

## August 13, 2024 Minutes

### Committee Meeting

Glenwood City Council met for committee meetings on Tues, 8.13.2024 at 6:00 pm in Council Chambers prior to the City Council meeting. Mayor Angela Winquist called the meeting to order with the following present Council Members: Donnie Kates, Mike Lines, Christina Duran, Laurie Smithers & Natalie McEwen. City employees: Chief Johansen, Jamey Clark, Fire Chief Gray, Tara Painter, Amber Farnan, Jessica Alley, Dannielle Arnold, Mike Collins & Ron Mattox. Guests: Joe Foreman, Randy Romens, Ryan Matheny (virtual) & Bob Wray (virtual).

*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

- ARPA Discussion
  - Cemetery Sexton Collins requested asphalt overlay for parking lot & entry ways, seal coating for remaining roads (Affordable Asphalt was the only company to submit a bid \$49,000); update on tree removal: 14 ash trees & 3 dying oaks removed
  - Library Director Painter requested additional outdoor security cameras for \$3,431.80 and \$5,000 towards a new circulation desk
  - Chairman Romens for the Park Board requested a track skid loader not to exceed \$60,000 for moving equipment, lifting, tree removal, etc.

#### Kates for Pitbull Subcommittee

- Researched other towns with similar size, found smaller towns without animal control have trouble enforcing. Discussions centered around why the ordinance was put in place, Chief Johansen stated a Pitbull attack years ago prompted the ordinance. Kates stated they understand the concerns regarding the ordinance and at this time the committee recommends no changes to ordinance

#### Farnan for Aquatic Center

- Glenwood Aquatic Center (GAC) is losing water even with the play feature off, GAC be closed as of 8/18 and Council could decide to have either the pipes professionally lined by Behle for \$161,248.27, or Burbach Aquatics can do a comprehensive assessment of all elements for \$116,200 which will create a roadmap of issues, Burbach's price does not include repairs, LOST funds or cash out CD's could be used for any assessment or repairs, Street dept has spent 350 hrs at pool maintaining and fixing issues this year

#### Smithers for Hiring subcommittee

- Discussed the anticipated opening for City Admin/Finance Director; for cities of similar size and makeup Glenwood's admin salary is below average; Discussed Hinson Consulting proposal (\$17,600) to assist in search for a candidate w/municipal admin/finance experience

YMCA repairs will be discussed during the Council Meeting due to running out of time.

### City Council Minutes

Glenwood City Council met in regular session on Tues, 8.13.2024 at 7:00 pm in Council Chambers. Mayor Angela Winquist called the meeting to order with the following present Council Members: Donnie Kates, Mike Lines, Christina Duran, Laurie Smithers & Natalie McEwen. City employees: Chief Johansen, Jamey Clark, Fire Chief Gray, Tara Painter, Amber Farnan, Jessica Alley, Dannielle Arnold, Ron Mattox & Dan Kammerer. Guests: Jake Zimmerer, Joe Foreman, Randy Romens, Jen Wilson & Susan Schenck. Virtual Guests: A. Ling, Bob Wray, Ryan Matheny & Renate Frieze.

Pledge of allegiance was recited

Motion McEwen/2nd Smithers to approve the consent agenda as printed: Agenda, Abstract of Claims #3, Minutes from July 23, 2024, Approval of Council's appointment of Susan Schenck to the P&Z Board, 5-year term ending 8/27/2029 & Renewal of Parea Alcohol License; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Jen Wilson, Glenwood HS Alumni Association discussed the 2024 Homecoming Street Dance: 1st Street closed between Walnut & Vine from 3pm-1am, Parea will hold liquor license & food available from Brunning BBQ

Motion Smithers/2nd Lines to approve the Special Events Application for the 2024 Homecoming Street Dance on 10/5/24; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Kates/2nd McEwen to approve Parea Temporary Outdoor Service Liquor License for Oct 4- 6, 2024, pending ABD approval; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Jake Zimmerer with Eagle Engineering Locust St project is 99.5% complete, barricades down in next few days, change order includes funds not planned and is covered by DOT; Redbud Project is complete, median was needed to push traffic to the right; Asphalt Project will overlay 6 areas; Chestnut drainage project to have preliminary plans made, recommended to bid in late fall

