDICAL BOXES		50.00	81521	2/13/24
MERCY COLLEGE OF HEALTH SCIENC	CONTINUE ED-EMT MEDIC TRAINING		100.00	81524	2/13/24
MIDAMERICAN ENERGY	FIRE ELECTRIC		302.88	81525	2/13/24
NEXUS TECH SOLUTIONS	FIRE DEPT IT		146.72	81529	2/13/24
PAPER TIGER	PAPER SHREDDING		46.66	81531	2/13/24
PCC AMBULANCE BILLING SERVICE	OCT '23 EMS BILLING		4,910.33	81532	2/13/24
ULINE	CLEANING SUPPLIES & TABLE		689.69	81536	2/13/24
CENTURYLINK	FIRE STATION 234		195.71	81539	2/13/24
VERATHON INC	INTUBATION BLADES		875.29	81540	2/13/24

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	150 FIRE TOTAL		12,724.36		
SANITATION					
WASTE CONNECTIONS OF IOWA	PARK		683.44	81541	2/13/24
	290 SANITATION TOTAL		683.44		
LIBRARY					
CITY OF GLENWOOD	HEALTH INS	225.00		81422	1/25/24
CITY OF GLENWOOD	HEALTH INS	225.00	450.00	81470	2/08/24
BLACK HILLS ENERGY	BLACK HILLS ENERGY		131.96	81471	2/08/24
BAKER & TAYLOR	BOOKS	200.58		1434	2/08/24
BAKER & TAYLOR	BOOKS	542.30	742.88	81472	2/08/24
CAPITAL BUSINESS SYS	PHONE		376.32	81474	2/08/24
CAPITAL BUSINESS SYSTEMS	CANON COPIER/PRINTER		121.00	81475	2/08/24
CENTER POINT PUBLISHING	BOOKS		192.96	1435	2/08/24
DEMCO	SHIPPING		42.47	81477	2/08/24
DES MOINES REGISTER #1150	SUBSCRIPTION		348.15	81478	2/08/24
GARDEN TREASURES INC	PUTTY KNIFE - INSTALL TRIM		3.38	81506	2/13/24
MIDWEST TAPE, LLC	AUDIO BOOK		583.95	81479	2/08/24
SPARTAN STORES, LLC	FOOD FOR PROGRAM		130.06	1436	2/08/24
MEDIACOM	INTERNET SERVICES		275.90	81480	2/08/24
MIDAMERICAN ENERGY (LIB)	ELECTRIC SERVICE		255.38	81481	2/08/24
OPINION TRIBUNE	SUBSCRIPTION		49.99	81482	2/08/24
ORKIN	PEST CONTROL		79.99	81483	2/08/24
OXEN TECHNOLOGY	COMPUTER MAINTENANACE		479.00	81484	2/08/24
QUALITY CARE CLEANING	CLEANING SERVICE		1,060.00	81485	2/08/24
QUILL	OFFICE SUPPLIES		173.86	81486	2/08/24
THE DAILY NONPAREIL	SUBSCRIPTION		628.99	81488	2/08/24
VISA	AMAZON		1,736.84	81489	2/08/24
	410 LIBRARY TOTAL		7,863.08		
AMPITHEATER					
MIDAMERICAN ENERGY	AMPH ELECTRIC		20.04	81525	2/13/24
	420 AMPITHEATER TOTAL		20.04		
PARK					
BLACK HILLS ENERGY	SERVICE		84.55	81491	2/13/24
LINKON LOGS PORTABLES	PARK HANDICAP RESTROOM		70.00	81519	2/13/24
MIDAMERICAN ENERGY	CAMP ELECTRIC		1,016.32	81525	2/13/24
ULINE	EYE WASH STATIONS		295.43	81536	2/13/24
US CELLULAR	CITY HALL		159.82	81537	2/13/24
	430 PARK TOTAL		1,626.12		
RECREATION					
HGM ASSOCIATES INC.	TRAILS		4,981.77	81510	2/13/24
MIDAMERICAN ENERGY	REC ELECTRIC		49.00	81525	2/13/24
ULINE	EYE WASH STATIONS		295.44	81536	2/13/24

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	440 RECREATION TOTAL		5,326.21		
CEMETERY					
IPERS				1291583	1/25/24
BLACK HILLS ENERGY	SERVICE		64.80	81491	2/13/24
BOMGAARS	QUICK LINK		10.76	81496	2/13/24
MIDAMERICAN ENERGY	CEMETERY ELECTRIC		30.75	81525	2/13/24
NAPA AUTO PARTS (CEM)	15W50 OIL		154.59	81527	2/13/24
US CELLULAR	CEM		49.25	81537	2/13/24
CENTURYLINK	ADMIN ACCOUNT 492		66.98	81539	2/13/24
	450 CEMETERY TOTAL		377.13		
ADMINISTRATION					
BLACK HILLS ENERGY	SERVICE		101.26	81491	2/13/24
DETAILS THE CLEANING CO.	CLEANING		200.00	81501	2/13/24
ECHO GROUP, INC.	CITY HALL LIGHTS		81.00	81502	2/13/24
EGIS TECHNOLOGIES	TECH TOOLS & SUPPORT		236.00	81503	2/13/24
AMBER J FARNAN	MILEAGE SWIAA QRTL Y LUNCHEON		88.05	81504	2/13/24
JOE DESIGNER INC	MAYOR BUSINESS CARDS		70.00	81515	2/13/24
MIDAMERICAN ENERGY	ADMIN ELECTRIC		469.75	81525	2/13/24
OPINION TRIBUNE	12.12 CW CO MTG		794.01	81530	2/13/24
PAPER TIGER	PAPER SHREDDING		23.34	81531	2/13/24
SAM'S CLUB	OFFICE SUPPLIES		137.36	81534	2/13/24
VISA	POSTAGE - STAMPS		688.94	81465	1/24/24
WESTERN IOWA NETWORKS	CITY HALL		325.59	81542	2/13/24
	620 ADMINISTRATION TOTAL		3,215.30		
	001 GENERAL TOTAL		95,533.87		
AQUATIC CENTER					
POOL					
MIDAMERICAN ENERGY	AQUATIC ELECTRIC		341.31	81525	2/13/24
	445 POOL TOTAL		341.31		
	002 AQUATIC CENTER TOTAL		341.31		
ROAD USE TAX					
LIABILITIES					
FED/FICA TAX PAYMENT	FED/FICA TAX	2,686.85		1291581	1/25/24
FED/FICA TAX PAYMENT	FED/FICA TAX	2,702.73	5,389.58	1291587	2/08/24
TREASURER, STATE OF IOWA	STATE TAX	401.02		1291582	1/25/24
TREASURER, STATE OF IOWA	STATE TAX	414.37	815.39	1291588	2/08/24
	050 LIABILITIES TOTAL		6,204.97		
STREET					
BLACK HILLS ENERGY	SERVICE		222.49	81491	2/13/24
AUTO VALUE/ARNOLD MOTOR	OXYGEN & CORE		159.30	81493	2/13/24

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CINTAS CORP	RESTOCK FIRST AID CABINET		36.66	81494	2/13/24
BOMGAARS	DEWALT CHARGER FOR TOOLS		141.47	81496	2/13/24
CERTIFIED TRANSMISSION	TRANS. REPLACED '97 FORD		5,575.44	81499	2/13/24
CROATT HEATING & A/C	FURNACE REPAIR IN SHOP		478.32	81500	2/13/24
ECHO GROUP, INC.	STOP LIGHT BULBS		133.00	81502	2/13/24
GLENWOOD TRUCK & TRAILER	REPLACED SEALS '09 MACK		938.73	81507	2/13/24
IOWA ONE CALL	UNDERGROUND LOCATION		33.70	81513	2/13/24
KONFRST CONSTRUCTION	7 HOUR SNOW HAUL		945.00	81517	2/13/24
MENARDS	SHARP & CHESTNUT SEWER REPAIR		122.06	81523	2/13/24
MIDAMERICAN ENERGY	STREET LIGHT		3,280.42	81525	2/13/24
NAPA AUTO PARTS	AIR LINE FITTING		14.27	81526	2/13/24
TRAFFIC CONTROL CORPORATION	LOCUST&SHARP STOP LIGHT BULBS		145.00	81535	2/13/24
US CELLULAR	RUT		49.25	81537	2/13/24
UPHOFF OUTDOOR POWER, LLC	CHAIN SHARPENING		100.00	81538	2/13/24
CENTURYLINK	ACCOUNT 395		56.98	81539	2/13/24
	210 STREET TOTAL		12,432.09		
	110 ROAD USE TAX TOTAL		18,637.06		
EMPLOYEE BENEFITS					
POLICE					
DANIEL KAMMERER	D. KAMMERER INSURANCE		1,257.74	81516	2/13/24
PATRICK MARTIN	MARTIN DEDUCTIBLE		2,500.00	81522	2/13/24
	110 POLICE TOTAL		3,757.74		
	112 EMPLOYEE BENEFITS TOTAL		3,757.74		
CDBG HOUSING GRANT					
CDBG HOUSING PROJECTS					
JIM & MONICA HUGHES	19DRH018CDBG#10		45,198.96	81473	2/08/24
D & J HUGHES PROPERTIES, LLC	19DRH006CDBG#12		1,062.95	81476	2/08/24
SELL CONSTRUCTION LLC	09DRH001 CDBG#9		586,493.13	81487	2/08/24
	140 CDBG HOUSING PROJECTS TOTAL		632,755.04		
	311 CDBG HOUSING GRANT TOTAL		632,755.04		
	Accounts Payable Total		751,025.02		
Payroll Checks					
	001 GENERAL		38,567.51		
	110 ROAD USE TAX		8,175.82		
	Total Paid On: 1/25/24		46,743.33		
	001 GENERAL		39,993.79		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	174,095.17
002	AQUATIC CENTER	341.31
110	ROAD USE TAX	34,699.58
112	EMPLOYEE BENEFITS	4,509.17
311	CDBG HOUSING GRANT	632,755.04

	TOTAL FUNDS	846,400.27

Glenwood City Council Committee Meeting Minutes

January 23, 2024

Glenwood City Council met for committee meetings on Tues, 1.23.2024 at 5:35pm in Council Chambers prior to the City Council meeting. Mayor Angela Winquist called the meeting to order with the following present Council Members: Laurie Smithers, Christina Duran, Natalie McEwen & Donnie Kates. City employees: Captain Kirk Worcester, Fire Chief Matt Gray, Jessica Alley, Amber Farnan, Jordan Squires, Jamey Clark & Tara Painter. Guests: Scott Stevenson (DA Davidson), Brad Oliver, Branden Davis, Laura Kuhl, & Jake Zimmerer (Eagle Engineering)

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

Budget & Finance:

- Scott Stevenson with DA Davidson, discussed current GO Bond market & refinance options, rates are similar to this time last year
- Council reviewed FY23 Audit Findings, no new concerns or comments were made
- Discussed FY25 Budget, Farnan waiting on Mills Co valuations to be filed, suggested doing a Budget Workshop on 1.29.24 at 5:30, open to the public

Public Works/Budget & Finance

- Jake Zimmerer with Eagle Engineering discussed future projects: Fairview Creek bid of \$183,000 was awarded, Redbud Ave road repair, Chestnut St, Glenwood Aquatic Center & YMCA Dectron discussed
- Finance options for street projects are GO Bonds, RUT money & ARPA money

Glenwood City Council Minutes

January 23, 2024

Glenwood City Council met in regular session on Tues, 1.23.2024 at 7:00 pm in Council Chambers. Mayor Winquist called the meeting to order with the following present Council Members: Laurie Smithers, Christina Duran, Natalie McEwen & Donnie Kates. City employees: Fire Chief Gray, Captain Kirk Worcester, Amber Farnan, Jessica Alley, Tara Painter, Jamey Clark & Jordan Squires; Guests: Michelle Wright, Dan Kammerer & guest, Joe Foreman, Branden Davis, Laura Kuhl & Brad Oliver. Virtual: Bob Wray, Ethan H., & Aaron Ling

Pledge of Allegiance

Motion Smithers/2nd Duran to approve the Consent Agenda as printed: Agenda, Abstract of Claims #13, Minutes from January 9, 2024, Correction from 1.9.24 meeting: County's Appointment of Tracy Bolte to the P&Z Board was approved for a 6 year term, it is a 5 year term ending 01/02/2029; Ayes- 4 Nays- 0 motion carried

Michelle Wright with Kiwanis-discussed First Interstate Grant for Hiley Park project

Motion Duran/2nd Kates to Approve Kiwanis applying for First Interstate Grant for Hiley Park Project for \$25,000; Ayes- 4 Nays- 0 motion carried

Council reports on committee meetings held prior to the Council meeting

Smithers for Budget & Finance- GO Bond rate trends discussed with DA Davidson; Possible future GO Bond Projects; Reviewed FY23 Audit findings

Motion Smithers/2nd Kates to accept FY23 Audit Report; Ayes-4 Nay-0 motion carried

Kates for Public Works- Zimmerer discussed future City projects

Department Reports

Director Clark for Public Works - alleyway plow transmission being fixed, dump truck injector & garage panel at PW fixed

Captain Kirk Worcester for Police Dept- Officer Dan Kammerer received a grant for Project Lifesaver that includes 2 receivers & 5 transmitters, City responsible for the cost of trainer lodging for 3 days; PD reviewing Animal Control Contract, 172 calls for service since the last meeting

Motion Duran/2nd Smithers to approve purchase of Computer from CDWG for \$1,207.52; Ayes- 4 Nays- 0 motion carried

Motion Smithers/2nd McEwen to approve Project Lifesaver Contract; Ayes- 4 Nays- 0 motion carried

Motion Kates/2nd Duran to approve digital radar speed sign purchase from Elan City with Step Grant for \$3,800; Ayes- 4 Nays- 0 motion carried

Director Painter for Library- waiting for 2nd bid for Library vestibule

Farnan for Cemetery- requested snowblower purchase, bids from LDI \$4,400 and John Deere \$4,160, Cemetery Board recommended LDI due to it being the same brand as equipment

Motion Kates/2nd McEwen to approve purchase of snowblower from LDI not to exceed \$4,400; Ayes-3 Nays-1(Smithers)

Fire Chief Gray- 50 Calls, 33 in City limits, 17 medicals; P&Z reviewed Land Development Ordinances with SWIPCO

Farnan and Council expressed appreciation for Public Works, PD & Fire Department during snowstorms

Admin/Finance Farnan-assessing IT closet for efficiency and security; Ragbrai will be announced 1.27.2024

Motion McEwen/2nd Kates to Approve the following CDBG Pass Thru Funds Pay Requests: Pay Request 11 - Arbor Hills, 19-DRH-018 - in the amount of \$11,715.00, Pay Request 5 - 110 Nuckolls St, 19-DRH-016 - in the amount of \$25,631.85, Pay Request 8 - 308 N Hazel St, 19-DRH-002 - in the amount of \$34,571.03, & Pay Request 15 - 408 N Myrtle, 19-DRH-004 - in the amount of \$1,400.73; Ayes- 4 Nays- 0 motion carried

Mayor Winquist- Attended MLA classes, Mills Co Economic Development meetings, other training classes; Mills/Cass County Roundtable meeting on 1.25.2024

Farnan- Official posting for At-Large Council Member appointment interviews will be posted at City Hall, online, and in the Opinion Tribune on 1.24.2024

Motion Smithers/2nd Duran to adjourn meeting at 7:37 pm; Ayes- 4 Nays-0 meeting adjourned

Attest:

Angela Winquist, Mayor

Jessica Alley, City Clerk

Glenwood City Council Budget Workshop Minutes

January 29, 2024

Glenwood City Council met on Monday 1.29.24 at 5:30pm in Council Chambers for a City Council budget workshop. Mayor Angela Winqvist called the meeting to order with the following present Council Members: Donnie Kates, Laurie Smithers, Christina Duran & Natalie McEwen; City employees: Chief Johansen, Chief Gray, Tara Painter, Jamey Clark, Ron Mattox, Michael Collins & Amber Farnan. Guests: Laura Kuhl, & Barb Taenzler. Virtual: Bob Wray

Department heads met with Council to discuss their budget requests for FY2025. No action was taken at this meeting.