Motion Smithers/2nd Duran to approve Locust St Project Western Engineering Application for Payment #4 in amount of \$303,023.34; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Kates/2nd Lines to approve Locust St Project Western Engineering Change Order #1 in amount of \$32,470.00; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Lines/2nd Kates to approve Redbud Ave Reconstruction Project Bluffs Paving Application for Payment #2 in amount of \$191,231.09; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Smithers/ 2nd McEwen to Authorize to Advertise & Set Bid Date/Public hearing for FY25 Asphalt Improvements for 10/8/2024; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Smithers/2nd Duran to table bids on GMU water damage & roof repairs, requested bid for full roof replacement; Roll Call: Ayes - 5, Nays - 0 Motion tabled

Motion Smithers/2nd Kates to approve City Attorney fees for FY24 for \$40,000; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Motion Kates/2nd Lines to approve contract with Cornerstone Commercial for the downtown revitalization project in the amount of \$815,550.00; Roll Call Ayes - 5, Nays - 0 Motion Carried

Estimated completion date is July 2025, project funded by a CDBG grant which includes 25% matches from property owners & the City (using ARPA funds)

Motion Duran/2nd Kates to approve website quote from Munibit for \$179 a month, paid out 3 years in advance with ARPA funds; Roll Call: Ayes - 2, Nays - 3 (Lines, Smithers, McEwen) Motion Failed

Requested waiting until City Admin position is filled before moving forwarded w/any website changes/enhancements

***Action items from committee meetings held prior to the Council meeting***

Motion Lines/2nd Kates to approve Hinson Consulting contract to recruit for City Admin/Finance Director position, paid out of ARPA funds not to exceed \$18,000; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Kates discussed Pitbull Ordinance, Council not taking action on current ordinance

Motion Kates/ 2nd Smithers to approve Burbach Aquatics quote for comprehensive assessment of GAC for \$116,200.00, using LOST funds; Roll Call: Ayes - 5, Nays - 0 Motion Carried

No action on bid from Behle, Inc for lining pipes to/from play feature for \$161,248.27

Motion Smithers/2nd Duran to approve Affordable Asphalts quote for asphalt overlay to Cemetery parking lot/entry & seal coat roads for \$49,000, paid by ARPA fund; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Motion Smithers/2nd Kates to approve MHS Systems quote for \$3,431.80 to add exterior cameras to the Library, paid by ARPA fund; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Motion Smithers/2nd McEwen to approve \$5,000 towards new Library circulation desk, paid by ARPA fund; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Motion Smithers/2nd Lines to approve Park track skid loader purchase not to exceed \$60,000, paid by ARPA fund; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Farnan reported on repairs needed for YMCA, which are paid out of LOST funds

Motion Smithers/2nd McEwen to approve YMCA roof repair by Elevate Roofing for \$3,750; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Roof flashing repairs needed to due smaller footprint of new rooftop HVAC unit

Motion Smithers/2nd Duran to approve bid by Diamond Brite for repairs of small cracks, holes & rust damage to the YMCA pool for \$4,156; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Additional bid from Diamond Brite for repairs to small cracks & holes only - \$1,665

Motion Smithers/ 2nd McEwen to approve YMCA boiler repairs by Houser's HVAC for \$2,658.80; Roll Call: Ayes - 5, Nays - 0 Motion Carried

City responsible for parts & freight, YMCA responsible for labor on boiler repair

**Departmental Reports**

Director Clark-Public Works: Storm inlet & pipe replacements ongoing; began crosswalk & street painting

Chief Johansen-Police Department: requested approval to move forward with ordering the 2 police vehicles included in GO Bond, including upfit of vehicles & removal of equip from the 2 Tahoes being replaced:

Motion Duran/2nd Kates to approve purchase of two Durangos (w/V6 engines) from Stew Hansen for a total amount of \$85,804; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Original bid from Stew Hansen included a V8 engine (\$45,225/ea), Chief Johansen requested a bid for a V6 engine (\$42,902/ea)