Meeting ended at 8:00pm

Attest:

Mayor

Jessica Alley, City Clerk

Glenwood Special City Council Minutes

February 5, 2024

Glenwood City Council met on Monday 2.5.2024 at 5:32pm in Council Chambers for a special City Council meeting. Mayor Angela Winqvist called the meeting to order with the following present Council Members: Donnie Kates, Laurie Smithers, Christina Duran & Natalie McEwen; City employees: Chief Johansen and Amber Farnan. Guests: Laura Kuhl, Michael Lines and Jonathan Schoening.

Motion Kates/2nd Duran to approve the consent agenda; Agenda; roll call: Ayes-4, Nays-0 Motion Carried

Motion Smithers/2nd McEwen to enter into closed session at 5:30pm in accordance with Iowa Code Chapter 21.5(1)(i): To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless or irreparable injury to that individual's reputation and that individual requests a closed session.

Motion Kates/2nd Smithers to return to open session at 6:03pm; roll call: Ayes-4, Nays-0 Motion Carried

Council interviewed Michael Lines, Laura Kuhl & Jonathan Schoening as possible candidates for the open At-Large Council seat.

Council will make their appointment on 2.13.2024 at their regularly scheduled meeting, the appointment will be effective immediately.

Motion Smithers/2nd Duran to adjourn at 7:19pm; roll call: Ayes-4, Nays-0 meeting adjourned

Attest:

Angela Winqvist, Mayor

Jessica Alley, City Clerk



TITLE: PART-TIME WINTER CREW
DEPARTMENT: GLENWOOD PUBLIC WORKS
REPORTS TO: PUBLIC WORKS DIRECTOR
FLSA: NON-EXEMPT

JOB SUMMARY

Under the administrative direction of the Public Works director, this position performs seasonal duties as required.

ESSENTIAL JOB FUNCTIONS

The statements below are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position.

1. Operate UTV with snowblade or manual use of snowblower/shovel to clear snow from side walks
2. Apply ice melt to sidewalks and other city surfaces after clearing snow
3. Operate one ton pickup with snowplow to clear alley ways

KNOWLEDGE, SKILLS, AND ABILITIES

1. Ability to be on-call during snowstorm conditions
2. Ability and flexibility to be called in any time of the day, work weekends, and work holidays as needed
3. Ability to maintain effective, positive working conditions with other City employees
4. Ability to work independently and collectively

PHYSICAL AND ENVIRONMENTAL CONDITIONS

Physical Characteristics of the Job: Moderate work with the ability to lift up to 50 lbs.

Environmental Conditions: The work is performed in conditions that may include extreme cold, darkness, poor lighting, wetness/humidity, working on uneven ground, mechanical hazards, and irregular work hours.

REQUIRED EDUCATION/EXPERIENCE/CERTIFICATION

High school diploma or equivalent, must have a valid Driver's license, and experience preferred

APPROVED BY CITY COUNCIL:



Jessica Alley <jessica.alley@cityofglenwood.org>

agenda

1 message

Eric Johansen <ericjohansen@glenwoodpolice.org>

Mon, Feb 5, 2024 at 4:51 PM

To: Jessica Alley <jessica.alley@cityofglenwood.org>, Amber Farnan <amber.farnan@cityofglenwood.org>

Jessica or Amber,

I have received donations from Barrett Auto, Glenwood State Bank, Best Finish Auto, and Jim Hughes Real Estate totaling \$2,000. I would like to submit the attached for approval to purchase at the next council meeting.

 [vm@millscountyowa.gov_20240202_114351.pdf](#)
411K

We are looking to purchase active shooter training equipment, and this is the list of items we are looking to purchase:

1.	6 of the spartan airsoft Glock blowback pistols at \$245 each	\$1,470
2.	12 Protective equipment \$16.99each	\$203.88
3.	4 Ammunition bottles \$16 each	\$64.00
4.	Case of 100 CO2 cartridges \$58.00	\$58.00
5.	Equipment Case \$159.00	\$159.00

Total \$1,954.88

Uphoff Outdoor Power, LLC

21976 221st St.
Glenwood, IA 51534



Estimate

Date	Estimate #
2/5/2024	279

712-527-4772

Name / Address
Glenwood Cemetary Mike 712-527-3156

Customer Phone	Due Date
712-527-3856	2/5/2024

Item	Description	Qty	Rate	Amount
Scag	Scag Turf Tiger II 61" w/ Vanguard 40HP Model STTII-61V-40BV-EFI SN: TBD	1	17,799.00	17,799.00T
Discount	Discount Municipal Bid (PO Required)		-20.00%	-3,559.80
	Subtotal			14,239.20
Equipment Setup	Equipment Setup Fee - Assembly, Fuel / Oil Fill, Test Run, RPM check, packaging disposal.	1	100.00	100.00T
Equipment Trade	Scag Turf Tiger Diesel 61"	1	-4,000.00	-4,000.00T

Units not removed after 15 days of completion will be charged \$5/ day storage fee. Units not picked up within 60 days of completion will be considered abandoned and be disposed. Customer will still be responsible for repair cost and storage fees. Payment is due at time of sale on all parts orders. No returns on special order and non-stocked items. No returns on electrical parts, fluids, or items with opened / damaged packages. All equipment sales are final.	Subtotal	\$10,339.20
	Sales Tax (0.0%)	\$0.00
	Total	\$10,339.20



Kubota of Omaha

Quote Page 1 of
Quote Number: 633822
Effective Date: 02/08/2024
Valid Through: 02/29/2024

Ship To

Kubota Dealer

Bill To

Mike Collins
NE
Home: (712) 520-5282
collinsmichael1978@gmail.com

Kubota of Omaha
9317 S 144th St
Omaha, NE 68138

Scott Gleason
Phone: (402) 249-4775
Email: scott.gleason@ldi.us

Mike Collins
NE
Home: (712) 520-5282
collinsmichael1978@gmail.com

STTII-61V-40BV-EFI - SCAG Turf Tiger II, velocity plus, 40hp Vanguard EFI

Description	Manufacturer	Model #	Qty	Price Each	Total
SCAG Turf Tiger II, velocity plus, 40hp Vanguard EFI	SCAG	STTII-61V-40BV-EFI	1	\$13,883.25	\$13,883.25

Cash Details

Equipment Total	\$13,883.25
Additional Charges	\$0.00
Cash Sale Price	\$13,883.25

Trade-in value - 5,000.00

\$8,883.25

Final price
w/trade-in
Scott Gleason

The trade in value for your 2015 Turf tiger STT-61V-25KBD is \$5,000.00

Kubota Disclaimer

Sales quote can only be provided by a participating Kubota dealer. Only Kubota and Kubota performance-matched Allied equipment are eligible. Inclusion of ineligible equipment may result in a higher blended APR. Stand Alone Kubota or Allied implements and attachments/accessories are subject to stand alone programs. Financing is available through Kubota Credit Corporation, U.S.A.; subject to credit approval. Program eligibility requirements are subject to change without notice and may be withdrawn without notice. Some exceptions

ORDINANCE NO.

AN ORDINANCE VACANT BUILDING REGISTRATION

WHEREAS, The City Council finds that a significant relationship exists between vacant buildings and increased calls for police services, higher potential for fires, both accidental and intentional, and decline and disinvestment in neighborhoods, and;

WHEREAS, The City Council finds that registering of vacant buildings is essential for the proper enforcement of the city's building, fire and zoning code and to safeguard persons, property and general welfare, and;

WHEREAS, The City Council finds that registration, inspection and monitoring of vacant properties helps stabilize and improve impacted neighborhoods and helps in the development of code enforcement efforts and public safety.

NOW THEREFORE, Be it enacted by the City Council of the City of Glenwood, Iowa:

Section 1. The City Council of the City of Glenwood, Iowa does hereby amend

Vacant Building Registration

Purpose. Registering of vacant buildings, including, but not limited to, vacant or partially vacant buildings occupied or in business for manufacturing, industrial, storage, commercial, or residential uses is essential for the proper enforcement of the city's building, fire and zoning code and to safeguard persons, property and general welfare.

Other Ordinances: This chapter shall not be construed to prevent the enforcement of other applicable ordinances, codes, legislation, and regulations which prescribe standards other than are provided herein. When a provision of this chapter conflicts with any other provision of the code regulating the same subject matter, the more stringent or restrictive provision shall apply.

Definitions. In this section:

"BUILDING OFFICIAL" Means the Fire Chief or his or her designee.

"HABITABLE SPACE" Means a space in a building for living, sleeping, eating or cooking. A previously occupiable residential unit that includes these spaces, shall be considered habitable space in its entirety for the purpose of calculating total habitable space of a building.

"OWNER" means the person(s) or entity of record at the Mills County Recorder's Office as both the deed holder and the contract holder.

"SECURED" means a building that has all permanent doors and windows in each appropriate building opening that are secured to prevent unauthorized entry, and has all its door and window components intact and unbroken.

"SUBSTANTIAL DAMAGE" - Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed fifty percent (50%) of the market value of the structure before the damage occurred. Volunteer labor and donated materials shall be included in the estimated cost of repair.

VACANT BUILDING: A building or fifty percent (50%) or more of a building as measured by total square footage of all floors above grade and including previously habitable below grade spaces that are unoccupied and meets one or more of the following conditions:

Records of the Mills County Recorder show the property is in lien foreclosure;

Windows or entrances to the building are boarded up or closed off, or one or more doors or windows are broken and unrepaired;

Doors to the building are damaged, smashed through, caved in, broken off, unhinged, or continuously unlocked;

The building is without gas, electric, or water service;

Trash service has been discontinued;

Water service fails to use a minimum of one hundred (100) gallons per month;

Rubbish, trash, putrescible materials or debris has accumulated on the property;

Law enforcement agencies have received at least two reports of trespass, vandalism or other illegal acts being committed on the property within 12 months;

The yards on the property exhibit grass, lawn, weeds, and other vegetation which are not maintained to a minimum as required by code or to the standards prevailing in the neighborhood.

The structure meets any or all of the criteria which would support an action by the City under Iowa Code 657A.10B to obtain title to the property.

"VIOLATION" means that a lawful order has been issued by the city, or a department thereof, and the conditions forming the basis for the order have not been fully abated.

"UNSECURED" means any building that does not meet the definition of secured.

Unlawful to Occupy

It is unlawful for any person to occupy any building or structure which has not had water or electric utility service connected for a period of 30 consecutive days. The City may declare any such building as "condemned and unsafe to occupy," and shall placard the building as such. Persons refusing to vacate said building within three (3) days of said order are guilty of a municipal infraction and may be removed through District Court order, and shall be subject to appropriate daily fines for noncompliance, as well as other injunctive relief as may be appropriate.

Registration required.

The owner of any building that has become vacant shall, within ninety (90) days after the building becomes vacant or within thirty (30) days after assuming ownership of a building that has already been vacant for sixty (60) days, whichever is later, file a registration statement for each such building on forms provided by the city's building department. The registration and provisions of this section shall remain in effect for that period the building remains vacant.

Properties in foreclosure shall further be required to file registration paperwork within 30 days of filing a "Notice of Default" or "Intent to Foreclose" with the District Court.

Exemptions. The following are exempt from the provisions of this section:

Property that is undergoing an active renovation or rehabilitation, and where a permit for same has been secured from the city building department and has not expired.

Properties that are part of an estate that is in probate and are not subject to bankruptcy shall be exempt from registration for a period of 12 months.

Properties that are publicly and in good faith being actively marketed as "for sale" for a reasonable price shall not be required to be registered as a vacant building for the first six (6) months of listing. After the property has been listed for the first six (6) months, the property must be registered as a vacant building until sold. A property which is listed with MLS (Multiple Listing Service) is presumptively being actively marketed. An asking price not greater than 150% of the Total Assessed Value, as determined by the Lee County Property Tax Records, is presumptively a "reasonable price".

A building owned and occupied by persons who travel seasonally shall not be considered a vacant building. Any such building may be voluntarily registered as a "seasonal" property at no cost to the owner to assist City staff and the property owner with any concerns regarding said property during the owner's absence.

Properties constructed solely for the use of commercial warehouse/storage and located in a zoning district that allows such use shall be exempt from the fees required provided that utilities as designed and connected to the structures remain intact and active (service is on), and inspections as required by this code are completed and passed with needed corrections completed within 60 days of finding non-compliance. In the event items found during inspections by the owner or City are not repaired as required, fees will become active and remain fully required for a period of not less than 2 full registration cycles.

A building which has suffered substantial damage shall be exempt from registration for a period of 90 days from the date of substantial damage. After ninety days, the structure must be registered as vacant.

Properties which have active insurance policies on all structures equaling the Actual Cash Value of the property but not be less than the cost of demolition/debris removal and that have active and in use utilities shall be exempt from the requirements of this chapter provided the City of Glenwood is added as a certificate holder on the insurance policy. To qualify for exemption the owner must submit a form titled Vacant Building Registration – Insurance/Utility Exemption as well as proof of active utilities and have their insurance agent submit a Certificate of Insurance showing the City as a Certificate Holder. In the event code violations are found by the City and are not repaired as required by notice given, the property will be deemed non-compliant for Vacant Building Registration – Insurance/Utility Exemption and shall be required to be registered in the Vacant Building Registration program for a period of not less than two (2) full registration cycles.

Property owned by the City.

Fees:

The fee for registering a vacant structure shall be set by resolution of the City Council, and may be adjusted from time to time. Registration fees collected on or after July 1, shall be prorated to one-half the yearly registration fee but for calculating subsequent yearly fees shall be considered the full fee as set forth by resolution.

Exceptions. The following are exempt from the provisions of this section:

Residential rental buildings consisting of partially occupied rentals and partially vacant portions of buildings may be allowed to register the vacant units by paying the fee associated with additional rental units. Inspections for vacant portions of said units shall be inspected as required by this code section.

The fee for renewing the vacant building registration shall be consistent for the first two (2) years a structure remains vacant and shall run with the property and not ownership. Any change of ownership shall not be considered newly vacant but shall continue to accrue vacancy time for the purposes of calculating registration fees.

Upon the third year of vacancy the registration fee will double from the original full year registration fee and not the prorated fee. Upon the fourth year of registration the registration fee will double from the third-year registration fee and all subsequent fees will remain consistent with the fourth-year fee.

If the property is transferred to new ownership and remains vacant, the new owner shall file an amended registration form within 30 days of transfer of ownership. If the building is already registered as vacant the new owner shall not be required to submit the registration fee for the year already paid. The new owner shall submit the previous owner's inspection log as required in the inspections section of this code. If an inspection log is not obtained from the previous owner, the owner shall schedule an inspection with the Building Official within 30 days of registration.

Properties registered with the City as a Vacant Building may be transferred to the Rental Inspection Program (Title 3-5) without having to pay the fee for the Rental Inspection Program for the same year already paid as a Vacant Property.

Properties registered with the City as Rental Property (Title 3-5) may be transferred to the Vacant Building Registration Program without having to pay the fee for the Vacant Building Registration Program for the same year already paid as a Rental Property.

Payment of the applicable registration fee does not relieve or exempt the owner or other persons from paying any and all fines, penalties, costs or other such charges assessed for non-compliance with the property maintenance standards of this section or other code provisions in this section or elsewhere in the City ordinances.

Payment of any and all fines, penalties, costs or other such charges assessed for non-compliance with the property maintenance standards of this section or other code provisions in this section or elsewhere in City ordinances does not relieve or exempt the owner from paying applicable registration fees of this section.