Bid rcvd from Red Oak Chrysler - \$45,705/ea

Motion Kates/2nd Smithers to approve Jones Auto estimate for upfit of a new Durango for \$21,643.01/ea; for total amount of \$43,286.02; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Duran/ 2nd McEwen to approve Jones Auto estimates #4310 (\$870) & #4311 (\$870) for removal of equipment from Tahoes for total of \$1,740; Roll: Ayes - 5, Nays - 0 Motion Carried

Motion Duran/2nd Lines to approve quote from MPH Industries for (2) Ranger EZ radars units for \$5,982, using Jack Lewis Safety Grant funds; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Additional Bids: Stalker Radar-(1) DSR 2 Antenna Radar-\$3,085/ea; Stalker Radar-(2) Dual 2 Antenna Radar System-\$4,840; MPH Industries-(2) BEE III Standard Radar-\$4,478

Motion Duran/2nd Smithers to approve hiring a temporary records clerk w/previous PD experience to provide coverage during 3-week scheduled staff vacation in September at \$20/hr, pending posting requirements & approval by City Attorney; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Johansen noted past difficulties in keeping the office open during staff absences and emphasized that this will ensure consistent hours for citizens

Johansen previously requested Council consider a permanent part-time records clerk position, this is separate from the request for temporary hire

Motion McEwen/2nd Kates to approve part-time PD Record Clerk job description; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Motion Smithers/2nd Kates to approve advertising for permanent part-time PD Record Clerk position at \$18 per/hr, not to exceed 25 hours per week; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Duran/2nd Kates to approve spending up to \$600 of donated funds from RAGBRAI on Cultivate Community Event; Roll Call: Ayes - 5, Nays - 0 Motion Carried

The RAGBRAI Community Fund donated a portion of website t-shirt sales to community partners participating in RAGBRAI LI including law enforcement & EMS services

Director Painter-Library: Vestibule repairs to start Monday; ramp repair is ongoing  
Fire Department

Motion Kates/2nd Smithers to approve Advertising for Full-Time Firefighter/Paramedic position; Roll Call: Ayes - 5, Nays - 0  
Motion Carried

Chief Gray budgeted for an additional full-time position for FY25

Superintendent Mattox-Park & Rec: Renovations on Field 165 (formally Field 5) have started; 2 field fences damaged during storm, meeting w/insurance for claim, initial quotes are \$10,012 (Field 2) & \$11,080 (Field 4); light poles to be installed around lake this fall; new dock is built, not installed yet

Administrator/Finance Director Farnan:

Motion Lines/2nd Kates to set public hearing for FY25 budget amendment #1 for 9/10/24 at 7:00pm; Roll Call: Ayes - 5, Nays - 0, Motion Carried

Motion McEwen/2nd Lines to approve the following CDBG Pass Thru Funds Pay Requests: #28-Arbor Hills, 19-DRH-018 for \$168,862.91 & #29-Arbor Hills, 19-DRH-018 for \$248,209.97; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Smithers/2nd McEwen to go into Closed Session at 8:45pm, in accordance with Iowa Code 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 and irreparable injury to that individual's reputation and that individual requests a closed session; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion McEwen/2nd Smithers to return to open session at 9:48pm; Ayes - 5, Nays - 0 Motion Carried

Motion Lines/2nd Smithers to approve \$2/hr pay increase from \$29/hr to \$31/hr for Park Superintendent Ron Mattox effective 8/15/2024; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Kates/2nd McEwen to go into Closed Session at 9:52pm, in accordance with Iowa Code 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction is completed; Roll Call: Ayes - 5, Nays - 0 Motion Carried

Motion Lines/ 2nd McEwen to return to open session at 10:07pm; Roll call: Ayes - 5, Nays - 0 Motion Carried

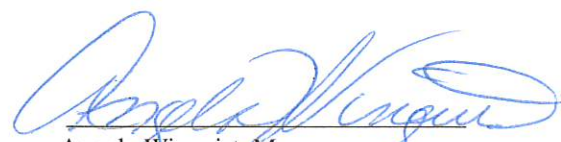
No action taken from closed session

Motion Smithers/2nd Duran to adjourn meeting at 10:07pm; Roll Call: Ayes - 5 Nays - 0 Meeting Adjourned

Attest:

  
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Jessica Alley, City Clerk



  
Angela Winquist, Mayor