Registration requirements:

The registration form shall include the following information:

A description of the premises; address, including legal description or parcel number;

The names, addresses and contact phone number(s) for all the owner(s), owner's authorized agent(s) and mortgage lender's account service representative(s);

The names, addresses and contact phone number(s) of all known lienholders and all other interested parties;

If the owner and authorized agent does not reside in Mills County, Fremont County, Pottawattamie County, or Montgomery County the name, address and contact phone number of a person designated to act on behalf of an out-of-town owner(s) shall be submitted, to accept legal process and notices, and to authorize repairs as required (a letter/emailed form from the legal owner(s) is required to assign a designee). Said designee shall reside in Mills County;

A list of all other persons allowed to be on the property;

The Owner shall execute an authorization appointing the Glenwood Police Department an agent of the Owner for the purpose of making a demand to depart therefrom pursuant to City of Glenwood Ordinance : CRIMINAL TRESPASS.

Owner's responsibilities. The owner of any building that has become vacant shall:

Notify the office of the Building Official of any changes to the information provided in the registration or to the plan of action if one exists within thirty (30) days after making the changes. (examples: change of address, change of local contact designee or deciding to make repairs for occupancy rather than leave vacant or other changes as specified in the plan of action is one is submitted.)

Secure all buildings on the premises.

Maintain all buildings in a secure and closed condition until the building is again occupied or legally razed.

Minimum requirements for vacant buildings.

After filing a registration statement, the building owner shall provide access to the city, at the city's request, to conduct an exterior and interior inspection of the building to determine compliance with this section.

MINIMUM MAINTENANCE STANDARDS: A vacant building shall be considered adequately maintained if:

Doors, windows, and other openings are weather-tight and secured against entry by birds, vermin, and trespassers. Broken or missing doors and windows shall be replaced with like materials. Boarding up of doors and windows shall not be considered an appropriately secured.

The roof, gutters and flashing are sound and tight, will not admit moisture, vermin, or birds into the structure, and properly drain to prevent dampness or deterioration in the walls or interior and in a manner that does not create a public nuisance.

The interior and exterior shall be maintained in good repair, structurally sound, free from debris, rubbish, yard waste, garbage, and sanitary so as not to threaten public health or safety.

The structural members are free of deterioration and capable of safely bearing imposed dead and live loads

The foundation walls are free from open cracks and breaks, and vermin-proof.

The exterior walls are free of holes, breaks, and loose or rotting materials, and exposed metal and wood surfaces are protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint.

All balconies, decks, stairways, cornices, belt courses, corbels, terra cotta trim, wall facings, and similar decorative features are safe, anchored, and in good repair, and exposed metal and wood surfaces are protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint.

Any plumbing fixtures, including those used for operation of lawn sprinkling system, shall be maintained with no leaking pipes, and all pipes for water shall either be completely drained, winterized, or heated to resist freezing.

All existing fire detection and suppression systems in commercial and industrial buildings must remain intact and fully operational unless modification and/or decommissioning is authorized by the Building Official.

Sidewalks, stairways, and driveways are free from hazardous conditions and safe for pedestrian travel including but not limited to removal of snow and ice within 12 hours of a precipitation event.

Accessory and appurtenant structures such as garages, sheds, and fences are free from safety, health, and fire hazards and are secured.

The property on which a structure is located must be safe and clean from junk, debris, trash, rodents, weeds, and tall grass. It shall be kept sanitary so that it does not threaten the public's health or safety in any way.

Every owner shall be responsible for the extermination of insects, rodents and other vermin in or about the premises. Graffiti shall be removed as soon as possible and within 7 days of notification of the defacement

Inspections:

All buildings registered in the Vacant Building Registration Program shall be inspected by the Building Official within 12 months of registration in the program. Yearly inspections by the City shall be made to ensure continued compliance. If in the event the property passes inspections without violations on two (2) successive yearly initial inspections, the property would be allowed a grace period of two (2) years with the follow up City inspection on year three (3) from the most recent initial inspection. Subsequent passed third year inspections would allow for continued City inspections every third year. If at any inspection the building(s) fail(s) to pass minimum maintenance standards, yearly inspections will be required until the building(s) pass(es) inspections for two (2) successive years. Any year a City inspection is not required the owner must submit a self-performed inspection log.

Monthly inspections shall be performed by the owner or the owner's designee to ensure the required minimum maintenance standards are being met and said person shall keep a detailed log of findings upon inspection and repairs completed post inspection. If inspection logs are submitted as checked monthly and maintained but do not match the Building Officials records of hazards or failure to maintain, the owner shall accrue a fee for failure to secure and maintain.

Copies of monthly logs shall be submitted to the office of the building official annually at the time of registration. If a property is sold, the new owner must acquire the log of previous inspections from the seller and submit them with registration.

If a building is found to be maintaining a violation of the minimum maintenance standards by the Building Official, the owner shall be given thirty (30) days to correct the violations. The Building Official may grant an extension based on the severity of work to be completed, provided the structure will not continue to deteriorate during the time allotted. If the owner fails to make adequate repairs within the time allotted, the procedure for failure to secure and maintain shall be followed.

The Building Official is authorized and directed to inspect any buildings and premises located within the City of Glenwood for the purpose of enforcing and assuring compliance with this Chapter, with the inspection to include only those items which can be inspected by lawful means. In the event the Building Official has reason to believe that a Code violation may exist within a building, he or she is authorized and directed to inspect the remainder of the building and premises. The owner of every building may, upon request of the Building Official, give the Building Official complete access to the building and premises at reasonable times for the purpose of inspection. In the event access to the premises is refused, the Building Official with the

assistance of the City Attorney may obtain an administrative search warrant from a court of competent jurisdiction in order to gain access to the premises.

Consent to Emergency Inspections and Emergency Repairs:

All applicants and owners registered in the vacant property registration program consent to the entry of duly authorized officials of the City if such official has reason to believe that an emergency situation exists with respect to the building or structure that tends to create an imminent hazard to health, welfare or safety of the general public, in the discretion of such official, then such official may enter the building to inspect the premises, without notifying the responsible party or obtaining a warrant. If such official finds an emergency situation exists, which presents an imminent hazard to the health, welfare or safety of the general public, then such official may cause any reasonable action, including the employment of necessary labor and materials, to perform emergency repairs to alleviate the hazard. Costs incurred in the performance of emergency repairs may be paid by the City and if so paid, the city shall charge the cost thereof to the owner and failure to pay the city any costs shall be certified by the clerk to the county treasurer, and assessed to the property owner of record, and collected in the same manner as general property taxes.

Time Restrictions.

With respect to any structure that has been vacant for a period of over twenty-four (24) months, the Building Official may require that the property owner submit a plan of action, which shall include, without limitation, identifying an estimated date the property will be habitable, occupied, razed, or offered up for rent or sale as well as any other terms and conditions deemed appropriate by the Building Official.

Unsafe/Public Nuisance.

Notwithstanding the provisions of this article, the City shall retain the right afforded under relevant State or local law to declare a vacant structure unsafe and/or a public nuisance. The City may pursue whatever legal recourse afforded to it by law, including, but not limited to, action to abate a public nuisance or an action seeking the demolition of a dangerous and/or unsafe building.

Penalties.

Failure to register. Any property owner who fails to register a vacant building shall be assessed a penalty as set by resolution of the City Council, the amount of said penalty may be adjusted from time to time. Each additional month of violation after notification shall be considered a continuing violation and said penalty shall be assessed for each month of non-compliance.

Failure to secure and maintain. If any property owner or any entity functioning as a trustee of an owner, or identified as a responsible trustee or building manager by the owner, having a duty to register a vacant building is found to be in violation with any portion of this chapter the owner shall accrue a penalty for failure to secure and maintain the building, the penalty of which shall be set by resolution of the City Council, the amount of said penalty may be adjusted from time to time. The Building Official, shall send by first class mail a written notice of the violation and penalty to the person responsible for day-to-day supervision and management of the building or to the authorized agent for service and process and to the owner of record. Within thirty (30) days, or an amount of time deemed appropriate by the Building Official, of the mailing of the notice of violation, the owner shall be required to restore the building in compliance with this section. Failure to secure and maintain the property as required in this section shall result in revocation of registration, causing fees for failure to comply to be issued. Nothing in this section shall deny or abrogate the prerogative of the City to correct any violation of this ordinance and to assess and/or recover by judgment, liens, or other means all costs of the same from the owner or agent.

Failure to Comply. Any property owner or entity functioning as a trustee of an owner or entity that fails to comply with any provisions of this section shall, after forty-five (45) days from notification by the Building Official, be charged a penalty as set by resolution of the City Council, the amount of which may be adjusted from time to time, for each month the property is not in compliance with this section. The city shall charge the costs for failure to secure and maintain and costs for failure to comply to the owner and failure to pay the city any costs shall be certified by the clerk to the county treasurer, and assessed to the property of record, and collected in the same manner as general property taxes. However, the City may, in its complete discretion, elect to seek other remedies apart from the assessment of liens.

Municipal Infraction. Any person violating any of the provisions of this chapter shall, upon conviction, be subject to the penalties set forth in section 1-4-1 of this code. Each day that a violation occurs or continues shall be deemed a separate offense.

Appeals:

Any owner directly affected by a decision of the Building Official or the Building Officials designee regarding this Chapter may file with the Building Official, an appeal in writing to the Construction Board of Adjustment and Appeals in accordance with Title Two (2) of the City Code. The basis of any appeal shall be limited to a claim that the true intent of this Chapter or the rules legally adopted thereunder have been incorrectly interpreted or applied, or that the requirements of this chapter are adequately satisfied by other means. Such appeal shall be filed within ten (10) days of the decision of the Building Official. Appeals filed after ten (10) days of said decision shall be deemed waived and shall be dismissed by the Building Official.

Planning and Zoning Board

Meeting Minutes

City Hall -5 N. Vine Street

January 17, 2024

The Planning and Zoning Board met on Wednesday January 17, 2024, at 5:00 PM at the city council chambers and via electronic meeting. Chair Dick Davis called the meeting to order with the following members present Ed Bogard, John Bueltel Richard Crouch, Tacy Bolte, Board Member Susan Schenck joined virtually, Fire Chief Matt Gray and Danni from SWIPCO

Motion Crouch /2nd by Bolte to approve the agenda; roll call 6-Ayes, Nays-0 motion carried.

No visitors were present to address the board.

Motion Bogard/2nd by Crouch to approve minutes from October 2023 meeting; roll call: Ayes-6, Nays-0, motion carried.

Motion Schenck/2nd Bogard to approve setting 2024 P&Z Board Meeting Dates: roll call: Ayes-6, Nays-0, Motion Carried.

Accessory building and detach garage maximum size was discussed and Board Member Bolte would bring more information to the next meeting to continue discussion.

Motion Bolte/ 2nd Bogard to approve recommending Abandoned Property Ordinance to Council roll call: Ayes-6, Nays -0, motion carried.

Motion Bogard/2nd Crouch to approve John Bueltel as Vice Chair. roll call: Ayes-6, Nays-0, motion carried.

Discussion on zoning draft with Danni from SWIPCO on the parking and sign ordinance and zoning draft was done. Members wanted to continue discussion at the next meeting and Danni would attend in person with more information.

Motion Crouch/2nd by Bolte to set Public Hearing for the Preliminary Plat for Oak Ridge Phase II for February 21, 2024, at 5:00 PM

Motion to Adjourn @ 6:30 PM Motion Bueltel/2nd by Crouch, roll call: Ayes-6, Nays-0, motion carried.

The January 18, 2024 of the Glenwood Park Board was called to order by Chairman Randy Romens.

Roll Call: Chairman Randy Romens, Malcolm McCue, Jim Henderson, Vanessa Covington, Chelsey Mass, Devin Tadin, Mayor Angie Winquest

Motion by Henderson, 2nd by McCue to approve the agenda, claims, and minutes of the December 20, 2023 meeting. Ayes 5, Nays 0.

Michelle Wright of the Glenwood Kiwanis joined the meeting to update the board on the Hiley Park improvement project. As previously discussed, this project includes replacing the retaining wall, installing an accessible pour-in-place playground surface and improving the parking. Wright stated that they have submitted an Iowa West Foundation grant in the amount of \$50,000. They are also applying for \$5000 through the Mills County Community Foundation Grant that is due on February 1 and will also apply for the DNR Land & Water Conservation Grant in the amount of \$87,500. The DNR grant requires a resolution from the City Council and a letter from the mayor and would also require some financial support from the city in the 2025 budget. The City Council has already approved these grants. No action is needed from the Park Board. Wright stated she just wants to keep us informed of the process. The board thanked her and the Kiwanis for the ongoing work to improve Hiley Park.

The Ray Thomas Trust fund request is due by January 22. Mayor Winquist said we need to provide them with a list of projects that we hope to complete. Romens had visited with Mattox about this and they feel that lights around the lake should be top on the list. Romens has been doing some research on the cost of electric v. solar. The board feels like solar would be much better than having to run electricity. Covington showed an example of solar lights on a walking trail in Colorado. They work very well and after ten years they had only had to replace a few batteries. Henderson wondered if these tall lights would detract from the beauty of the park. McCue wondered about putting in lights lower to the ground. Romens said he and Mattox had discussed this and they feel like this would be more of a possibility of vandalism to these lights. Romens said he would estimate this project at \$35,000. Other projects he will add to the fund request are: Skate Park improvements - \$5000 and Donated Playground installation at \$7500. Winquist asked if there were any more projects and Romens said he could provide the list from our 1/3/5 year plans.

Covington gave an update on Disc Golf. A meeting was held on January 15. Covington stated that they are a lot of people very excited about this project. Romens added that former mayor Ron Kohn's memorials will go towards the disc golf project. Mrs. Kohn attended the meeting and enjoyed seeing the enthusiasm from everyone. Covington stated that the plan is to start with a 9 hole course on the cross country/nature trail with hopes of future expansion to the more rugged back trails. A course designer from Omaha feels this would be the best way to proceed. The back 9 will take extra work to construct and also to maintain. At the next Disc Golf meeting we will officially form a Disc Golf club and move on from there.

The board discussed more of our 1/3/5 year plans/projects.

A. New Shop Building – Romens stated we would like to start planning for a new park shop. Mayor Winquist asked why this was necessary when we had just moved into the new building a few years ago. The board discussed several reasons for this. It would be good to have our own building and not one that

MUTUAL USE AGREEMENT

COPY

CITY OF GLENWOOD AND MILLS COUNTY HISTORICAL SOCIETY

WHEREAS the parties to this agreement are the City of Glenwood and the Mills County Historical Society; and

WHEREAS these two parties wish to enter into a mutually beneficial agreement;

WHEREAS the Mills County Historical Society owns a 2.41 parcel of land that is surrounded by land owned by the City of Glenwood; and

WHEREAS the City of Glenwood utilizes this section of land for the city's patrons and otherwise; and

WHEREAS the Mills County Historical Society has utilized the services of the City of Glenwood for winter maintenance for it's patron's mowing and other matters pertaining to the maintenance of the property for the patrons; and

WHEREAS the parties historically have not entered into any formal agreement;

IT IS THEREFORE AGREED that the City of Glenwood shall have access to the 20 by 40 partition on the north end of the association's building #2 for park maintenance; and

IT IS FURTHER AGREED that in exchange for the use of this site, the City of Glenwood agrees to maintain the winter maintenance schedule to include snow removal for adjacent lot and the sidewalks, mowing and weed eating the areas surrounding the building and the other areas currently owned by the Mills County Historical Society. Trash removal and otherwise tend to the area including the building in a manner consistent with the rest of the area locally known as the Glenwood Lake Park.

IT IS FURTHER AGREED that neither party shall be obligated to pay for their use as described herein; and

IT IS FURTHER AGREED that the City of Glenwood shall provide liability insurance for the area utilized by the City of Glenwood's patrons at this location.

Effective this 9th Day of August, 2022.



Joel Hoegemery
Mills County Historical Society Board President

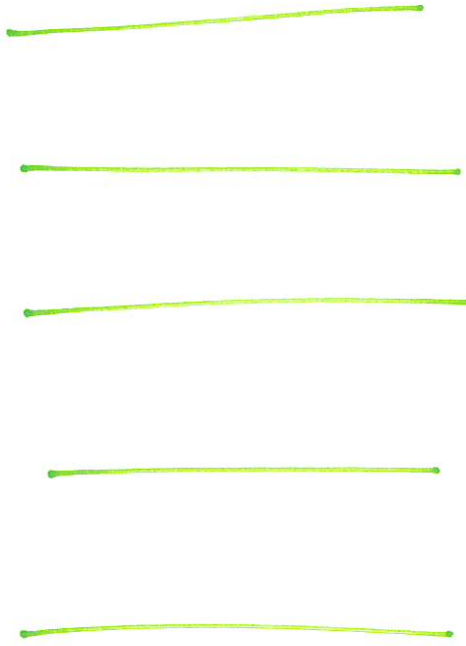


Ron Kohn
Mayor

BALANCE SHEET
CALENDAR 1/2024, FISCAL 7/2024

ACCOUNT NUMBER	ACCOUNT TITLE	PTD BAL.	YTD BAL.
001-000-1110	CASH - GENERAL	231,293.16-	942,541.47
002-000-1110	CASH - AQUATIC CENTER	796.86-	9,645.98-
003-430-1110	CASH/CHECKING -PARK CAPITAL		7,000.00
004-450-1110	CASH - CEMETERY CAPITAL FUND		6,554.00
005-000-1110	CASH - ARPA		779,529.40
110-000-1110	CASH - ROAD USE TAX	24,318.03-	1,233,554.27
112-000-1110	CASH - EMPLOYEE BENEFITS	62,769.18-	1,255,513.54
119-000-1110	CASH - EMERGENCY FUND	295.04	29,373.26
121-000-1110	CASH - LOST	47,808.27	1,693,663.79
125-000-1110	CASH/CHECKING - TIF		109,331.65
131-000-1110	CASH - LIBRARY FURNISHING		6,956.45
173-000-1110	FEMA CASH/CHECKING		3,628.14
177-110-1110	CASH - ASSET FORFEITURE POLICE		12,215.41
200-000-1110	CASH - DEBT SERVICE	1,274.86	81,457.52
307-000-1110	CASH/CHECKING		4,161.91-
309-000-1110	CASH/CHECKING		43,691.78
311-000-1110	CASH/CHECKING - CDBG		17,906.94
312-000-1110	CASH	21,156.00	36,065.32-
500-000-1110	PERPETUAL CARE CASH		2,754.47
	CASH TOTAL	248,643.06-	6,175,798.88
001-000-1111	CASH-AMPHITHEATER	19.25-	27,935.44-
125-000-1111	LMI SET ASIDE		198.62
	CASH TOTAL	19.25-	27,736.82-
001-000-1112	CASH - LIBRARY DONATIONS	1,786.36	12,069.62
131-000-1112	LIBRARY DONATIONS		2,460.00-
	CASH TOTAL	1,786.36	9,609.62
307-000-1115	CASH - GSB SAVINGS/NOW	9.11	4,280.67
	CASH TOTAL	9.11	4,280.67
001-000-1120	PETTY CASH - GENERAL		170.00
	PETTY CASH TOTAL	.00	170.00
001-000-1122	AMBULANCE CASH	8,389.52	8,389.52
	AMBULANCE CASH TOTAL	8,389.52	8,389.52
001-000-1123	DISC GOLF CASH	20.00	20.00

January 2024



BALANCE SHEET
CALENDAR 1/2024, FISCAL 7/2024

ACCOUNT NUMBER	ACCOUNT TITLE	PTD BAL.	YTD BAL.
	DISC GOLF CASH TOTAL	20.00	20.00
309-000-1130	RESERVES-2019 GO INVESTMT		50,160.00
	RESERVES TOTAL	.00	50,160.00
131-000-1160	INVESTMENT - LIBRARY		6,350.00
	INVESTMENTS TOTAL	.00	6,350.00
121-000-1190	INVESTMENT - CD		418,384.70
500-450-1190	PERPETUAL CARE - INVESTMENT		23,363.59
510-420-1190	INVESTMENTS - AMPHITHEATER		197,103.47
	INVESTMENTS TOTAL	.00	638,851.76
500-450-1195	PERPETUAL CARE - SAVINGS		57,115.04
	CASH TOTAL	.00	57,115.04
	TOTAL CASH	238,457.32-	6,923,008.67

TREASURER'S REPORT
CALENDAR 1/2024, FISCAL 7/2024

ACCOUNT TITLE	LAST REPORT ON HAND	RECEIVED	DISBURSED	CHANGE IN LIABILITY	BALANCE
001 GENERAL	1,156,371.70	98,747.49	319,864.02		935,255.17
002 AQUATIC CENTER	8,849.12-		796.86		9,645.98-
003 PARK CAPITAL FUND	7,000.00				7,000.00
004 CEMETERY CAPITAL FUND	6,554.00				6,554.00
005 ARPA	779,529.40				779,529.40
110 ROAD USE TAX	1,257,872.30	59,537.57	83,855.60		1,233,554.27
111 I-JOBS					
112 EMPLOYEE BENEFITS	1,318,282.72	12,390.89	75,160.07		1,255,513.54
119 EMERGENCY	29,078.22	295.04			29,373.26
121 LOST-SPECIAL REVENUE	2,064,240.22	49,558.15	1,749.88		2,112,048.49
125 TAX INCREMENT FINANCIN	109,530.27				109,530.27
126 LMI					
131 LIBRARY FURNISHING	10,846.45				10,846.45
160 REVOLVING LOAN					
167 SIDEWALK					
173 FEMA	3,628.14				3,628.14
177 ASSET FORFEITURES-POLI	12,215.41				12,215.41
200 DEBT SERVICE	80,182.66	2,267.00	992.14		81,457.52
201 DEBT SERV LOST SINK FUND					
302 COMMUNITY RECREATION CTR					
303 POOL CAPITAL FUND					
306 LIBRARY ROOF PROJECT					
307 R-R PAVEMENT	109.65	9.11			118.76
308 VINE ST PAVEMENT					
309 2019 GO CAP PROJECTS	93,851.78				93,851.78
310 MARION HTS SEWER PROJ.					
311 CDBG HOUSING GRANT	17,906.94	737,494.06	737,494.06		17,906.94
312 DTR GRANT	57,221.32-	22,013.00	857.00		36,065.32-
315 FEMA FLOOD					
350 SQUARE RENOVATION					
500 CEMETERY PERPETUAL CAR	83,233.10				83,233.10
510 AMPHITHEATER CAPITAL	197,103.47				197,103.47
610 SEWER					
611 FMHA REPLACEMENT					
612 FMHA DS					
613 FMHA RESERVE					
Report Total	7,161,465.99	982,312.31	1,220,769.63	.00	6,923,008.67

REVENUE REPORT
CALENDAR 1/2024, FISCAL 7/2024

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	3,480,227.00	98,747.49	1,590,954.10	45.71	1,889,272.90
	AQUATIC CENTER TOTAL	144,600.00	.00	33,314.76	23.04	111,285.24
	ROAD USE TAX TOTAL	1,709,000.00	59,537.57	427,177.83	25.00	1,281,822.17
	EMPLOYEE BENEFITS TOTAL	1,066,330.00	12,390.89	585,217.97	54.88	481,112.03
	EMERGENCY TOTAL	51,897.00	295.04	29,373.26	56.60	22,523.74
	LOST-SPECIAL REVENUE TOTAL	725,000.00	49,558.15	474,421.21	65.44	250,578.79
	TAX INCREMENT FINANCING TOTAL	44,000.00	.00	18,372.50	41.76	25,627.50
	ASSET FORFEITURES-POLICE TOTA	.00	.00	480.00	.00	480.00-
	DEBT SERVICE TOTAL	653,850.00	2,267.00	131,053.69	20.04	522,796.31
	R-R PAVEMENT TOTAL	.00	9.11	118.76	.00	118.76-
	CDBG HOUSING GRANT TOTAL	5,000,000.00	737,494.06	4,390,863.98	29.27	0,609,136.02
	DTR GRANT TOTAL	347,000.00	22,013.00	40,683.86	11.72	306,316.14
	CEMETERY PERPETUAL CARE TOTAL	.00	.00	20,023.16	.00	20,023.16-
	TOTAL REVENUE BY FUND	<u>3,221,904.00</u>	<u>982,312.31</u>	<u>7,742,055.08</u>	<u>33.34</u>	<u>5,479,848.92</u>

BUDGET REPORT
CALENDAR 1/2024, FISCAL 7/2024

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	3,893,647.00	319,864.02	2,053,991.21	52.75	1,839,655.79
	AQUATIC CENTER TOTAL	154,785.00	796.86	86,898.23	56.14	67,886.77
	ROAD USE TAX TOTAL	2,029,500.00	83,855.60	420,789.24	20.73	1,608,710.76
	EMPLOYEE BENEFITS TOTAL	1,095,500.00	75,160.07	598,016.07	54.59	497,483.93
	EMERGENCY TOTAL	51,897.00	.00	.00	.00	51,897.00
	LOST-SPECIAL REVENUE TOTAL	554,800.00	1,749.88	50,449.39	9.09	504,350.61
	TAX INCREMENT FINANCING TOTAL	29,000.00	.00	11,663.27	40.22	17,336.73
	DEBT SERVICE TOTAL	650,046.00	992.14	89,987.15	13.84	560,058.85
	2019 GO CAP PROJECTS TOTAL	155,000.00	.00	128,424.15	82.85	26,575.85
	MARION HTS SEWER PROJ. TOTAL	48,246.00	.00	.00	.00	48,246.00
	CDBG HOUSING GRANT TOTAL	4,400,000.00	737,494.06	4,372,765.04	30.37	0,027,234.96
	DTR GRANT TOTAL	458,000.00	857.00	76,749.18	16.76	381,250.82
	TOTAL EXPENSES BY FUND	<u>3,520,421.00</u>	<u>1,220,769.63</u>	<u>7,889,732.93</u>	<u>33.54</u>	<u>5,630,688.07</u>

BUDGET REPORT
CALENDAR 1/2024, FISCAL 7/2024

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	1,440,658.00	116,562.39	839,376.62	58.26	601,281.38
	K9 DEPARTMENT TOTAL	4,500.00	404.27	1,120.16	24.89	3,379.84
	FIRE TOTAL	1,012,300.00	67,182.71	568,285.91	56.14	444,014.09
	ANIMAL CONTROL TOTAL	4,000.00	.00	.00	.00	4,000.00
	COMMUNICATION CENTER TOTAL	182,000.00	.00	88,057.66	48.38	93,942.34
	PUBLIC SAFETY TOTAL	2,643,458.00	184,149.37	1,496,840.35	56.62	1,146,617.65
	STREET TOTAL	2,179,250.00	96,564.52	510,462.16	23.42	1,668,787.84
	SANITATION TOTAL	12,000.00	683.44	11,925.52	99.38	74.48
	PUBLIC WORKS TOTAL	2,191,250.00	97,247.96	522,387.68	23.84	1,668,862.32
	LIBRARY TOTAL	534,761.00	33,915.54	240,305.05	44.94	294,455.95
	AMPITHEATER TOTAL	25,350.00	19.25	534.57	2.11	24,815.43
	PARK TOTAL	283,951.00	13,789.87	145,534.83	51.25	138,416.17
	RECREATION TOTAL	543,450.00	102,255.82	174,584.66	32.13	368,865.34
	POOL TOTAL	154,785.00	796.86	86,935.57	56.17	67,849.43
	CEMETERY TOTAL	183,251.00	10,600.36	92,518.00	50.49	90,733.00
	CULTURE & RECREATION TOTAL	1,725,548.00	161,377.70	740,412.68	42.91	985,135.32
	TREE BRD/COMM BEAUTIFICAT TOTA	3,000.00	.00	1,225.00	40.83	1,775.00
	PLANNING AND ZONING TOTAL	24,500.00	32.96	6,268.71	25.59	18,231.29
	DEBT SERVICE TOTAL	29,000.00	.00	.00	.00	29,000.00
	COMMUNITY & ECONOMIC DEV TOTA	56,500.00	32.96	7,493.71	13.26	49,006.29
	ADMINISTRATION TOTAL	385,676.00	31,229.44	195,140.22	50.60	190,535.78
	LEGAL TOTAL	75,000.00	1,295.00	39,865.50	53.15	35,134.50
	TORT LIABILITY TOTAL	220,000.00	6,094.00	208,004.00	94.55	11,996.00
	GENERAL GOVERNMENT TOTAL	680,676.00	38,618.44	443,009.72	65.08	237,666.28
	DEBT SERVICE TOTAL	650,046.00	992.14	101,650.42	15.64	548,395.58
	DEBT SERVICE TOTAL	650,046.00	992.14	101,650.42	15.64	548,395.58
	CDBG HOUSING PROJECTS TOTAL	4,858,000.00	738,351.06	4,449,514.22	29.95	0,408,485.78
	SEWER SIDEWALK PROJECT TOTAL	30,000.00	.00	.00	.00	30,000.00
	RECREATION TOTAL	125,000.00	.00	127,824.15	102.26	2,824.15-
	DEBT SERVICE TOTAL	.00	.00	600.00	.00	600.00-
	CAPITAL PROJECTS TOTAL	5,013,000.00	738,351.06	4,577,938.37	30.49	0,435,061.63

BUDGET REPORT
CALENDAR 1/2024, FISCAL 7/2024

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	TRANSFERS TOTAL	559,943.00	.00	.00	.00	559,943.00
	TRANSFER OUT TOTAL	559,943.00	.00	.00	.00	559,943.00
	TOTAL OF ALL EXPENSES	3,520,421.00	1,220,769.63	7,889,732.93	33.54	5,630,688.07

JANUARY 2024 FINANCIALS

Fund	Beginning Balance	Revenues	Expenses	Ending Balance
General	\$ 1,156,371.70	\$ 98,747.49	\$ (319,864.02)	\$ 935,255.17
Aquatic	\$ (8,849.12)	\$	\$ (796.86)	\$ (9,645.98)
Park Capital	\$ 7,000.00			\$ 7,000.00
Cemetery Capital	\$ 6,554.00			\$ 6,554.00
ARPA	\$ 779,529.40			\$ 779,529.40
RUT	\$ 1,257,872.30	\$ 59,537.57	\$ (83,855.60)	\$ 1,233,554.27
Employee Benefits	\$ 1,318,282.72	\$ 12,390.89	\$ (75,160.07)	\$ 1,255,513.54
Emergency	\$ 29,078.22	\$ 295.04		\$ 29,373.26
LOST	\$ 2,064,240.22	\$ 49,558.15	\$ (1,749.88)	\$ 2,112,048.49
TIF	\$ 109,530.27			\$ 109,530.27
Library Furnishing	\$ 10,846.45			\$ 10,846.45
FEMA	\$ 3,628.14			\$ 3,628.14
Asset Forfeitures	\$ 12,215.41			\$ 12,215.41
Debt Service	\$ 80,182.66	\$ 2,267.00	\$ (992.14)	\$ 81,457.52
GSB Go Now	\$ 109.65	\$ 9.11	\$ -	\$ 118.76
Go Bond	\$ 93,851.78			\$ 93,851.78
CDBG Housing	\$ 17,906.94	\$ 737,494.06	\$ (737,494.06)	\$ 17,906.94
DTR	\$ (57,221.32)	\$ 22,013.00	\$ (857.00)	\$ (36,065.32)
Cemetery Perpetual	\$ 83,233.10			\$ 83,233.10
Amph Capital	\$ 197,103.47			\$ 197,103.47
Totals	\$ 7,161,465.99	\$ 982,312.31	\$ (1,220,769.63)	\$ 6,923,008.67
Ambulance Cash*	\$ -	\$ 8,389.52		\$ 8,389.52
Disc Golf Cash*	\$ -	\$ 20.00		\$ 20.00

*In General Fund

*In General Fund